

*The Ministry of Education, Youth and Sports has registered, pursuant to Section 36(2) of Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Additions to Other Acts (Act on Higher Education Institutions), under No. MSMT-xx/2025-x Statute of the Silesian University in Opava on the date of signing the registration*

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*Mgr. Vojtěch Tomášek*  
*Director of the Department of Higher Education*

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# **Statutes of the Silesian University in Opava dated ...2025**

Opava, April 2025

**Statutes  
of the Silesian University in Opava  
of  
...2025**

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## **PART ONE**

### **BASIC PROVISIONS**

#### **Article 1**

##### **Introductory provisions**

- 1) The Silesian University in Opava (hereinafter referred to as "the University") is a higher education institution pursuant to Act No. 111/1998 Coll., on Higher Education and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter referred to as "the Act").
- 2) The University is the legal successor of the University of Silesia, established on 28 September 1991 by Act No. 314/1991 Coll. of the Czech National Council on the establishment of the University of Silesia, the University of South Bohemia, the University of West Bohemia, the Jan Evangelista Purkyně University and the University of Ostrava on 9 July 1991. The mission of the University is given in Section 1 of the Act.
- 3) The name of the University is 'Silesian University in Opava', in English 'Silesian University in Opava'.
- 4) The seat of the University is Na Rybníčku 626/1, 746 01 Opava.
- 5) The University is a centre of education, independent knowledge and creative activity and serves the independent and free cultivation and development of the sciences and arts through research, teaching and study.

#### **Article 2**

##### **Legal status of the University**

- 1) The University shall have legal personality.
- 2) The University shall be a university college.
- 3) The University shall be a public university.

#### **Article 3**

##### **The academic community of the University**

- 1) The academic staff and students of the University shall constitute the academic community of the University.
- 2) Only the Rector or the President of the Academic Senate of the University shall have the right to convene an assembly of the academic community.

#### **Article 4**

##### **Academic freedoms and academic rights**

Academic freedoms and academic rights are guaranteed at the University in accordance with Article 4 of the Act.



## **PART TWO**

### **THE UNIVERSITY AND ITS UNITS**

#### **TITLE I**

#### **ORGANS OF THE UNIVERSITY**

#### **Article 5**

The self-governing academic bodies of the University shall be the bodies referred to in Article 7(1) of the Act and the other bodies of the University shall be the bodies referred to in Article 7(2) of the Act.

#### **Article 6**

#### **Academic Senate of the University**

- 1) The legal status of the Academic Senate of the University (hereinafter referred to as 'the Senate') is regulated in Articles 8 and 9 of the Act.
- 2) The Senate is composed of two chambers - the Academic Staff Chamber and the Student Chamber.
- 3) The Senate is elected by the academic community of the University so that each faculty is represented by four members of the Academic Staff Chamber and three members of the Student Chamber.
- 4) Each higher education institute referred to in Section 22(1)(b) of the Act and students of study programmes jointly implemented by the University with that higher education institute shall be represented by one member of the chamber of academic staff and one member of the student chamber.
- 5) Membership of the Senate shall be incompatible with the office of Rector, Vice-Rector, Bursar, Dean, Vice-Dean, Secretary of the Faculty and Director of a higher education institute.
- 6) The term of office of the Senate shall be three years.
- 7) Elections to the Senate shall be governed by the Senate Election Rules. The activities of the Senate and its bodies are governed by the Rules of Procedure of the Senate.

#### **Article 7**

#### **Rector**

- 1) The legal status of the Rector is defined by law, these Statutes and the internal regulations of the University.
- 2) The Rector's advisory body shall be the Rector's College (hereinafter referred to as 'the College'). Its permanent members are the Vice-Chancellors, the Bursar, the President of the Senate, the Deans and the Directors of the University Institutes. Other members may be appointed by the Rector at his discretion. The Rector shall convene the College as necessary.
- 3) The Rector shall establish other advisory bodies as necessary by internal regulation and shall determine their terms of reference, rules of meeting and methods of proceedings.

#### **Article 8**

#### **Vice-Chancellors**

- 1) The legal status of the Vice-Chancellors is determined by Article 10(4) of the Act, these Statutes and the internal regulations of the University.
- 2) Vice-rectors shall be subordinate to the Rector and shall be responsible to him for their activities in the areas entrusted to them. Their number and area of competence shall be determined by the Rector.
- 3) The functional duties of Vice-Rectors and their responsibilities are defined in the Organisational Regulations of the Silesian University in Opava. By decision of the Rector, individual Vice-Rectors are assigned specific competences in the area designated by the Rector.
- 4) The Rector shall determine which of the Vice-Rectors shall represent him/her in his/her absence in full.

## **Article 9**

### **University Research Council**

- 1) The legal status of the University's Scientific Council (hereinafter referred to as the 'Scientific Council') is regulated by Articles 11 and 12 of the Act, these Statutes and the University's internal regulations.
- 2) The powers of the Scientific Council referred to in Article 12(1)(b) and (c) of the Act shall be vested in the Internal Evaluation Board of the University (hereinafter referred to as the 'Internal Evaluation Board').
- 3) The Scientific Council shall be guided in its activities by the Act and shall express its views:
  - a) on the award of honorary doctorates of the University,
  - b) on the award of the University Gold Medal
  - c) the Rules of Procedure of the Scientific Council and amendments thereto.
- 4) The Scientific Council is guided in its deliberations by the Rules of Procedure of the Scientific Council.

## **Article 10**

### **Internal Evaluation Board of the University**

- 1) The legal status of the Internal Evaluation Board is regulated by Section 12a of the Act, these Statutes and the internal regulations of the University.
- 2) In addition to the matters referred to in Section 12a(4)(a) to (d) of the Act, the remit of the Internal Evaluation Board shall include:
  - a) granting approval to implement study programmes submitted by the Rector on the proposal of a faculty or a higher education institute, within the framework of institutional accreditation,
  - b) approval of the intention to submit an application for accreditation, extension of accreditation or extension of the period of validity of accreditation of study programmes submitted by the Rector on the proposal of the scientific board of the relevant faculty; in the case of study programmes not conducted at a faculty, on the proposal of the scientific board of the relevant higher education institute and after the approval of the scientific board of the university,
  - c) granting consent to carry out CŽV programmes culminating in a micro-certificate,



- d) the approval of remedial measures for deficiencies in the delivery of a programme of study for which approval has been granted under (a), which are:
    - 1. an invitation to the faculty or institute of higher education concerned to remedy the situation within a reasonable period of time,
    - 2. a prohibition on the admission of further applicants to the study programme in question,
    - 3. withdrawal of the consent under (a); the proposal for approval of this remedial measure shall be made only by the Rector,
  - e) managing the preparation of an application for institutional accreditation or extension of institutional accreditation,
  - f) monitoring compliance with the relevant legislation and the University's internal regulations in the implementation of study programmes.
- 3) The Internal Evaluation Board shall be guided in its deliberations by the Rules of Procedure of the Internal Evaluation Board.
  - 4) The Internal Evaluation Board shall comment on the Rules of Procedure of the Internal Evaluation Board and any amendments thereto.

## **Article 11**

### **Disciplinary Board**

- 1) The legal status of the University Disciplinary Board (hereinafter referred to as the 'Disciplinary Board') is regulated by in Section 13 of the Act.
- 2) The term of office of the members of the Disciplinary Board shall be four years.
- 3) The Disciplinary Board shall be guided in its proceedings by the Act and the University Disciplinary Regulations for Students.

## **Article 12**

### **University Board of Trustees**

- 1) The legal status of the Board of Trustees of the University (hereinafter referred to as the "Board of Trustees") is regulated in Articles 14 and 15 of the Act.
- 2) The members of the Board of Trustees shall be appointed and dismissed by the Minister of Education, Youth and Sports (hereinafter referred to as "the Minister") in consultation with the Rector.
- 3) The Board of Trustees shall have fifteen members.
- 4) The election of the chairman, vice-chairmen and the manner in which the Board of Trustees acts shall be regulated by the Statutes of the Board of Trustees approved by the Minister.

## **Article 13**

### **Bursar**

- 1) The legal status of the Bursar is regulated by Section 16 of the Act, these Statutes and the internal regulations of the University.

- 2) The Bursar shall manage the management, administration of property and internal administration of the University as a whole and shall act for the University in commercial, economic, administrative and civil law matters, to the extent determined by the Rector in his/her decision.
- 3) The Bursar shall methodically manage the University's units in matters referred to in paragraph 2.
- 4) The Bursar shall be appointed and dismissed by the Rector, to whom the Bursar shall be directly subordinate and responsible for his/her activities.

## TITLE II DISTANCING ACTIONS OF COLLECTIVE BODIES

### **Article 13a**

(1) In justified cases, collective bodies of the University or its constituent parts which are expected to vote may meet and vote by teleconference or videoconference, i.e. using technical means enabling real-time communication at a distance (hereinafter referred to as 'meetings at a distance'). The decision to hold a meeting by remote or hybrid means shall be taken by the person heading the collegiate body of the University or a part thereof.

2) Any technical tool that allows the identification of the members of the collegiate body may be used for remote or hybrid meetings of the collegiate body in order to ensure that the relevant member actually attends and votes. Where a secret ballot is required, this must be ensured.

3) A recording/recording of the remote or hybrid meeting shall be made in the same way as for a formal meeting. The reasons for the remote or hybrid meeting shall be stated in the record/minutes.

4) For the purposes of this Article, the collective bodies of the University and the Units shall be deemed to include, but not be limited to:

- a) the Academic Senate of the University
- b) the Academic Council of the University
- c) the Internal Evaluation Board of the University
- d) the Disciplinary Board of the University
- e) the Habilitation Committee
- f) Commission for the appointment of professor
- g) Examination Board established according to the Regulations of the Rigorous Examination Procedure
- h) Selection Committee established in accordance with the Regulations of the University Admission Procedure,
- i) Selection Committee established in accordance with the Regulations of the Selection Procedure
- j) Academic Senate of the Faculty
- k) Faculty Scientific Council

- l) Disciplinary Committee of the Faculty
  - m) Central Election Commission
  - n) Partial Election Commissions
  - o) Ethics Committee.
- 5) This article only adds the possibility of remote or hybrid meetings for collective bodies and does not change the relevant provisions of the Rules of Procedure and other internal regulations concerning attendance, voting or per rollam voting.

TITLE III  
RULES GOVERNING THE MANAGEMENT OF THE UNIVERSITY

**Article 14**  
**Management of the University**

- 1) The University and all its employees shall observe the rules of transparency, efficiency, economy and effectiveness in the use of public funds in the performance of their activities. When using funds provided from the state budget, they are obliged to act economically and efficiently and to use them in accordance with the law and other special legal regulations, with the decision on the provision of contributions and subsidies and with their intended purpose.
- 2) The management of the University shall be governed by the law, special legal regulations, methodological instructions of the Ministry of Education, Youth and Sports (hereinafter referred to as "the Ministry") or other competent authorities, these Statutes, the internal regulations of the University and other internal standards of the University.
- 3) In its financial management, the University is also guided by decisions on the provision of contributions and subsidies, their purpose, conditions of use and settlement, and contracts concluded with providers of funds.
- 4) In its financial management:
  - a) is authorised to make cash and non-cash contributions to legal entities only on condition that rules are laid down by internal regulation;
  - b) it is authorised to accept loans and borrowings only if their repayment from its own resources is ensured and their acceptance must not give rise to claims on the State budget;
  - c) it is authorised to make contributions to other legal or natural persons only out of its after-tax profits in accordance with special legal provisions;
  - d) it is not authorised to assume liability for the monetary debt of another person or to establish a lien on immovable property;
  - e) may acquire only securities issued by the State or securities the repayment of which has been guaranteed by the State, or securities of a business corporation in which the University has contributed assets.
- 5) The rector is responsible to the Minister of Education, Youth and Sports for the efficient use of contributions and subsidies and for the settlement of subsidies with the State budget and for the proper management of the property of the public university.
- 6) The Rector shall submit a proposal for the distribution of the state budget contribution and support for research, experimental development and innovation for the long-term conceptual development of the research organisation to the Senate for approval.
- 7) Each unit of the University shall have the right, in accordance with internal regulations and standards, to decide or act for the University in the management of the funds allocated to the unit, in its own core and complementary activities and in the management of the funds derived from these activities.
- 8) The dean, the director of a higher education institute or the head of a department shall be responsible to the rector for the efficient use of the unit's funds, and the bursar shall be responsible for the efficient use of the rectorate's funds.

- 9) The Rector and the Bursar are authorised to specify the conditions of management by means of the University's internal standards.
- 10) Within the framework of the implementation of accredited study programmes and lifelong learning programmes and related creative activities (hereinafter referred to as the 'main activity'), the University also carries out publishing and editorial activities - publishing scripts, publications, teaching texts and occasional publications, as well as promotional, cultural and sporting activities.
- 11) The University finances the current and capital expenditure of its other activities in the areas of catering, accommodation, further education, libraries, information services and cultural or sporting facilities, in so far as they serve the staff or students of the University.

### **Article 14a**

#### **Accounting and chart of accounts**

- 1) The University acts as a single accounting entity, which accounts in the double-entry system. The accounting, including asset management and related economic agendas, are maintained in a single information system. The University's financial statements are prepared each year as at 31 December of the relevant year.
- 2) The University is obliged to comply with the generally applicable accounting regulations<sup>1)</sup>. The method of application of these regulations is further specified by internal standards issued by the Rector and the Bursar.
- 3) The University is obliged to separate costs and income associated with its complementary activities in its accounts.
- 4) All transactions between the different components are carried out on the basis of internal accounting documents. The units are individually responsible for the factual and formal accuracy of the accounting documents, in particular for the completion of the supporting documents for all accounting cases and for their timely submission for accounting processing.

### **Article 14b**

#### **Application of the Income Tax Act**

- 1) For the purposes of the Income Tax Act, the University is a taxpayer which is not set up for the purpose of business.
- 2) The University is entitled to claim expenses in the tax base if these expenses comply with the special income tax legislation<sup>2)</sup>.
- 3) The University has the right to make provisions for its assets in accordance with special legislation<sup>3)</sup>, provided that the generally applicable conditions are met.
- 4) In particular, expenses pursuant to Section 25 of Act No. 586/1992 Coll., on Income Taxes, as amended, which include, for example:

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<sup>1)</sup>E.g. Act No. 563/1991 Coll., on Accounting, as amended; Decree of the Ministry of Finance No. 504/2002 Coll., implementing certain provisions of Act No. 563/1991 Coll., on accounting, as amended, for accounting units whose main activity is not business if they account in the double-entry bookkeeping system, as amended; Czech Accounting Standards for accounting units that account in accordance with Decree No 504/2002 Coll., as amended.

<sup>2)</sup>Section 24 of Act No. 586/1992 Coll., on Income Taxes, as amended.

<sup>3)</sup>Act No. 593/1992 Coll., on reserves for determining the income tax base, as amended.

- a) representation expenses,
- b) losses and damages,
- c) fines and penalties,
- d) certain social expenses for employees.

### **Article 14c** **University budget**

- 1) The University shall manage its finances in accordance with a budget drawn up for the calendar year, which shall govern the financing of the University's activities. The budget shall include a schedule of income and expenditure and shall not be drawn up as a deficit. In addition, the University shall draw up a medium-term budget outlook for at least the following two years.
- 2) The basic sources of the University's management are the contributions to the School from the State budget for educational and creative activities (hereinafter referred to as the 'contribution to the School') and subsidies to support research, experimental development and innovation and other subsidies provided to the University from the State budget under other special legislation.<sup>4</sup>
- 3) The draft budget for a given calendar year shall be submitted by the Rector to the Senate and the Board of Trustees for approval. The Rector shall forward the budget approved by the Senate to the Board of Trustees within 30 days of the date of publication of the minutes.
- 4) If the Senate does not approve the budget submitted by the Rector, the Rector shall submit a new proposal to the Senate within 30 days. In the event that the budget is not approved by the Board of Trustees, the procedure shall be in accordance with Article 14(5) of the Act.
- 5) Pending approval of the University's budget for a given calendar year, the University and its units may only make expenditures whose coverage is ensured by the contribution provided to the School for a given calendar year or an advance on it, from the funds of subsidies provided (e.g. for institutional or special-purpose support for research and development, for the implementation of operational programmes, for the financing of programmes involving the State budget, etc.) or from their own resources.
- 6) In the case of a budgetary provisory under a special legal regulation<sup>5</sup>, the University manages the period from the first day of the financial year until the date of the entry into force of the State Budget Act according to the indicators of the budgetary provisory period, within the framework of which monthly expenditures may be made up to one-twelfth of the amount of the contribution to the School and the State Budget subsidies provided to the University in advance for the relevant calendar year. The Rector is authorised to take the necessary measures to ensure budgetary management.
- 7) The University's units shall manage the allocated funds on the basis of their own cost and revenue plan (sub-budget), which they shall draw up as a balanced budget.

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<sup>4</sup> E.g. Sections 12 to 14 of Act No. 218/2000 Coll., on Budget Rules and on Amendments to Certain Related Acts (Budget Rules), as amended; Decree No. 560/2006 Coll., on State Budget Participation in the Financing of Property Reproduction Programmes; Act No. 130/2002 Coll., on Support for Research, Experimental Development and Innovation from Public Funds and on Amendments to Certain Related Acts, as amended (Act on Support for Research, Experimental Development and Innovation).

<sup>5</sup> § Section 9 of Act No 218/2000 Coll., on budgetary rules and on amending certain related acts (budgetary rules), as amended

## **Article 14d**

### **Funds**

- 1) In accordance with the law, the University shall establish the following funds:
  - a) a reserve fund,
  - b) a fund for the reproduction of fixed assets,
  - c) a scholarship fund,
  - d) a remuneration fund,
  - e) a designated fund,
  - f) social fund,
  - g) working capital fund.
- 2) Fund balances at 31 December of the current year shall be carried forward to the following financial year.
- 3) The University is obliged to use the capital asset replacement fund and the working capital fund created by the carry-over of the balance of the contribution to the School as at 31 December of the current year in accordance with the European Union rules on public aid so as not to distort or threaten to distort competition.
- 4) The use of the funds referred to in paragraph (1) and the conditions for the transfer of funds between the funds referred to in paragraph (1)(a), (b), (d) and (g) shall be laid down in an internal regulation.

## **Article 15**

### **Management of assets**

- 1) The University owns movable and immovable property (hereinafter referred to as 'property') necessary for the activities for which it was established and for the activities it carries out in its complementary activities pursuant to Section 20 of the Act.
- 2) Section 15(1) of the Act sets out the range of legal actions in the management of property for which the University's Board of Trustees must give its prior written consent.
- 3) The University is obliged to keep proper records of its property and is governed by the Act and other special legal regulations in the disposal of such property. The method of application of laws and regulations is further specified through internal standards issued by the Rector and the Bursar.
- 4) The University may entrust its property to the care of the University's constituent parts by a decision of the Rector. The University's components are obliged to use the entrusted property for the performance of tasks in educational and creative activities. They may also use it for additional activities in accordance with the law, these Statutes, the University's internal regulations and the University's internal standards.
- 5) The dean, the director of a university institute or the head of a workplace shall be responsible to the rector for the efficient use and management of the property entrusted to the unit; the bursar shall be responsible to the rector for the efficient use and management of the property entrusted to the rector's office.

## **Article 15a**

### **Management of current financial resources**

- 1) In ensuring its activities, the University manages current financial resources obtained mainly from:
  - a) the contribution to the school,
  - b) support for research, experimental development and innovation from public funds pursuant to special legislation ,<sup>6</sup>
  - c) subsidies from the state budget,
  - d) fees associated with studies and fees for studies in lifelong learning programmes,
  - e) income from property,
  - f) income or contributions other than those referred to in paragraph a), from the State budget, from State funds, from the National Fund, from municipal and regional budgets and from income from abroad (in particular from the budget of the European Union),
  - g) income from ancillary activities,
  - h) income from donations and inheritances, income from foundations and endowment funds,
  - i) pooled funds,
  - j) own funds created,
  - k) loans and borrowings from monetary institutions,
  - l) other own revenue.
- 2) Other current revenue is a resource generated by the University's own activities and may be used to finance its activities. If the revenue is provided contractually for a specific purpose, the University is bound by that contract in the use of the funds.
- 3) The University may pay for the operation of its catering facilities catering for University staff and students up to the actual cost, excluding the value of the food. The University may also contribute, on the basis of a contractual relationship, to the catering costs of catering establishments of other legal entities, namely:
  - a) to University employees under conditions approved in a collective agreement or laid down in an internal regulation,
  - b) students in accordance with the Rules for the Provision of Contributions and Subsidies to Public Universities by the Ministry of Education, Youth and Sports for a given calendar year.
- 4) In complementary activities, the University shall carry out, for remuneration, activities related to educational and creative activities, but shall not jeopardise the quality, scope and availability of the activities for which the University was established.
- 5) If the University uses special-purpose facilities jointly with another legal or natural person, it shall share in the costs or revenues according to the proportional indicators of use agreed in the contract.

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<sup>6</sup> Act No. 130/2002 Coll., on support for research, experimental development and innovation from public funds and on amending certain related acts



Contractual arrangements may also be made for the payment of a proportionate share of the use of special-purpose facilities in a lump sum.

### **Article 15b**

#### **Management of capital resources**

- 1) The University manages capital funds obtained for the acquisition of tangible and intangible fixed assets, in particular:
  - a) from subsidies or contributions to the School,
  - b) from individual or systemic investment grants from the State budget; the funds provided under these grants shall be strictly earmarked,
  - c) from public budgets, from state funds and from income from abroad (in particular from the budget of the European Union),
  - d) from the own resources of the Capital Asset Replacement Fund,
  - e) pooling of funds,
  - f) from loans and borrowings from financial institutions,
  - g) from earmarked revenue from donations and legacies, from revenue from foundations and endowment funds,
  - h) from advance financing of earmarked funds (in particular GAČR funding).
- 2) Grants or financial donations received for the acquisition of tangible and intangible fixed assets are a source of equity.

## **TITLE IV**

### **ORGANISATIONAL STRUCTURE OF THE UNIVERSITY**

### **Article 16**

#### **Components of the University**

- 1) The legal status of the units of the University shall be regulated by law.
- 2) The following faculties are part of the University:
  - a) Faculty of Philosophy and Science in Opava,
  - b) Faculty of Business and Entrepreneurship in Karviná,
  - c) Faculty of Public Policy in Opava.
- 3) The following higher education institutes are part of the University:
  - a) Institute of Mathematics in Opava
  - b) Institute of Physics in Opava.
- 4) The following institutes (hereinafter referred to as 'institutes') are part of the University within the meaning of Section 22(1)(c) of the Act:

- a) University Library of the Silesian University,
  - b) Information Technology Centre.
- 5) The following special purpose facilities (hereinafter referred to as 'special purpose facilities') are part of the University within the meaning of Section 22(1)(d) of the Act: Chamber Choir of the Silesian University in Opava.
- 6) The Rector's Office is the administrative and administrative unit of the University.

## **Article 17**

### **Faculty**

- 1) The legal status of the faculty, the rights of the faculty and its bodies are regulated in Sections 23 to 33 of the Act.
- 2) The bodies of the faculty shall also have the right, unless otherwise provided for by law, to decide or act for the University in its entirety in matters referred to in section 24(2)(a) to (e) of the Act.

## **Article 18**

### **Institute of Higher Education**

- 1) The legal status of a higher education institute is regulated in Section 34 of the Act.
- 2) The term of office of the director of a higher education institute shall be four years. The director of a higher education institute may be appointed by the same person for a maximum of two consecutive terms.
- 3) The Director of a higher education institute shall be authorised to perform all legal acts in accordance with the law and shall act externally towards third parties on behalf of the University in matters relating to:
- 1) accredited study programmes in the implementation of which the institute participates, in particular the management of all agendas related to the provision of study programmes implemented by the institute, with the exception of decisions on admission to study, termination of study or interruption of study pursuant to Sections 50(2) and 56(3) of the Act;
  - 2) strategic direction of the Institute's creative activities;
  - 3) foreign relations and activities of the Institute;
  - 4) the management of financial resources allocated to the Institute, in accordance with these Statutes, the Internal Wage Regulations of the Silesian University in Opava and other internal regulations;
  - 5) additional activities of the Institute and handling of the Institute's funds obtained from these activities in accordance with the relevant directive of the Rector;
  - 6) labour relations within the Institute, after prior discussion with the Rector or within the scope of an agreement concluded between the Rector and the Director of the Institute;
  - 7) the internal organisation of the Institute.

## **Article 19**

### **Departments**

- 1) The establishment, merger, amalgamation or abolition of a department is regulated in Section 9(1)(a) of the Act.
- 2) The head of the institute is the head of the department, who is responsible for his/her activities to the Rector.
- 3) The head of the Institute is authorised to perform all legal acts in accordance with the Act and acts externally for the University vis-à-vis third parties to the extent determined by a decision of the Rector.

## **Article 20**

### **Purpose-built facilities**

- 1) The establishment, merger, amalgamation, division or dissolution of a special-purpose establishment is regulated in Section 9(1)(a) of the Act.
- 2) The head of the special purpose vehicle shall be the head of the special purpose vehicle, who shall be accountable to the Rector.

## TITLE V

### INTERNAL REGULATIONS AND INTERNAL STANDARDS OF THE UNIVERSITY

## **Article 21**

### **Internal regulations**

The internal regulations of the University are the internal regulations referred to in Section 17(1)(a) to (j) of the Act and, pursuant to Section 17(1)(k) of the Act, the following additional regulations:

- a) Rules and conditions for monetary and non-monetary contributions to legal entities,
- b) the Regulations of the University for Lifelong Learning,
- c) Rules on the manner of publication of theses and dissertations at the University,
- d) Rules for the creation and use of University funds,
- e) Regulations on the admission procedure at the University,
- f) Study and Examination Regulations for students of doctoral study programmes of the University,
- g) Rules of Procedure of the Internal Evaluation Council of the University,
- h) Regulations of the Habilitation Procedure and the Procedure for Appointment as Professor at the University,
- i) Regulations of the University's rigorous examination procedure
- j) Rules for the provision of support measures at the University.

## **Article 22**

### **Internal standards**

- 1) In addition to the internal regulations of the faculties, the following are internal standards which are not subject to registration by the Ministry:
  - a) the University's or unit's Rules of Organisation, the University's Staff Regulations and the University's Career Regulations,
  - b) Decision - an internal norm with a one-off or time-limited scope relating to operational, organisational or administrative matters, tasks or regulations,
  - c) Directive - an internal norm with a longer-term character and broader scope, relating in particular to methodological and organisational matters, the establishment of working procedures, responsibilities, duties, etc,
  - d) methodological guidelines - an internal standard with a longer-term nature and a narrower scope, relating in particular to methodological procedures and measures aimed at a specific field of activity.
- 2) Internal standards are issued by the Rector, the Bursar, the Dean of the Faculty and the Director of the University Institute within the scope of their competences defined by law and the Statute. The form of issuing internal standards and their publication is determined by the internal standards of the Rector.

## **PART THREE**

### **STUDIES AT THE UNIVERSITY**

#### **Article 23**

##### **Study programme**

- 1) Higher education is obtained at the University by studying within an accredited study programme according to a curriculum in the prescribed form of study.
- 2) The University shall publish in the public section of its website a list of the accredited study programmes it runs, including their type and profile, the form of study and standard duration of study and their accessibility for persons with disabilities, indicating the faculty if the study programme is accredited by a faculty.

#### **Article 24**

##### **Framework conditions for admission to study, method of application**

- 1) The conditions for admission to study in bachelor's, master's and doctoral degree programmes are laid down in general terms in Sections 48 to 50 of the Act and in the University's Admission Procedure Regulations.
- 2) Applicants' knowledge, abilities or aptitudes for study are usually tested by an entrance examination.
- 3) Where the entrance examination consists of several parts, the order of the parts must be determined. Participation in each part shall be conditional on fulfilling the conditions of the preceding part.
- 4) The admission test may be waived for an applicant on the basis of previous academic performance and in accordance with the published conditions of admission.
- 5) The entrance examination may be modified in an individual manner for applicants with special needs.
- 6) The application for admission to study shall be submitted electronically via the e-application form in the Student Agenda Information System to the university or its unit implementing the relevant study programme.

#### **Article 25**

##### **Delivery by the University and submission to the University**

- 1) The University shall serve documents on applicants for studies, students and persons with interrupted studies in proceedings pursuant to Sections 50, 54b and 68 of the Act via the University's information system. In these cases, the University is not obliged to serve documents in a data box.
- 2) A document served via the University's information system pursuant to paragraph 1) shall be served at the moment when, after the document has been made available to the party to the proceedings in the University's electronic information system, the party to the proceedings logs into that system. If he or she fails to log in within 10 days of the date on which the document was made available to him or her in the electronic information system, the document shall be deemed to have been served on the last day of that period.

- 3) In other cases of decisions on students' rights and obligations, documents shall also be delivered via the University's information system. Documents shall be served in accordance with the rules laid down in paragraph 2). In these cases, the University is not obliged to deliver documents to the data box.
- 4) In other cases not referred to in paragraphs (1) to (3), documents shall be served via the postal service provider or by data box. Service by data mailbox shall take precedence.
- 5) If the addressee does not take delivery of the parcel, it shall be deposited with the postal service provider. The day of delivery shall be the 10th day after the deposit of the mail, the day of deposit not being included in the storage period.
- 6) In the event that a parcel is returned to the University as undeliverable because the addressee is unknown at the delivery address, the University will deliver the document to the addressee by posting it on the University's official notice board for a period of 15 days, with the 15th day from the date of posting of the public notice on the University's official notice board being considered the date of delivery. The University shall not be obliged to appoint a guardian for service of the notice on the basis of Section 69a(5) of the Act.
- 7) A document served via the public data network shall be delivered at the moment of valid registration of the authorised person in the data box. If the authorised person does not log in to the data box in which the document was served by the University, valid service shall be deemed to be the 10th day following the day on which the document is placed in the data box.
- 8) All other legal relations arising in the field of service between the University and students or applicants for studies shall be governed in particular by Section 69a of the Act and Section 19 et seq. of Act No. 500/2004 Coll., the Administrative Code, as amended.
- 9) A prospective student, student or person with interrupted studies may make submissions to the University (faculty) only in electronic form via the University's information system. Such a submission shall be deemed to be signed. The submission is made by its confirmation in the University's information system.
- 10) The university (faculty) shall publish information for applicants for studies on how to make a submission pursuant to paragraph 9) together with the facts published pursuant to section 49(5) of the Act.

## **Article 26**

### **Fees associated with studies**

- 1) Fees for admission-related acts shall be set by decision of the Rector for the relevant academic year as follows:
  - a) CZK 0,- for admission to the same or a similar study programme in the event of the termination of accreditation of the study programme in accordance with Section 80(5) of the Act,
  - b) a fee of not more than 20 % of the base set by the Ministry pursuant to Section 58(2) of the Act (rounded down to the nearest ten crown) in other cases.

If the applicant fails to pay the fee for the admission procedure within the time limit, he/she shall be deemed to have withdrawn his/her application for admission.

- 2) The amount of the tuition fee for a student who studies in a university study programme for longer than the standard period of study increased by one year in a bachelor's or master's study programme pursuant to Section 58(3) of the Act shall be three times the base set by the Ministry pursuant to Section 58(3) of the Act for each additional six months of study. The period of study shall also include periods of all previous studies in bachelor's and master's degree programmes at public universities which have been completed otherwise than in accordance with section 45(3) or 46(3) of the Act, unless the previous study was a previous study after which the student duly completed a degree programme of the same type at a public, state or private university. Periods during which a student has studied in such study programmes, or in such study programmes and in the current study programme concurrently, shall be counted only once in the period of study. However, the recognised period of parenthood shall be deducted first from the total period of study calculated under this paragraph. For the purposes of this paragraph, a master's degree programme which is not related to a bachelor's degree programme and a bachelor's degree programme shall be considered mutually as programmes of the same type.
- 3) The amount of fees associated with study for a study programme carried out in a foreign language pursuant to Section 58(4) of the Act for a particular unit of the University shall be determined by the head of the relevant unit, taking into account in particular the economic demands of the study, the costs of ensuring the quality of the study and its administration, and the current situation in a similar field of education.
- 4) For a study programme conducted in a foreign language, the head of the relevant unit may, in accordance with the principles referred to in paragraph 3, set a fee for the admission procedure, set a fee for a bachelor's or master's degree programme and set a fee for a doctoral degree programme.
- 5) The fee for a bachelor's or master's degree programme referred to in paragraph 4 need not be set
  - (a) in the case of a course of study carried out within the framework of
    1. the implementation of an international treaty by which the Czech Republic is bound or an act issued on the basis of that treaty,
    2. the implementation of a programme of the European Union or another international programme or project, or
    3. cooperation between the University and a foreign institution,
  - b) in the case of a student's studies supported by a scholarship within the framework of the implementation of
    1. programmes for the provision of government development scholarships for study at universities in the Czech Republic, approved by the Government on the basis of the Act on Foreign Development Cooperation, or
    2. programmes announced by the Ministry pursuant to Section 91b of the Act.
- 6) The University shall set a fee for the acts related to the assessment of the fulfilment of the condition for admission to study pursuant to Section 48(4)(e) and (5)(c) of the Act, which shall not exceed 20 % of the base established pursuant to Section 58(2) of the Act. The fee is a revenue of the University.
- 7) The amount of the tuition fees for the following academic year shall be set by the University and published on the public section of its website no later than the last day of the deadline for the submission of applications for studies.
- 8) Tuition fees may be paid only by cashless payment.
- 9) The due date for payment of tuition fees is set as follows:

- a) the admissions fee must be paid no later than the date set by the relevant component as the deadline for payment of the fee,
- b) the tuition fee referred to in Section 58(3) of the Act must be paid no later than 90 days from the date of receipt of the decision to assess the fee or 90 days from the date of receipt of the decision of the appeal against the decision to assess the fee (an appeal against the decision to assess the fee shall have suspensive effect on the due date of the fee),
- c) the tuition fee pursuant to Section 58(4) of the Act must be paid no later than 30 days after the decision on the assessment of the fee becomes final,
- d) the fee for acts related to the assessment of the fulfilment of the condition for admission to study pursuant to paragraph 6) must be paid no later than the date set by the relevant component as the deadline for payment of the fee.

The date on which the payment order for the transfer from the account is entered shall be decisive for the fulfilment of the obligation laid down in points (a) to (d).

10) The Rector may reduce, waive or postpone the due date for payment of the fee in accordance with this policy in the context of an appeal against a decision on the assessment of tuition fees under section 58(3) of the Act:

- a) the fee shall be reduced by half (rounded down to the nearest hundredth of a penny) if the student has achieved a grade point average of no more than 1.8 for the previous academic year;
- b) reduce the fee by one third (rounded down to the nearest hundredth of a cent) if the student has achieved a maximum average of 1.5 in the previous academic year;
- c) waive the fee if the student has achieved a maximum grade point average of 1.2 for the previous academic year, while fulfilling all the study requirements;
- d) waive the fee if the student meets the conditions of Section 54a(2) of the Act;
- e) reduce the fee to a pro rata amount if the student completes his/her studies in accordance with Section 55(1) of the Act in the period for which the fee was assessed;
- f) postpone the due date of the tuition fee on the basis of its own assessment of the application;
- g) reduce or waive the fee where the circumstances of the student's poor social situation are demonstrably proven;
- h) in cases of special consideration.

The principles set out in (a) to (h) cannot be combined.

## **Article 27**

### **Conditions of study at the University**

The conditions of study in accredited bachelor's and master's degree programmes shall be laid down in the Study and Examination Regulations for students in bachelor's and master's degree programmes of the University; study in accredited doctoral degree programmes shall be laid down in the Study and Examination Regulations for students in doctoral degree programmes.



## **Article 28**

### **Conditions for the study of foreigners**

- 1) The conditions for the study of foreigners must enable the fulfilment of obligations arising from international treaties by which the Czech Republic is bound.
- 2) Foreigners applying to study in study programmes implemented by faculties or the University within the framework of student mobility or on the basis of international treaties or agreements which allow short-term study stays of foreign students at the University or its units are admitted without entrance examinations on the basis of signed agreements (so-called "Exchange Students").
- 3) In cases not referred to in paragraphs 1 and 2, foreigners are admitted to study study programmes in the Czech language under the same conditions as citizens of the Czech Republic. A condition for admission is proof of Czech language skills, which the foreigner demonstrates in one of the following ways:
  - a) proof of successful completion of an examination in the Czech language at the relevant department of a public university that implements an accredited study programme focused on teaching the Czech language or an accredited lifelong learning programme focused on teaching the Czech language;
  - b) proof of successful completion of a Czech language course for foreigners aimed at preparation for study at a university;
  - c) proof of successful completion of a Czech language examination at an accredited institution.

Proof of language proficiency is not required for citizens of the Slovak Republic and for foreigners who have attained secondary education with a matriculation examination, or, in the field of the arts, higher vocational education in conservatories, in the Czech Republic, or have completed higher education in the Czech or Slovak language.

- 4) Foreigners may complete their studies in a study programme in a foreign language under the conditions laid down in the University's Study and Examination Regulations or, in the case of accredited doctoral study programmes, in the Study and Examination Regulations for Students of Doctoral Study Programmes.
- 5) The conditions of admission to study and the course of study for foreigners not referred to in paragraphs 1 to 4 shall be determined by the faculty concerned in accordance with the internal regulations relating to studies for these categories of foreigners (so-called 'Visiting Students'):
  - a) students exceeding the limits of the signed agreements referred to in paragraph 2,
  - b) students securing their studies on the basis of an individual application for one semester or academic year (so-called "Free Movers"),
  - c) students in lifelong learning programmes.
- 6) If the legislation so provides, it is verified at the time of enrolment whether the foreigner has a residence permit in the territory of the Czech Republic and whether he or she meets other conditions under the legislation governing the residence of foreigners in the territory of the Czech Republic.<sup>7</sup>

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<sup>7</sup> Act No. 326/1999 Coll., on the residence of foreigners in the territory of the Czech Republic, as amended

## **Article 29**

### **Lifelong learning**

Within the framework of its educational activities, the University provides free of charge or for a fee lifelong learning programmes oriented towards the exercise of a profession or interest or oriented towards increasing the expertise of students or graduates of a foreign or domestic university in accordance with Section 60 of the Act. Further conditions are laid down in the University's Lifelong Learning Regulations.

## **PART FOUR**

### **CREATIVE ACTIVITIES**

#### **Article 30**

At the University, scientific, research, development and innovation, artistic and other creative activities shall be focused in particular on the following areas:

- a) linguistics and literature,
- b) the history of Czech photography,
- c) artistic representation of modern society,
- d) relativistic and particle physics and its astrophysical applications,
- e) computer physics and data processing,
- f) mathematics,
- g) theoretical computer science,
- h) Archaeology of Silesia,
- i) History and cultural heritage of Central Europe with special reference to Silesia,
- j) public economics, economic policy and administration,
- k) financial economics and financial econometrics,
- l) financial, accounting and tax aspects of companies and financial institutions,
- m) information systems for management decision support,
- n) mathematical and statistical methods in economics,
- o) business economics and management with emphasis on small and medium-sized enterprises,
- p) Tourism,
- q) quality of life research,
- r) new social risks and risk behaviour prevention,
- s) demographic development and inequalities in the Czech Republic,
- t) social services in the Czech Republic,
- u) nursing care,
- v) modern history and historical sociology of Central and Eastern Europe,
- w) Political regimes, parties, movements in Central Europe after 1989,
- x) prevention of social segregation of people with disabilities and disadvantages,
- y) reducing educational inequalities and support in the field of special educational needs.

## **PART FIVE**

### **ACADEMICS**

#### **Article 31**

##### **Academic staff**

- 1) Academic staff are those professors, associate professors, special professors, assistant professors, assistant lecturers, lecturers and scientific, research and development staff who are employees of the University and who carry out both teaching and creative activities in the employment relationship according to the type of work agreed. Academic staff are obliged to uphold the good name of the University.
- 2) Other experts are also involved in teaching at the University, usually on the basis of agreements on work performed outside the employment relationship.
- 3) Academic staff have an employment relationship with the University and, in accordance with Section 24(1) (e) of the Act, the authorities of the relevant faculty of the University have the right to decide or act for the University in the employment relationships of academic staff working at the faculty.
- 4) The relevant senior employee, in particular the director of a higher education institute, the head of an institute established at the faculty, the head of a department, is responsible for the fulfilment of the qualification requirements for employees needed to ensure teaching.
- 5) Visiting professors and emeritus professors may work at the University.

#### **Article 32**

##### **Visiting professors**

- 1) The designation 'visiting professor of the Silesian University in Opava' (hereinafter referred to as 'visiting professor') may be used by an academic staff member of another higher education institution, in particular a foreign institution, who has been granted this designation by the Rector after discussion in the Scientific Council. Evidence of the granting of the designation of visiting professor shall be the appointment decree defining the mission of the visiting professor, which corresponds to the activities of a professor or associate professor, and the duration of his/her term of office at the University. This period shall be a minimum of one semester and a maximum of three academic years.
- 2) The Visiting Professor is an academic member of the University. He/she shall have the right to sit the state examination only if he/she meets the requirements laid down in Section 53 of the Act.

#### **Article 33**

##### **Emeritus professors**

- 1) The honorary title "Emeritus Professor of the Silesian University in Opava" (hereinafter referred to as "Emeritus Professor") may be used by a professor who is a former employee of the University and who has been granted this title by the Rector after discussion in the Scientific Council. Evidence of the award of the emeritus professor designation is the appointment decree.

- 2) The honorary title of Emeritus Professor does not confer membership in the academic community of the University or any property rights against the University. Emeritus professors shall have the right to participate in scientific research and artistic activities at the University and to use its facilities and information technology for this purpose. They shall also have the right to be accorded the right to speak at meetings of the academic community of the University.

### **Article 34**

#### **Selection procedure**

Academic staff posts at the University shall be filled on the basis of a selection procedure. Details of the selection procedure shall be laid down in the Regulations of the Selection Procedure of the Silesian University in Opava.

### **Article 35**

#### **Habilitation procedure and procedure for appointment as professor**

- 1) Sections 71 to 75 of the Act shall apply to habilitation proceedings and proceedings for the appointment of professor in the fields in which the University is authorised to conduct such proceedings.
- 2) If accreditation of habilitation or professorial appointment proceedings is granted to a university institute, habilitation proceedings shall be held and appointment proceedings shall be initiated before its scientific council.
- 3) The University shall publish in the public part of its website a list of the fields of study in which it is authorised to conduct habilitation or procedures for the appointment of professor, indicating the faculty, if the field of study in which it is authorised to conduct habilitation or procedures for the appointment of professor is accredited at the faculty.
- 4) The details of the procedure for the habilitation procedure and the procedure for the appointment to professor shall be laid down in the Regulations for the Habilitation Procedure and the Procedure for the Appointment to Professor at the University.

## **PART SIX**

### **SCHOLARSHIPS**

### **Article 36**

#### **Scholarships**

Students of the University, graduates of the University, participants in lifelong learning, academic staff and other employees may be awarded scholarships. The conditions for the award of scholarships shall be laid down in the University's Scholarship Regulations.

## **PART SEVEN**

### **RECOGNITION OF FOREIGN HIGHER EDUCATION**

#### **Article 37**

##### **Recognition of foreign higher education and qualifications**

The Rector decides on matters of recognition of foreign higher education and qualifications by the University in accordance with Sections 89 to 90a of the Act. When submitting an application for recognition of foreign higher education and qualifications, the applicant shall be obliged to pay a fee of CZK 3 000 for the acts connected with the proceedings on the application for recognition of foreign higher education and qualifications. The fee is a revenue of the University.

## **PART EIGHT**

### **ACADEMIC INSIGNIA AND ACADEMIC CEREMONIES**

#### **Article 38**

##### **University insignia, gowns and seal**

- 1) The external expression of the authority and responsibility of the Rector and Vice-Rectors and of the academic traditions are the insignia of the University.
- 2) They shall be entitled to use the University's gowns on ceremonial occasions:
  - a) the Rector and the Vice-Rectors,
  - b) members of the Scientific Council, members of the Senate, professors and associate professors and, at the discretion of the Rector, other members of the academic community, in particular graduating students,
  - c) distinguished guests of the University as decided by the Rector,
  - d) the Bursar,
  - e) Pedel.
- 3) The seal of the University is used by the University to mark ceremonial diplomas issued for honorary doctorates and medals of the University.
- 4) The manner of use of the insignia, gowns and seal shall be determined by the Rector. The manner of use of the insignia and gowns of the faculties shall be determined by the deans.
- 5) Documentation of the University's insignia, gowns and seal shall be kept in the University archives.

#### **Article 39**

##### **Academic ceremonies, medals of the University**

- 1) Matriculation is the solemn act of admitting students to the academic community of the University.
- 2) Graduation is the solemn act at which the Rector, Vice-Rector, Dean or Vice-Dean presents a diploma or diploma supplement to graduates of all types of studies.
- 3) Matriculation and graduation ceremonies are organised by the faculties or institutes of higher education. These ceremonies shall include the academic oath of matriculation, the bachelor's, master's and doctoral oaths, the text of which is set out in the annex to the ceremony.
- 4) Associate Professors who have successfully completed the habilitation procedure at the University shall be presented with their letters of appointment as part of the ceremony.
- 5) The programme of matriculation and graduation ceremonies shall be determined by the Rector.
- 6) The award of the academic rank of doctor honoris causa and the graduation of doctor honoris causa shall be governed by a directive of the Rector.
- 7) The University shall award medals of the University to its employees and other persons who have contributed to the development of the University and have made a significant contribution to the development of science and general education. The awarding of medals is governed by the Rector's Directive.

- 8) The documentation of the University medals and diplomas issued in connection with them is kept in the University archives.



## **PART NINE**

### **TRANSITIONAL AND FINAL PROVISIONS**

#### **Article 40**

- 1) The current membership of the members of the Disciplinary Board shall cease on the entry into force of the Statutes.
- 2) The Statutes of the Silesian University of Opava, registered by the Ministry on 28 March 2017 under no. MSMT-7574/2017, as amended, is hereby repealed.
- 3) This Statute was approved pursuant to Section 9(1)(b)(3) of the Act by the Academic Senate of the University on 6 May 2025.
- 4) This Statute shall come into force in accordance with Section 36(4) of the Act on the date of registration by the Ministry.
- 5) These Statutes shall come into force on 1 September 2025.

Ing. Lucie Kamrádová, Ph.D.  
Chair of the Academic Senate

doc. Mgr. Tomáš Gongol, Ph.D.  
Rector

**Annex No. 1**  
**to the Statute of the University**

**Academic vows matriculation and graduation vows**

**1) Academic matriculation vows**

I promise, with full knowledge of responsibility, to fulfil all the obligations of a student of Silesian University as imposed by the Statutes of the University and the programme of my studies.

I will do honour to the University of Silesia in my conduct and appearance.

**2) Bachelor's graduation vow**

I promise to apply the education I have received for the benefit of society, in the interest of truth, in accordance with the principles of ethics, humanity and democracy.

I will keep the Silesian University, which grants me the degree, in my permanent memory.

**3) Graduation vows**

I promise to develop and apply the education I have received for the benefit of society, in the interest of truth, in accordance with the principles of ethics, humanity and democracy.

I will keep the Silesian University which grants me the degree in my permanent memory.

**4) Graduation oath of the graduate of the State Rigorous Examination**

I promise to develop and apply the education I have received for the benefit of society, in the interest of truth and the advancement of scientific knowledge, in accordance with the principles of ethics and the principles of humanity and democracy.

I will keep the Silesian University, which awarded me the degree, in my permanent memory.

**5) Graduation vows**

I promise to strive for the advancement of scientific knowledge and its application for the benefit of society, in the interest of truth, in accordance with the principles of ethics and the principles of humanity and democracy.

I will keep the Silesian University, which awards me the degree, in my permanent memory.