

On 28 August 2023, the Ministry of Education, Youth and Sports registered the Statute of AMBIS Vysoká škola, a.s., pursuant to sec. 87(1) and (a), sec. 41 (2) in conjunction with sec. 36 (2) and (4) of Act No.111/1998 Coll., on Higher Education and on Amendments and Additions to Other Acts (Act on Higher Education), as amended, under No. MSMT-9675/2022-11.

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

STATUTE
of
AMBIS vysoká škola, a.s.

PART ONE

Fundamental provisions

Art. 1

Name, seat, type and legal predecessor of the university

- (1) The name of the college is AMBIS vysoká škola, a.s. (hereinafter referred to as „**AMBIS**“). The name of AMBIS until 30 November 2020 shall be the Vysoká škola regionálního rozvoje. The name of AMBIS was, until June 30, 2017, Bank Institute University, a.s
- (2) Name of AMBIS in English: AMBIS University.
- (3) AMBIS is a joint-stock company, ID No.: 618 58 307, registered in the Commercial Register kept by the Municipal Court in Prague, Section B, Insert 2695. AMBIS holds a state approval to operate as a private higher education institution issued by the Ministry of Education, Youth and Sports (hereinafter referred to as "**Ministry**") on 14 June 1999, under No. 23 003/99-30. AMBIS is a non-university college.
- (4) On July 1, 2017, the property of the defunct company Vysoká škola regionálního rozvoje, s.r.o., ID: 27133257, with registered office at Žalanského 68/54, 163 00 Prague 17, was transferred to AMBIS as a successor company on July 1, 2017, by registration of a merger in the form of a merger in the commercial register. - Řepy, registered in the commercial register of the Municipal Court in Prague, section C, insert 98762, with state approval to operate as a private university, issued by the Ministry on November 28, 2003, under No. 31615/2003-30. The decisive day was January 1, 2017.
- (5) On the date of registration of the merger in the form of a merger, the assets of the defunct company Soukromá vysoká škola ekonomických studií, s.r.o., with its registered office in Prague 8 – Libeň, Lindnerova 575/1, ZIP code 180 00, IČO: 26198037, were transferred to AMBIS as a successor company on the date of registration of the merger in the form of a merger in the commercial register, entered in the commercial register of the Municipal Court in Prague, section C, insert 78977, with state approval to operate as a private university, issued by the Ministry on August 21, 2000, under No. 25027/2000-30. The decisive date was January 1, 2018.
- (6) AMBIS is an independent legal entity that independently and freely develops educational, study, scientific, research, development, cultural, entrepreneurial, commercial and other related activities and creates conditions for these activities.

Art. 2

Stamps

- (1) AMBIS uses an official round stamp with the small state emblem of the Czech Republic¹⁾ and the text "AMBIS vysoká škola, a.s." on diplomas and diploma supplements, and the indication of the seat.
- (2) AMBIS in ordinary written official relations, uses a stamp on documents with the designation „AMBIS vysoká škola, a.s.“ and the marking of its registered office.

¹⁾ Act No. 352/2001 Coll., on the Use of State Symbols of the Czech Republic and on Amendments to Certain Acts, as amended

Art. 3

Internal regulations

- (1) The internal regulations of AMBIS pursuant to sec. 41 of Act No. 111/1998 Coll., on Higher Education and on Amendments and Supplements to some other Acts (the Higher Education Act), as amended (hereinafter referred to as "**Act of HE**") are:
 - a) the Statute,
 - b) Study and Examination Regulations,
 - c) the Student Disciplinary Code,
 - d) Scholarship and Bursary Regulations,
 - e) the Statute and Rules of Procedure of the Academic Board,
 - f) Internal Evaluation Board Regulations,
 - g) the rules of the quality assurance system of the educational, creative, and related activities and the internal evaluation of the quality,
 - h) Lifelong Learning Regulations.
- (2) The Board of Directors, the Rector, Vice-Rectors and other senior staff may, within the scope of their powers, issue special internal legal acts (directives and measures) in which they shall regulate in detail the procedures of individual activities in accordance with these Statutes and other internal regulations of AMBIS. Vice-rectors and other senior staff shall issue directives and measures in consultation with the Rector.

PART TWO

Activities of AMBIS

Art. 4

Educational activities

- (1) AMBIS carries out educational, research, development and other creative activities as well as complementary activities in accordance with fundamental democratic principles and applicable law.
- (2) Educational activities shall be carried out:
 - a) in an accredited Bachelor's degree programme (hereinafter referred to as "**Bachelor's studies**"),
 - a) in an accredited master's degree programme (hereinafter referred to as "**Master's studies**"),
 - b) in lifelong learning programmes.
- (3) Details of Bachelor's and Master's studies are set out in the Study and Examination Regulations of AMBIS, and details of studies in lifelong learning programmes are set out in the Lifelong Learning Regulations.
- (4) The study is carried out full-time or by distance learning or a combination thereof (combined form),
- (5) Educational activities are based on the results of world science and the results of our own scientific research.

Art. 5

Higher education studies

- (1) Higher education studies are carried out in accredited study programmes. The establishment or abolition of a study programme / discipline is discussed by the Academic Board of AMBIS upon the proposal of the Rector.
- (2) Only applicants who have completed secondary education with a matriculation examination may apply for university studies at AMBIS pursuant to sec. 48 (1) of the Act of HE. A condition for admission to the Master's degree programme, which follows the Bachelor's degree programme, is also the proper completion of studies in any type of study programme at the university. In addition, an applicant for a Bachelor's degree programme who has obtained a foreign secondary education by completing studies in a secondary education programme in a foreign secondary school, an international secondary school, a European school operating under the Convention on the Statute for European Schools or a school in which the Ministry has authorised the fulfilment of compulsory school attendance under the Education Act and demonstrates fulfilment of the condition of attainment of secondary education with a matriculation examination, and proves fulfilment of the condition referred to sec. 6, may apply. The application shall be submitted electronically in accordance with the prescribed procedure by the deadline set by the Rector.
- (3) Applicants are admitted to study on the basis of an admission procedure in accordance with sec. 50 of the Act of HE. Applicants who meet all the conditions of the admission procedure are admitted to study. The Rector or a person authorised by him decides on the admission of an applicant to study on the basis of the results of the admission procedure.
- (4) The applicant is obliged to pay the administrative fee associated with the admission procedure. Its amount, conditions and method of payment are determined by the Rector's measure setting out the conditions of the admission procedure for a given academic year.
- (5) An applicant for study who is not a citizen of the Czech Republic shall be admitted to study under the same conditions as a citizen of the Czech Republic.
- (6) Applicants who apply for admission to study and who did not obtain their previous education in the Czech Republic shall prove their fulfilment of the condition of secondary education with the matriculation examination with the documents referred to in sec. 48, (4) from (a) to (c) of the Act of HE and their fulfilment of the condition of higher education with the documents referred to in sec. 48 (5) (a) and (b) of the Act of HE.
- (7) AMBIS may set different conditions for the admission of applicants who have completed a study programme or part thereof or are studying another study programme at a higher education institution in the Czech Republic or abroad.
- (8) AMBIS may set different conditions for the admission of applicants who have completed an accredited educational programme or part thereof at a higher vocational school or are studying an accredited educational programme at a higher vocational school in the Czech Republic or abroad.
- (9) The final state examination, which concludes the Bachelor's studies, includes the defence of the Bachelor's thesis. The state final examination of the Master's studies shall include the defence of the Diploma thesis.

Art. 6

Lifelong learning

AMBIS prepares candidates for qualification education, retraining education and specific education in lifelong learning programmes according to sec. 60 of the Act of HE.

Art. 7

Academic degrees and proof of graduation

- (1) AMBIS awards the academic degree "Bachelor" (abbreviated "Bc." before the name) to graduates of the Bachelor's Studies in accordance with sec. 45 (4) of the Act of HE.
- (2) Depending on the field of education to which the completed Master's degree programme belongs, AMBIS awards the academic title "Inženýr" (abbreviated "Ing." before the name) or "Magistr" (abbreviated "Mgr." before the name) to graduates of the Master's degree programme in accordance with sec. 46(4) of the Act of HE.
- (3) Upon graduation, graduates shall be issued a diploma indicating the programme of study completed and the academic degree awarded and a supplement to the diploma in accordance with sec. 57 (1), (c) and (f), (4) and (6) and (8) of the Act of HE.
- (4) The diploma and the supplement to the diploma are signed by the Rector or a person authorised by the Rector.

Art. 8

Research, development, and other creative activities

- (1) Research, development and other creative activities are the basic right and duty of an academic employee of AMBIS. In this activity, which is the basis of educational activity, freedom of research, development and creative activity and publication of results is guaranteed in accordance with sec. 4(a) of the Act of HE.
- (2) Within the framework of this activity and in order to develop it, AMBIS establishes cooperation with departments of other universities, faculties, scientific and research institutes, both at home and abroad.
- (3) A professional library is designated to support research and development activities. It provides services to AMBIS staff, students and the professional public.
- (4) In cooperation with other professional institutions, AMBIS carries out publication, documentation and research activities, as well as activities aimed at popularizing and providing information about AMBIS activities.

Art. 9

Other activities of AMBIS

- (1) AMBIS provides the information about studies, carries out the information and promotional activities to attract applicants for studies and, where appropriate, provides additional courses for applicants for studies.
- (2) AMBIS also organizes short-term courses, seminars and conferences for the professional public.

Art. 10

Foreign relations

AMBIS develops and maintains foreign relations, especially in the field of education, research and development and economic. AMBIS may conclude agreements with foreign partners on the mutual cooperation, especially in the field of information exchange, joint development of curricula, study programmes and new teaching modules, organisation of a student and academic staff mobility and internships, mutual recognition of courses taken as part of student's mobility.

Art. 11

Organisational structure of AMBIS

- (1) Educational, pedagogical, research, development and other creative and professional activities of AMBIS are carried out through institutes and departments. The organisational structure of AMBIS is set out in the Organisational Regulations of AMBIS, annexed to which is a graphical representation of the organisational structure, approved by the Board of Directors of AMBIS. The organisational structure is further governed by these Statutes and other regulations of AMBIS and other generally binding legal regulations.
- (2) The powers of AMBIS managers are contained in their job descriptions.
- (3) The Rector is the representative of AMBIS externally. The heads of individual professional departments are usually employed on the basis of an employment contract.
- (4) The Rector is represented by persons designated by her to the extent determined by her.
- (5) The Rector's advisory bodies are: the Rector's College and other advisory bodies established to manage the quality of the educational process. The competence of these bodies shall be governed by Article 17 of this Statute.

Art. 12

Evaluation of the quality of educational and creative activities

- (1) AMBIS conducts an annual internal evaluation of the quality of educational and creative activities and related activities of AMBIS, including an evaluation of the effectiveness of management activities and an evaluation of the activities of academic and other staff of AMBIS.
- (2) AMBIS has established a quality assurance system and an internal quality assessment system for these purposes, which is regulated by the internal regulations of AMBIS: "Rules of the quality assurance system of the educational, creative, and related activities and the internal evaluation of the quality " and " Internal Evaluation Board Regulations.

PART THREE

Art. 13

Academic and the other staff of AMBIS

- (1) Academic staff are those professors, associate professors, assistant professors, assistants, lecturers and scientific, research and development staff who are employees of AMBIS

performing both teaching and creative activities in an employment relationship according to the agreed type of work. Academic staff are obliged to respect the reputation of AMBIS.

- (2) At AMBIS, academic staff act as teachers.
- (3) Other specialists may take part in teaching, based on contracts for work carried out outside of the employment relationship.
- (4) AMBIS enables its academic staff, in accordance with sec. 47 of the Act of HE, to study in doctoral study programmes implemented by other universities and provides them with material and moral support in habilitation and appointment procedures and in their professional growth.
- (5) Employment relations of academic staff are governed by Act No. 262/2006 Coll., the Labour Code, as amended, and the Act of HE.
- (6) The legal status, rights and obligations of AMBIS academic staff and other professionals involved in teaching are determined by sec. 70 to 76 of the Act of HE, other special legal regulations and these Statutes.
- (7) The rules for determining the salaries of academic and other staff are set out in the Internal Salary Regulations, which are approved by the Board of Directors of AMBIS.

Art. 14

Professor emeritus, Associate professor, visiting professor

- (1) The status of "emeritus professor / associate professor" and the honorary title of "emeritus professor / associate professor" may be awarded to a professor / associate professor who is no longer a member of the academic community and has made a significant contribution to the development of AMBIS.
- (2) The status and honorary title "Emeritus Professor / associate professor" is conferred by the Rector.
- (3) The Rector is authorised to grant an academic staff member of a foreign higher education institution the status of a visiting professor for a limited period of time and the authorisation to act as a "visiting professor".
- (4) A visiting professor has the rights and obligations of a member of the academic community of AMBIS for the duration of his/her stay at AMBIS.

Article 15

Students

- (1) According to sec. 61 (1) of the Act of HE and the Study and Examination Regulations of AMBIS, a candidate for study becomes a student of AMBIS on the date of enrolment for study. A student ceases to be a student of AMBIS on the date of termination of studies pursuant to secs. 55 (1) and 56 (1) and (2) of the Act of HE or for the period of interruption of studies pursuant to sec. 54 of the Act of HE.
- (2) The rights and obligations of AMBIS students are determined in accordance with secs 62 and 63 of the Act of HE.
- (3) The student's obligations are further derived from the study programme and the Study and Examination Regulations of AMBIS.
- (4) The student is obliged to comply with all AMBIS regulations.

- (5) The student has the right to:
 - a) study in one or more study programmes,
 - b) the selection of courses of study and the development of a study plan in accordance with the rules of the study programme,
 - a) the selection of a teacher for a particular subject of study where this is possible and appropriate for organisational and other reasons,
 - b) to take examinations and credits under the conditions laid down by the study programme or the Study and Examination Regulations of AMBIS,
 - c) enrol in the next part of the study programme if he/she has fulfilled the obligations stipulated by the study programme or the Study and Examination Regulations of AMBIS,
 - d) propose a topic for their bachelor's or diploma's thesis,
 - e) use the equipment and information technology required for study in the study programme in accordance with the rules specified by AMBIS,
 - f) for a scholarship according to the AMBIS University Scholarship and Bursary Regulations.
- (6) The student is further obliged to:
 - a) properly and timely pay fees associated with their studies and provide relevant information determining their amount,
 - b) familiarize themselves with the current version of internal regulations of AMBIS, guidelines, measures, and decisions made by vice-rectors, the rector, and the board of AMBIS,
 - c) notify AMBIS of the address designated for delivery or their data mailbox address and any changes to these,
 - d) attend upon summons by the rector or an employee authorized by AMBIS for discussions concerning the course of studies or its conclusion,
 - e) monitor information published via the school's information system and safeguard their access credentials for it.
- (7) Failure to fulfill the obligation stated in sec. 6, if caused by the student, results in the student's obligation to reimburse AMBIS for the incurred expenses.
- (8) Breaching obligations stipulated by legal regulations or internal regulations of AMBIS may lead to disciplinary sanctions imposed on the student in accordance with the disciplinary code for AMBIS student.
- (9) General safety and health protection regulations at work apply to students engaged in practical training and internships.
- (10) Employees, students, and alumni can establish clubs, interest groups, and organizations at AMBIS, including labor organizations, in compliance with the Act.
- (11) The establishment of political parties or political movements is impermissible at AMBIS pursuant to sec. 2 subsec. 10 of the Act.

Art. 16

Fees Related to Studies

- (1) AMBIS conducts education within an accredited study program for a fee. Fees related to studies serve as a source of financial means to support the educational, scientific, developmental, and operational activities of AMBIS.
- (2) AMBIS specifies the following types of fees related to studies study-related fees:
 - a) the contribution to the costs of study ("**tuition fees**"),
 - b) administrative fees (contributions to cover the costs of administrative tasks), which are:

- i. fees connected with the start of studies (Admission fee, fee for a change of study programme or its form or changing the school branch, for the recognition of individual courses, for applying for recognition of a foreign language course),
 - ii. fees connected with the payment of tuition (the fee for applying for a payment plan after the deadline, for a change in the invoice after its issuing at the student's request, for sending a 2nd reminder to pay tuition),
 - iii. fees connected with the course of studies (the fee for an individual study plan, for studies in the specialization, for additional registration or re-enrolment of a subject, enrolment or change of seminar group in the information system after the deadline, for a trial term in an extended or extraordinary term, for a third repetition or individual classification term, for interruption of studies or its extension, for the authorisation of a certificate of completed subject, for the setting and sending of a new password for the IS, fee for sending a 2nd reminder to pay a fee, for another administrative action),
 - iv. fees connected with the completion of studies (the fee for the change of topic or assignment of a thesis or additional registration of the topic of a thesis, for agreeing to change the processing of the thesis in a language other than Czech, Slovak or English, for a request to prolong the term for the submission of a final thesis, for issuing a diploma in another language, for each oral exam from a vocational subject of the final state exam or defence of a final thesis held in a repetition or September or October term, for Graduation registration, for sending the diploma by post, for the correction and issuance of a diploma or a diploma supplement due to an error on the part of the student),
 - v. fees for with the issuing of document duplicates (fee connected with the issuing of a duplicate student's card, for issuing of a duplicate diploma or diploma supplement, for issuing of a certificate on passed exams).
- (3) The Rector decides on the specific administrative fees associated with the study and their amount for the semester by a measure published on the Official Bulletin Board of the AMBIS always before the beginning of the relevant semester.
 - (4) The amount of the tuition fee and the amount of the administrative fee associated with the admission procedure is set out in the Rector's measure setting out the conditions of the admission procedure for the academic year, an annex to which is also a model study contract that AMBIS concludes with the applicant.
 - (5) Tuition fee may increase due to inflation. Inflation means the annual inflation measured by the increase in the aggregate consumer price index for goods and services, as reported each calendar year by the Czech Statistical Office for the preceding year, expressed as a percentage. AMBIS is entitled to increase tuition fees for inflation by the same percentage as the inflation rate in the previous calendar year.
 - (6) Tuition fee is normally paid for one academic year. At the request of a student, it may be arranged to be spread in instalments either semester by semester in the amount specified in the Rector's measure or, on individual grounds, in individual instalments in the amount specified in the Rector's measure for an administrative fee.
 - (7) The study agreement concluded by AMBIS with the applicant at the latest on the day of enrolment shall contain, among other things, details on the payment of study-related fees as well as the regulation of rights and obligations related to the breach of the obligation to pay study-related fees.
 - (8) The student may pay the study-related fees:
 - a) by wire transfer to the AMBIS account,
 - a) by cash deposit at any bank branch,
 - b) by credit card at the study department,
 - c) by payment gateway in the AMBIS information system.
 - (9) The Rector or another person authorised by the Rector shall decide on any reduction of fees or extension of their due date on the basis of an individual request of a student submitted through the

information system of the AMBIS, unless otherwise specified by the Rector. Further details shall be laid down in the Rector's measure.

Article 17

Authorities of AMBIS

- (1) The Board of Directors acts towards third parties and represents AMBIS as the statutory body. It is responsible for approving organizational changes, sanctioning significant projects, and investments.
- (2) Autonomous academic officers are:
 - a) the Rector,
 - b) the Academic Board,
 - c) the Disciplinary Committee,
 - d) the Internal Evaluation Board.
- (2) The Rector manages the activities of AMBIS and is responsible for them to the Ministry according to the Act of HE. He appoints and dismisses Vice-Rectors, members of the Academic Council, Internal Evaluation Board, Disciplinary Committee and other academic officials. It establishes advisory bodies for its management activities. The Rector is appointed and dismissed by the General Assembly of AMBIS. Appointment does not create an employment relationship.
- (3) The Rector may appoint a Vice-Rector for the implementation of accredited Bachelor's and Master's programmes in accordance with the strategic aims and objectives of AMBIS, the regulations of AMBIS, these Statutes and generally binding legal regulations, for the field of science, research, development and other creative activities of AMBIS, for the field of accreditation and coordination of new study programmes, for the field of foreign relations and for other areas, if this is in accordance with the strategic aims and objectives of AMBIS. Appointment as Vice-Rector does not create an employment relationship.
- (4) The Head of the Department manages the activities of the Department staff in accordance with the strategic aims and objectives of AMBIS, the regulations of AMBIS, these Statutes and generally binding legal regulations.
- (5) The Academic Board is autonomous academic body that expresses its opinion on strategic issues of AMBIS activities, especially in the field of education.
- (6) The Academic Board discusses the long-term plan of AMBIS and the annual reports of AMBIS according to sec. 42 of the Act on HE, and approves the members of examination boards for state final examinations.
- (7) The composition and manner of proceedings of the Academic Board are regulated by the Statutes and Rules of Procedure of the Academic Board of AMBIS.
- (8) The Internal Evaluation Board is a autonomous academic body for assessing the quality of educational, research and organisational processes. The composition and the manner of the Internal Evaluation Board's deliberations are regulated by the Act of HE and the Internal Evaluation Board Regulations of AMBIS.
- (9) The Disciplinary Committee shall hear disciplinary offences committed by students. Members of the Disciplinary Board shall be appointed by the Rector. The composition of the Disciplinary Board, the length of the term of office of the members of the Disciplinary Board and the hearing of disciplinary offences of AMBIS students are regulated by the Disciplinary Regulations for AMBIS students, which includes the rules of procedure of the Disciplinary Board.
- (10) The Rector's College is an advisory body especially for the operational management of AMBIS and its members are senior employees directly managed by the Director General and the Rector, Vice-Rectors and Heads of Departments.
- (11) The Rector decides on expulsion from studies pursuant to sec. 67 of the Act of HE. The Disciplinary Regulations for Students of AMBIS and the provisions of sec. 69 (1) and (2) of the Act

of HE shall apply to this procedure.

PART FOUR

Insignia, ceremonies

Art. 18

Insignia and gowns

- (1) The external expression of the authority and responsibility of the officers of AMBIS on festive occasions and ceremonies are the robes and insignia of AMBIS: the scepter and chains with the emblems of AMBIS.
- (2) The right to wear chains belongs to the rector, directors of institutes, vice-rectors and the promoter.
- (3) The following are entitled to use AMBIS gowns on festive occasions and ceremonies:
 - a) the officials referred to in sec. 2,
 - a) professors and associate professors or other teaching and research staff of AMBIS as instructed by the Rector,
 - b) pedel and assistants of the promoter,
 - c) distinguished guests as decided by the Rector.
- (4) The Rector determines the manner of the use of insignia and gowns on festive occasions and ceremonies.

Article 19

Ceremonies

- (1) The matriculation of students is a ceremonial act of admission of new students, which includes the taking of the academic oath by first-year students, and takes place in the presence of the Rector or the Vice-Rector authorised by the Rector.
- (2) The graduation ceremony is a solemn act of receiving diplomas and diploma supplements by graduates, which includes the graduation vows of the graduates. They are held in the presence of the Rector or the Directors of the Institutes.
- (3) A ceremonial assembly is an act held to receive awards or other significant events in the presence of the Rector or the Directors of the Institutes.

Article 20

Medals and badges of honour

- (1) AMBIS awards its academic staff, students and other persons, as well as collectives and institutions, including foreign ones, commemorative medals of AMBIS and the badge of honour of AMBIS for merit for the development of AMBIS, science and education.
- (2) The Statute of the AMBIS Medals and the Statute of the AMBIS Badge of Honour shall be issued by the Rector after approval by the Academic Board.

PART FIVE Economy of AMBIS

Article 21

- (1) AMBIS as a private higher education institution must respect both the quality criteria of the higher education provided and the criterion of economic efficiency. In order to achieve good economic results, AMBIS applies effective management tools.
- (2) The sources of funding for AMBIS are the income from the activities for which they were established.
- (3) The financial year is the same as the calendar year.
- (4) AMBIS is a joint stock company. It is subject to an annual audit of its financial statements prepared on the basis of Czech legislation.

PART SIX Concluding provisions

Article 22

Concluding provisions

- (1) These Statutes were approved by the Board of Directors of AMBIS on 23 August 2023.
- (2) This Regulation cancels the Statute of the Vysoká škola regionálního rozvoje a Bankovního institutu – AMBIS, a.s., registered by the Ministry on 9 October 2017 under No. MSMT-23840/2017-6.
- (3) In this regulation, the gender-neutral masculine is used to refer to the persons involved.
- (4) These Statutes shall come into force pursuant to secs. 36(4) and 41(2) of the Act of HE on the date of registration by the Ministry and shall come into force on the day following the date of registration by the Ministry.

Dr. Martina Mannová,
Rector and Member of the Board