



REQUEST FOR REIMBURSEMENT OF TEACHING* IN THE WINTER/SUMMER SEMESTER OF THE ACADEMIC YEAR 20XX/20XX

Name:

Field of Study:

Supervisor:

**I ask for a reimbursement of teaching in the winter/summer semester of the academic year
20XX/20XX, in the following extent**

.....hours

The teaching had the following forms:

- Participation in lecturing the course

Course ID in STAG	Actual number of taught hours	Hours of lecture preparation **	Course guarantor confirmation (Arranged by Dept. of Stud. Affairs)

- Supervision of a Bachelor's/ Master's thesis/SOČ

Name of the supervised student	Thesis type (Bc., Mgr., SOČ)	Hours***	Supervisor confirmation (for SOČ, Bc. and Mgr. Thesis - Dept. of Stud. Affairs arranges this), for Bc./Mgr. thesis- department confirms this by paying for it



- Reviews of Bachelor's or Master's thesis/ SGA project

Name of the student, author of the thesis/project	Thesis type or project (Bc., Mgr., SGA)	Hours****	Agreement (for Bc./Mgr. theses arranged according to STAG by Dept. of Stud. Aff.; for SGA projects by vice-dean for doctoral study)

- Other pedagogical work for the faculty

Work - specify	Hours	Agreement

I declare that I have neither received any reimbursement for that teaching nor I will ask for such reimbursement from other sources.

In České Budějovice, date:

.....
student's signature

* The Faculty of Science reimburses only teaching at the courses organized by the faculty and supervision of students of the faculty. Applicant must be recorded in STAG as teacher/supervisor.

** The actual number of taught hours may be increased at most by 50% on the condition that such a preparation was really conducted.

*** A maximum of 21 hours per semester for supervision of Bachelor's/Master's thesis and 15 hours for each SOČ project is to be counted unless the senior supervisor and department's head agree on a higher hour dotation.

**** A maximum of 6 - 8 hours for a Bachelor's thesis review and 1,5 – 2 hours for a SGA project review is to be counted.