



## Information Sheet 2024/2025

### Deadlines

#### ✚ Nomination deadlines

- ✚ For Winter (Fall) semester (Sept – Jan): March 10
- ✚ For Summer (Spring) semester (Feb – June): September 10

#### ✚ Application deadlines

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

### Application Process and Required Documents

Partner universities will nominate students by the deadlines above. Application instructions and link will be sent directly to nominated students upon receiving the nomination. Students will create their online application and upload the following documents (in English), no hard copies are required.

1. Letter of purpose
2. Letter of recommendation by a home faculty member
3. Transcript of records
4. CV
5. Certificate of English proficiency on B2 level according to Common EU Framework for Languages [https://en.wikipedia.org/wiki/Common\\_European\\_Framework\\_of\\_Reference\\_for\\_Languages](https://en.wikipedia.org/wiki/Common_European_Framework_of_Reference_for_Languages) or equivalent IELTS 5.5, TOEFL IBT 72, TOEFL ITP 543 (does not apply for native English speakers)
6. Copy of passport
7. Invitation letter written by a CU faculty member, if the applicant is a PhD student

### Academic Calendar

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

The exact dates of the academic calendar can be found on [each faculty website](#).

### Courses Taught in English and in Other Foreign Languages

a) Every faculty offers a variety of courses in English. Links to the websites of the participating faculties:

- 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 <https://fsv.cuni.cz/en/exchange>
- Faculty of Mathematics and Physics <http://www.mff.cuni.cz/to.en/studium/>
- Faculty of Education <https://pedf.cuni.cz/PEDFEN-38.html>
- Faculty of Law <http://www.prf.cuni.cz/en/>
- Faculty of Science <http://www.natur.cuni.cz/eng/study/incoming-students/courses>
- Faculty of Physical Education and Sport <https://ftvs.cuni.cz/FTVSEN-390.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 cannot 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

Please note that course selection is **preliminary at the moment of application**. The choice of courses is discussed after arrival and may be changed according to new circumstances. **Students enrol in courses after arrival, at the beginning of the semester.**

### **Important:**

Undergraduate exchange students are asked to apply to at least four courses, graduate students to at least three ones. Students are expected to check in advance whether the selected courses will be approved for equivalency by their home university.

Students are required to select courses **at one faculty**, possibly from the offerings of the department corresponding to their major. This department will be the student's "host" department to which the application materials will be sent.

Should students wish to apply to one or two courses at another CU faculty, they are recommended to contact our office and discuss this option individually.

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 applying to the *Faculty of Humanities* are asked to select at least three regular courses. They can also apply to one or two UPCES courses ("YBAU" codes), but enrolment cannot be guaranteed. The CET program ("YBAC" codes) is available only for those exchange students who will spend full academic year at the FH.

Exchange students applying to the *Faculty of Arts* are asked to select at least three regular courses. They can also apply to one or two courses of the ECES program (i. e. with CUFA codes), but enrolment cannot be guaranteed as ECES is a paid program.

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

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

## **Accommodation**

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

Accommodation of exchange students in student dormitories is arranged by the receiving faculties. Most exchange students are accommodated at the Větrník, Hvězda or Kajetánka dormitories. A catalogue of dormitories is available at <https://kam.cuni.cz/KAMEN-165.html>.

The approximate price for 1 month/1 bed:

Rooms with shared bathroom facilities in the corridor:

- Double room: 3 800 CZK
- Single room: 4 800 CZK

Rooms in a "flat cell" system" sharing bathroom facilities in the "flat-cell":

- Double room (two double rooms share the bathroom facilities): 5 500 CZK
- Single room (two single rooms share the bathroom facilities): 6 600 CZK

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 acquire private housing, we recommend looking for it as soon as possible.

## Transcripts of Records

At the end of the exchange stay, the student must request the ToR from the host faculty coordinator.

## Visa Information and Health Insurance

[https://studyinprague.cz/study-in-prague/visa/Health Insurance Requirements](https://studyinprague.cz/study-in-prague/visa/Health%20Insurance%20Requirements)

## Living Costs

The average cost of living per month:

Meals in university cafeterias – app. CZK 5000

Public transport – CZK 500

## Other Information

More information can be found on: [Study Charles](#) ; [Study in Prague](#)

## Emergency Contact Details

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

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

## Contact Us

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