Charles University

Rector's Directive No. 56/2025

Title: **Václav Havel Bursary**

Responsible office: **International Relations Office**

Date of effect: **22 December 2025**

Václav Havel Bursary

Article 1
Introductory Provisions

1. The present Rector's directive sets out the rules and procedures for awarding the Václav Havel Bursary at Charles University ("University").
2. The Václav Havel Bursary ("Bursary") is established as a bursary designed for students of the University and participants in lifelong learning whose study is made more difficult or even impossible due to repression by totalitarian or authoritarian regimes, or regimes which are not free. The purpose of the Bursary is to give an opportunity to receive education to those who were illegitimately denied it, who have been subjected to long-term pressure and repression, or who face harassment by the state and the authorities.
3. The Václav Havel Bursary Board ("Board") is established as an advisory body to the Rector.

Article 2
Application for the Václav Havel Bursary

1. An application for the Bursary may be submitted by:
   a) a student of the University to the dean of the faculty at which he or she is enrolled in study,
   b) a participant in the Czech Studies lifelong learning programme offered by the Faculty of Arts of Charles University to the Dean of the Faculty of Arts or a participant in a programme offered by the Institute for Language and Preparatory Studies of Charles University to the director of the institute, or
   c) an applicant for study at the University to the dean of the faculty to which he or she has applied

(students, participants in lifelong learning, and applications for study jointly referred to as "applicants").

2. The applicant must be directly affected by the fact that he or she comes from a country in which, according to the evaluation of generally respected humanitarian organisations, human rights and freedoms are constantly violated and in which the state exposes persons to oppression, harassment, or repression which result in discriminatory measures in relation to receiving education.

3. The applicant submits the following documents as part of the application for the Bursary:
   a) documents proving compliance with the requirement under paragraph 2,
   b) curriculum vitae,
   c) personal letter to the Board,
   d) transcript of study results achieved to date,
   e) completed application form available on the University website, and
   f) confirmation of the amount of other financial support for education if the applicant receives such support, or an affirmation proving that he or she does not receive such support.

4. If the applicant is a scholar of the Duolingo x UNHCR Access Scholars Programme nominated by Duolingo English Test[1], only the documents under paragraph 3 (e) and (f) are required.
5. Applications are submitted on an annual basis from 31 March to 31 October.
6. The dean or director of another unit of the University refers the application under paragraph 1, including his or her opinion, to the Board without undue delay.

Article 3
Václav Havel Bursary Board

1. The board discusses and considers the applications for the Bursary on a case-by-case basis and issues a recommendation for the Rector, including the proposed amount of the Bursary. Applicants from the Duolingo x UNHCR Access Scholars programme are given preference by the Board in the consideration of the applications.
2. The Board is chaired by the Vice-Rector responsible for the international affairs of the University. The Rector may appoint other members of the Board by virtue of office or on the basis of nominations proposed by the Academic Senate of Charles University and humanitarian organisations.
3. The meetings of the Board are convened and managed by the chair of the Board or a member thereof authorised by the chair of the Board. They are held at least twice a year, so that a meeting is held immediately after the end of the application submission period.
4. The Board has a quorum if a majority of its members is present. The Board adopts resolutions by voting, where each member of the Board holds one vote. A resolution is adopted by a majority of votes of the members of the Board present. The chair of the Board may set out further details regarding the meetings of the Board.

Article 4
Bursary

1. The Rector decides on awarding the Bursary and the amount thereof on the basis of the Board's recommendation. Applicants from the Duolingo x UNHCR Access Scholars programme are given preference by the Rector in the consideration of the applications.
2. The Bursary is awarded to a student for the standard period of study in the programme of study in which he or she is enrolled or to a participant in lifelong learning for the duration of his or her participation in a lifelong learning programme. The Bursary may not be awarded or paid to a student if he or she has exceeded the standard period of study or interrupted his or her study or to a participant in a lifelong learning programme after the termination of his or her participation in the lifelong learning programme.
3. The maximum amount of the Bursary awarded to an applicant is CZK 5,000 per month.
4. The Bursary is paid by the Finance, Human Resources and Payroll Department of the University Rectorate on a monthly basis to the account of the applicant who has been awarded the Bursary no later than on the 15th day of the month, including during holiday periods.
5. An applicant who has been awarded the Václav Havel Bursary is obliged to submit, by 31 October of each academic year of study, a confirmation of the amount of other financial

[1] Memorandum of Understanding between Charles University and Duolingo English Test of 7 February 2025.

support for education, if he or she has started to receive such support, including support from a foundation, humanitarian organisation, or from European or other projects. On the basis of the information provided or on the basis of its own findings regarding the receiving of financial support or other serious reasons, the Board may initiate the commencement of proceedings to withdraw the Bursary or to decrease the amount thereof. The decision in such proceedings is made by the Rector. If the applicant does not receive any other financial support, he or she submits an affirmation proving this fact. The above facts are proved to the Board by the Bursary holder.

Article 5
Common Provisions

1. If the Bursary holder has terminated or interrupted his or her study, has exceeded the standard period of study, or has terminated his or her participation in lifelong learning, the faculty or other unit of the University notifies the International Relations Office without delay.
2. The administrative acts related to the granting of visas and long-term residence permits, and the provision of health insurance, as well as other practical matters necessary for the applicant's participation in a lifelong learning programme or study at the University are performed by CU Point, the Institute for Language and Preparatory Studies of Charles University, and the respective departments of the individual faculties in cooperation with humanitarian organisations.
3. Administrative and organisational matters related to the Bursary, including raising awareness of the possibility of being granted the Bursary, are managed by the International Relations Office of the University Rectorate, which regularly informs the relevant humanitarian organisations, the faculties, CU Point, the Institute for Language and Preparatory Studies, and the Public Relations Department of the University Rectorate about the Bursary.

Article 6
Repealing Provision

Rector's Directive No. 24/2022, Constitution of the Václav Havel Bursary is hereby repealed.

Article 7
Transitional Provisions

1. Members of the Board appointed before the date of effect hereof are considered members of the Board hereunder.
2. The restrictions under Article 4 (3) hereof do not apply to bursaries and contributions awarded under Rector's Directive No. 24/2022, Constitution of the Václav Havel Bursary.
3. Applications for the bursary submitted under Rector's Directive No. 24/2022, Constitution of the Václav Havel Bursary which have not been processed before the date of effect hereof will be processed according to the present Rector's directive.

Article 8
Final Provisions

1. The Bursary is established with the explicit consent of Mrs. Dagmar Havlová.

2. This directive is issued after a prior opinion issued by the Academic Senate of Charles University on 12 December 2025.
3. The present Rector's directive comes into force on the date of execution and becomes effective on 22 December 2025.

Prague, 12 December 2025

prof. MUDr. Milena Králíčková, Ph.D
Rector