The guidelines for awarding supplements cholarships to PhD students in programs 4M1 and 4M2

1. Who and to whom:
    (a) The *Department of Algebra* and the *Mathematical Institute of Charles University* (hereinafter referred to as guaranteeing departments).
    (b) To Ph.D. students in programs 4M1 and 4M2.
    (c) The below stated rules apply to all students, whose supervisors are from the guaranteeing departments; for other students, the rules will be set individually in agreement with the head of the supervisor's department.

2. How and when:
    (a) Each year, candidates are selected from the students entering the study program (the number is not fixed as it depends on the financial possibilities of the guaranteeing departments). These candidates are offered a scholarship S.
    (b) The scholarship S is paid for a maximum of 48 months (a potential interruption period does not count).
    (c) Once per year, the scholarship S recipient is evaluated; if the conditions (see 5) are not met, the scholarship S is stopped.
    (d) In case of a long-term stay abroad (>1 month) or an interruption of studies, the scholarship S is suspended.
    (e) In case of termination of studies, the scholarship S is discontinued.
    (f) By mutual agreement, the scholarship S may be suspended or discontinued at any time.

3. What:
    (a) The guaranteeing department guarantees the scholarship S recipient a minimum income of 240,000 CZK per academic year (paid monthly, but not necessarily in equal amounts); this amount may be subject to taxes and levies in accordance with the applicable legislation.
    (b) The income is a combination of different sources and forms; it may include a standard doctoral scholarship paid in accordance with the faculty policy, income from grants and projects (GA ČR, GA UK, etc.), scholarships from SVV projects, income from employment contracts within the guaranteeing departments, scholarships and income from other faculty sources.
    (c) The standard increase of the faculty scholarship for the passed doctoral exam, the English exam and the publishing activity leads to an equal increase of the scholarship S.
    (d) The guaranteed income is increased by:
        (d1) 50% of the amount that is a reward for teaching;
        (d2) 50% of the amount that comes from a grant, the main researcher of which is a student of the faculty (e.g. GA UK).

(e) Special bonuses (e.g. for publications on the project, special activities at the faculty that are not directly related to the studies, etc.) are not included in the guaranteed income.

Example: A 2nd year student who has passed the English exam and conducts tutorials, for which he/she is entitled to a reward of 2,000 CZK per month, will have a guaranteed income of 20,000 + 1,000 + 2,000/2 = 22,000 CZK per month.

4. Conditions for awarding scholarships:
    (a) Prerequisites for successful and in-time completion of the study program.
    (b) A pledge of the candidate not to accept any kind of a part-time job outside the guaranteeing departments without their knowledge and consent.

5. Scholarship payment conditions:
    (a) The scholarship S recipient is not allowed to have any employment contracts outside the guaranteeing department with higher workload than 20% (does not apply to holiday periods); any part-time employment needs to be approved by the head of the department and the supervisor; a violation of this rule may be a reason for immediate termination of the scholarship.
    (b) Exemplary fulfillment of all requirements of the study program.
    (c) Reasonable progress towards graduation in 4 years; passing the doctoral exam no later than at the beginning of the 3rd year of studies.
    (d) Presence at the department to the extent specified by the supervisor.
    (e) Adequate participation in teaching according to the needs of the department (conducting tutorials, assistance with correcting assignments and exam papers, consulting foreign students, refereeing bachelor's and master's theses, etc.).
    (f) Adequate participation in ensuring the operation of the department (e.g. assistance with the organization of seminars, conferences, etc.).
    (g) Applying for grants and projects, conditions of which the recipient meets and which may cover part of the costs of his/her scholarship (e.g. GA UK).

6. Sources of scholarships:
A scholarship S is financed by a combination of the following sources, usually in the order indicated, until the guaranteed amount is reached:
    (a) A standard doctoral scholarship from the faculty;
    (b) Income from grants (e.g. GA ČR, GA UK);
    (c) Rewards for teaching;
    (d) SVV project resources and the UNCE project;
    (e) Funds of the guaranteeing departments, or funds of the *School of Mathematics* and sponsorship gifts.

Example: The above student, who has an employment contract (DPP, DPČ) on his/her supervisor's grant of 5,000 CZK per month, will typically be funded as follows: 11,500 + 1,000

= 12,500 CZK doctoral scholarship; 5,000 CZK employment contract — grant; 2,000 CZK employment contract — tutorials; 2,500 CZK scholarship from SVV or UNCE.

7. Organizational provision:
   (a) The selection of students according to 2 (a), the annual evaluation of scholarship recipients according to 2 (c), and the decision to stop the scholarship is made by a committee consisting of the heads of the guaranteeing departments, the program coordintors, and the SVV administrator (supervisors have only advisory votes).
   (b) The supervisor, the head of the department, and the relevant program coordinator chairman are responsible for checking the fulfillment of the rules for awarding scholarships according to 5.

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