

The Ministry of Education, Youth and Sport registered the Statutes of the Academy of Performing Arts in Prague under Section 36(2) of Act no. 111/1998 Coll., on Higher Education Institutions and on Amendments to Other Acts (the Higher Education Act), on 21 December 2016, under file number MSMT-38486/2016.

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Mgr. Karolína Gondková
Director of the Department of Higher Education Institutions

STATUTES

OF THE ACADEMY OF PERFORMING ARTS IN PRAGUE

dated 21 December 2016

The Academic Senate of the Academy of Performing Arts in Prague, under Section 9(1b), point 3, and Section 17(1a) of Act No. 111/1998 Coll., on Higher Education Institutions and Amendments to Other Acts (the Higher Education Act), as amended, has adopted these Statutes of the Academy of Performing Arts in Prague:

Part One

Introductory Provisions

Article 1

1. The Academy of Performing Arts in Prague (hereinafter "AMU") is a public university-level educational institution (hereinafter "higher education institution") under Act No. 111/1998 Coll., on Higher Education Institutions and Amendments to Other Acts (the Higher Education Act), as amended (hereinafter the "Act").
2. AMU was established by Presidential Decree No. 127/1945 Coll., dated 27 October 1945.
3. AMU's last legal predecessor is the Academy of Performing Arts in Prague, under Section 10 of Act No. 172/1990 Coll., on Higher Education Institutions, as amended by Act No. 216/1993 Coll.
4. AMU has its registered office in Prague.
5. AMU is a higher education institution with an artistic focus and operates in the area of Arts education. Its purview includes dramatic arts, music, dance, film, television, photography, multimedia and the creation of related fields, as well scientific and research activities. Integral aspects of the instruction, cultivation and development of these arts are their history, theoretical instruction and reflexes.
6. AMU is a legal entity. The faculties and other units specified in these Statutes and in the statutes of the faculties are parts of AMU.
7. AMU and its parts freely and independently establish, develop and cultivate international relationships, which serve to proliferate art and culture, and to enhance education.
8. AMU's name in foreign languages is:

English: Academy of Performing Arts in Prague

German: Akademie der musischen Künste in Prag

French: École nationale supérieure des arts de Prague

Spanish: Escuela Superior de las Artes de Praga

**Part Two
The AMU Academic Community**

Article 2

1. Under the Act, AMU's academic community consists of its academic staff and students.
2. AMU's academic freedoms and academic rights are guaranteed by Section 4 of the Act.

**Part Three
Self-Administrative and Other AMU Bodies**

Article 3

1. AMU's self-administration is guaranteed by the Act. AMU independently and freely develops artistic, educational, academic, cultural, scientific, research, editorial, publication and other related activity based on the principles of freedom and democracy. The requisite conditions for this activity are shaped at the national and international level.
2. The extent of AMU's self-administrative purview is stipulated by Section 6 of the Act.
3. Academic, self-administrative and other AMU bodies are stipulated in Section 7 of the Act.
4. AMU establishes the Council for Internal Review as a self-administrative body per Section 7(1d) of the Act.

**Article 4
AMU Academic Senate**

1. The election, composition and term of office of the AMU Academic Senate (hereinafter the "AS AMU") and its members are regulated by Sections 8 and 9 of the Act and by the *AS AMU Election Rules*. The *AS AMU Deliberation Rules* regulate the purview and method of the AS AMU's deliberations. The AS AMU and its members are responsible to the AMU academic community for their activity.
2. The AS AMU has 15 members. Each faculty is represented in the AS AMU by three academic staff members and two students. If a student who has been elected to the AS AMU, during his/her term of office, is again registered for studies at AMU in the same faculty in a different programme, and no later than four months after termination of studies in the preceding programme, then his/her membership is not discontinued.
3. No substitutions are possible for membership in the AS AMU.

The term of office of members of the AS AMU is three years; the membership of substitute members¹ shall terminate with the end of the current AS AMU's term of office.
4. The AS AMU has the right to abdicate or shorten its term.
5. The activity of the AS AMU is secured materially and administratively by the AMU Rector's Office.

¹ Under Section 8(1) of the Act and the *AS AMU Election Rules*.

6. The AS AMU has the right to information and materials which are necessary for its activities.

Article 5 Rector

1. The position of the Rector is defined by the Act, in particular Section 10.
2. The seat of the Rector and his/her office (hereinafter the "AMU Rector's Office") is Hartigovský palác, Malostranské nám. 12, 118 00 Prague 1.
3. AMU has from one to three Vice-Rectors, who are appointed and recalled by the Rector following the expression of an opinion by the AS AMU. Vice-Rectors are responsible for the following areas, which are defined by the Rector:
 - student affairs,
 - pedagogical matters,
 - international relations,
 - relations with graduates and the public,
 - artistic activity,
 - science, research and innovation,
 - projects,
 - quality,
 - development,
 - legislation.
4. From among the Vice-Rectors, the Rector appoints his/her deputy. The Rector's deputy shall direct AMU in the event that the Rector's term ends and no new Rector has been elected and appointed. This measure shall apply until such time as a new Rector has been appointed.
5. The AMU Vice-Rectors appointed by the Rector shall methodologically direct the school-wide pedagogical, informational and specialist facilities stipulated in Article 12(b-d) of these Statutes.
6. A Vice-Rector is entitled, within his/her purview and within the limits of legislation and AMU internal regulations, to issue Guidelines of the Vice-Rector, to which individual departments at AMU will adhere.
7. The Rector establishes an advisory and coordinating body called the "AMU Management". Its members are generally Vice-Rectors, the Bursar, Deans and the Chairperson of the AS AMU.
8. In extraordinary cases, the Rector may declare a Rector's holiday.
9. The Rector is entitled, within his/her purview and within the limits of legislation and AMU internal regulations, to issue Decrees of the Rector, which will be adhered to at AMU.

Article 6 AMU Artistic Council

1. The appointment of members of the AMU Artistic Council (hereinafter "UR AMU") and its purview are stipulated by Sections 11 and 12 of the Act.
2. The Rector is the chairperson of the UR AMU and determines the number of its other members.

3. The Rector can appoint permanent guests to the UR AMU.
4. The UR AMU's method of deliberation is stipulated by the *UR AMU Deliberation Rules*.
5. The term of office of the other members of the UR AMU in the sense of Section 11(1) of the Act is the same as that of the Rector.

Article 7
AMU Council for Internal Review

1. AMU has established the AMU Council for Internal Review (hereinafter also the "RVH"). The number of members of the RVH is stipulated by the internal regulation *Rules of the Quality Assurance System for Educational, Creative and Related Activities, and for Internal Review of the Quality of Educational, Creative and Related Activities at AMU* (hereinafter also the "Rules for Internal Review").
2. The appointment of RVH members and their purview are stipulated by Section 12 and 12a of the Act.
3. The term of office of RVH members is five years. The membership of the Rector, Vice-Rector and chairperson of the AS AMU shall terminate with the end of their term of office. The membership of the student representative in the RVH shall terminate with the termination of his/her studies.
4. The RVH exercises the purview of an artistic council in the sense of Section 12(1b, c and e) of the Act.
5. In particular the RVH:
 - a. approves the draft *Rules of the Quality Assurance System for Educational, Creative and Related Activities, and for Internal Review of the Quality of Educational, Creative and Related Activities at AMU* presented by the chairperson of the RVH prior to its presentation to the AS AMU;
 - b. directs the course of internal reviews of the quality of educational, creative and related activities at AMU;
 - c. elaborates a report on internal reviews of the quality of educational, creative and related activities at AMU, as well as annexes to said report;
 - d. maintains continuous records of the internal review of the quality of educational, creative and related activities at AMU;
 - e. establishes working committees in the Faculties for purposes of ensuring the execution of the activities per letters b-d above; the composition of the working committees and the manner of their members' appointment are described in the *Rules for Internal Review*;
 - f. approves academic programmes as well as changes and modifications to academic programmes per the *Rules for Internal Review*; and
 - g. performs other activities in an extent stipulated by the *Rules for Internal Review*.

Article 8
Disciplinary Committee

1. The AMU Disciplinary Committee is not established in accordance with Section 13(4) of the Act. Disciplinary Committees are established by AMU faculties.
2. The AMU Disciplinary Rules are an AMU internal regulation.

Article 9
AMU Board

1. The composition, method of appointment, meetings and purview of the AMU Board (hereinafter the "Board") are defined in Sections 14 and 15 of the Act.

2. The AMU Board shall have at least 9 and at most 18 members. The number of members must always be divisible by three.
3. The Rector, after consulting with the Chairperson of the Board, shall appoint the Secretary of the Board.
4. The Secretary, in cooperation with the Rector and the Rector's Office, shall secure the conditions, materials, and information necessary for the Board's activities.

**Article 10
Bursar**

1. The activity of the Bursar and the method of his/her nomination are stipulated in Section 16 of the Act and by measure of the Rector.
2. The Bursar is appointed and recalled by the Rector. For the position of Bursar, a formal selection process shall be used.
3. The Bursar elaborates budget proposals and presents them to the Rector and the AMU Management for comment or approval.
4. In the event that the balanced economic operation of any part of AMU is threatened, the Bursar is required to inform the Rector and to propose a solution for the situation.
5. To ensure a coordinated approach on the part of AMU faculties in the economic and administrative areas, the Bursar shall cooperate with the Secretaries of faculties and direct them methodologically. He/she is authorised to halt the effect of their decisions which are at odds with valid legislation or AMU's economic interests. The Bursar is required to inform the Dean of the relevant Faculty of such an intervention. If the Dean does not rescind the decision of the Secretary of the faculty, the Rector shall decide with final validity.
6. The Bursar shall direct the economic matters of the following facilities: the AMU Students' Residence Hall and Teaching Centre, the AMU Hotel, the AMU Study and Training Centre in Poněšice, and the AMU Study, Training & Accommodation Centre in Beroun (Article 12(d)).
7. The Bursar is entitled, within his/her purview and within the limits of legislation, AMU internal regulations and Decrees of the Rector, to issue Guidelines of the Bursar, which will be adhered to in economic matters and internal administration at AMU and at the AMU Rector's Office.

**Part Four
AMU Internal Regulations**

Article 11

1. In addition to the internal regulations stipulated in Section 17(1a-j) of the Act, AMU's activities are also regulated by the following internal regulations:
 - a. Rules for Habilitation and for Professorial Appointments;
 - b. Statutes of the AMU Board;
 - c. Rules for Lifelong Learning at AMU.

**Part Five
AMU Organisational Structure**

Article 12

1. AMU is organised into the following divisions:

a. faculties:

The Theatre Faculty of AMU (hereinafter "DAMU")

Address: Karlova 26 and Řetězová 5, 116 65 Prague 1

The Film and TV School of AMU (hereinafter "FAMU")

Address: Smetanovo nám. 2, 116 65 Prague 1

The Music and Dance Faculty of AMU (hereinafter "HAMU")

Address: Malostranské nám. 13, 118 00 Prague 1

b. pedagogical facilities with school-wide purview:

AMU Language Centre

AMU Sports, Rehabilitation and Movement Centre

(Addresses: see the Rector's Office)

c. informational facilities with school-wide purview:

AMU Computer Centre

AMU Press

(Addresses: see the Rector's Office)

d. specialist facilities with school-wide purview:

AMU Students' Residence Hall and Teaching Centre

Address: Hradební 7, 110 00 Prague 1

AMU Hotel

Address: Tržiště 18, 118 00 Prague 1

AMU Study and Training Centre in Poněšice

Address: Poněšice 10, 373 41 Hluboká nad Vltavou

AMU Study, Training & Accommodation Centre in Beroun

Address: Barrandova 30, 266 01 Beroun

e. The AMU Rector's Office – the executive and administrative section of the Rector and the Bursar.

Address: Malostranské nám. 12, 118 00 Prague 1.

**Article 13
Rights of Faculties**

1. In the sense of Section 24(2) of the Act, faculty bodies have the right to make decisions and to take actions on behalf of AMU in other matters concerning the faculty in the following extent:
 - a. the creation and implementation of academic programmes in accordance with the *Rules for Internal Review* and other internal regulations pertaining to the creation and quality assurance of AMU's academic programmes;
 - b. the strategic focus of creative activity;
 - c. international relations and activities;

- d. supplementary activity; the management of funds obtained through supplementary activity is governed by the *Guideline of the Bursar on Supplementary Activity*.
2. The Dean is responsible to the Rector for his/her activity; this shall not affect the Dean's purview in matters per Section 24(1) of the Act. In the extent of his/her purview, the Dean is also responsible to the Rector for the expedient use for funds, for settling contributions and subsidies, and for the due economic management of the AMU property entrusted to him/her.
3. For purposed of managing the faculty, the Dean is entitled, within his/her purview and within the limits of legislation, AMU and faculty internal regulations, and Decrees of the Rector, to issue Decrees of the Dean, which will be adhered to in the faculty.

Part Six Studies in Accredited Programmes

Article 14

1. AMU realises accredited Bachelor's, Master's, and doctoral academic programmes and, in connection with them, engages in artistic, scientific, research and innovation, and other creative activities.
2. AMU provides paid lifelong learning programmes oriented to the participant's occupation or interests. Lifelong learning is provided on the basis of contractual relationships. Lifelong learning is provided per Section 60 of the Act both outside and within the scope of academic programmes; these shall include in particular internships, international courses, instructional programmes and seminars. Participation in a lifelong learning programme does not form a basis for the legal status of a student under the Act. Detailed terms and conditions, including the fees connected with such programmes, are stipulated by the *Rules for Lifelong Learning* and the internal regulations of the faculty.

Article 15

1. Section 45 of the Act applies to studies in Bachelor's programmes. In the area of Arts education, graduates of Bachelor's programmes are awarded the academic title "Bachelor of Arts" (abbreviated "BcA.", the title preceding the name). Graduates in arts admitted to a programme under Section 48(2) of the Act are awarded an academic title only after completing a secondary education with a *matura* examination or a higher vocational education at a conservatory.
2. Section 46(1-4) of the Act applies to studies in Master's programmes. Master's programme graduates in the area of arts are awarded the academic title "Master of Arts" (abbreviated "MgA.", the title preceding the name). Graduates in arts admitted to studies under Section 48(2) of the Act in a Master's programme which does not continue on from a Bachelor's programme are awarded an academic title only after completing a secondary education with a *matura* examination or a higher vocational education at a conservatory. *The AMU Attendance and Examination Regulations* specify the terms and conditions for studies in a Master's programme which continues on from a Bachelor's programme.
3. Section 47 of the Act applies to studies in doctoral programmes. Graduates of doctoral programmes are awarded the academic title "Doctor of Philosophy" (abbreviated "Ph.D.", the title following the name).
4. Doctoral programmes can be studied on a full-time or part-time basis. The standard period of study is stipulated in the accreditation decision for the relevant programme.

Part Seven AMU System of Internal Review

Article 16

1. AMU ensures the quality of educational activities, related creative activities and other related activities in particular by adhering to the principles of strict admission criteria, rigorous monitoring of academic performance, publication of the results of creative activities, and tools for professional peer review such as contests, competitions, festivals and conferences. The quality assurance system shall be reviewed by the RVH.
2. Educational activities, related creative activities and other related activities are reviewed regularly and continuously at AMU.
3. The system of quality assurance and review for educational, creative and related activities reflects the institutional accreditation requirements stipulated in Sections 77a, 77b and 78a of the Act and in relevant implementing regulations.² The system of quality review at AMU is regulated by an internal regulation called *Rules of the Quality Assurance System for Educational, Creative and Related Activities, and for Internal Review of the Quality of Educational, Creative and Related Activities at AMU*.
4. Special attention is devoted to reviewing the quality of academic programmes and to achieving set goals, as stipulated in Section 79 of the Act. The approval, management and regular review of the quality of academic programmes is regulated by the *Rules of the Quality Assurance System for Educational, Creative and Related Activities, and for Internal Review of the Quality of Educational, Creative and Related Activities at AMU*.

Part Eight Students and Studies

Article 17

1. The rights and standing of an AMU student are stipulated by Sections 61 and 62 of the Act.
2. The obligations of an AMU student are stipulated by Section 63 of the Act, the *AMU Attendance and Examination Regulations*, and other internal regulations of AMU and the faculties. The rights of international students are determined by, in addition to the Act and AMU regulations, an agreement concluded between the student and the faculty or between the faculty and the foreign school which has sent the student.
3. Under Section 51 of the Act, an applicant shall have the right to register for courses upon receipt of the decision on admission. The applicant shall be required to register in person on a date set by the Dean. Prior to this date, and in extraordinary cases within five working days thereafter, the applicant may excuse himself/herself in writing for serious reasons.
4. An applicant who fails to register for courses on the date set by the Dean without excusing himself/herself, or whose excuse was not accepted, forfeits the right to register for courses.
5. If an excuse for failing to appear at registration is accepted, then a substitute date or substitute form of registration for courses is set.
6. The Dean decides on the acceptability of excuses, substitute dates and substitute forms of registration.

² Government Regulation No. 274/2016 Coll., on Standards for Accreditation in Higher Education.

7. After registering for courses, the newly admitted student is required to take the matriculation oath. In the event of a justified absence, the student shall take this oath on an alternate date before the Rector or the Dean.
8. The terms and conditions for the holding of state examinations are stipulated by Section 53 of the Act and by the *AMU Attendance and Examination Regulations*.
9. Student record documents at AMU are uniform. Their form and contents are determined in accordance with Section 57 of the Act by the AMU Management.
10. For the issue of substitute documents stipulated by the Act, a fee stipulated by a Decree of the Rector is collected.

Part Nine General Admission Requirements and Submission Method for Applications

Article 18

1. The requirements for admission to Bachelor's, Master's and doctoral programmes and the method for submitting applications are stipulated in Sections 48-50 of the Act and in the *AMU Attendance and Examination Regulations*.
2. AMU shall verify fulfilment of the conditions stipulated per Section 49(1 and 3) of the Act by means of an entrance examination for all academic programmes. The admissions process for Bachelor's, Master's and doctoral programmes of study cannot be waived for any applicant based on previous academic performance or achieved artistic results.
3. In accordance with the Act, AMU requires a practical aptitude test for all academic programmes as part of the entrance examination, as well as examinations in theoretical and other disciplines.
4. The practical aptitude test shall be in a form appropriate for the nature and type of the academic programme. The theoretical examinations may be written, oral, or may take the form of an objective test.
5. Detailed rules for the admissions process, admission requirements and the method for verifying their fulfilment are stipulated in accordance with the Act by the internal regulations of AMU and the relevant faculty, and by Decrees of the Deans of faculties. These must contain in particular:
 - a. the form and general contents of the entrance examination with a specification of requirements and knowledge;
 - b. the form, contents and requirements for the practical aptitude test as part of the entrance examination;
 - c. the criteria for evaluating the results of the admissions process and other facts documenting the applicant's aptitudes for the programme;
 - d. the dates of entrance examinations (practical aptitude tests and theoretical examinations), and the dates when an applicant may view the materials which are significant for the decision on his/her admission (Section 50(6) of the Act);
 - e. health requirements for admission to the relevant academic programme;
 - f. the manner in which excuses for an absence from the entrance examination are assessed, and, as the case may be, options for holding the entrance examination on an alternate date;
 - g. the procedure and manner in which examination committees are constituted, and a specification of their duties and powers;

- h. the maximum number of students admitted into the relevant academic programme.
6. Entrance examinations for doctoral programmes are announced by the Dean regularly or on an ad hoc basis according to the faculty's needs and possibilities. The requirements and form of the entrance examination on the basis of an opinion by the subject council of the relevant programme are determined either by the faculties' internal regulations or by a Decree of the Dean of the relevant faculty.

Article 19

1. The admissions process commences with the delivery of an application to the faculty. The applicant submits a written or electronic application for admission to an AMU programme using the application form and in the manner stipulated in the announcement of the admissions process. If the application is incomplete or has formal deficiencies, the faculty shall return it to the applicant to be corrected or supplemented, and will also stipulate a deadline for correcting the defects to the application. If the applicant fails to correct such defects by the stipulated deadline, the admissions process shall be halted.
2. The admissions process shall also be halted if the applicant, by the set deadline and in the stipulated manner, fails to pay the fee for actions connected with the admissions process stipulated under Section 58(1) of the Act.
3. The applicant shall be invited to the entrance examination in writing and an invitation shall be delivered to him/her in accordance with the provisions of Section 69a of the Act. If the applicant fails to appear without a legitimate excuse or if the excuse is not accepted, the admissions process shall be halted. The manner in which excuses are assessed and the possibility of holding the entrance examination on an alternate date are stipulated by the Dean. The Dean may allow an applicant to take an examination on an alternate date if the applicant requests this in writing by the original examination date provided that the applicant could not take the examination on the original date for serious reasons, in particular health reasons. In exceptional and justified cases, the Dean can grant an exception to this deadline. The applicant's participation in a different entrance examination cannot be a reason for granting an alternate date. Another alternate date is not permitted.
4. Fees paid for actions connected with the admissions process are not refunded to applicants.
5. A record shall be kept of all examinations and parts thereof (practical, theoretical – written or oral) which includes the assessment of the entrance examination and facts that have a bearing on the applicant's admission or non-admission.
6. Applicants who did not pass the practical aptitude test will not advance to the next round of examinations and will be delivered a decision of non-admission for studies.
7. A decision of admission or non-admission for studies (hereinafter "decision") must be issued within 30 days from the review of the conditions for admission for studies per Section 49(5) of the Act. The decision on admission for studies can be delivered to the applicant by means of AMU's electronic information system (KOS) provided the applicant agreed to this method of delivery in advance; the date of delivery and notification of the decision in such cases is considered to be the first day following the day on which the decision was made accessible to the applicant in the electronic information system.
8. The applicant has the right to view his/her file only after having been notified of the decision. The applicant may appeal the decision within 30 days from the date of notification.
9. The administrative body for appeals is the Rector. The Rector shall review whether the decision being challenged and the proceedings which preceded its issue are in

accordance with legislation, the internal regulations of AMU and of the faculty in question, and with the conditions of admission for studies.

Part Ten Provisions on Fees Related to Studies

Article 20

1. Fees connected with studies at AMU are regulated by Section 58 of the Act.
2. The fee for actions connected with the admissions process for all types of academic programmes is 20% of the base set by the Ministry of Education, Youth and Sport (hereinafter the "Ministry") per Section 58(2) of the Act (hereinafter the "base"). The fee is also paid by foreigners who apply for studies in the Czech language or in programmes taught in a foreign language.
3. If the student is studying in a Bachelor's or Master's programme for a period of time longer than the standard period of studies plus one year, AMU will charge him/her a tuition fee in the amount of four-and-a-half times the base for each six months of studies or part thereof; the period of studies includes the periods of all previous studies in Bachelor's and Master's programmes not duly completed per Section 45(3) or Section 46(3) of the Act, except for previous studies after the termination of which the student duly completed an academic programme of the same type. The period during which the student studied in such programmes, or in such programmes and the current programme concurrently, is counted only once for purposes of inclusion in the period of studies. From the overall period of studies thus calculated, however, any recognised period of parental leave is deducted.
4. AMU will set and publish the amount of the fees connected with studies for the following academic year in the public part of its website no later than on the last day of the term set for submitting applications for admission.
5. The amount of the fees for studies in academic programmes realised in a foreign language is determined on the basis of a calculation of the real economic costs of the programme in question including demands on pedagogical guidance, provision of creative practice, and provision of comprehensive informational and administrative support for studies. The specific amount of the fees is published in the public part of the AMU website.

Article 21

1. The decision on the assessment of the tuition fee per Section 58(3) of the Act is issued at least 90 days prior to the due date for payment of the fee. The applicant or student shall pay the tuition fee into AMU's account by pre-set deadlines and in the stipulated manner.
2. Decisions to reduce or waive the fee per Section 58(3), or defer its due date (hereinafter "reprieves") are made by the Rector usually at the request of the Dean based on the following principles:
 - a. the student shall submit a request for a reprieve in writing through the Dean and with a statement from him/her;
 - b. the student shall formulate the request for a reprieve specifying credible and documented reasons for granting a reprieve;
 - c. along with the request for a reprieve, the student shall include certified documents confirming the determinative circumstances for granting a reprieve;
 - d. the Rector shall either grant or deny the request, or return it as lacking sufficient documentation and set a deadline for the student to provide the additional

required documents. If the request is not duly documented by the set deadline, the Rector will deny it.

3. In deciding whether to grant or deny a reprieve, the Rector shall consider in particular the student's documented health or social reasons, as well as cases worthy of special consideration.

Part Eleven Scholarships

Article 22

1. AMU students may be awarded scholarships.
2. The terms and conditions for awarding scholarships are defined by the *AMU Scholarship Rules*.

Part Twelve Requirements for International Students

Article 23

1. International students are admitted to programmes in the Czech language under the same terms and conditions as other students, provided:
 - a. their level of education has been recognised as meeting the level of education required by the Act for admission to the relevant programme;
 - b. they have met the requirements stipulated for admission per Section 49(5) of the Act;
 - c. they have passed an examination on the Czech language at the AMU Language Centre.
2. Admission requirements for programmes taught in a foreign language are defined by a Decree of the Rector in accordance with the *AMU Attendance and Examination Regulations* based on documentation from the faculties.
3. The tuition fee for programmes taught in a foreign language is regulated in Art. 20(5) of these Statutes.

Part Thirteen Academic Staff

Article 24

1. Academic staff are those professors, associate professors, adjunct professors, assistant professors, assistants, lecturers and scientific, research and development staff, who are employees of AMU performing pedagogical as well as creative activity in an employment relationship according to an agreed type of work. Academic staff are required to attend to AMU's good name.
2. All positions for academic staff pursuant to paragraph 1 shall be filled on the basis of a formal selection process in accordance with Section 77(1-3) of the Act.
3. The details of the selection process are stipulated by the *Rules and Regulations of the Selection Process for Filling AMU Academic Staff Positions*.
4. Management positions are also generally filled by means of a formal selection process.
5. Within the scope of their pedagogical activity, academic staff in particular:

- a. directly participate in implementing academic programmes as set out in the *AMU Attendance and Examination Regulations*, particularly by giving lectures, seminars, exercises, and other forms of instruction, examinations and consultations, including appropriate marking;
 - b. serve as advisers and opponents for Bachelor's and Master's theses, and as members of examination committees;
 - c. serve as advisers and opponents in doctoral programmes;
 - d. participate in the creation of academic programmes and departmental strategies, and serve as members of the subject councils of doctoral programmes;
 - e. participate in the preparation of newly introduced subjects and in the modernisation of existing subjects;
 - f. prepare study materials and documents.
6. In addition to the pedagogical sphere, academic staff perform creative activities in the areas of the arts, science, research, development or other creative areas, in particular:
- a. serving as investigator or co-investigator of artistic, scientific and research projects;
 - b. working in the investigative teams of international, artistic, research or pedagogical projects on the basis of agreements with schools abroad;
 - c. participation in the realisation of significant artistic or scientific projects;
 - d. participation in committees for habilitations or professorial appointments;
 - e. artistic or publishing activity.

Article 25

Academic Programme Guarantor

1. Academic programme guarantors are appointed by the Dean of the faculty which offers the academic programme in question from among the ranks of the AMU academic staff who meet the requirements stipulated in Section 44(6) of the Act upon nomination by the relevant department head and following approval by the faculty's artistic council; in the case of the guarantor of an academic programme which is offered by multiple facilities (departments), such an appointment shall proceed without such a nomination.
2. The guarantor of a doctoral programme shall simultaneously be the chairperson of the subject council.
3. Academic programme guarantors are responsible for the quality of the relevant academic programme; they propose study plan changes to department heads, and present academic programme applications for accreditation, expansion and accreditation extension. The academic programme guarantor, in cooperation with the department head(s), performs periodic reviews of the academic programme based on principles formulated in the *Rules of the Quality Assurance System for Educational, Creative and Related Activities, and for Internal Review of the Quality of Educational, Creative and Related Activities at AMU*, informs the department head of problems in the execution of the academic programme which have appeared during the relevant period, including staffing, and advocates for their resolution. The academic programme guarantor also participates in elaborating internal quality review reports. Academic programme guarantors are responsible to the relevant Dean.
4. The conditions which an academic programme guarantor must meet are further elaborated in a government regulation which sets standards for institutional accreditation, standards for academic programme accreditation and standards for accrediting habilitation proceedings and professorial appointments.

Article 26
Visiting Professor, Adjunct Professor

1. The designation "visiting professor" shall be conferred upon an employee for the duration of his/her engagement within the scope of a relationship with AMU governed by labour law under the following terms and conditions:
 - a. the description of his/her activities conforms to that of an associate professor or professor at AMU;
 - b. he/she is a professor or associate professor at a different higher education institution in the Czech Republic or abroad, or a recognised foreign artist or expert;
 - c. in the case of an employment relationship, this is concluded for a fixed term only.
2. A visiting professor is not a member of the AMU academic community.
3. A visiting professor cannot be an academic programme guarantor.
4. Based on a motion by the artistic council, the faculty may create an adjunct professor position. The designation "adjunct professor" shall be conferred upon an employee for the duration of his/her engagement within the scope of an employment relationship with AMU under the following terms and conditions:
 - a. the description of his/her activities conforms to that of an associate professor or professor at AMU;
 - b. he/she has achieved a position comparable to that of a professor or associate professor abroad, or is a recognised foreign artist or expert who has been engaged in the relevant area of education for at least 20 years;
 - c. the employment relationship arose on the basis of a selection process announced by the Dean for the position of adjunct professor.
5. An adjunct professor can be an academic programme guarantor for the duration of his/her engagement at AMU.
6. The position of an adjunct professor can only be filled in the event of a valid institutional accreditation for the specific type of academic programme within the scope of the particular area of education.
7. In the event that AMU should lose its institutional accreditation, an adjunct professor shall become a visiting professor for the duration of the employment contract.

Article 27
Sabbatical Leave

The granting of sabbatical leave to a member of AMU's academic staff is governed by the following principles:

- a. an academic staff member shall address a written request for sabbatical leave to the Rector or to the Dean of the relevant faculty;
- b. the results which the staff member achieves during the sabbatical leave shall form part of his/her assessment.

Article 28

1. The career advancement of academic staff is regulated by the *AMU Career Rules and Regulations*, which are issued by the Rector in a decree.
2. The procedures in the habilitation process per Section 72 of the Act and for professorial appointments per Section 74 of the Act are regulated by the *Rules for Habilitation and for Professorial Appointments*, which is an AMU internal regulation.

3. AMU sets a fee for the habilitation process in the amount of four times the base set per Section 58(2) of the Act, and a fee for the process of professorial appointments in the amount of six times the base set per Section 58(2) of the Act.

Part Fourteen

Rules for Using Academic Insignia and Conducting Ceremonies

Article 29

1. Academic insignia are the outward expression of the traditions, rights, freedoms and social standing of the Rector, Vice-Rectors, Deans, and Vice-Deans (hereinafter "academic officers") of AMU and its faculties.
2. AMU's academic insignia are the mace, the chains of office and the gowns.
3. The following people shall be entitled to wear gowns and to use AMU's other academic insignia on festive occasions:
 - a. academic officers;
 - b. the Bursar, the Secretaries of faculties, Chairpersons of academic senates,
 - c. habilitated academic staff by decision of the Dean, prominent guests and others by decision of the Rector.
4. Holders of the title "Doctor honoris causa" are lent gowns and chains of office for the duration of a festive ceremony.
5. Documentation of the academic insignia is kept in the Rector's Office and in the Deans' Offices in the faculties.

Article 30

1. AMU's academic ceremonies are in particular matriculations, graduations, the conferring of honorary doctorates, special sessions of the UR AMU and the artistic councils of the faculties, festive assemblies of the AMU academic community and the academic communities of the faculties, and inaugurations of Rectors and Deans.
2. Matriculations of students are held with the academic officers in attendance. The wording of the matriculation and graduation oaths is specified in Annex No. 2 of these Statutes.
3. Bachelor's, Master's, and doctoral graduation ceremonies are held under the auspices of the Rector with the Praelector, the Vice-Rectors, the Deans, the Vice-Deans, the Bursar and the Secretaries in attendance. The formulae of the Praelector and texts of the oaths are kept in the AMU Rector's Office.

Article 31

1. Based on a decision by the UR AMU, AMU shall have the right to confer upon prominent Czech or foreign personages in the arts or sciences the honorary scholarly title of "Doctor honoris causa", abbreviated "Dr.h.c.", the title following the name.
2. Candidates for the honorary scholarly title "Doctor honoris causa" are approved by the UR AMU at the recommendation of the Rector, the Deans, or the chairperson of the AS AMU.
3. Formulae are elaborated for every "honoris causa" ceremony, and are approved by the Rector. The formulae and texts of the ceremony are kept in the Rector's Office.
4. The recipient of the honorary scholarly title "Doctor honoris causa" shall receive a diploma and the AMU gold medal.

Article 32
Professors Emeriti

1. A professor who has retired from employment at AMU or is retired and was formerly employed at AMU may be appointed professor emeritus. Professors emeriti are appointed by the Rector upon the recommendation of the Dean following approval by the artistic council of the relevant faculty.
2. "Professor emeritus at AMU" is an honorary title which does not constitute membership in the AMU academic community. Professors emeriti shall have the right to participate in AMU activities, and for this purpose to use its information resources and technologies. An appointment as professor emeritus does not constitute the basis for any proprietary claims. Professors emeriti shall have the right to speak at assemblies of members of the academic community.

Article 33

1. AMU awards commemorative medals to academics and prominent Czech or foreign personages who are credited with the development of the arts, science and scholarship.
2. Commemorative medals are awarded by the Rector based on proposals submitted by the Deans after deliberation in the Deans' Committees or in the faculties' artistic councils.
3. Documentation of the commemorative medals awarded is kept in the Rector's Office.

Part Fifteen
Economic Management

Article 34
Management of Property

1. Decisions about the management of AMU property and actions on behalf of AMU in connection with AMU property are the domain of:
 - a. the Rector in all matters stipulated in Section 15(1a-d) of the Act;
 - b. the Bursar under delegation by the Rector in matters not stipulated in (a), (c) or (d);
 - c. a Dean or, in an extent stipulated by a Dean, a Secretary, in matters of property, with the administration of which he/she has been entrusted, if it concerns:
 - the management of allocated funds;
 - the letting of non-residential premises in accordance with the *AMU Organisational Rules*;
 - the management of moveable property whose acquisition price does not exceed the sum of CZK 2 500 000;
 - actions in matters related to the due management of entrusted property;
 - d. unit heads, if it concerns:
 - the management of allocated funds;
 - the letting of non-residential premises in accordance with the *AMU Organisational Rules*;
 - the management of moveable property whose acquisition price does not exceed the sum of CZK 2 500 000;
 - actions in matters related to the due management of entrusted property.

Article 35
AMU Economic Management

1. The rules of AMU's economic management are governed by the provisions of Sections 18-20 of the Act. The details are stipulated in Annex No. 1 to the AMU Statutes – AMU Rules of Economic Management – and the AMU Internal Payroll Regulations.
2. AMU may, in accordance with the Act, establish foundations or endowment funds, the activities and economic management of which are governed by special legislation.³
3. The Rector shall be responsible to the Minister of Education, Youth and Sport for the due economic management of AMU property, the expedient use of contributions from the state budget to realise accredited academic programmes, lifelong learning programmes, and related artistic, scientific, research, development and other creative activities at AMU (hereinafter "contribution from the state budget") and subsidies from the state budget for the development of AMU (hereinafter "subsidies from the state budget"), and for settling subsidies and contributions with the state budget.

Part Sixteen
Common, Interim and Final Provisions

Article 36

1. The following annexes form part of the AMU Statutes:
Annex No. 1 – AMU Rules of Economic Management;
Annex No. 2 – Matriculation, Graduation and Doctoral Oaths.
2. AMU uses a round seal with the coat-of-arms of the Czech Republic and the following words: Academy of Performing Arts in Prague. The rules for using the AMU seal are set by a Decree of the Rector.

Article 37
Official Noticeboard

1. AMU and each faculty shall have their own official noticeboard.
2. An official noticeboard must be legibly labelled and situated in a place which is always accessible in the building of the Rector's Office, or in the building of the Dean's Office in the case of a faculty noticeboard.
3. On the official noticeboard, documents are displayed in accordance with Act No. 500/2004 Coll., Code of Administrative Procedure, as amended, and the Act.
4. Documents displayed on the official noticeboard are also required to be published in the public part of the AMU website or of the faculty website.

Article 38

1. Until the RVH is constituted, the UR AMU shall exercise powers in the purview of this council in the area of quality assurance and review of educational activities, related creative activities and other related activities.
2. On the basis of Section 12(3) of the Act, until the RVH is constituted the purview of the UR AMU stipulated in Section 12(1b, c and e) of the Act is by these Statutes completely entrusted to the artistic council of the relevant faculty.
3. The *AMU Statutes* registered by the Ministry on 18 July 2014 under file number 22325/2014 are hereby abolished.

³ For example, Act No. 227/1997 Coll., on Foundations and Endowment Funds, as amended.

4. These Statutes, other internal rules and regulations of AMU and of divisions of AMU are kept in the AMU Rector's Office, in the offices of the AMU faculty Deans and in the AMU faculty libraries, and they are published on www.amu.cz.
5. These Statutes were approved in accordance with Section 9(1b) of the Act by the AS AMU on 17 October 2016.
6. These Statutes become valid under Section 36(4) of the Act on the date of their registration by the Ministry.

doc. Jan Hančil, m.p.
Rector

AMU RULES OF ECONOMIC MANAGEMENT

Part One Introductory Provisions

Article 1 Common Provisions

1. AMU owns assets necessary to perform the activities for which it was established. AMU's assets are immovables and movables, residential and non-residential premises, rights and other property.
2. Decisions about the management of AMU's assets are made under Article 34 of the *AMU Statutes*.
3. The terms and conditions of contributions and subsidies from the state budget under Section 18 of the Act, and their use and accounting, are governed by special legislation on the management of state budget funds and are accountable on the relevant dates through the Ministry.
4. For the elaboration of the final accounts of the education section, the Ministry is entitled to ask AMU for records on the use of contributions, subsidies and investment transfers from the state budget.

Part Two Rules for the Administration of AMU Assets

Article 2 Acquisition of Assets

1. AMU can acquire assets necessary to perform the tasks of educational, artistic, scientific, research, development and other creative activities, as well as supplementary activity.
2. AMU can acquire assets not specified in paragraph 1 only if the fulfilment of the tasks of educational, artistic, scientific, research, development and other creative activities will not be threatened or restricted as a consequence of the expenses incurred for its administration.

Article 3 Basic Duties in Administering Assets

1. AMU's assets must be ascertained, listed, appraised and kept on file in the prescribed manner.
2. Tangible and intangible assets must be duly maintained and repaired as required, duly used to perform the tasks specified in Article 2(1), and protected, including through legal recourse against persons who have encroached upon AMU's exercise of property rights, who have caused damage to AMU's assets, or who have unjustly enriched themselves at the expense of AMU.
3. The obligation to seek legal recourse to protect assets does not extend to the collection of receivables up to CZK 1 000, or if there is reasonable concern that the costs of seeking legal recourse will exceed the receivable being collected, or if the result of seeking legal recourse is markedly uncertain. If a receivable exceeds CZK 50 000, the matter is decided by the Rector; if it exceeds CZK 200 000, the Rector shall seek the opinion of the AS AMU. For these purposes, multiple receivables for

fees connected to studies at a given faculty are considered cumulatively for a given student.

Article 4 Budgetary Coverage of Expenditures

1. AMU's expenditures in connection with the acquisition and administration of assets must be covered by the budget. In the case of regular economic management, an exception to the rule that expenditures must be covered by the budget can be permitted by a person authorised to manage assets under Article 34 of the AMU Statutes and the AMU Organisational Rules. The total sum of such permitted exceptions during the current calendar year may not exceed one-sixth of the amount allocated by the budget for expenditures of the given type and to the given AMU division for the current calendar year. In the case of repairing the consequences of a natural disaster or other extraordinary events, an exception to the rule that expenditures must be covered by the budget can be granted by the Rector, or by the Bursar if so authorised by the Rector.

Article 5 Inalienable Assets

1. AMU's inalienable assets are:
 - a. the so-called Kokořovský palác (Staré Město cadastral territory, parc. no. 124, bldg. no. 223);
 - b. the premises at Malostranské náměstí and ul. Tržiště, i.e. the so-called Lichtenštejnský palác, Hartigovský palác and Wienwurmůvský dům (Malá Strana cadastral territory, parc. no. 68, bldg. no. 258; parc. no. 19, bldg. no. 259; parc. no. 69, bldg. no. 302);
 - c. the so-called Palác Lažanských (Staré Město cadastral territory, parc. no. 264, bldg. no. 1012);
 - d. the Studio FAMU building, Prague – Nové Město, bldg. no. 1205, Klimentská 4;
 - e. the academic insignia of AMU and its faculties;
 - f. the rights to the AMU trademark.
2. Inalienable assets may not be transferred to another legal or natural person.

Article 6 Administration of Assets

1. The administration of assets is entrusted to the faculties and other divisions in an extent commensurate with their participation in AMU's educational, artistic, scientific, research, development and other creative activities, as well as its supplementary activity.
2. The entrusting of the administration of assets per paragraph 1 and changes shall be decided by the Rector. If there is any doubt about which AMU division or divisions the administration of a given asset has been entrusted to, the Rector shall decide after consultation with the AS AMU.
3. Records are kept of assets entrusted to AMU faculties and other divisions by the individual AMU divisions.

Article 7 Entrusting Property to Employees and Students

1. AMU property can be entrusted to its employees in accordance with special legislation.
2. AMU property can be entrusted to its students on a contractual basis.

3. Decisions about whether to entrust property per paragraphs 1 and 2 are made by one of the persons specified in Article 34 of the *AMU Statutes*, unless the matter concerns regular use in connection with the performance of work, studies, or accommodation in the residence hall.
4. Separate records are kept on property entrusted to employees or students.

**Article 8
Use of Property by Other Persons**

1. AMU property may be relinquished for use to a natural or legal person other than those stipulated in Article 7 provided this does not threaten or restrict activities under Article 2 of these Rules, and provided that AMU itself cannot use this property to greater or equal advantage.

**Part Three
Financial Management**

**Article 9
AMU Budget**

1. AMU shall draw up its budget for the current calendar year, and shall manage its finances according to that budget.
2. The AMU budget may not be drawn up as a deficit budget. The budget shall be approved by the AS AMU. The budget shall be drawn up in the area of expenses and revenues for all AMU activities. The initial indicators for drawing up the budget are contributions and subsidies from the state budget, contractually based grants, and projects and other AMU incomes per Article 10 of Annex No. 1 to the *AMU Statutes*. The budget can be adjusted during the current calendar year.
3. AMU performs an accounting of its economic management after the end of the current calendar year, and presents it to the Ministry.

**Article 10
AMU Incomes**

1. The financial resources to ensure AMU's non-investment activities are in particular:
 - a. contributions and subsidies from the state budget;
 - b. fees connected with studies;
 - c. revenues from property;
 - d. other incomes from the state budget, state funds, municipal budgets and EU budgets;
 - e. revenues from supplementary activity;
 - f. incomes from gifts and bequests;
 - g. incomes from foundations and endowment funds;
 - h. pooled funds of other legal and natural persons;
 - i. resources from AMU financial funds;
 - j. operational loans;
 - k. incomes for accommodation within the scope of educational, artistic, scientific, research, development and other creative activities (hereinafter "main activities").

- I. incomes from public appearances by students and employees (theatrical performances and film screenings, concerts, exhibitions) as part of the main activities.
2. Financial resources to ensure AMU's investment activity are obtained from:
 - a. individual and systemic capital transfers from the state budget;
 - b. contributions or subsidies from the state budget;
 - c. public budgets, state funds and EU budgets;
 - d. its own resources from the capital assets replacement fund;
 - e. pooled funds with other legal and natural persons;
 - f. loans from financial institutions;
 - g. monetary gifts earmarked for investments in fixed assets;
 - h. other sources.

Article 12
Contributions and Subsidies from the State Budget

1. AMU is entitled to a contribution from the state budget under Section 18 of the Act. Funding from the state budget shall be used only to finance activities for which AMU was established.
2. Pursuant to Section 20(6) of the Act, the Rector is responsible to the Minister of Education, Youth and Sport for the expedient use of contributions and subsidies from the state budget, and for the settling of such contributions and subsidies.

Article 13
Fees Connected with Studies

1. Fees are regulated by Articles 20 and 21 of the *AMU Statutes*. Fees for studies, except for the fees specified in Section 58(4) of the Act, shall constitute income of the relevant faculty's scholarship fund. Fees for actions connected with the admissions process are income of the AMU budget's main activity.
2. Fees for studies in academic programmes realised in a foreign language under Section 58(4) of the Act are income of the main activity of faculty budgets.
3. General rules and regulations on fees do not apply to fees connected with studies.

Article 14
Revenues from Assets

1. Revenues from rents are income in particular from supplementary activity.
2. Revenues from the sale of moveable assets, for assets with an acquisition price of up to CZK 40 000 per unit, or a residual price for tangible fixed assets and intangible fixed assets of up to CZK 50 000 per unit, are income of the faculty budgets and of other AMU divisions.
3. Revenues from the sale of moveable assets in excess of the limits stipulated in paragraph 2 are income of the AMU budget.
4. Revenues from the sale of moveable assets acquired under grants and gifts are income of the budget of the relevant faculty or division. Revenues from the sale of immoveable assets are income of the AMU budget.
5. Revenues from financial investments (in particular the interest on term deposits) are income from supplementary activity.

Article 15

Other Incomes from the State Budget, State Funds and Municipal Budgets

1. Other incomes from the state budget, state funds and municipal budgets are considered income from AMU's main or supplementary activity depending on their character, and are subject to the terms and conditions of accounting under special legislation or arrangements.

Article 16

Revenues from Supplementary Activity

1. In its supplementary activity, AMU performs for a consideration work connected to its main activity or to activity serving the more effective use of human resources and assets. Supplementary activity is regulated by the Bursar's guidelines on supplementary activity.
2. Earnings from supplementary activity serve to enhance the quality of and improve the conditions for AMU's main activity.

Article 17

Other Incomes

1. Incomes from gifts and bequests and incomes from foundations are considered incomes of the component budgets of the faculties and other divisions, if this follows from the terms and conditions of a contract. Their use and accounting are governed by special legislation, including tax regulations and internal and other AMU regulations.
2. Revenues from insurance claims are considered the income of AMU.
3. Loans for operations are negotiated on behalf of AMU by the Rector or the Bursar according to a decision by the Rector on the basis of a justifiable need, and following approval by the AS AMU.
4. Incomes from accommodation as part of the main activity are considered income from the main activity and the budget of the relevant division.
5. Incomes from public appearances by AMU students and employees as part of AMU's main activity are considered revenues of the main activity and of budgets of faculties and divisions. The same applies to revenues for the realisation of student performances outside AMU which emerged within the scope of instruction in the main activity, in particular at festivals.
6. Revenues from the main activity, with the exception of targeted gifts and other targeted incomes, which are subject to special accounting rules (in particular foundation grants and grants from the Ministry of Culture, and contributions from municipalities) are considered a source of the AMU budget. On the basis of these revenues, the budgets of the individual divisions of AMU (the faculties and the other divisions, including the AMU budget) can be adjusted (increased) during the current calendar year. Requests to increase a budget are decided by the Rector or the Bursar.
7. After the close of the annual accounting period, all revenues in the main activity and the supplementary activity (after deducting expenses) are taxed, and the after-tax profits shall be transferred to the AMU funds only if losses from previous years have been covered.

Article 18

Creation and Use of Financial Funds

1. The creation and use of AMU financial funds are governed by the Act.

**Article 19
Establishment of Funds**

1. Under Section 18(6) of the Act, the following funds are established at AMU:
 - a. the reserve fund intended in particular to cover losses in subsequent accounting periods;
 - b. the capital assets replacement fund;
 - c. the scholarship fund;
 - d. the remunerations fund;
 - e. the special-purpose fund;
 - f. the social fund;
 - g. the operating fund.

**Article 20
Use of Funds**

1. The reserve fund, intended in particular to cover losses in subsequent accounting periods, is a financial fund, the source of which is the after-tax profit remaining after distribution to the other funds specified in Article 19 (b), (d) and (g).
2. The capital assets replacement fund is a financial fund formed from:
 - a. the balance of the contribution from the state budget under Section 18(2a) of the Act as of 31 December of the current year;
 - b. depreciation of intangible and tangible assets;⁴
 - c. an allocation of after-tax profits in the amount of up to 60% of the volume of after-tax earnings.

The fund's resources can be used:

- a. for investment activity including the purchase of fixed assets;
 - b. as a supplementary resource for financing repairs and maintenance to cover investment needs.
3. The scholarship fund is a financial fund whose sources are:
 - a. fees for studies under Section 58(6) of the Act;
 - b. transfers of tax-deductible expenses under special legislation.

Resources provided to AMU for scholarships as part of a contribution or subsidy from the state budget are not a source of the scholarship fund. These resources are the subject of settlement with the state budget.

Resources of the scholarship fund can be used to pay out scholarships pursuant to the *AMU Scholarship Rules*, or per a decision by the Dean.

4. The remunerations fund is a financial fund whose resources are allocations from after-tax profit, but no greater than 25% of the volume of wage funds paid out in the given period. Resources from the remunerations fund can be used for paying out remunerations and related statutory payments in accordance with the *AMU Internal Payroll Regulations*. Wage expenses and statutory payments relating to the basic salaries and bonuses of employees in an employment relationship and expenses arising from Agreements on Work Activity (DPČ), Agreements to Perform Work (DPP) and other contracts cannot be paid from the remunerations fund.
5. The special-purpose fund is a financial fund whose sources are:

⁴ Act No. 586/1992 Coll., on Income Tax, as amended.

- a. special-purpose earmarked monetary gifts, with the exception of gifts intended for the acquisition and technical improvement of fixed assets;
 - b. special-purpose earmarked funds from foreign sources;
 - c. special-purpose earmarked public funds, including funds of special-purpose and institutional support for research and development from public funds, which could not be used by AMU in the budget year in which they were provided, up to 5% of the volume of special-purpose earmarked public funds provided for individual research and development projects or research projects in the given calendar year; in the event of other support from public funds, up to 5% of the volume of such support provided in the calendar year; AMU shall report the transfer of special-purpose earmarked funds in writing to their provider. Resources from the special-purpose fund can only be used for the purpose for which they were provided.
6. The social fund is created under Section 18(12) of the Act. The social fund's resources can be used in particular to provide a contribution for the alimentation of employees.
7. The operating fund is a financial fund whose sources are:
- a. the balance of the contribution from the state budget under Section 18(2a) of the Act as of 31 December of the current year;
 - b. allocations of after-tax profits up to 35% of the volume of after-tax earnings.
- Resources from the operating fund can be used in particular to support accredited academic programmes.
8. The balances of funds as of 31 December of the current year are transferred to the following budgetary year.

Part Four Auditing Activity

Article 21 Financial Auditing of Faculties and Other Divisions

1. Financial auditing of faculties and other divisions is performed by the AMU Internal Audit Department.
2. Auditing per paragraph 1 is performed periodically as a preventive measure or based on the results of AMU's economic management following a decision by the Rector.
3. The Secretary of the faculty and the heads of the other divisions are responsible for ensuring that all documents are presented for inspection and that no information has been concealed.
4. The responsible employees of the faculties and other divisions are required to provide to the employees of the audit department the requested documents and written statements.

Part Five Common Provisions

Article 22 Other AMU Regulations on Economic Management

1. For purposes of directing economic activity within AMU and in connection with these rules, the Rector or the Bursar shall issue additional AMU regulations in particular in these areas:
 - a. signing authority and signature specimens;

- b. the circulation of accounting documents;
- c. the appraisal of assets;
- d. records of small tangible fixed assets;
- e. supplementary activity;
- f. the definition of numerical series for documents;
- g. the creation, storage and archiving of accounting records;
- h. accruals and deferrals;
- i. the creation of reserves;
- j. stocktaking;
- k. the account schedule and accounting procedures;
- l. the financing of special-purpose facilities;
- m. reimbursements to AMU employees for travel expenses and business trips abroad;
- n. the administration of assets;
- o. the schedule of financial statements.

Article 23

1. The financial statement for the current calendar year shall be prepared in accordance with general regulations on accounting⁵ by the deadlines and in the extent prescribed by the Ministry.

⁵ Act No. 563/1991 Coll., on Accounting, as amended; Ministry of Finance Decree No. 504/2002 Coll., which implements certain provisions of Act No. 563/1991 Coll., on Accounting, as amended; Czech Accounting Standards for accounting entities whose main subject of activity is not business, provided they use double-entry accounting, as amended; Czech Accounting Standards for accounting entities operating under Decree No. 504/2002 Coll., as amended.

**Annex No. 2
to the AMU Statutes**

**MATRICULATION OATH OF A STUDENT
AT THE ACADEMY OF PERFORMING ARTS IN PRAGUE**

I solemnly undertake to fulfil my duties conscientiously, virtuously and honestly, and to exercise the rights of a student the Academy of Performing Arts in Prague. I promise to respect the humanistic and artistic tradition of the Academy of Performing Arts in Prague. As a member of its academic community, I shall conduct myself in accordance with the statutes of the Academy and attend to its good name. I promise to study, behave, and conduct my life in such a way so as to achieve the best results in my art, in my morals, and in my life.

**OATH OF A BACHELOR'S STUDENT
AT THE ACADEMY OF PERFORMING ARTS IN PRAGUE**

Dear graduands, you have successfully passed the examinations required of those who wish to gain the degree of Bachelor of Arts. You have come before us with the desire to be awarded the degree whose courses you have pursued. Before that takes place in this solemn gathering, however, you must take an oath in which you promise to live and behave in the way that this degree obliges you to, and as the Academy of Performing Arts in Prague requires and expects of you. These are the words of your oath:

I solemnly promise to keep in grateful memory the Academy of Performing Arts in Prague, its noble endeavours and mission. I promise to use and develop what I have learnt in the humanistic tradition of the Academy of Performing Arts in Prague for my future artistic and professional growth, and to the benefit of society as a whole and its culture.

That was your oath.

Upon those who have by a handshake and the words "I promise" reaffirmed this oath, His/Her Magnificence the Rector can now freely confer the degree of BACHELOR OF ARTS. With the power vested in my office as the conferrer of degrees, I hereby publicly declare you BACHELORS OF ARTS and grant you all the rights of Bachelors of Arts, and shall have you given university diplomas of the Academy of Performing Arts in Prague in confirmation hereof.

**OATH OF A MASTER'S STUDENT
AT THE ACADEMY OF PERFORMING ARTS IN PRAGUE**

Dear graduands, you have successfully passed the examinations required of those who wish to gain the degree of Master of Arts. You have come before us with the desire to be awarded the degree whose courses you have pursued. Before that takes place in this solemn gathering, however, you must take an oath in which you promise to live and behave in the way that this degree obliges you to, and as the Academy of Performing Arts in Prague requires and expects of you. These are the words of your oath:

I solemnly promise that I shall not sully the academic title of Master of Arts morally or artistically, and that I am bound by it to the development of moral and artistic responsibility. I promise to keep in grateful memory the Academy of Performing Arts in Prague, whose mission as a student I accepted as my own. I promise to develop what I have learnt at the Academy of Performing Arts in Prague for my future growth to the benefit of society as a whole and its culture.

That was your oath.

Upon those who have by a handshake and the words "I promise" reaffirmed this oath, His/Her Magnificence the Rector can now freely confer the degree of MASTER OF ARTS. With the power vested in my office as the conferrer of degrees, I hereby publicly declare you MASTERS OF ARTS and grant you all the rights of Masters of Arts, and shall have you given university diplomas of the Academy of Performing Arts in Prague in confirmation hereof.

**OATH OF A DOCTORAL STUDENT
AT THE ACADEMY OF PERFORMING ARTS IN PRAGUE**

Dear doctorands, you have successfully passed the examinations required of those who wish to receive the degree of Doctor of Philosophy at the Academy of Performing Arts in Prague. You have come before us with the desire to be awarded the degree whose courses you have pursued. Before that takes place in this solemn gathering, however, you must take an oath in which you promise to live and behave in the way that this degree obliges you to, and as the Academy of Performing Arts in Prague requires and expects of you. These are the words of your oath:

I solemnly promise that I shall not sully, morally or artistically, the academic title of Doctor of Philosophy which is being conferred upon me today, and the purpose of which I shall apply to my life and work for what is truthful and beautiful. I promise to keep in grateful memory the Academy of Performing Arts in Prague, its purpose and goals. I promise to develop what I have learnt in the humanistic tradition of the Academy of Performing Arts in Prague for my future artistic and professional growth, and not only for myself, but to the benefit of society as a whole, its culture and ethical foundations.

That was your oath.

Upon those who have by a handshake and the words "I promise" reaffirmed this oath, His/Her Magnificence the Rector can now freely confer the degree of DOCTOR OF PHILOSOPHY. With the power vested in my office as the conferrer of degrees, I hereby publicly declare you DOCTORS OF PHILOSOPHY and grant you all the rights of Doctors of Philosophy, and shall have you given university diplomas of the Academy of Performing Arts in Prague in confirmation hereof.