

Charles University, Faculty of Social Sciences
Institute of Political Studies

Notice of the Director no. 6/2025
(replaces Notice of the Director no. 11/2022)

Title:

Placement into Wage Categories and Structuring of Wages for Academic Staff and Lecturers at IPS FSV UK

In effect from: 20.11.2025

In Prague on 20 November 2025

PhDr. Petr Jüptner, Ph.D.
Director of IPS

This internal document of the Institute of Political Studies of FSV UK defines the rules for determining the wages of academic staff and lecturers at IPS FSV UK. All wage components are always paid in accordance with the Labour Code, relevant legislation, the internal wage regulations of Charles University, and the employer's internal rules. Changes to workloads, pay tariffs, and personal bonuses take place three times a year, specifically as of March 1, July 1, and November 1 of the calendar year.

1. Placement into wage categories

- placement into wage categories is based on the Internal Wage Regulation of Charles University and on the Dean's Measure No. 13/2022, *Principles of Career Growth at FSV UK for Employing Academic Staff, Researchers, and Lecturers* (hereinafter referred to as the "Career Growth Plan").
- academic staff and lecturers are placed into wage categories according to their academic qualifications and carry out activities corresponding to their wage category and the Career Growth Plan.

2. Structuring of wages

- wage category AP1 is considered a transitional category, and the tariff wage is set at 33,000 CZK.
- wage tariffs for wage categories of AP2, AP3, and AP4 are initially set at level 1. Once all requirements listed in point 3 of this Notice are met, the wage tariffs are raised to

level 2.

- levels 1 and 2 are defined as follows:

Wage category	Level 1		Level 2	
	Tariff wage	Personal bonus	Tariff wage	Personal bonus
AP4	55,000	15,000	55,000	30,000
AP3	46,000	19,000	46,000	34,000
AP2	39,000	21,000	39,000	36,000
AP1	33,000	17,000		
L2	39,000	21,000		
L1	33,000	17,000		
THP 7	39,000	4,000	39,000	16,000
CDS	39,000	4,000	39,000	16,000

* The wage is listed in CZK.

3. Required conditions for raising the wages of academic staff:

Advancement to level 2 requires fulfilling all of the following conditions:

- achieving a specific publication performance as defined in Notice of the Director no. 8/2025 *Evaluation of Publication Output at IPS FSV UK* (A, B – level 2; C – level 1). Structuring of wages is based on the number of IPS points according to Notice of the Director no. 8/2025 for the previous three calendar years (scale 50/20/10) + for newly employed academic staff, publication outputs from the last three years are also assessed (e.g., from a previous employer, doctoral studies, etc.). In cases where publications from a previous employer are submitted, the employee must provide them no later than 30 April of the respective calendar year (publications + calculation according to IPS rules; quartiles are based on the most recent available calendar year) to the IPS head of administration
- fulfilling the requirements of Notice of the Director no. 9/2025 *Teaching Mobility of Research and Academic Staff of IPS under the ERASMUS+ Programme*
- fulfilling one of the following conditions:
 - a) submission, implementation, or award of grant (as main investigator or consortium member)
 - b) involvement in a project funded by GAČR, TAČR, ERC, Horizon, or EU-funded project with a minimum workload of 0.2
 - c) preparation of a significant international grant (ERC, HORIZON) prioritized and filed by the respective department in the previous or current calendar year

4. Determination of personal bonus

- Personal bonus can be granted:
 - a) on the basis of a financially covered proposal by department heads from CJSP IPS funds – in the amounts divisible without remainder by 15,000 CZK

b) for managerial duties (supplement or personal bonus)

- director 30,000 CZK
- head of department, deputy director, head of administration 21,000 CZK
- deputy head of department 9,000 CZK
- guarantor of Czech degree programme 9,000 CZK
- guarantor of CJSP 11,000 CZK
- coordinator of CJSP 11,000 CZK

c) on the basis of publishing activity

- the publication bonus is always calculated based on IPS point evaluations (see table below). IPS points are computed from publications that have undergone mid-year assessment over the last six half-year periods. Updates take place on 1 July each calendar year.

Range of IPS points		Personal bonus
min	max	
0,1	9,99	-
10	19,99	3,000 CZK
20	29,99	4,000 CZK
30	39,99	5,000 CZK
40	49,99	6,000 CZK
50	59,99	7,000 CZK
60	69,99	8,000 CZK
70	79,99	9,000 CZK
80	80,99	10,000 CZK
90	90,99	11,000 CZK
100	109,99	12,000 CZK
110	119,99	13,000 CZK
120	129,99	14,000 CZK
130	130,99	15,000 CZK
140	149,99	16,000 CZK
150	159,99	17,000 CZK
160	169,99	18,000 CZK
170	179,99	19,000 CZK
180	189,99	20,000 CZK
190	199,99	21,000 CZK
200	209,99	22,000 CZK
210	219,99	23,000 CZK
220	229,99	24,000 CZK
230	239,99	25,000 CZK
240	999,99	26,000 CZK