Bursar

Ing. Kristýna Zeman



- Faculty Bursar is the faculty body that is responsible for the management and internal administration of the faculty in the scope laid out in a Dean's Measure.
- The Bursar is nominated by the <u>Dean</u>, to whom she is accountable for her activities. In her activities the bursar cooperates with the Vice-Deans and is entitled to attend meetings of the faculty <u>senate</u> in an advisory capacity.
- The Bursar further, in the scope laid out in a Dean's measure, manages the <u>faculty dean's office</u> and other workplaces and special-purpose facilities as defined by the rules for the internal governance of the faculty.

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Office Hours

*possibility of questions, approval, signatures, advice, consultation without an appointment

• MON and THU: 9:30–10:30 and 14:00–15:00

• **TUE**: 14:00–15:00

• **WED** and **FRI**: 9:30–10:30