



Information Sheet 2017/2018

Deadlines 2017

- ✚ Winter semester (Sept – Jan): March 31
- ✚ Summer semester (Feb – June): September 30

Required Documents

With the official nomination letter, the following documents (in English) are to be sent by the study abroad coordinator by e-mail, no hard copy is needed:

1. Application form for exchange students <http://www.cuni.cz/UKEN-179.html> (to be filled out on the computer, a digital photo is preferred). Please check that the courses are filled with their codes.
2. Letter of purpose
3. Recommendation letter by a home faculty member
4. Transcript of records
5. CV
6. Certificate of English proficiency on the B2 EU level or equivalent IELTS 5.5, TOEFL IBT 72, TOEFL ITP 543 (does not apply for native English speakers)
7. Copy of passport

Academic Calendar

- Winter semester: end of September/beginning of October – Christmas, exam period = January
- Summer semester: end of February – end of May, exam period = June

Precise dates can be found on <http://www.cuni.cz/UKEN-26.html>

Courses Taught in English and in Other Foreign Languages

a) Every faculty offers a variety of courses and seminars, mostly in English. Faculties present the lists of courses on their websites:

- Faculty of Arts <http://www2.ff.cuni.cz/FF-945.html>
- Faculty of Humanities <http://fhs.cuni.cz/FHSENG-350.html>
- Faculty of Social Sciences <http://fsveng.fsv.cuni.cz/FSVEN-420.html>
- Faculty of Mathematics and Physics <http://www.mff.cuni.cz/to.en/studium/>
- Faculty of Education <http://it.pedf.cuni.cz/socrates/index.php?lang=en>
- Faculty of Law <http://www.prf.cuni.cz/en/>
- Faculty of Science <http://www.natur.cuni.cz/eng/study/incoming-students/courses>
- Faculty of Pharmacy in Hradec Kralove <http://www.faf.cuni.cz/Foreign/LLP/>,
<http://www.faf.cuni.cz/en/>
- Faculty of Physical Education and Sport <http://www.ftvs.cuni.cz/FTVSEN-31.html>

Please note that only the CU faculties listed above participate in the cooperation with your home university. Should you wish to study at a faculty which does not, contact me in advance to find out if you can choose some courses there.

b) A list of courses in English, German and French can be also found on the website for Erasmus+ exchange students <http://www.cuni.cz/UKEN-364.html>. These courses are available to non-European students.

c) There is also a **central database of courses** on

<https://is.cuni.cz/studium/eng/predmety/index.php?KEY=Az1>

Insert the name of the searched subject in the box "title" and all relevant courses at various CU faculties will appear. Or choose a faculty/and department and language and all available courses will show up.

Nevertheless, this list gives an overview of all courses ever offered so it can not be regarded as up-to-date but courses tend to be the same to a high degree every academic year. They are always updated shortly before the start of the semester. The choice of courses is discussed after arrival and may be changed according to new circumstances.

It is necessary to click on the chosen course and check in its description:

- Faculty and department by which it is offered
- language of instruction
- semester

Important:

Undergraduate exchange students are asked to apply to at least four courses, graduate students to at least three ones.

Most of the courses should be chosen **at one faculty**, possibly from the offerings of the department corresponding to the student's major. This department will then be considered the student's "host" department to which the application materials will be sent.

Courses offered to Erasmus program students are available for non-European exchange students. Also programs in English offered as paid programs for foreign students are available (free of charge) with the exception of *The East and Central European Studies* program at the Faculty of Arts ("CUFA" codes) and *The Undergraduate Program in Central European Studies* ("YBAU" codes) at the Faculty of Humanities. Exchange students can be admitted to one or two courses of these programs, if the capacity allows it, only after admission to a department's regular courses. The CET program ("YBAC" codes) at the Faculty of Humanities are available only for those exchange students who will spend a full academic year at the FH, having the opportunity to attend them in the spring semester.

After the admission by the relative faculty, the student may apply to one or two courses at another CU faculty as well.

There is also a lot of useful information on the following websites:

<http://www.cuni.cz/UKEN-191.html>

Accommodation

Please note that exchange student need to have an accommodation agreement to apply for the visa.

Accommodation of exchange students in student dormitories is arranged by the receiving faculties. They are mostly lodged in the Vetrnik and the Hvezda dormitories. A catalogue of dormitories in English is available at <http://kam.cuni.cz/KAMEN-56.html>.

Students will be required to pay booking deposit of CZK 1800 approximately 2 months before their arrival to the Czech Republic and moving into the dormitory.

Students interested in a long-term rent of the dormitory place are preferred, because otherwise we have problem to house all interested incoming students, especially in the month of October (many students use dormitory capacities only as temporary accommodation instead of hostels while searching for a private lodging).

If the student moves out of the dormitory before the end of semester, there is a fine deducted from the deposit.

In case you wish to be accommodated in privacy, please arrange the agreement as soon as possible!

Transcripts of Records

Transcripts are sent directly to the home institution.

Visa Information

<http://studyinprague.cz/get-ready/visa/>

Health Insurance

<http://studyinprague.cz/get-ready/health-system/>

Living Costs

The average cost of living per month:

Accommodation in a university dorm – CZK 3000

Meals in university cafeterias – app. CZK 4000

Public transport – CZK 260

Other Information

More information about studying in the Czech Republic can be found on the webpage of the Centre for International Services <http://www.studyin.cz/>

Online CU news can be found on <http://iforumeng.cuni.cz/>

Study in Prague <http://www.studyinprague.cz/>

Emergency Contact Details

Support as part of student mobility in case of emergency and crisis situations:

<http://www.cuni.cz/UKEN-588.html>

Contact Us

Katerina Brzokoupilova (Ms)
International Relations Office
Charles University
Ovocny trh 3
116 36 Prague 1
CZECH REPUBLIC

Phone: +420 224 491 279

E-mail: katerina.brzokoupilova@ruk.cuni.cz