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Regulation No. 28/2026	**Internal Regulation of the Institute of Technology and Business in Prešov**

Directive VŠTE No. 28/2026 Scholarship Rules (consolidated wording; originally Directive No. 5/2015 as amended by Addenda No. 1 and No. 2)

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Prepared by (submitted by)			Rector of VŠTE in Prešov (proposal under Section 31(2) of Act No. 300/2025 Coll.)		
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Scholarship Rules of VŠTE in Prešov

Institute of Technology and Business in Prešov

DIRECTIVE VŠTE No. 28/2026 (originally Directive No. 5/2015)

Consolidated wording as amended by Amendment No. 1 of 15 October 2015 and Amendment No. 2 of 5 April 2021 (revised wording 2026)

Scholarship Rules for the Award of Scholarships of the Institute of Technology and Business in Prešov
(Štipendijný poriadok pre priznávanie štipendií Vysokej školy technickej a ekonomickej v Prešove)

2015

Article 1 Basic Provisions

(1) The Scholarship Rules of the Institute of Technology and Business in Prešov (hereinafter "VŠTE in Prešov") are an internal regulation of the institution issued pursuant to Section 31(1)(k) of Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act) (hereinafter the "Act") and lay down the rules for the award of scholarships to students of VŠTE in Prešov (hereinafter the "rules").

(2) The Scholarship Rules are issued in accordance with Sections 108 to 116 and Section 121 of the Act, with Sections 26 to 30 of Decree No. 205/2026 Coll. of the Ministry of Education, Research, Development and Youth of the Slovak Republic implementing certain provisions of the Higher Education Act (hereinafter the "Decree"), and with the Statute of VŠTE in Prešov (Štatút VŠTE v Prešove), and govern the provision of scholarships to students of the bachelor's, master's and engineering study programmes provided by VŠTE in Prešov.

(3) Students may be awarded the following scholarships:

- a) a social scholarship from the state budget pursuant to Section 111 of the Act,
- b) a merit scholarship from the state budget pursuant to Section 112 of the Act,
- c) a pregnancy scholarship from the state budget pursuant to Section 113 of the Act,
- d) scholarships from the institution's own resources pursuant to Section 115 of the Act,
- e) corporate scholarships pursuant to Section 116 of the Act.

(4) A scholarship may be awarded either as a one-off payment, in two instalments, or as a monthly financial amount paid over a specified period within one academic year.

(5) Support for students with special needs, including the waiver of tuition fees for the period of extended studies in justified cases (Section 119(4)(e) of the Act), is provided in accordance with Directive of VŠTE No. 19/2026 on Support for Students with Special Needs (Smernica VŠTE č. 19/2026) and Directive of VŠTE No. 24/2026 Determination of Tuition Fees and Fees Associated with Studies (Smernica VŠTE č. 24/2026).

Article 2 Sources for the Payment of Scholarships

(1) The scholarships under Article 1(3)(a) to (c) are provided from the scholarship fund of VŠTE in Prešov.

(2) The sources of the scholarship fund are the state budget funds provided by the Ministry of Education, Research, Development and Youth of the Slovak Republic (hereinafter the "Ministry") for social scholarships and pregnancy scholarships, to which VŠTE in Prešov has a legal entitlement pursuant to Section 46(3) of the Act, and any further state budget funds provided by the Ministry for merit scholarships.

(3) For the payment of the scholarships under Article 1(3)(d), the own resources of VŠTE in Prešov approved by the Board of Trustees of VŠTE in Prešov are used.

Article 3 Social Scholarship

(1) A social scholarship is provided to full-time students of the first and second cycles of study in accordance with Section 111 of the Act and the related regulations, from state budget funds.

(2) Students of study programmes of the first two cycles who have permanent residence in the Slovak Republic or who have been granted international protection in the Slovak Republic are awarded a social scholarship on the basis of fulfilment of the conditions under Section 111 of the Act and Sections 26 to 30 of the Decree.

(3) The social scholarship is awarded by the Rector of VŠTE in Prešov. A student has a legal entitlement to the social scholarship. The student applies for the social scholarship. The award of the social scholarship is decided in administrative proceedings (Section 139 of the Act). The social scholarship is paid no later than the tenth day of the calendar month for which it is due, to the bank account stated by the student in the application.

(4) The decisive factor for the award of a social scholarship is the income of the student and of the persons assessed jointly with him or her. The income threshold for entitlement to the social scholarship and the amount of the social scholarship are derived from the subsistence minimum amounts determined by a special regulation and are calculated in the manner laid down in Sections 26 to 30 of the Decree.

Article 4 Merit Scholarship for Outstanding Academic Results

(1) Merit scholarships are awarded to full-time and part-time students of VŠTE in Prešov in the first and second cycles in accordance with Section 112 of the Act from state budget funds, to the extent of the funds which the Ministry provides to VŠTE in Prešov for this purpose. The procedure for submitting proposals for the award of merit scholarships to students of VŠTE in Prešov is governed by the applicable methodological guideline.

(2) The state budget funds for merit scholarships are allocated to VŠTE in Prešov for its students for each calendar year in the budget of VŠTE in Prešov. The distribution is carried out in proportion to the number of enrolled students of VŠTE in Prešov in accordance with the methodology for the allocation of the Ministry's funds applicable for the given calendar year (excluding field-specific scholarships) (hereinafter the "Methodology").

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Article 5 Merit Scholarships

(1) Merit scholarships are awarded by the Chairman of the Board of Trustees to students of VŠTE in Prešov studying in the full-time and part-time forms of study in the first and second cycles on the basis of their study results in the current academic year.

(2) The merit scholarship is awarded as a one-off payment.

(3) The study results in compulsory, compulsory elective and elective courses which the student enrolled in during the current academic year are assessed in the following order:

- a) attainment of the prescribed number of credits for the academic year in the full-time or part-time form of study from all enrolled courses, with the exception of courses enrolled on the basis of the student's application for recognition of a course,
- b) the weighted grade point average from all enrolled courses, with the exception of courses enrolled on the basis of the student's application for recognition of a course (the weighted grade point average is calculated in accordance with Section 8 of the Decree),
- c) the weighted grade point average from compulsory courses, with the exception of courses enrolled on the basis of the student's application for recognition of a course,
- d) the number of repeated examinations.

(4) On the basis of the criteria set out in paragraph 3(a) and (b), a ranking of students is drawn up. In the event of equal weighted grade point averages, the criteria under paragraph 3(c) and (d) are additionally applied, and, where appropriate, further criteria determined by the Chairman of the Board of Trustees.

(5) The ranking of students under paragraphs 3 and 4 is drawn up separately for the individual study programmes and forms of study.

(6) Merit scholarships are awarded to the students with the best placements in the ranking determined under paragraphs 3 and 4.

(7) The merit scholarship is awarded, in accordance with the criteria determined by the Ministry, to at most 10 % of the students of VŠTE in Prešov in the first and second cycles in the full-time and part-time forms of study.

(8) VŠTE in Prešov issues a decision on the award of the merit scholarship, stating the amount and the reasons for the award. The decision is served on the student in the manner provided for in Section 95 of the Act, as a rule through the academic information system AiS2 (hereinafter "AiS2").

(9) By 15 July of the relevant academic year the student is obliged to check his or her study results in AiS2 and, in the event of a discrepancy (an unrecorded grade), to contact the teacher who failed to record the grade and at the same time to inform the Study Department. If the student fails to fulfil this obligation, later objections by the student will not be accepted.

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Article 6 Cases in Which a Scholarship Cannot Be Awarded

(1) A social scholarship cannot be awarded to or paid to a student within the meaning of Section 111 of the Act and Sections 26 to 30 of the Decree. The following students are not entitled to a social scholarship:

- a) a student studying a first-cycle study programme who has already attained first-cycle higher education,
- b) a student who has already attained second-cycle higher education,
- c) a student who has been provided with a social scholarship in the relevant year of study or part thereof in a study programme of the relevant cycle of higher education; for the purposes of this paragraph, the first three years of study in study programmes combining the first and second cycles under Section 60 of the Act are deemed to be study in a first-cycle study programme and the fourth and subsequent years of study are deemed to be study in a second-cycle study programme, whereby the fourth year of study in a study programme under Section 60 of the Act is, for the purposes of this paragraph, deemed to be the first year of study in a second-cycle study programme and subsequent years of study accordingly; the period during which the student received a social scholarship in the relevant year of study is rounded up to whole years,
- d) a student who has been studying the relevant study programme for longer than its standard length of study,
- e) a student studying in the part-time form of study.

(2) A merit scholarship cannot be awarded to a student:

- a) during an interruption of studies, when under the Act he or she is not a student,
- b) during a disciplinary measure and while the period of conditional expulsion from studies is running,
- c) on the grounds of exceeding the standard length of study.

(3) Abuse of social support under these Scholarship Rules, in particular the provision of false information in an application or failure to report facts decisive for the continuation of entitlement, constitutes a disciplinary offence (Section 108(6) of the Act) and is dealt with in accordance with Directive of VŠTE No. 16/2026 Disciplinary Rules (Smernica VŠTE č. 16/2026 Disciplinárny poriadok); the student is obliged to return any scholarship paid without entitlement.

Article 7 Procedure for the Award of Scholarships

(1) The individual procedures and criteria for the award of merit scholarships are governed by the "Proposed procedure for the award of merit scholarships at VŠTE in Prešov", which is updated for each academic year.

(2) The procedure for the award of a social scholarship is as follows:

- a) the written application (form) for the award of a social scholarship is submitted by the student at the Study Department, by post or electronically through AiS2 or from the e-mail address assigned to the student by VŠTE in Prešov (Section 95(4) of the Act) – after enrolment in the relevant year of study,
- b) the student must complete the application in full in all points. The student attaches to the application the documents which form part of the application for the award of a social scholarship,

- c) documents are submitted as originals or officially certified copies or electronically (scan or PDF) together with the student's declaration on their authenticity; the student submits the original, an officially certified copy or an guaranteed conversion under Act No. 305/2013 Coll. on the Electronic Form of the Exercise of Powers of Public Authorities and on Amendments to Certain Acts (e-Government Act), as amended, upon request of VŠTE in Prešov where this is necessary for the decision; documents already available to VŠTE in Prešov are not submitted; VŠTE in Prešov is entitled to obtain personal data by copying, scanning or otherwise recording official documents to the extent necessary for the decision (Section 111 and Section 140(2) of the Act),
- d) the proceedings for the award of a social scholarship commence upon submission of the application by the student, who is obliged to submit any additionally requested documents within the time limit set by VŠTE in Prešov,
- e) if the student fails to supplement his or her application in accordance with the instructions of VŠTE in Prešov within 30 days of submitting it, the proceedings for the award of a social scholarship will be discontinued,
- f) the decision on the award or non-award of a social scholarship is issued by the Rector of VŠTE in Prešov; the decision is served on the student in the manner provided for in Section 95 of the Act, as a rule electronically through AiS2; if the student does not log in within ten days of the decision being made available in AiS2, the decision is deemed to have been served upon expiry of that period (Section 95(2) of the Act). An appeal against the decision may be lodged in accordance with the general regulation on administrative proceedings (Section 139 of the Act),
- g) the social scholarship is awarded from the first day of the calendar month in which the application was submitted until the end of the month specified in the decision, and at most until the end of the month in which the student ceases to be a student,
- h) the social scholarship is awarded at most until the end of June. For a student who is an orphan of both parents, or whose maintenance obligation has been determined in respect of both parents (or one parent, in the case of a half-orphan), it is also awarded for the months of July and August (Sections 26 to 30 of the Decree).

Article 8 General Provisions on the Award and Provision of Scholarships from the Institution's Own Resources

1) Within its means, VŠTE in Prešov awards to its students and to graduates in respect of whom no more than 90 days have elapsed since the due completion of studies scholarships from its own resources as one-off social support (Section 115(1) of the Act). A scholarship from the institution's own resources may be awarded as a one-off payment or on a regular basis (Section 115(1) of the Act).

2) The award of scholarships from the scholarship fund from the own resources of VŠTE in Prešov is decided by the Chairman of the Board of Trustees of VŠTE in Prešov, after the approval of the funds by the Board of Trustees of VŠTE in Prešov.

3) Extraordinary scholarships may be provided from the scholarship fund from the institution's own resources as:

- a) an extraordinary scholarship for outstanding fulfilment of study obligations throughout the whole period of study,
- b) an extraordinary scholarship for an outstanding final thesis or final internship,
- c) an extraordinary scholarship to support studies within the student's mobility outside the institution,
- d) an extraordinary scholarship for significant activity carried out for the benefit of VŠTE in Prešov, including activity in student organisations (Section 92 of the Act),
- e) further extraordinary scholarships which are not in conflict with Article 8 point 1.

4) A student or graduate under Article 8 point 1 of these Scholarship Rules has no legal entitlement to the award of a scholarship under this Article. The decision of the Chairman of the Board of Trustees on the award of an extraordinary scholarship from the institution's own resources is final.

5) A proposal for the award of an extraordinary scholarship from the institution's own resources under point 3 of this Article may be submitted by any member of the academic community, as a rule by the end of the academic year in which the event enabling the submission of a proposal for the award of an extraordinary scholarship from the institution's own resources occurred;

6) The amount of an extraordinary scholarship from the institution's own resources may not exceed twice the basic amount of the merit scholarship.

7) An extraordinary scholarship from the institution's own resources is usually awarded and provided in the academic year in which the fact for which it is awarded occurred, or at the latest by the end of the calendar year in which the relevant academic year ends.

Article 9 Pregnancy Scholarship

(1) A pregnant student who has permanent residence in the Slovak Republic and is not entitled to the payment of the pregnancy benefit under a special regulation (Act No. 461/2003 Coll. on Social Insurance, as amended) is awarded, for the period from the beginning of the 27th week before the expected date of delivery determined by a physician (the beginning of the 13th week of pregnancy), a pregnancy scholarship, in particular for the purpose of covering the increased expenses associated with the student's state of health, special material needs and preparation for the birth of the child. The student has a legal entitlement to the pregnancy scholarship (Section 113 of the Act). The pregnancy scholarship is provided from state budget funds provided by the Ministry pursuant to Section 46(3) of the Act.

(2) For the purposes of the pregnancy scholarship, a person whose studies have been interrupted on grounds of pregnancy is also deemed to be a student.

(3) The pregnancy scholarship is awarded on the basis of a written application by the student. The student completes and signs the application (the form is published on the website of VŠTE in Prešov) and delivers it to the Study Department of VŠTE in Prešov in person, by post or electronically through AiS2 (Section 95(4) of the Act) together with the following annexes: a) a medical certificate confirming that the 27th week before the expected date of delivery determined by a physician has begun (the template is annexed to the application), b) a certificate from the Social Insurance Agency confirming that no entitlement to the payment of the pregnancy benefit has arisen (the template is annexed to the application), c) a document proving

permanent residence in the Slovak Republic (e.g. a copy of the identity card or of the document on the grant of permanent residence, on which the student may obscure the document number and data not needed for the decision), unless permanent residence can be verified from data already available to VŠTE in Prešov. The annexes may also be submitted electronically in accordance with Article 7(2)(c).

(4) The award of the pregnancy scholarship is decided by the Rector of VŠTE in Prešov; the decision is served on the student in the manner provided for in Section 95 of the Act.

(5) The amount of the pregnancy scholarship is EUR 200 per month, unless a regulation of the Government of the Slovak Republic issued pursuant to Section 113 of the Act sets a different amount, and it is provided to the student in monthly instalments to a bank account held in the Slovak Republic, the number of which the student provides to VŠTE in Prešov for this purpose.

(6) The scholarship is awarded from the first day of the calendar month in which the application was submitted. If the conditions for the provision of the pregnancy scholarship were fulfilled only for part of the calendar month in which the application was delivered, the pregnancy scholarship is due for the whole calendar month. The pregnancy scholarship is also provided for the months of July and August.

(7) Entitlement to the pregnancy scholarship ceases: a) upon the arising of entitlement to the payment of the parental allowance after the birth of the child in respect of which the student receives the pregnancy scholarship, b) upon the arising of entitlement to the payment of the pregnancy benefit, c) upon the end of the pregnancy, or d) upon the termination of studies.

(8) The student notifies the Study Department of VŠTE in Prešov of the fact on the basis of which her entitlement to the pregnancy scholarship ceased (under paragraph 7(a) to (c)) within ten working days of the day on which that fact occurred. A person who was provided with the pregnancy scholarship and was also paid the pregnancy benefit for the same period is obliged to return to VŠTE in Prešov the pregnancy scholarship provided for the relevant period.

(9) For the purpose of demonstrating entitlement to the pregnancy scholarship, VŠTE in Prešov is entitled to process the student's personal data to the extent necessary for the decision on the award of the pregnancy scholarship (Sections 113 and 140 of the Act). For these purposes VŠTE in Prešov is entitled, even without the consent of the data subject, to obtain her personal data by copying, scanning or otherwise recording official documents on an information carrier to the extent necessary to achieve the purpose of the processing (Section 140(2) of the Act).

(10) Support for pregnant students and for students permanently caring for a child in the organisation of studies and in the interruption of studies is provided in accordance with Section 118 of the Act and Directive of VŠTE No. 21/2026 Study Rules (Smernica VŠTE č. 21/2026 Študijný poriadok).

Article 10 Corporate Scholarships

(1) A student of VŠTE in Prešov may be provided with a corporate scholarship on the basis of a contract concluded between the student and an entrepreneur under the conditions laid down in Section 116 of the Act. VŠTE in Prešov provides entrepreneurs and students with assistance in concluding such contracts.

(2) Data on the provision of a corporate scholarship are entered in the student register to the extent set out in Section 116(9) of the Act; the student is obliged to notify the Study Department of VŠTE in Prešov of the conclusion of a corporate scholarship contract and of its termination.

Article 11 Student Loans

VŠTE in Prešov provides loans from the scholarship fund from its own resources pursuant to Section 121(1) of the Act only on the basis of a decision of the Board of Trustees of VŠTE in Prešov to earmark funds for this purpose; the conditions for their provision shall be determined by the Board of Trustees of VŠTE in Prešov by an amendment to these Scholarship Rules. This is without prejudice to the possibility for students to apply for a loan from the Education Support Fund under a special regulation.

Article 12 Related Regulations

(1) These Scholarship Rules build primarily on the following legal regulations: Act No. 300/2025 Coll. on Higher Education and on Amendments to Certain Acts (Higher Education Act), as amended by Act No. 121/2026 Coll. (in particular Section 31(1)(k) and (2)(c), Section 46(3), Section 92, Section 95, Sections 108 to 116, Section 118, Section 119(4), Section 121, Section 139 and Section 140); Decree No. 205/2026 Coll. of the Ministry of Education, Research, Development and Youth of the Slovak Republic implementing certain provisions of the Higher Education Act (Section 8, Sections 26 to 30); Act No. 601/2003 Coll. on the Subsistence Minimum and on Amendments to Certain Acts, as amended; Act No. 461/2003 Coll. on Social Insurance, as amended; Act No. 71/1967 Coll. on Administrative Proceedings (Administrative Procedure Code), as amended; Act No. 18/2018 Coll. on Personal Data Protection and on Amendments to Certain Acts, as amended, and Regulation (EU) 2016/679.

(2) These Scholarship Rules build on the following internal regulations of VŠTE in Prešov: the Statute of VŠTE in Prešov; Directive of VŠTE No. 21/2026 Study Rules; Directive of VŠTE No. 16/2026 Disciplinary Rules; Directive of VŠTE No. 19/2026 on Support for Students with Special Needs; Directive of VŠTE No. 24/2026 Determination of Tuition Fees and Fees Associated with Studies; Directive of VŠTE No. 25/2026 Determination of Tuition Fees and Fees Associated with Studies for Foreign Students (Smernica VŠTE č. 25/2026); Directive No. 3/2025 on the Implementation of the Erasmus+ Programme (Smernica č. 3/2025 o realizácii programu Erasmus+); Directive of VŠTE No. 1/2025 (doctoral studies) (Smernica VŠTE č. 1/2025).

Article 13 Repealing Provisions

Amendment No. 1 of 15 October 2015 and Amendment No. 2 to Directive No. 5/2015 on the Pregnancy Scholarship of 5 April 2021 are incorporated into this consolidated wording. No other internal regulation is repealed by this wording.

Article 14 Final Provisions

(1) The Academic Senate of the ISM Slovakia College of International Business in Prešov (the legal predecessor of VŠTE in Prešov) expressed its opinion on the Scholarship Rules pursuant to Section 47b(2)(b)

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of Act No. 131/2002 Coll. on 15 October 2015 and on Amendment No. 1 on 15 October 2015. Amendment No. 2 on the pregnancy scholarship was issued by the Rector on 5 April 2021.

(2) The templates of the applications for the award of a social scholarship and a pregnancy scholarship and of their annexes are published by VŠTE in Prešov on its website (www.vste.sk) and are updated without the need to amend these Scholarship Rules.

(3) The Academic Senate of VŠTE in Prešov expressed its opinion on this version on 03.11.2026. This version was approved and issued by the Board of Trustees of VŠTE in Prešov on the proposal of the Rector after the prior opinion of the Academic Senate (Section 31(2)(c) of the Act) on 05.11.2026. Effective from 05.11.2026.

Prešov, 03.11.2026

PhDr. ThLic. Ing. Jozef Polačko, PhD., MBA, University Associate Professor

Chair of the Academic Senate of VŠTE in Prešov

Prešov, 05.11.2026

doc. Ing. Jakub Horák, MBA, PhD.

Chair of the Board of Trustees of VŠTE in Prešov