

Code:	SR/19/2024	
Category:	RECTOR'S DIRECTIVE	
Ref. No.:	UTB/24/016863	
Type of document:	PUBLIC	
Title:	Tuition Fee for Study in Degree Programmes Accredited to Be Taught in a Foreign Language in the 2025/2026 Academic Year	
Liability:	Tomas Bata University in Zlín	
Issue date:	8 July 2024	Version: 01
Effective from:	8 July 2024	
Issued by:	TBU Rector	
Prepared by:	Vice-Rector for Pedagogical Activities, Office of Vice-Rector for Pedagogical Activities	
In cooperation with:	Legal Services	
Pages:	3	
Appendices:	1	
Distribution list:	Rector, Vice-Rectors, Bursar, Deans of Faculties, Vice-Deans for Pedagogical Activities, Vice-Deans for International Relations, Secretaries to Faculties, Head of Finance Office, Student Affairs Offices of Faculties	
Signature of authorized person:	Prof. Mgr. Milan Adámek, Ph.D., m. p.	

**PART ONE
INTRODUCTORY PROVISIONS**

**Article 1
Subject matter and purpose of the regulation**

- (1) This Directive provides detailed information relevant to tuition fees for study in degree programmes accredited to be taught in a foreign language.
- (2) The tuition fees for study in degree programmes accredited to be taught in a foreign language are specified in the provisions of § 58 Paragraph 4 of the Act No. 111/1998 Coll., on Higher Education Institutions and on Alterations and Amendments to Other Acts (Higher Education Act), as amended (hereinafter referred to as "Act") and, subsequently, in Article 14 Paragraph 3 of the Statute of Tomas Bata University in Zlín (hereinafter referred to as "Statute").
- (3) In accordance with § 63 Paragraph 3 Letter a) of the Act, a student is obliged to pay study-related fees and provide the data needed for calculating the amount of the same fees. A breach of the above-mentioned obligations may be considered a disciplinary offence as is specified in § 64 of the Act.
- (4) Tuition fee for study in a degree programme accredited to be taught in a foreign language shall be covered by the student in the manner specified in the relevant Decision.

**PART TWO
TUITION FEE FOR STUDY IN A DEGREE PROGRAMME ACCREDITED TO BE
TAUGHT IN A FOREIGN LANGUAGE**

Article 2

Tuition fee for study in a degree programme accredited to be taught in a foreign language

- (1) Students studying in degree programmes accredited to be taught in a foreign language are obliged to pay fees for tuition in these programmes (hereinafter referred to as “tuition fee for study in a degree programme accredited to be taught in a foreign language”). The obligation to pay tuition fees does not apply to students whose studies are funded by the Grant Programme organized by the MEYS and related to the provision of government scholarships aimed to support programmes/courses taught in the English language at public higher education institutions.
- (2) The amount of the tuition fee for study in a degree programme accredited to be taught in a foreign language shall be stipulated in accordance with § 58 Paragraph 4 of the Act and in accordance with Article 14 Paragraph 3 of the Statute, after rounding it up to the nearest whole hundred, and is specified in Appendix No. 1 for the 2025/2026 academic year. The amount of the tuition fee for study in a degree programme accredited to be taught in a foreign language shall remain the same for the entire period of study of the relevant student as specified by relevant TBU internal rules and regulations valid and effective as of the day of the student’s enrolment to study. Enrolment to study refers to the enrolment to the first year of study.
- (3) The tuition fee for study in a degree programme accredited to be taught in a foreign language in the first year of study shall be calculated as of the date of the student’s enrolment to study, and that in the proportional amount corresponding to the number of months remaining till the end of the academic year after rounding it up to the nearest whole hundred. The student shall pay the tuition fee for study in a degree programme accredited to be taught in a foreign language starting from the month in which he/she enrolled to study, if he/she had the status of student for at least 15 calendar days in the relevant month. The amount of the tuition fee to be paid for study in degree programmes accredited to be taught in a foreign language in the following years shall be calculated as of the date of the student’s enrolment for the next year of study.
- (4) The tuition fee for study in a degree programme accredited to be taught in a foreign language is due within 30 days of the date of enrolment to study or the date of enrolment for the next year of study.
- (5) The tuition fee paid for study in a degree programme accredited to be taught in a foreign language shall not be refunded in case of termination of studies specified under § 56 Paragraph 1 Letter a), b), g) and h) of the Act. In case of withdrawal from studies specified under § 56 Paragraph 1 Letter a) of the Act, a proportional part of the fee for tuition in a degree programme accredited to be taught in a foreign language may be refunded after deduction of expenses incurred, and that upon request (due to serious reasons, particularly for health reasons attested by a medical certificate). The decision regarding the request shall be issued by the Rector of TBU.
- (6) The tuition fee for study in a degree programme accredited to be taught in a foreign language may be reduced or waived, or the due date may be extended, or payment of the fee in instalments may be allowed, and that particularly in cases deserving special consideration, by TBU Rector upon a duly justified request for a review of a decision on the tuition fee imposed for study in a degree programme accredited to be taught in a foreign language. Such cases include mainly the student’s academic performance, his/her financial situation, health status and family situation. The student shall submit documents

evidencing the facts relevant to the review together with the request. The decision issued by the Rector in accordance with this Paragraph is final.

- (7) Details on payment methods related to the tuition fee for study in a degree programme accredited to be taught in a foreign language shall be specified in a directive on the publicly announced admission procedure issued by the relevant Faculty in case of degree programmes carried out by the Faculty or in an internal regulation issued by TBU in case of degree programmes carried out by TBU.

PART THREE COMMON PROVISIONS

Article 3

- (1) If the student fails to pay the required fee, the Faculty (component part) shall send a fee payment reminder to the student without delay, to be delivered as “to be delivered to addressee only”. Formalities of the reminder include the data listed in the notification in accordance with Paragraph 2 of this Article. The student is obliged to pay the fee no later than within five working days of the day on which the reminder was delivered. If, after receiving this reminder, the student still fails to pay the required fee, an authorized employee of the relevant Faculty (component part) shall submit (in accordance with the valid Bursar’s Decree: Procedure and Responsibility Related to Recovery of Outstanding Debts) a complete set of documents including a covering letter to the Legal Services department (copying the Finance Office in on the documents). The Legal Services department shall ensure the next steps aimed at recovering the outstanding fees.
- (2) If the applicant fails to cover the fee specified under Article 2, the authorized employee of the relevant Faculty (component part) shall send him/her a fee payment reminder without undue delay to the email address specified in the application form.
- (3) Failure to pay the tuition fee within the set deadline is considered a breach of the student’s obligation as is specified in § 63 Paragraph 3 Letter a) of the Act, and may, in compliance with § 64 of the Act, represent a reason for commencing a disciplinary procedure and, in compliance with § 65 of the Act, a reason for the student’s expulsion from the University.

PART FOUR FINAL PROVISIONS

Article 4

This Directive shall replace Rector’s Directive No. 10/2022 and Rector’s Directive No. 17/2024.

Document version			
Date	Version	Changed	Description of change
8 July 2024	01	Vice-Rector for Pedagogical Activities	Creation of document