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Metropolitan University Prague

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Company Registration Number 264 82 789

registered in the Register of Public Benefit Companies administered by the Municipal Court in Prague, section O, insert 231
(hereinafter the “MUP”)

Is hereby issuing this

DIRECTIVE no. 3/2017

List of MUP Fees

I

Subject-Matter

1. This directive is an internal regulation issued in accordance with the provisions of Article 14, Item 47 (a) of MUP Charter by MUP Director; and pursuant to Article 46, Item 2 of MUP Charter, it publishes the List of MUP Fees that stipulates the amounts of fees relating to study at MUP:

List of MUP Fees

Type of fee	One-time payment	Payment per one academic year in full	Amount of one instalment, effective for instalment plans dividing payments into two instalments	Payment for the first academic year – parallel study of another specialisation	Payment for the second academic year – parallel study of another specialisation	Payment for the third academic year – parallel study of another specialisation
Administrative fee for operations relating to the admission procedure for Bachelor's and Master's Degree study programmes – online application	CZK 400 EUR 17					
Administrative fee for operations relating to the admission procedure for Bachelor's and Master's Degree study programmes – paper-based application	CZK 600 EUR 25					
Administrative fee for operations relating to the admission procedure for Doctoral Degree study programmes	CZK 1 500 EUR 62					
Administrative fee for operations relating to the admission procedure for Lifelong Learning Programmes – online application	CZK 400 EUR 17					
Administrative fee for operations relating to the admission procedure for Lifelong Learning Programmes – paper-based appl.	CZK 600 EUR 25					
Tuition fees – Bachelor's and Master's Degree study programmes – full-time form of study		CZK 55 000 EUR 2 099	CZK 29 000 EUR 1 107			
Tuition fees – Bachelor's and Master's Degree study programmes – part-time form of study		CZK 48 000 EUR 1 832	CZK 25 000 EUR 955			
Tuition fees – Ph.D. study programmes – full-time form of study		CZK 27 000 EUR 1 031				
Tuition fees – Ph.D. study programmes – part-time form of study		CZK 25 000 EUR 955				
Tuition fees – Bachelor's Degree study programmes – parallel study of a second specialisation – full-time and part-time form of st				CZK 5 000 EUR 191	CZK 10 000 EUR 382	CZK 15 000 EUR 573
Tuition fees – Master's Degree study programmes – parallel study of another specialisation – full-time and part-time form of study				CZK 5 000 EUR 191	CZK 10 000 EUR 382	
*Reduced Tuition Fees – Bachelor's and Master's Degree study programmes – part-time form of study		*CZK 40 000 *EUR 1 527	*CZK 21 000 *EUR 802			
Tuition fees effective for Lifelong Learning Programmes – within the framework of accredited Bachelor's and Master's Degree study programmes – full-time form of study		CZK 55 000 EUR 2 099	CZK 29 000 EUR 1 107			

Type of fee	One-time payment	Payment per one academic year in full	Amount of one instalment, effective for instalment plans dividing payments into two instalments	Payment for the first academic year – parallel study of another specialisation	Payment for the second academic year – parallel study of another specialisation	Payment for the third academic year – parallel study of another specialisation
Tuition fees effective for Lifelong Learning Programmes – within the framework of accredited Bachelor's and Master's Degree study programmes – part-time form of study		CZK 48 000 EUR 1 832	CZK 25 000 EUR 955			
Tuition fees effective for the Preparatory Year – Course of Czech Language for Foreigners within the framework of the Lifelong Learning Programme		CZK 55 000 EUR 2 099		CZK 30 000 EUR 1 146		
Tuition fees effective for the Semester-Long Course of Czech Language for Foreigners within the framework of the Lifelong Learning Programme	CZK 30 000 EUR 1 146			CZK 18 000 EUR 688		
Tuition fees effective for the Preparatory Year – Course of the English Language within the framework of the Lifelong Learning Programme		CZK 55 000 EUR 2 099		CZK 30 000 EUR 1 146		
Tuition fees effective for the Semester-Long Course of the English Language within the framework of the Lifelong Learning Programme	CZK 30 000 EUR 1 146			CZK 18 000 EUR 688		
Tuition fees effective for the Semester-Long Module within the framework of the Lifelong Learning Programme	CZK 30 000 EUR 1 146			CZK 18 000 EUR 668		
Administrative fee for submission of applications for Final State Rigorosum Examination	CZK 1 500 EUR 62					
Examen Rigorosum proceedings fee	CZK 35 000 EUR 1336					
Fee for transfer of courses into the next year of study / per course	CZK 5 000 EUR 191					
Fee for transfer of courses from LLP– within the framework of accredited study programmes / per course	CZK 5 000 EUR 191					
Retake examination fee	CZK 800 EUR 31					
Fee for extension of the standard length of study by two academic years	CZK 15 000 EUR 573					

Type of fee	One-time payment	Payment per one academic year in full	Amount of one instalment, effective for instalment plans dividing payments into two instalments	Payment for the first academic year – parallel study of another specialisation	Payment for the second academic year – parallel study of another specialisation	Payment for the third academic year – parallel study of another specialisation
Fee for an additional foreign language course registered as an elective course / per semester	CZK 2 500 EUR 96					
Fee for an additional foreign language course registered as an elective course / per academic year	CZK 5 000 EUR 191					
Fee for administration of internationally recognised examinations in English – PET**	CZK 2 650					
Fee for administration of internationally recognised examinations in English – FCE**	CZK 4 350					
Fee for administration of internationally recognised examinations in English – CAE**	CZK 4 550					
Fee for administration of internationally recognised examinations in English – CPE**	CZK 4 650					
Fee for administration of internationally recognised examinations in English – BEC P**	CZK 2650					
Fee for administration of internationally recognised examinations in English – BEC V**	CZK 4350					
Fee for administration of internationally recognised examinations in English – BEC H**	CZK 4650					
Fee for preparatory courses for internationally recognised examinations in English	CZK 6 240 EUR 239					
Fee for one copy of transcript of records	CZK 300 EUR 12					
Fee for a duplicate of MUP Diploma	CZK 500 EUR 19					
Fee for a duplicate of MUP Diploma Supplement	CZK 1 000 EUR 38					
Fee for an English language version of MUP Diploma	CZK 500 EUR 19					
Fee for additional registration to free-choice courses / per course	CZK 550 EUR 21					

Type of fee	One-time payment	Payment per one academic year in full	Amount of one instalment, effective for instalment plans dividing payments into two instalments	Payment for the first academic year – parallel study of another specialisation	Payment for the second academic year – parallel study of another specialisation	Payment for the third academic year – parallel study of another specialisation
Fee for an Asian language course for the public / per semester	CZK 4 000 EUR 153					

- This List of MUP Fees stipulates the amount of fees collected by MUP in accordance with MUP Charter, MUP Directive on Fees, and other MUP internal regulations, particularly MUP Study and Examination Code, MUP Examen Rigorosum Code, MUP Lifelong Learning Code, MUP Code of Admission Procedure, MUP Stipend Code, and pertinent Rector's Directives. The forms of payment, due dates, and manner of debt collection shall be stipulated in MUP Directive on Fees in accordance with other MUP internal rules and regulations. The rules for disbursing scholarships and bursaries, types of scholarships and bursaries, and their amount are stipulated by MUP Bursary Code.
- Pursuant to MUP Bursary Code, this List of MUP Fees stipulates the full amount of financial compensation within the framework of Ph.D. study programmes in accordance with Article 8, Item 4, of MUP Study and Examination Code as CZK 6 300 per calendar month.
- In connection with MUP Bursary Code, this List of MUP Fees stipulates the maximum number of students that may be awarded the full Ph.D. bursary and the partial Ph.D. bursary within one academic year pursuant to Article 8, Item 5, of MUP Bursary Code as follows: an aggregate total of 1 student enrolled in the specialisations of International Relations and European Studies – MVES (in Czech) and International Relations and European Studies – IRES (in English), a total of 1 student enrolled in the specialisation of International and Regional Relations in Industrial Property, a total of 1 student enrolled in the specialisation of Political Science, and a total of 1 student enrolled in the specialisation of Media Studies may be awarded the full Ph.D. bursary, an aggregate total of 2 students enrolled in the specialisations of International Relations and European Studies – MVES (in Czech) and International Relations and European Studies – IRES (in English), a total of 2 students enrolled in the specialisation of International and Regional Relations in Industrial Property, a total of 2 students enrolled in the specialisation of Political Science, and a total of 2 students enrolled in the specialisation of Media Studies may be awarded the partial Ph.D. bursary.
- In connection with MUP Bursary Code, this List of MUP Fees stipulates the maximum number of students that may be awarded the scholarship for students with disabilities within one academic year pursuant to Article 9, Item 6, of MUP Bursary Code as follows: a total of 30 students.
- Reduced Tuition Fees for part-time study, designated by an asterisk (*) in this List of MUP Fees, are applicable only to groups of at least 3 students from the same workplace who sign their Study Contracts relating to Bachelor's Degree or Master's Degree part-time study programmes at the same

time. The same workplace is defined as an on-going employment of all students in the group by one entity at the time when they sign the Study Contract. The signing of MUP Study Contracts at the same time is defined as the concurrent delivery of all 3 duly signed Study Contracts by the group of students to MUP.

II Transitional and Final Provisions

1. Any provision of this directive that should become contrary to peremptory provisions of the law as a result of a change in generally binding rules and regulations shall expire and become void. Other provisions remain unaffected.
2. Directive no. 8/2016 - MUP Price List issued on 19 December 2016 is hereby repealed as of the day on which this directive enters into force.
3. This directive becomes effective as of 11 April 2017.

** PET = Cambridge English: Preliminary; FCE = Cambridge English: First; CAE = Cambridge English: Advanced; CPE = Cambridge English: Proficiency; BEC P = Cambridge English: Business Preliminary; BEC V = Cambridge English: Business Vantage; BEC H = Cambridge English: Business Higher

Prague, 10 April 2017

JUDr. Marek Beneš
MUP Director