

Rector's Directive No. 29/2026

Amendment to Rector's Directive No. 42/2023, Procedure for the Assessment of Applications for Waiver or Reduction of Fee for Study under Section 58 (4) of the Higher Education Institutions Act (Fee for Study in a Foreign Language)

Guarantor: doc. ThDr. Mgr. Ing. Kamila Veverková, Ph.D.

Responsible guarantor: Student Affairs Department

Date of force: 1 July 2026

Date of effect: 1 October 2026

Amendment to Rector's Directive No. 42/2023, Procedure for the Assessment of Applications for Waiver or Reduction of Fee for Study under Section 58 (4) of the Higher Education Institutions Act (Fee for Study in a Foreign Language)

Rector's Directive No. 42/2023, Procedure for the Assessment of Applications for Waiver or Reduction of Fee for Study under Section 58 (4) of the Higher Education Institutions Act (Fee for Study in a Foreign Language) is amended as follows:

I. Amendment to Rector's Directive

1. Paragraphs 6 and 7 of Article 11 are repealed.
Paragraph 8 is renumbered paragraph 6.
2. The text in Article 13 is now included under paragraph 1 and paragraph 2 is inserted:
“An application for a reduction of the fee on the grounds of an interruption of study during a period for which the previous fee was paid will be granted, and the fee currently being assessed will be reduced proportionally to the total of the length of the interruption of study during the period for which the previous fee was assessed and paid and the length of the interruption of study in the current academic year for which the current fee is being assessed.”

II. Force and Effect

This directive comes into force on 1 July 2026 and becomes effective on 1 October 2026.

Prague, 1 July 2026

prof. RNDr. Jiří Zima, CSc.
Rector

Consolidated Rector's Directive No. 42/2023

Rector's Directive No. 42/2023

Procedure for the Assessment of Applications for Waiver or Reduction of Fee for Study under Section 58 (4) of the Higher Education Institutions Act (Fee for Study in a Foreign Language)

Part I – Introductory Provisions

Article 1

This directive of the Rector of Charles University (“Rector”) defines the grounds for a waiver or reduction of the assessed fee for study under Section 58 (4) of the Higher Education Act¹ (“fee for study in a foreign language” or “fee”) at Charles University (“University”) for the purposes of decision-making on applications to waive or reduce the fee for study in a foreign language submitted in the proceedings to appeal a Dean’s decision² to assess the fee.

Part II – Grounds for Waiver or Reduction of the Fee Common to all Faculties

Article 2

Expiration of the Maximum Period of Study

An application for a waiver or reduction of the fee on the grounds that the date of creation of the obligation to pay the fee follows the date of expiration of the maximum period of study³ will be granted, and the assessed fee will be waived.

Article 3

Cotutelle

An application for a waiver of the fee on the grounds of study in the form of cotutelle will be granted, and the assessed fee waived if so agreed in the relevant agreement on dual supervision of a dissertation.

Article 4

Delays in Proceedings and Unlawful Procedure

An application for a waiver of the fee on the grounds that the obligation was created in connection with delays in proceedings before a first or second instance body, or in connection with an unlawful decision, will be granted, and the assessed fee will be waived.

¹ Act No. 111/1998 Sb., to regulate higher education institutions and to change and amend other laws (Higher Education Act).

² Article 5 (2) of the Appendix No. 2 to the Constitution of Charles University.

³ Article 4 (12) of the Code of Study and Examination of Charles University.

Part III - Grounds for Waiver or Reduction of the Fee at Individual Faculties

Article 5

Catholic Theological Faculty

Other grounds for a waiver or reduction of the fee are not set out.

Article 6

Protestant Theological Faculty

An application for a waiver or reduction of the fee will be granted, and the assessed fee will be waived or reduced if the study is implemented under an international agreement.

Article 7

Hussite Theological Faculty

Other grounds for a waiver or reduction of the fee are not set out.

Article 8

Faculty of Law

Other grounds for a waiver or reduction of the fee are not set out.

Article 9

First Faculty of Medicine

1. An application for a reduction of the fee on the grounds that the only requirement for the applicant to complete his/her study is the passing of one to three parts of the state rigorosum examination will be granted, and the assessed fee will be reduced by 50%.
2. An application for a reduction of the fee on the grounds of repeated enrolment in study after the termination of the interruption of study by the date of the beginning of the summer semester will be granted, and the assessed fee will be reduced by 50%.
3. An application for a waiver of the fee on the grounds that the applicant completed all parts of the state rigorosum examination by the end of the calendar year in which the requirements for taking the last part of the state rigorosum examination were met will be granted, and the assessed fee will be waived.

Article 10

Second Faculty of Medicine

1. An application for a reduction of the fee on the grounds of substantiated financial duress, not caused by the applicant him/herself, which leads to the impossibility of paying the fee in the full amount will be granted, and the assessed fee will be reduced by up to 25%, provided that the applicant has fulfilled all study requirements in the preceding unit of study.
2. An application for a reduction of the fee on the grounds of repeated enrolment in study after the termination of the interruption of study before the beginning of the summer semester, provided that the interruption of study lasted for at least one year, will be granted, and the assessed fee will be reduced by 50%.

3. An application for a reduction of the fee on the grounds that the only requirement for the applicant to complete his/her study is the passing of no more than one part of the state rigorosum examination will be granted, and the assessed fee will be reduced by 80%.

Article 11
Third Faculty of Medicine

1. An application for a waiver or reduction of the fee on the grounds of long-term hospitalization or serious illness will be granted, and the assessed fee will be either waived or reduced by at least 25%.
2. An application for a waiver or reduction of the fee on the grounds of childbirth during 9 months before the beginning of the academic year for which the fee has been assessed will be granted, and the assessed fee will be either waived or reduced by at least 25%.
3. An application for a waiver or reduction of the fee on the grounds of personal care for a person with a disability or a long-term sickness will be granted, and the assessed fee will be waived or reduced by at least 25%.
4. An application for a waiver or reduction of the fee on the grounds of losing both parents before reaching the age of 26, as well as situations equivalent thereto, will be granted, and the assessed fee will be waived or reduced by at least 25%.
5. An application for a reduction of the fee on the grounds of substantiated financial duress, not caused by the applicant him/herself, which leads to the impossibility of paying the fee in the full amount will be granted, and the assessed fee will be reduced by up to 50%, provided that the applicant has fulfilled all study requirements in the preceding unit of study. The fee cannot be reduced in the case of students enrolled in the first unit of study.
6. Where an applicant proves the existence of multiple grounds for a reduction or waiver of the fee assessed, that fact will be reflected in the total amount of the discount provided.

Article 12
Faculty of Medicine in Pilsen

1. An application for a reduction of the fee on the grounds that the only requirement for the applicant to complete his/her study is the passing of one to three parts of the state rigorosum examination will be granted, and the assessed fee will be reduced by 70%.
2. An application for a reduction of the fee on the grounds of repeated enrolment in study after the termination of the interruption of study by the date of the beginning of the summer semester will be granted, and the assessed fee will be reduced by 50%.
3. An application for a fee reduction on the grounds of approval to complete a unit of study under an individual curriculum will be granted, and the assessed fee will be reduced by 30%. Only the fee assessed for a period for which the individual curriculum has been approved can be reduced on said grounds.

Article 13
Faculty of Medicine in Hradec Králové

1. An application for a waiver of the fee on the grounds that the only requirement for the applicant to complete his/her study is the passing of the state rigorosum examination or a part thereof will be granted, and the assessed fee will be waived.
2. An application for a reduction of the fee on the grounds of an interruption of study during a period for which the previous fee was paid will be granted, and the fee currently being assessed will be reduced proportionally to the total of the length of the interruption of study

during the period for which the previous fee was assessed and paid and the length of the interruption of study in the current academic year for which the current fee is being assessed.

Article 14

Faculty of Pharmacy in Hradec Králové

1. An application for a reduction of the fee on the grounds of approval to complete a unit of study under an individual curriculum will be granted and the assessed fee will be reduced by 50%. Only the fee assessed for a period for which the individual curriculum has been permitted can be reduced on said grounds.
2. An application for a fee reduction in cases where the only requirement for the applicant to complete his/her study is the passing of a state examination which is not divided into multiple parts or of the defence of a diploma thesis, will be granted, and the assessed fee will be reduced by up to 90%.

Article 15

Faculty of Arts

Other possible grounds for a waiver or reduction of the fee are determined in a Dean's directive.

Article 16

Faculty of Science

1. An application for a reduction of the fee on the grounds that the applicant has achieved outstanding academic results, with an average grade achieved of no more than 1.5, in the study for which the fee has been assessed will be granted, and the assessed fee will be reduced by 50%.
2. An application for a reduction of the fee on the grounds that the applicant has passed at least one part of the state final examination in the relevant programme of study will be granted, and the assessed fee will be reduced by 50%.
3. An application for a reduction of the fee on the grounds that the applicant has completed extensive or particularly significant research in the course of the study for which the fee has been assessed will be granted, and the assessed fee will be reduced by 50%.
4. An application for a waiver of the fee on the grounds that, during the study for which the fee has been assessed, the applicant completed a study stay abroad of at least four months during which his/her study was not interrupted and which was organised or implemented by the Faculty or the University will be granted, and the assessed fee will be waived.
5. An application for a waiver of the fee on the grounds of long-term hospitalization or serious illness substantiated by an attending outpatient professional's certificate will be granted, and the assessed fee will be waived.
6. An application for a waiver of the fee on the grounds of an applicant's substantiated difficult personal circumstances due to a war conflict or a natural disaster will be granted, and the assessed fee will be waived.
7. The fee can only be waived or reduced if applicant studies in the relevant programme of study for longer than the standard period of study in the programme.
8. The fee can be waived or reduced only once during the study in the relevant programme of study.

Article 17
Faculty of Mathematics and Physics

1. An application for a reduction of the fee on the grounds that the only requirement for the applicant to complete his/her study is the passing of a state examination or a part thereof will be granted, and the assessed fee will be reduced by 80%. The fee can only be reduced in the academic year in which the applicant meets said conditions and applies for a reduction of the fee for the first time.
2. An application for a reduction of the fee on the grounds that the only requirement for the applicant to complete his/her study is the passing of a state examination or a part thereof and, at the same time, the applicant's study was interrupted for at least 90 days in the given academic year will be granted, and the assessed fee will be reduced by 80%.
3. An application for a reduction of the fee on the grounds of an interruption of study during a period for which the previous fee was paid will be granted, and the fee currently being assessed will be reduced proportionally to the total of the length of the interruption of study during the period for which the previous fee was assessed and paid and the length of the interruption of study in the current academic year for which the current fee is being assessed, unless paragraph 2 applies.
4. An application for a waiver or reduction of the fee on the grounds of substantiated difficult personal circumstances due to a war conflict or natural disaster will be granted, and the assessed fee will be reduced by at least 50%.

Article 18
Faculty of Education

1. An application for a reduction of the fee on the grounds that the only requirement for the applicant to complete his/her study is the passing of a state examination or a part thereof will be granted, and the assessed fee will be reduced by up to 80%. The fee can be reduced on these grounds only once during the study in the relevant programme of study.
2. An application for a waiver or reduction of the fee on the grounds of long-term hospitalization or serious illness will be granted, and the assessed fee will be reduced by at least 25%. The fee can be waived or reduced on these grounds only once during the study in the relevant programme of study.
3. An application for a reduction of the fee on the grounds of substantiated financial duress, not caused by the applicant him/herself, which leads to the impossibility of paying the fee in the full amount will be granted, and the assessed fee will be reduced by up to 50%, provided that the applicant fulfilled all study requirements in the preceding unit of study. The fee cannot be reduced in the case of a student enrolled in the first unit of study.
4. An application for a reduction of the fee on the grounds that the applicant is a Ukrainian citizen enrolled in the first unit of study will be granted, and the assessed fee will be reduced. In the case of bachelor's or master's programmes of study implemented by the Department of Music, the fee will be reduced by 50%; in the case of other bachelor's or master's programmes of study, the fee will be reduced by 75%.

Article 19
Faculty of Social Sciences

Other grounds for a waiver or reduction of the fee are determined in a Dean's directive.

Article 20
Faculty of Physical Education and Sport

Other grounds for a waiver or reduction of the fee are not set out.

Article 21
Faculty of Humanities

1. An application for a waiver or reduction of the fee on the grounds of difficult social circumstances duly substantiated by a document which complies with the requirements in a given country will be granted, and the assessed fee will be waived or reduced.
2. An application for a waiver or reduction of the fee on the grounds of long-term hospitalization, serious illness, or other similar reasons based on the register of special-needs students, substantiated by a medical certificate, will be granted, and the assessed fee will be waived or reduced.
3. An application for a waiver or reduction of the fee on the grounds of losing both parents will be granted, and the assessed fee will be waived or reduced.
4. An application for a waiver or reduction of the fee on the grounds that the applicant has completed extensive or particularly significant research in the course of the study for which the fee has been assessed will be granted, and the assessed fee will be waived or reduced.
5. An application for a reduction of the fee on the grounds that the applicant has completed his/her study in the relevant programme of study by the end of the examination period in the winter semester of the academic year for which the fee had been assessed will be granted, and the assessed fee will be reduced by 50%. This provision applies by analogy if the applicant completed his/her study by the final date of the period for the holding of the defence of a final thesis in the winter semester of said academic year if such deadline comes later than the date under the first sentence.
6. The conditions for providing a fee discount under paragraphs 1, 2, and 4 also apply to students in doctoral programmes of study. A discount on the grounds of extensive or particularly significant research always requires a recommendation from the subject-area board.

Part IV – Common Provisions

Article 22

1. If justified, the Rector can postpone the due date of a fee assessed.
2. In exceptional cases, the Rector can waive or reduce the fee assessed for a reason worthy of special consideration, that is, in unexpected, exceptionally serious situations that cannot be covered by a specific discount.
3. Along with their application, applicants must supply the relevant documents substantiating the facts alleged; medical reasons are to be substantiated by a medical report. If necessary, the University can request additional documents.
4. The Rector's decision is based on the opinion of the Dean.
5. Unless provided otherwise, the conditions for a waiver or reduction of the fee assessed must be met by the date of submission of an application.

6. Unless stipulated otherwise, a waiver or reduction of the assessed fee under Part III hereof may be granted only to a student in a bachelor's or master's programme of study.
7. Where an applicant proves the existence of multiple grounds for a reduction or waiver of the fee assessed, the discount will be granted in the amount on the basis of the grounds for which the highest discount is provided, unless provided otherwise.
8. In cases where the amount of the discount is not fixed, the amount of the discount will be determined while taking into account the duration of the relevant fact and the severity thereof.

Article 23

Instalment Plan and Collection and Enforcement of Fees

1. The Dean may allow payment in instalments upon request by the applicant.
2. A part of the agreement on payment in instalments is the acknowledgement of a debt.
3. The collection and enforcement of fees for study in a foreign language is the responsibility of faculties.

Article 24

Final Provision

This Directive becomes effective on 1 October 2023.*

* This directive was amended by Rector's Directive No. 22/2024, which became effective on 1 October 2024, Rector's Directive No. 26/2025, which became effective on 1 October 2025, and Rector's Directive No. 29/2026, which became effective on 1 October 2026.