

Ministry of Education, Youth, and Sports has registered Disciplinary Rules and Procedures of Unicorn Vysoká škola s.r.o. pursuant to s. 87(1)(a), s. 36(2) and (4), and s. 41(2) of Act No. 111/1998 Coll., on higher education institutions and on the modification and amendment of other acts (the Higher Education Act), as amended, on May 29, 2020 under Ref. No. MSMT-20468/2020-7.

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Unicorn Vysoká škola s.r.o.

Disciplinary Rules and Procedures

Article 1: Opening Clause

Disciplinary Rules and Procedures of Unicorn Vysoká škola s.r.o. (hereinafter only the “Disciplinary Rules”) shall apply to students of Bachelor’s and associated Master’s degree programmes provided by Unicorn Vysoká škola s.r.o. (hereinafter only the “Institution”). Articles 5 and 6 hereof stipulate the Rules of Procedure of the Disciplinary Committee of the Institution.

Article 2: Breach of Discipline

1. A breach of discipline is any culpable breach of duties stipulated by legal regulations, internal regulations of the Institution (especially its Statute, Study and Examination Rules, and Scholarship Rules and Regulations), and the matriculation vow of the Institution’s students constitutes. This includes particularly the following:
 - a. behaviour and/or actions harming the goodwill and status of the Institution,
 - b. behaviour and/or actions insulting, demeaning, or otherwise harming another member of the academia or employee of the Institution, as well as actions which meet the definition of sexual harassment pursuant to s. 4(1) of Act No. 198/2009 Coll., on equal treatment and on the legal means of protection against discrimination and on amendment to some laws (the Anti-Discrimination Act), as amended,
 - c. an act of violence against a member of the academia or an employee of the Institution,
 - d. wilful damage to facilities or the property of the Institution, or the property of a member of the academia or an employee of the Institution,
 - e. fraudulent, dishonourable, or otherwise condemnable actions associated with studies and associated checks, with meeting of student obligations, and/or with participation in creative activities, including a breach of the principles of academic honesty,
 - f. a wilful criminal offence of which the student is convicted, or wilful misdemeanour or other administrative offence for which the final order was issued, if the actions through which the misdemeanour or another administrative offence was done is in conflict with the mission and obligations of a student of the Institution.

Article 3: Types of Penalties

1. For a culpable breach of obligations stipulated by legal regulations or internal regulations of the Institution and the matriculation vow of the Institution’s students, the Rector may impose any of the following penalties:
 - a. reprimand,
 - b. suspended expulsion with its probationary period and terms specified,
 - c. expulsion.
2. The penalty can be dropped, if the hearing of the breach of discipline itself leads to atonement.
3. The reprimand is a penalty which can be imposed only for a breach of discipline committed by negligence or a minor wilful breach of discipline. The reprimand is either private with only the student notified, or it is public and then it is published for 30 days at the official notice board of the Institution.

4. The expulsion is a penalty which can be imposed only for a serious wilful breach of discipline, particularly for fraudulent, dishonourable, or otherwise condemnable actions associated with studies and associated checks, with meeting of student obligations, and/or with participation in creative activities, and for fraudulent behaviour during the admission procedure (s. 67 of Act No. 111/1998 Coll., on higher education institutions and on the modification and amendment of other acts (the Higher Education Act), as amended (hereinafter only the “Act”).
5. Fraudulent behaviour during the admission procedure, at state final examinations, and during the work at one’s bachelor’s or master’s thesis, including any infringement of copyright of a third party or parties shall be always penalised by expulsion.
6. The suspended expulsion is a penalty which can be imposed only if the conditions for expulsion are met and if this is not a breach of discipline committed in an especially heinous manner, if the student shows honest regret, and if it can be reasonably expected that the student will not commit another grave breach of discipline.
7. The probationary period and conditions for the suspended expulsion shall be based on the severity of the breach of discipline; this probationary period shall last no less than six months and no more than three years. Should the student commit another breach of discipline during the probationary period, except for a minor breach of discipline committed by negligence, the student shall be expelled.
8. The penalties of expulsion and suspended expulsion are public and shall be published for 30 days at the official notice board of the Institution.
9. A breach of discipline shall not be heard by the Committee, if one year has passed since its committing or since criminal conviction. The time for which the person is not a student of the Institution shall not count against this one-year period (s. 66 of the Act).

Article 4: Disciplinary Proceedings

1. Disciplinary proceedings shall be initiated by the Disciplinary Committee on the proposal of the Rector. The Rector shall submit this proposal, if the Rector finds out either by themselves or from a suggestion that a student may have committed a breach of discipline pursuant to Article 2 hereof.
2. Any member of the academia or Institution employee may submit a suggestion to initiate disciplinary proceedings to the Rector. Members of the academia and Institution employees shall file a suggestion to initiate disciplinary proceedings with the Rector, if they find out there was a serious breach of discipline by a student pursuant to Article 2 (1) (c) through (e) hereof.
3. The Rector’s proposal shall contain the description of the deed, proposed evidence on which the deed description is based, and reasons why the deed is considered a breach of discipline.
4. Disciplinary proceedings shall start on the day when the student receives a copy of the Rector’s proposal, sent by the chairperson of the Disciplinary Committee, and an invitation to the Disciplinary Committee hearing.
5. The Rector’s proposal and the student’s invitation to the Disciplinary Committee hearing shall be delivered to the student by means of the Institution’s electronic information system and in writing by personal delivery.
6. A written copy of the Rector’s proposal and the student’s invitation to the disciplinary committee hearing can be delivered to the student personally by an authorised employee of the Institution or sent by means of a mail service operator to the address listed in the student’s personal file. If the proposal and the

invitation are returned by the mail service provider as undeliverable, they shall be posted at the official notice board of the Institution for fifteen work days. After this time, the Rector's proposal and the student's invitation to the Disciplinary Committee hearing are considered delivered.

7. Disciplinary proceedings concerning a single matter shall only be carried out once.

Article 5: Disciplinary Committee Hearing

1. The Disciplinary Committee hearing shall be convened and chaired by its chairperson once the disciplinary proceedings are initiated.
2. The student against whom the disciplinary proceedings are conducted shall receive the summons to the hearing at least 5 days in advance.
3. The student's excuse from the Disciplinary Committee hearing shall be provided in writing and shall be delivered to the chairperson of the Disciplinary Committee no later than on the day of the Disciplinary Committee hearing.
4. The Committee has a quorum, if more than a half of its members are present.
5. The Disciplinary Committee may decide to proceed with a hearing in the student's absence, if the student fails to appear without an excuse. The Disciplinary Committee may also decide to proceed with a hearing in the student's absence, if the student excuses themselves more than once.
6. The Disciplinary Committee hearing is public, with the exception of voting on the proposed penalty. In justified cases, especially when required by the interest of the aggrieved party or parties, the chairperson of the Committee may exclude the public from the hearing.
7. The course of the Disciplinary Committee hearing is recorded. The record shall contain all facts important for the decision. The student against whom the disciplinary proceedings are conducted shall be given an opportunity to give their opinion on all facts for which they are blamed and all facts which prove their guilt.
8. If it becomes clear that this is not a breach of discipline, if it cannot be proved that the breach of discipline was committed by the student in question, or if the person ceased to be a student, the disciplinary proceedings shall be terminated.
9. The Disciplinary Committee shall vote on the proposed decision. The decision is taken by an absolute majority of present members of the Disciplinary Committee. If the voting remains undecided, the chairperson's vote decides.
10. The Disciplinary Committee shall submit the proposed decision to the Rector.

Article 6: Decision on Breach of Discipline and Appeal Proceedings

1. The Rector shall make the decision in disciplinary proceedings based on the proposal of the Disciplinary Committee without undue delay, no later than 30 days from receiving the proposal.
2. The Rector shall not impose a stricter penalty than the one proposed by the Disciplinary Committee in its decision.
3. The decision shall include the statement, justification, advice on possible appeal, on the time when the appeal must be filed, and on the party to which to appeal.
4. The decision shall be provided in writing and delivered to the student by means of the Institution's information system and by personal delivery, and the Student Administration Office shall enter it into the student's file.

5. The written decision may be delivered to the student personally by an authorised employee of the Institution or sent by means of a mail service operator to the address listed in the student's personal file. If the decision is returned by the mail service provider as undeliverable, it shall be posted at the official notice board of the Institution for fifteen work days. After this time, the decision is considered delivered.
6. The student may file an appeal against the Rector's decision on a breach of discipline within 30 days from the decision delivery date. The appeal authority is the Rector. The appeal proceedings are start with the delivery of the appeal against the decision. The Rector shall end the appeal proceedings without undue delay, but no later than within 60 days from their start. Appeal proceedings end with the confirmation, alteration, or cancellation of the original decision.
7. Should a student appeal against the Rector's decision on expulsion, this appeal shall always have a suspensive effect. During this time, if possible, the student shall meet all of their student and other obligations in accordance with internal regulations of the Institution; however, the student cannot pass state final examinations or any of their parts. The student ceases to be a student as soon as the Rector's decision comes into force.
8. The decision comes into force on the next day after the deadline for filing an appeal expires, or the day after the student waives their right to file an appeal in writing, or the day after the Rector's final decision on the appeal is delivered.
9. During the appeal proceedings, the Rector shall confirm the original decision, if issued pursuant to the Act and internal regulations of the Institution and if no new material facts come to light, which would contradict the original decision. If such new facts come to light, the Rector shall take them into consideration in the appeal proceedings and alter or cancel the original decision by the Rector's final decision.
10. The Rector shall alter or cancel any decision which is contrary to the Act or to internal regulations of the Institution.
11. Deadlines for filing/submitting of documents are considered to be met, even if the document is filed with the Institution or submitted for delivery by means of a mail service operator on the last day of the deadline; if the last day of the deadline is a Saturday, a Sunday, or a public holiday, then the next work day becomes the last day of the deadline.

Article 7: Concluding Provisions

1. These Rules have been approved by the Academic Council of the Institution on March 27, 2020.
2. These Rules and Procedures supersede the Disciplinary Rules and Procedures of Unicorn College s.r.o. registered with the Ministry of Education, Youth, and Sports on September 3, 2019 under Ref. No. MSMT-29555/2019-2.
3. These Rules and Procedures come into force pursuant to s. 36(4) and s. 41(2) of the Act as of the date of their registration with the Ministry of Education, Youth, and Sports.
4. These Rules and Procedures come into effect as of the date of their registration with the Ministry of Education, Youth, and Sports.