



## 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

Name of the student, author of the thesis	Thesis type (Bc., Mgr.)	Hours****	Agreement (arranged according to STAG by Dept. of Stud. Aff.)

- 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.

\*\* Pedagogical activities can also be reimbursed to supervisor-specialists or consultants, if they are listed in STAG.

\*\*\* 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.