

Statute
of the National Accreditation Bureau
for Higher Education

approved by resolution of the Government of the Czech Republic
of July 23, 2025, No. 585

Article 1

Introductory provisions

1. The National Accreditation Bureau for Higher Education (hereinafter also referred to as the "Accreditation Bureau") is an independent body. It performs tasks in the field of external evaluation and quality assurance of higher education, tertiary professional education, and other educational, creative, or related activities of domestic higher education institutions, providers of foreign higher education in the Czech Republic, and tertiary professional schools.
2. The Accreditation Bureau is vested with the powers of a regulatory authority to the extent specified by Act No. 111/1998 Coll., on Higher Education Institutions and on Amendments and Supplements to Other Acts (the Higher Education Act), as amended, and Act No. 561/2004 Coll., on Pre-primary, Primary, Secondary, Tertiary Professional and Other Education (the Education Act), as amended.
3. In its activities, the Accreditation Bureau follows other generally binding regulations and the Standards and guidelines for quality assurance in the European Higher Education Area.

Article 2

Contact information

1. The address of the Accreditation Bureau for the delivery of documents in paper form is "National Accreditation Bureau for Higher Education, U Lužického semináře 90/13, 118 00 Prague 1". The official noticeboard of the Accreditation Bureau is also available at this address.
2. The English translation of the name of the Accreditation Bureau is: "National Accreditation Bureau for Higher Education".
3. In the performance of public administration, the Accreditation Bureau uses an official round stamp with the state emblem of the Czech Republic and the text "National Accreditation Bureau for Higher Education" in cases specified by law. The form and rules for the use of other stamps are laid down in the internal regulations of the Accreditation Bureau.

Article 3

Internal regulations and methodological documents

1. The internal regulations of the Accreditation Bureau may include, in particular
 - a) Rules of Procedure of the Accreditation Bureau Board,
 - b) Rules of Procedure of the Appeals Committee of the Accreditation Bureau,
 - c) Rules of Procedure of the Evaluation Committees of the Accreditation Bureau,
 - d) Rules of Procedure of the Accreditation Committee for Tertiary Professional Education (hereinafter referred to as the "Accreditation Committee"),
 - e) Principles for the Inspection of Higher Education Institutions, Tertiary Professional Schools and Providers of Foreign Higher Education in the Czech Republic (hereinafter referred to as the "Principles for Inspection"),
 - f) Organization Rules,
 - g) Employment Rules,

- h) Document Management Rules,
 - i) internal accounting directive,
 - j) internal control directive,
 - k) directive on occupational health and safety and fire protection,
 - l) directive on business trips and the determination of travel allowances,
 - m) directive on personal data protection,
 - n) directive on public procurement.
2. The Accreditation Bureau also issues methodological documents for the purposes of carrying out its activities. These include recommended procedures, evaluation methods, and methodological documents for the performance of the Accreditation Bureau's activities.
 3. The Accreditation Bureau also issues Standards for accreditation in tertiary professional education as a methodological document. In preparing these standards, the Accreditation Bureau cooperates with experts from the field of tertiary professional education and other relevant partners.

Article 4

Organizational structure of the Accreditation Bureau

1. The Chair of the Accreditation Bureau is the statutory body of the Accreditation Bureau. He or she is responsible for deciding on all matters relating to the activities of the Accreditation Bureau that are not entrusted to the Board or another body of the Accreditation Bureau by the Higher Education Act. The Chair manages the activities of the Accreditation Bureau and decides on employment matters concerning the employees of the Accreditation Bureau.
2. The Chair of the Accreditation Bureau may, if necessary for the operation of the Accreditation Bureau, issue internal regulations of the Accreditation Bureau. The Board of the Accreditation Bureau (hereinafter referred to as the "Board") shall only express its opinion on the acts issued by the Chair of the Accreditation Bureau. The first sentence shall not apply to internal regulations referred to in Article 3(1)(a) to (e) or to other internal regulations governing the details of the performance of public administration by the Accreditation Bureau, the approval of which is reserved by the Board.
3. The Vice-Chairs of the Accreditation Bureau shall represent the Chair of the Accreditation Bureau in his or her absence in full, in the order determined by the Chair of the Accreditation Bureau. The Chair shall also determine the role of the Vice-Chairs in the activities of the Accreditation Bureau.

Article 5

The Board and members of the Board

1. In addition to the powers conferred by the Higher Education Act, the Board shall, in matters falling within the competence of the Accreditation Bureau and in matters concerning the Accreditation Bureau
 - a) approve the Rules of Procedure of the Board, the Rules of Procedure of the Evaluation Committees, the Rules of Procedure of the Accreditation Committee, and the Principles for Inspection,

- b) approve other internal regulations of the Accreditation Bureau governing the details of the performance of public administration by the Accreditation Bureau, the approval of which is reserved by the Board,
 - c) approve other materials of a methodological nature and recommendations related to the performance of public administration within the scope of the Accreditation Bureau,
 - d) approve the initiation of external evaluation of educational, creative, and related activities of higher education institutions and tertiary professional schools,
 - e) approve statements on proposals from the Minister of Education, Youth and Sports (hereinafter referred to as the "Minister") concerning higher education institutions and tertiary professional schools,
 - f) approve the annual report of the Accreditation Bureau,
 - g) express its opinion on internal regulations issued by the Chair of the Accreditation Bureau,
 - h) discuss information provided by higher education institutions and tertiary professional schools to the Accreditation Bureau,
 - i) discuss other matters submitted to it by the Chair of the Board.
2. A member of the Board shall be excluded from the discussion and decision-making on a matter under the conditions laid down in Act No. 500/2004 Coll., the Administrative Procedure Code, as amended (hereinafter referred to as the "Administrative Procedure Code").

Article 6

Administrative proceedings in the first instance

1. The Chair of the Accreditation Bureau shall appoint employees of the Accreditation Bureau to manage the files for individual proceedings, or such employees shall be authorized to do so by internal regulations.
2. The background material for the Board meeting shall consist, in particular, of a written report from the work of the evaluation committee and a report by the relevant member or members of the Board; this member or members of the Board shall be the presenters of the relevant item on the agenda of the Board meeting. Based on comments of the party in the proceedings on supporting documents for the decision in the matter, the Chair of the Accreditation Bureau may invite the evaluation committee appointed in the matter to issue a new written report from its work.
3. The assessment by the evaluation committee may be replaced in administrative proceedings concerning corrective measures by a report on external evaluation or a report on the inspection of compliance with legal regulations in the performance of accredited activities in the matter in question.
4. A similar procedure shall be followed in the case of issuing an opinion on the type of higher education institution, an opinion on the granting of state approval, and an opinion on the personnel, financial and material resources of a foreign higher education study program and on the implementation of corresponding related creative activities by the applicant for a license or authorization to provide foreign higher education in the Czech Republic in a foreign higher education study program or on compliance with the above conditions by the holder of such a license or authorization.
5. In the case of tertiary professional education programs of tertiary professional schools, the Accreditation Committee shall exercise the powers of the evaluation committees until June 30, 2028.

Article 7

External evaluation of the activities of a higher education institution or tertiary professional school

The final evaluation report of the Accreditation Bureau on the external evaluation of the activities of a higher education institution or tertiary professional school shall be published in a suitable way, together with any comments made by the higher education institution or tertiary professional school.

Article 8

Inspection of higher education institutions, tertiary professional schools and providers of foreign higher education in the Czech Republic

When inspecting domestic higher education institutions, tertiary professional schools, foreign higher education institutions with a domestic license to provide foreign higher education in a foreign higher education study program in the Czech Republic, or Czech legal entities with a domestic license to provide foreign higher education in a foreign higher education study program in the Czech Republic (within the framework of cooperation with a foreign higher education institution), within the scope of their activities in the Czech Republic, the procedure is governed by Act No. 255/2012 Coll., on Inspection (Rules of Inspection), as amended by Act No. 183/2017 Coll., and the Principles for Inspection.

Article 9

Pool of experts

1. The Pool of experts includes persons working in higher education, persons working in other research institutions, persons working in state, regional or other public administration or in other organizations employing higher education graduates, in the business sector cooperating with higher education institutions, or other experts from practice and persons from among the students. Experts from the sphere of tertiary professional education may also be represented in the Pool of experts.
2. As a rule, at least two persons from each of the areas listed in paragraph 1 shall be represented in the Pool of experts for each field of education. If this rule is not fulfilled, the Accreditation Bureau shall publish a call for expansion of the Pool of experts in a suitable way and within a reasonable time.
3. A condition for inclusion in the Pool of experts is also the commitment of the person to immediately notify the Accreditation Bureau of any change in their personal data recorded in the Pool of experts.
4. Reasons for removing an expert from the Pool of experts may include, in particular, repeated refusal to serve on an evaluation committee, conduct that calls into question the independence or professionalism of the Accreditation Bureau's performance or jeopardizes the proper performance of its duties, or the fact that the evaluator is no longer a student or is unable to continue as a member of an evaluation committee, unless this is at the expert's own request.
5. A proposal to remove an expert from the Pool of experts may be submitted to the Board by the Ministry of Education, Youth and Sports, the Ministry of the Interior, or the Ministry of Defense. The Board may also remove an expert from the Pool of experts at the request of the expert or on

its own initiative that is based on a decision of the Board at the proposal of a member of the Board. The proposal must be justified.

Article 10

External review of the activities of the Accreditation Bureau

1. The Accreditation Bureau shall undergo external review of its activities as appropriate.
2. The external review of the activities of the Accreditation Bureau shall be carried out in accordance with the relevant international standards and rules.

Article

Evaluation committees

1. Evaluation committees are usually established for the expert assessment of individual matters to be decided upon by the Board in accordance with the Higher Education Act. The proposal for composition of the evaluation committee is prepared by the Chair of the Accreditation Bureau in cooperation with the members of the Board and the employees of the Accreditation Bureau.
2. An employee of a higher education institution, a legal entity performing the activities of a tertiary professional school, or another legal entity may not be appointed as a member of an evaluation committee if that entity is a party to administrative proceedings or if the evaluation concerns its own external evaluation; neither a student of the respective higher education institution or tertiary professional school may be appointed as a member of the evaluation committee. Furthermore, a person who holds a paid position at the respective higher education institution, tertiary professional school or legal entity, is a paid member of its body or participates in its business activities cannot be appointed as a member of the evaluation committee. The consent of the proposed person is a condition for appointment as a member of the evaluation committee.
3. In the event of a negative opinion of the relevant higher education institution or tertiary professional school on the proposal of members of the evaluation committee submitted in accordance with the Higher Education Act, the Chair of the Accreditation Bureau shall appoint an evaluation committee with a changed composition.
4. The Chair of the Accreditation Bureau shall dismiss a member of the evaluation committee in particular if the member of the evaluation committee no longer meets the conditions for membership in the evaluation committee or does not participate in the activities of the evaluation committee, or has committed an act that calls into question the independence or professionalism of the Accreditation Bureau's performance.
5. If an objection of bias is raised against a member of the evaluation committee or if, after the establishment of the evaluation committee, a fact comes to light that justifies the exclusion of a member from the evaluation committee, the Chair of the Accreditation Bureau shall decide on his or her dismissal from the evaluation committee; if he or she does not dismiss the member of the evaluation committee, he or she shall submit the matter to the Board for consideration.
6. If a member of the evaluation committee resigns or is dismissed, the Chair of the Accreditation Bureau may appoint a new member in their place.
7. The Accreditation Bureau may conclude, for example, a contract of mandate with the members of the evaluation committees in accordance with the Civil Code.

Article 12

Composition of evaluation committees

1. Evaluation committees established to prepare materials for individual administrative proceedings or to issue an opinion on a matter shall consist of a chair of the evaluation committee and at least two other members of the evaluation committee, who shall be appointed from the Pool of experts in such a way that their professional expertise and qualifications correspond to the nature of the activity for which the committee is established. The first sentence shall not apply to evaluation committees established to prepare materials in matters of institutional accreditation, external evaluation, and accreditation of proceedings for appointment as associate professor and professor, to which paragraphs 2 to 4 shall apply.
2. The evaluation committee for preparation of a written report from its work in administrative proceedings concerning the accreditation of proceedings for appointment as associate professor and professor shall consist of a chair and, usually, two other members of the evaluation committee.
3. The evaluation committee for preparation of a written report from its work in administrative proceedings concerning institutional accreditation shall consist of a chair, a vice-chair, and other members of the evaluation committee, the number of whom shall be determined by the Chair of the Accreditation Bureau, taking into account the scope and nature of the matters under consideration, and shall range from 3 to 21 members. The first sentence shall also apply in the event of joint proceedings on an application for institutional accreditation and an application for accreditation of proceedings for appointment as associate professor and professor.
4. The evaluation committee for preparation of the report on external evaluation of the activities of a higher education institution or tertiary professional school shall consist of a chair, a vice-chair, and other members of the evaluation committee, whose number shall range from 3 to 21 members, as determined by the Chair of the Accreditation Bureau with regard to the scope and nature of the external evaluation.

Article 13

Work of evaluation committees

1. In their work, evaluation committees shall be guided in particular by generally binding legal regulations, recommended procedures and methods of evaluation, the Rules of Procedure of Evaluation Committees, and other methodological materials and acts of the Chair of the Accreditation Bureau.
2. The administrative, procedural, and expert aspects of work of the evaluation committee shall be coordinated by the employees of the Accreditation Bureau. The employees of the Accreditation Bureau shall also train the members of the evaluation committee with regard to the nature of the matters under discussion as well as confirm that the final written report from the work of the evaluation committee meets the requirements.
3. The chair of the evaluation committee may entrust a member of the committee with the preparation of an expert opinion or, depending on the nature of the matter, several expert opinions. The expert opinion is a working document for the evaluation committee's deliberations, which is prepared primarily on the basis of documents submitted by the institution and materials available to the Accreditation Bureau, including publicly available information.
4. The final written report from the work of the evaluation committee (hereinafter referred to as the "Evaluation committee report") shall have the form and content specified by the Chair of the

Accreditation Bureau. The Evaluation committee report shall, in particular, provide an expert assessment of compliance with the requirements laid down in the Higher Education Act or the Education Act and their implementing regulations or accreditation standards. The Evaluation committee report shall be published by the Accreditation Bureau after the completion of the relevant procedure or evaluation.

Article 14

Remuneration of members of evaluation committees

1. The basis for determining the remuneration of members of evaluation committees is
 - a) CZK 1,000 for a member of the evaluation committee,
 - b) CZK 4,500 for a member of the evaluation committee who has prepared an expert opinion,
 - c) CZK 5,000 for a vice-chair of the evaluation committee,
 - d) CZK 6,000 for a chair of the evaluation committee.
2. Members of evaluation committees are entitled to remuneration in accordance with paragraph 1. In the case of evaluation committees tasked with the preparation of a written report in administrative proceedings concerning the accreditation of a study program, the amount of remuneration is determined as the product of the base amount according to paragraph 1 and a coefficient of 1.5 if the evaluation committee member participates in the verification of conditions at the site where the study program is carried out.
3. In the case of evaluation committees tasked with the preparation of a written report in administrative proceedings concerning institutional accreditation and evaluation committees tasked with the external evaluation of the activities of a higher education institution, the amount of remuneration is determined as the product of the base amount according to paragraph 1 and a coefficient of 3.5.

Article 15

Work of the Accreditation Committee

1. In its activities, the Accreditation Committee is guided in particular by the Education Act, Act No. 563/2004 Coll., on pedagogical staff and on amendments to certain acts, as amended, the Administrative Procedure Code, this Statute, the Rules of Procedure of the Accreditation Committee, and other materials of methodological nature and acts issued by the Chair of the Accreditation Bureau.
2. The administrative, procedural, and expert aspects of work of the Accreditation Committee shall be coordinated by the employees of the Accreditation Bureau.
3. The chair of the Accreditation Committee may entrust a member of the Accreditation Committee with the preparation of an expert opinion or, depending on the nature of the matter, several expert opinions. The expert opinion is a working document for the Accreditation Committee's deliberations, which is prepared primarily on the basis of documents submitted by the tertiary professional school and materials available to the Accreditation Bureau, including publicly available information.
4. In matters relating to the accreditation of a tertiary professional education program, the Accreditation Committee may, within the scope of its work, verify the conditions at the site where the tertiary professional education program is carried out.

5. Members of the Accreditation Committee may be remunerated for their work, for example, on the basis of agreements on work performed outside the employment relationship or on the basis of contracts of mandate.

Article 16

Appeals Committee

1. The Appeals Committee decides on appeals lodged against decisions of the Board and against decisions of the Chair of the Accreditation Bureau issued in the first instance pursuant to the Higher Education Act or the Education Act and performs other tasks of the Board's superior regulatory body in accordance with the Administrative Procedure Code.
2. Minutes are taken of the Appeals Committee's meetings, which are approved by the chair in the parts concerning the individual matters discussed.

Article 17

Remuneration of members of the Appeals Committee

1. Members of the Appeals Committee shall receive remuneration of CZK 2,500 for each matter discussed.
2. The chair shall be entitled to remuneration of CZK 5,000 for each matter discussed.

Article 18

Employees of the Accreditation Bureau

1. Employees of the Bureau perform tasks related to ensuring the activities of the Accreditation Bureau and providing professional support for the activities of the Accreditation Bureau.
2. Details concerning the rights and obligations of employees are laid down in the internal regulations of the Accreditation Bureau and in acts issued by the Chair of the Accreditation Bureau.

Article 19

Transitional provisions

1. Proceedings in which the work of evaluation committees was commenced by the act of making documents available for their deliberation in individual proceedings or in individual external evaluations by the Accreditation Bureau's Office before July 1, 2025, shall be governed by the provisions of the Statute of the National Accreditation Bureau for Higher Education, approved by Government Resolution No. 923 of October 17, 2016, as amended by Government Resolution No. 568 of September 4, 2018, and Government Resolution No. 1120 of December 6, 2021, with regard to the composition of evaluation committees and the determination of the remuneration of members of these evaluation committees.
2. The Accreditation Committee shall terminate its activities and the membership of persons in the Accreditation Committee shall expire on June 30, 2028.

Article 20
Final provisions

1. The draft Statute was approved by the Board on July 1, 2025.
2. The Statute shall enter into force on the day following its approval by the government.