



CHARLES  
UNIVERSITY  
IN PRAGUE



# Guide

for International Students

2015 / 2016

# Contents

<b>Legal Conditions for International Students</b>	4 /
Visa	4 /
Work Permit	9 /
Import of Goods	9 /
Export of Goods	10 /
Reporting of Place of Stay in the Territory of the CR	11 /
<b>Welcome to the Czech Republic</b>	12 /
Cultural Shock	12 /
Prague	13 /
Pilsen	17 /
Hradec Králové	18 /
<b>Charles University</b>	20 /
Past and Present	20 /
Management and Structure	20 /
Academic Calendar	23 /
Evaluation and Grading System	23 /
Support Services / Accommodation	24 /
<b>Leisure and Sport</b>	39 /
Student Clubs and Other Associations at CU	39 /
Sport Facilities and Activities at CU	39 /
Day Trips Round the Czech Republic	40 /
<b>National Public Holidays</b>	44 /
<b>Others</b>	45 /
Cost of Living	45 /
Money and Banking	45 /
Food and Shopping	46 /
Post, Mail and Telecommunication	46 /
Driving in the Czech Republic	48 /
Some Useful Websites	49 /
A Bit of Czech Language	50 /
<b>Appendices</b>	51 /

*We wish you a warm welcome to Charles University in Prague and hope that you will have an enjoyable and enriching experience as a student here. We hope that coming to study at our university will be an exciting experience, with opportunities to broaden your academic, social and cultural horizons.*

*This booklet has been designed primarily for international students who are coming to study at Charles University as exchange students or will follow a short course at one of our faculties. This brochure contains information about Charles University, its faculties, university accommodation and other services. You will also find here some tips for leisure activities. We believe you will find this information useful.*

*IPSC Staff*

# Legal Conditions for International Students



Foreign nationals applying to study in the Czech Republic have to contact the Czech embassy in their own country (for a list of foreign embassies in the Czech Republic see the appendix) or **Ministry of Foreign Affairs of the Czech Republic** ([http://www.mzv.cz/jnp/en/information\\_for\\_alien/index.html](http://www.mzv.cz/jnp/en/information_for_alien/index.html)) in order to obtain up-to-date information on visa requirements for study purposes.

Students from **non-EU** or **non-EFTA** countries who wish to stay in the Czech Republic for more than 90 days have to apply for a visa. An application for the permit should be submitted to the Czech Embassy or Consulate in the student's country of origin in good time before arrival. Please be aware that the administration process can easily take 8 weeks. The price of the visa fee depends on country you come from. **Even when you have the visa you are legally obliged to register with the Police Foreign Department within 3 days of your arrival.**

The stay of foreign nationals on the territory of the Czech Republic is subject to Act No. 326/1999 of Coll., on the stay of foreign nationals in the territory of the Czech Republic and on amendments to certain acts, as subsequently amended (hereinafter referred to as the "Foreigners Act"). See the website of the Ministry of the Interior for the current full wording of the Foreigners Act at <http://www.mvcr.cz/cizinci>.

## The following categories of foreigners are established by the Foreigners Act:

- a) **European Union (EU) citizens** (the same regime is applied to the citizens of European Economic Area – EEA: Norway, Iceland, Liechtenstein and Switzerland) and their family members,
- b) **nationals of so-called third countries**, i.e. countries outside EU/EEA and apart from Switzerland (considering the purpose of this publication, this chapter contains information on the stay of third-country nationals).

The stay of foreign nationals in the territory of the Czech Republic is subject to the legal regulations of the EU/EC. Visa issues are primarily regulated by Council Regulation (EC) No. 539/2001 (as subsequently amended) listing the third countries whose nationals must be in possession of visas when crossing the external borders and a list of those whose nationals are exempt from that requirement. Being part of the Schengen area since 21 December 2007, the Czech Republic fully applies the regulations of the so-called Schengen acquis.

## Visa

The Schengen states have harmonized their conditions for the entry to and short-term stay in the joint territory. Countries within the Schengen area are EU Member States apart from Great Britain, Ireland, Cyprus, Bulgaria and Romania; Switzerland, Island, Norway and Liechtenstein are also a part of the Schengen area (non-Member States of the EU). Bulgaria, Croatia, Cyprus and Romania are prospective members.

## EU citizens and their family members

Due to the Czech Republic's membership of the EU, citizens of European Union (EU) countries (Austria, Belgium, Bulgaria, Croatia, Cyprus, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom), citizens of **European Economic Area** (EEA) countries (Iceland, Liechtenstein and Norway), and citizens of Switzerland, do not require any visa for any type of visit or stay in the Czech Republic.

At the point of entry to the CR, an EU citizen need present only a **travel document** at the request of the police. EU citizens entering the territory of the Czech Republic will be allowed to use national ID cards besides standard travel documents (e.g. ordinary passport, diplomatic passport, service passport). The currently operative EU regulations provide for no necessary minimum period of validity of travel documents or ID cards, neither do they stipulate that ID cards, used instead of travel documents, must have a machine-readable zone. To permit entry to its territory, the Czech Republic will accept all kinds of identity cards included in a handbook currently prepared by the EU that will contain specimens of the indicated national documents of all EU Member States.

## Temporary Stay of third-country nationals in the territory of the Czech Republic/Schengen without a visa – up to 90 days

**Nationals of third countries included** in a so-called “white list” pursuant to the Council Regulation (EC) No. 539/2001 may stay in the Czech Republic/Schengen. (See the website of the Ministry of Foreign Affairs for the list of countries whose nationals may stay in the territory of the Czech Republic/Schengen without a visa: [http://www.mzv.cz/jnp/en/information\\_for\\_alien/short\\_stay\\_visa/list\\_of\\_states\\_whose\\_citizens\\_are\\_exempt/index.html](http://www.mzv.cz/jnp/en/information_for_alien/short_stay_visa/list_of_states_whose_citizens_are_exempt/index.html)). The visa-free stay of the above-mentioned foreign nationals is limited by the Visa-Free Treaty, which means that it does not apply to stays for the purpose of gainful employment.

Foreign nationals who are exempt from the visa obligation may stay in the territory of the Czech Republic or another Schengen area state without a visa for up to 3 months in six months from their first entry to the territory of the Schengen area (the periods of stays in the territories of the respective Schengen states accumulate). However, they may be employed only under the condition that they are authorized for employment in the applicable Schengen country in compliance with valid legal regulations of this country.

Other cases in which it is possible to stay in the territory of the Czech Republic without a visa are stipulated in §18 of the Foreigners Act.

## Temporary Stay of foreigners in the territory of the Czech Republic/Schengen on short-term visa

The uniform Schengen visa is granted for transit through the territory of Member States or presumed stays in these territories not exceeding 3 months in any six-month period from the first entry to the territory of the Schengen area or for transit through international transit areas of one or more airports of Member States (the Airport Transit Visa) to the foreigner who complies with all conditions for entry and stay specified in the aforementioned Regulation.

## **The Czech Republic is competent to grant the uniform Schengen visa in the event that:**

- a) it is the only destination of the applicant,
- b) it is the main destination of applicant as far as the length or purpose of the stay are concerned, in case the visit comprises more than one destination,
- c) it is the first Schengen state entered by the applicant in the event that the destination cannot be specified without doubts.

The CR is also applicable for evaluation of the application for a grant of unified visa for the purpose of transit if the foreigner intends to transit its territory or if the foreigner transits multiple Member States before entering the CR. Similarly, applicability in case of airport transit visa has been established.

**The application is processed and decision is issued by the consulate of the applicable Member State in which jurisdiction the applicant has permitted residence.** The consulate of the applicable Member State assesses the application submitted by the state national of a third country who legally dwells within its jurisdiction, but does not have permitted residence in it, and issues a decision if the applicant substantiates the application submission at the consulate.

In compliance with Article 8 of the Visa Code, the CR may be represented by another Member State in certain third countries in issuance of short-term visa. Before the visa application submission, it is recommended to verify which consulate of which Member State is applicable and whether it is located in the given third country, or if the applicable member state has arranged representation. Please find more information at:

[http://www.mzv.cz/jnp/en/information\\_for\\_alien/short\\_stay\\_visa/representation\\_in\\_issuance\\_of\\_the/representation\\_arrangements\\_for\\_schengen.html](http://www.mzv.cz/jnp/en/information_for_alien/short_stay_visa/representation_in_issuance_of_the/representation_arrangements_for_schengen.html).

Beyond the framework of three months in course of a half-year, state nationals of certain third countries may dwell in the territory of the CR on the basis of a bilateral treaty closed prior to entry of the CR into Schengen and in exceptional cases, the foreigner may be granted a limited-validity visa only for the territory of the Czech Republic or other Schengen countries.

**The application for a unified Schengen visa issuance** (visa for stay not exceeding 90 days) **is to be submitted at the consular authority of the CR abroad;** this authority will deal with the application in 15 days from the date of the submission.

It is possible to apply for the short-term visa issuance also on the outer border in case of meeting requirements specified in the Visa Code in Articles 35 and 36. In such cases, visa entitles its holder to a maximum 15-day stay, or more precisely in case of transit for the period necessary for transit purposes.

**The airport (transit) visa** – enables the foreign national to stay in the transit area of an international airport in the territory of the Czech Republic or the Schengen area while waiting for another flight, i.e. in the event of transit landing or stopover between two parts of an international flight. The list of countries whose nationals are required to have the airport visa to stay in the transit area of an international airport in the territory of the Czech Republic is

specified in Appendix IV of the Visa Code. Under certain circumstances, each member state may establish another group of foreigners who can stay in the transit areas of international airports in the territory of the Czech Republic only on the basis of the airport visa. In the CR, this list is established by the Regulation No. 428/2010 of Coll. as subsequently amended.

## Long-term stay in the territory of the Czech Republic: long-term visa (visa for a stay exceeding 90 days)

**The visa for a stay exceeding 90 days is issued by the Ministry of the Interior of the Czech Republic** at the request of a foreign national who plans to stay in the Czech Republic **for a purpose, which requires a stay exceeding 3 months**. Such a purpose may include for example: **employment, business, study or research**. The application is filed with a representation authority of the Czech Republic (Section 53 of the Foreigners Act); nationals of countries listed in the Ministry of the Interior Regulation issued on the basis of Regulation § 182 par. I letter f) of the Foreigners Act (Regulation No. 429/2010 of Coll., of 21 Dec 2010) may apply for the visa also at another representation authority in the state of which the foreign national is a citizen, or which has issued the passport, or in the state where the foreign national has been granted long-term or permanent residence.

In the territory of CR, it is only possible to submit the application in cases specified by Law (§ 33 of the Foreigners Act – visa for stay for the purpose of exceptional leave to remain in the territory).

The application should be processed in 90 days, or – in extremely complex cases – 120 days from the application filing date (Article 170, paragraph 6 of the Foreigners Act). The time limit for processing of a long-term visa application for the purpose of studies, pedagogical activity or research is 60 days from the date of the application submission. The time limit for processing of a visa issuance application for the purpose of exceptional leave to remain in the territory is 30 days.

Applications for a diplomatic visa issuance or special visa or long-term visa issuance for the foreigner for the purpose of submission of application for long-term residence permit issuance granted by the Ministry of Foreign Affairs (MFA) are processed by the MFA within 60 days (§170 par. 5 of the Foreigners Act).

In relation to the change implemented by the Regulation No. 265/2010 of the European Parliament and of the Council amending the Convention Implementing the Schengen Agreement, **foreigners who hold valid residence permit and a valid travel document are allowed to move freely for up to three months in any six-month period within the territories of the other Member States**.

### **The following documents must be submitted with the application:**

- passport,
- document proving the purpose of the stay,
- financial means needed for the stay – specific amounts are determined from the existential minimum specified by the Law No. 110/2006 of Coll.,
- accommodation arrangement document,
- 2 photographs; this does not apply in the event that an image of the foreign national is to be recorded.

## Long-term residence: long-term residence permit

The extended stay permit (§ 42 of the Foreigners Act) can normally be applied for by a foreign national meeting the following criteria:

- he or she is staying in the territory of the Czech Republic on the basis of a long-term visa,
- he or she wishes to stay in the territory on a temporary basis for a period of time exceeding months, and
- the purpose of the stay remains the same.

### Essentials required for the application of a long-term permit issuance

For applications submitted by foreigners who reside in the territory of the CR for a long-term visa, practically the same essentials are required as for the application for a long-term visa issuance (§ 46 par. I in conjunction with § 31 par. I, or more precisely § 34) – this particularly concerns:

- passport,
- a proof of the stay purpose,
- resources for the stay in the territory,
- document proving that an arrangement has been made regarding an accommodation,
- 2 photographs,
- document of travel health insurance and upon request also a payment receipt of premium stated in the document of travel health insurance, if it is not a case specified in § 180j par. 4 of the Foreigners Act.
- medical report certifying you do not suffer from a serious disease; submitting the medical report may only be requested in case of reasonable suspicion of a serious disease.

If it is a “**document proving the purpose of residence**”, the Foreigners Act specifies the way of their verification and further required essentials (see below) for specific residence purposes. In other cases, the foreigner has to prove such a purpose to the administrative authority.

### Purpose of residence – studies:

- consent of parents or other legal representative, with the foreigner’s stay in the territory (if the foreigner is a minor);
- sufficient resources for the stay in the territory, in the case of university studies or unpaid professional experience (in other cases, a document stating that the costs of the foreigner’s stay will be covered by the home host organization) – see § 42d paragraph 2 of the Foreigners Act.

Application for a long-term residence permit shall be submitted to the Ministry of Interior. In addition, the foreigner is entitled to apply for a residence permit at the Czech Republic representation office abroad in cases specified by law, e.g. in case of issue of such a permit for the purpose of common family cohabitation (§ 42a of the Foreigners Act), studies (§ 42d of the Foreigner Act), for purposes of scientific research (§ 42f of the Foreigner Act), etc.

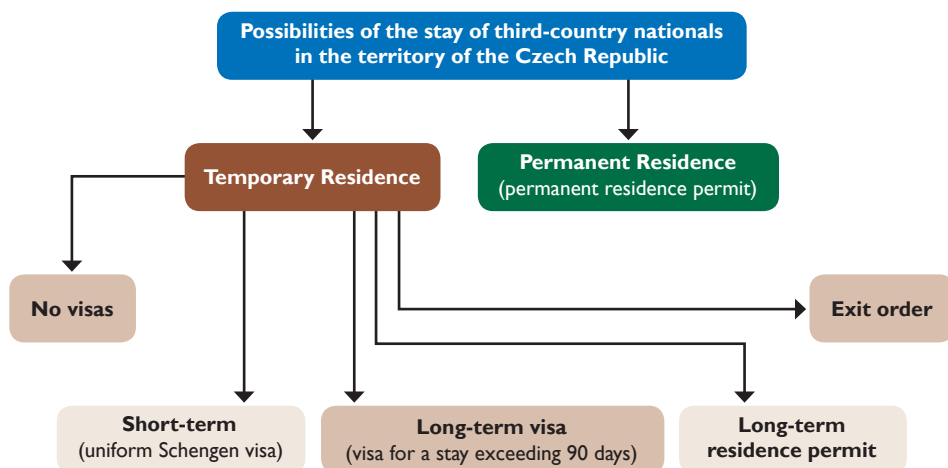
The foreigner is obliged to submit the application for a long-term residence permit in person. The representation office may refrain from the obligation of personal submission in justified cases (§ 169, paragraph 14 of the Foreigners Act).



Citizens of countries not listed in the Decree No. 429/2010 of Coll. are required to submit an application for a long-term residence permit only long-term stay at the representation office in the state of which the foreigners are citizens or which issued the travel document, or in the state in which they are granted long-term or permanent residence. The standard time limit for processing long-term residence applications is 60 days [§ 169 paragraph 1 point. E) of the Foreigners Act].

## Permanent Residence in the Czech Republic

Details on permanent residence in the Czech republic you can find on the web site of Czech Ministry of Interior: <http://www.mvcr.cz/mvcren/article/third-country-nationals-permanent-residence.aspx>



\* Note: In case of a third country national who is **relative to an EU resident as the same time**, temporary residence permit is usually issued in a form of a movement card of the family member of the EU citizen or more correctly the permanent residence permit.

## Work permit

Note please, according to the law if a student wants to undertake paid work of any kind, regular or casual, he or she must have a work permit.

## Import of goods

### From the EU countries to the Czech Republic:

An individual can bring to the Czech Republic for his/her personal use selected goods tax free in the amount of:

- Pharmaceuticals: amount for personal use
- Weapons and explosives: only with license
- Alcoholic beverages: 10 litres of final alcoholic products, 20 litres of consumer ethyl alcohol and alcoholic intermediate products, 110 litres of beer, 90 litres of wine (of which 60 litres of sparkling wine)
- Tobacco products: 800 cigarettes, 400 cigarillos, 200 cigars, 1 kg of smoking tobacco
- Fuels: in ordinary tanks + 20 litres.
- Other products without restriction

## From the non-EU countries to the Czech Republic

Goods to a value of EUR 175 per travelling person (or EUR 90 for a person under 15) qualify for customs relief. You may import into the Czech Republic the following goods in the following amounts:

- Pharmaceuticals: amount for personal use
- Weapons and explosives: only with license
- 50 g of Perfumes or 0,25 litres of Eau de Toilette
- Alcoholic beverages: 2 litres of wine, 1 litre of spirits and strong liqueurs, 1 litre of aperitifs, sparkling and liqueur wines
- Tobacco products: 200 cigarettes, 100 cigarillos, 50 cigars, 250 g smoking tobacco
- Fuels: in ordinary tanks; max. 10 litres.

For more information, please visit the web site of the Czech Customs Administration:  
<http://www.celnisprava.cz/en/Pages/default.aspx>

## Export of goods

Tourists do not usually need a license to take goods out of the Czech Republic when these goods are not intended for commercial purposes but for the personal use of the traveler or as a present. In some cases, however, export of goods is subject to special legal regulations (such as cultural heritage preservation, protection of items of cultural value, health protection, environmental protection, and safety protection) and in these cases the presentation of an export license is required by the customs office.

## Tax/Duty Free

If tourists from non-EU countries (= foreign physical persons who do not have permanent residence on the territory of the EU and his/her stay in the Third Country – non-EU- is entered in the passport or other ID recognized as valid by the Czech Republic) make lump-sum purchases of over CZK 2,000 (these goods are not of a business nature and will be taken out of the territory of the EU) and if the goods in question are taken across the borders within three calendar months of the purchase, it is possible for them to apply for a VAT refund using the customs office confirmation within the usual term.

# Reporting of place of stay in the territory of Czech Republic

Foreigners residing in the Czech Republic under a residence visa issued for less than 90 days or under a long-term residence visa, and foreigners authorized to reside in the Czech Republic without a visa, are obliged to report the beginning, place and estimated duration of their residence at the local Aliens Police office (competent at the place of their residence) within three workdays following the date of their entry into the territory of the Czech Republic (this does not apply to aliens under 15 years of age, members of the staff of diplomatic missions or international governmental organizations accredited to the Czech Republic and their family members registered with the Ministry of Foreign Affairs).

Aliens - EU citizens are obliged to report to the police the place of their stay in the territory of the Czech Republic within 30 days, provided the intended length of stay exceeds 30 days. The same applies to family members of EU citizens, provided they stay in the territory of the Czech Republic.

## Other information sources

### Ministry of Foreign Affairs

[http://www.mzv.cz/jnp/en/information\\_for\\_alien/index.html](http://www.mzv.cz/jnp/en/information_for_alien/index.html)

### Czech Ministry of the Interior

<http://www.mvcr.cz/mvcren/article/immigration.aspx>

### The brochure Information for foreigners in the Czech Republic by MVCR

<http://www.mvcr.cz/mvcren/article/information-for-foreigners-in-the-czech-republic.aspx>

### Information for incoming students given by the European office of CU

<http://www.cuni.cz/UKEN-145.html>

## Cultural shock

Leaving home and travelling to study in a different country is an exciting challenge but it can be a stressful experience. Almost everyone experiences „cultural shock“ to some degree. Cultural shock is a term used to describe the disorientation and frustration many people experience when they enter a culture different from their own. It includes the shock of new unfamiliar environment, meeting a lot of new people who speak a foreign language and finding out that things are done differently. Separation from your family and close friends is also an important factor.

Cultural shock can be expressed in a variety of ways. Symptoms may be both physical and psychological such as: feelings of sadness, loneliness, physical aches and pains, insomnia or the desire to sleep a lot, feeling vulnerable, anger, etc. People who are experiencing culture shock complain about all aspects of life - the food, the weather, the people, and idealize their own home country. Many who experience it do not even realize that they are suffering from it; people often do not fully understand culture shock until they return home to their country, when they are surprised to see their own country with new eyes.

The process of personal adaptation to new environment has distinct stages which last a different length of time for each one of us.

### 1. **Excitement** (sometimes called a Honeymoon Period)

Everything is new and exciting. You find everything interesting and people seem to be friendly.

### 2. **Crisis**

Everything is difficult and confusing. You feel homesick and isolated and complain about the new country. This is the stage we hear referred to as “culture shock.”

### 3. **Adjustment** (turning point)

You feel more confident and relaxed. Customs and traditions become clearer; the culture in general seems more familiar.

### 4. **Integration**

You have recognized that the new culture has much to offer. You find differences valuable and important. You are able to function in both cultures with confidence.

It is important to realize that cultural shock is quite normal and temporary. However, here are some things that might help you to minimize those effects.

- Obtain as much information about the country, people and culture as possible
- Keep in mind that this is a normal experience
- Keep in touch with your family and friends
- Have familiar things around you that have personal meaning
- Make friends with local students and other international students
- Talk to people in your department and/or faculty

- Contact the international club
- Do your favourite sport, go to the cinema, relax
- You might also consider contacting the Psychological Counselling Centre for International Students

Even though that cultural shock may be a very tiresome period, it also has positive aspects. Studying abroad can be a significant learning experience. You will meet a lot of new people, make new friends and see your own culture from a new perspective. You might even find a great many customs, ways of doing and saying things, and personal attitudes which you will enjoy and miss after you get back home.

## Prague

### Getting to Prague

#### By air

Prague has only one international airport – **Letiště Václava Havla Praha (Václav Havel Airport Prague)** which is located to the north-west of the city, about 17 km from the city centre. The airport has no metro or train connection with the city centre and is only served by buses and taxis.

#### City Bus No. 100

a special fast and frequent service – connects the airport with the **Zličín metro station (yellow line B)** from which you can get directly into the centre of Prague.

#### Local Bus No. 119

connects the airport to metro station **Dejvická - green line A**. Tickets are available for purchase from the newspaper stand or the vending machines in front of the terminal.

#### Shuttle minibus services

to the city centre („**V Celnici**“ street, in front of **CSA terminal, 50 m from Republic Square - náměstí Republiky, close to hotels Hilton Prague Old Town and Marriott**) are provided every half hour 7.30–19.00, by CEDAZ Ltd. (tel.: +420 220 116 758; web site: <http://www.cedaz.cz/public-shuttle-bus-from-airport-to-prague-centre.php>). Transport of standard luggage (1 checked + 1 hand luggage) per person is included in price (travel time is 30 minutes).

More information on Letiště Václava Havla Praha and flight timetables is available on the web site of the Czech Airports Authority at: <http://www.prg.aero/en/>

#### By train

The Czech Republic has one of the most extensive railway networks in Europe. You can reach almost every small town by rail and trains are indeed a romantic way of travelling around the country. Travel can be rather slow however, often involving several changes. The quickest way of travelling along the major lines is on express trains or fast trains (rychlík). Local passenger trains (osobní vlaky) stop everywhere and are very cheap. Direct rail links connect Prague with more

than 20 European cities, including Munich (journey time – 5 hours), Vienna (journey time is 4 hours 30 minutes), Berlin (journey time – 5 hours 30 minutes) and Paris (journey time – 10 hours). Seat reservations are strongly recommended on all services.

International trains (EC, IC) arrive at two railway stations in Prague:

- Praha - Hlavní nádraží (The Main Railway Station)
- Praha - Holešovice (Holesovice Railway Station)

Both are situated in the centre of Prague, near a metro station (red line C).

More information on train and bus connections can be found on the website:  
<http://jizdnirady.idnes.cz/vlakyautobusymhdvse/spojeni/> (National Timetable Information System).

### By bus

The Czech Republic has connections from/to major European cities several times a week. International buses usually arrive at the **main Bus Station Florenc (on metro station Florenc, yellow - B and red - C lines)**.

Other major bus terminals are as follows:

- Bus station **Na Knížecí** – metro yellow line B, Anděl stop
- Bus station **Holešovice ČSAD** – metro red line C, Nádraží Holešovice stop
- Bus station **Roztyly** – metro red line C, Roztyly stop
- Bus station **Želivského** – metro green line A, Želivského stop
- Bus station **Černý Most** – metro line yellow line B, Černý Most stop

All these bus terminals are easily accessible by Metro (the name of the stop usually corresponds with the name of the terminal).

More information on bus and train connections can be found on the website:  
<http://jizdnirady.idnes.cz/vlakyautobusymhdvse/spojeni/>  
(National Timetable Information System).

## Prague Public Transport

Prague public transport system consists of the metro, trams, city buses and the funicular to **Petřín**.

**The metro (subway)** is very cheap, efficient and fast. The Prague metro system consists of 3 lines (green line A, yellow line B, red line C) with interchange metro stations **Muzeum** (A–C), **Můstek** (A–B), and **Florenc** (B–C). The metro operates daily between 5.00 and 24.00. Trains leave stations every 2–4 minutes during rush hours on working days, otherwise every 4–10 min.

Trams operate between 5.00 and 24.00. The average interval between most trams is app. 8 minutes during rush hours on working days; otherwise every 10 minutes. During weekends the trams leave every 7–10 min. A uniform interval of 30 minutes applies to night service (24.00–4.30). **Lazarská** stop is the central interchange point of all night trams.

The interval between most buses is 5–15 min from Monday to Friday during rush hours. Otherwise the buses leave every 10–20 minutes in the morning and 15–30 minutes in the evening. Weekend intervals are 10–30 minutes. Night buses leave every 30–60 minutes depending on the line number.

**The funicular (lanovka) to Petřín (Petrin Hill)** operates daily 9.00–23.30 (from November to March 9.00–23.20). It runs every 10 minutes in the summer season (from April to October) and every 15 minutes in winter season (from November to March).

Fares and ticketing			
<b>Single ticket type</b> (adult persons over 15 years)		<b>Basic</b> (90 min)	CZK 32
		<b>Short-term</b> (30 min)	CZK 24
		<b>1 day</b> (24 hours)	CZK 110
		<b>3 days</b> (72 hours)	CZK 310
<b>Passes</b>	<b>Tickets for students</b> (19–26 years)	<b>Monthly pass or 30- day pass</b> with arbitrary start date	CZK 260
		<b>Quarterly pass or 90- days pass</b> with arbitrary start date	CZK 720
		<b>5-month</b>	CZK 1,200
		<b>10-month</b>	CZK 2,400

Tickets may be purchased at ticket vending machines, which are installed at all metro stations and at surface transport stops and are designed to provide single tickets.

Please note that the ticket has to be validated (stamped) upon entering a metro station or the tram or bus (only the first time, no stamping on transfers). Keep the ticket until you exit the metro station, since an inspector has the right to check it even after you have left the train!

In cooperation with all mobile operators, the Prague Transit provides passengers with an SMS ticket service, making it possible to purchase a single transfer ticket using a mobile phone. Customers wanting to purchase an SMS ticket must not have Premium SMS services blocked (these can be activated free of charge by calling the operator's help line). More information on how to purchase SMS tickets is available here: <http://www.smsjizdenka.cz/MATicketsDPP/sms/index.do>.

Sales points in the metro usually have a complete selection of tickets, especially monthly and quarterly passes and 30-day and 90 day passes with arbitrary start dates, which can also be purchased in electronic form on the opencard (further information on the opencard is available here <http://opencard.praha.eu/jnp/en/home/index.html>) Electronic passes are sold only at selected sales points.

Monthly and quarterly transit passes with arbitrary start of validity can be recorded on an anonymous opencard at all Prague Integrated Transit opencard coupon sales locations.

Sales locations				
Line	Station	Opening Hours		
		Monday – Friday	Saturdays	
<b>A</b>	Dejvická, Můstek, Skalka, Želivského, Náměstí míru, Strašnická, Depo Hostivař, Bořislavka, Nemocnice Motol	6.00–12.45	13.15–20.00	7.00–14.00 mostly closed (Skalka)
<b>B</b>	Černý most, Rajská zahrada, Vysočanská, Palmovka, Florenc, Můstek B, Karlovo náměstí, Anděl (Na Knížecí), Smíchovské nádraží, Hůrka, Luka, Zličín	6.00–12.45	13.15–20.00	7.00–14.00 (Černý most, Florenc, Můstek B, Karlovo náměstí, Smíchovské nádraží, Zličín)
<b>C</b>	Háje, Opatov, Roztyly, Vyšehrad, I. P. Pavlova, Kačerov, Ládví, Nádraží Holešovice, Kobylisy, Letňany	6.00–12.45	13.15–20.00	7.00–14.00 (Roztyly, Kačerov, Kobylisy, Letňany)

\* Notes: Each advance ticket sales have also got Service break (half an hour) between 16:00–18:00.

Passes are valid for unlimited travel on any bus, tram or metro line throughout the Prague city area. They are also valid on some suburban train routes up to the city boundary.

Further information on Prague Transport is available on the web site: <http://www.dpp.cz/en>

## Taxi

Unfortunately, taxi drivers in Prague do not have a good reputation. There is no standard price for taxi services, but drivers are required to display their prices, usually on the door. A reasonable price is CZK 25 per km, but it is a good idea to agree on a price before you commit to a ride, and be sure that the meter is running while you are in the taxi. Usually reliable companies whose dispatchers speak English are **AAA Radiotaxi (tel: +420 222 333 222)**

**Profi Taxi (tel: +420 261 314 151)**, and **Halo Taxi (tel: +420 244 114 411)**.

## Car Rental

See the booking engine for the CR and Europe: <http://www.myczechrepublic.com/car-rental>

For planning your car route try: <http://www.mapy.cz>



# Pilsen

## Getting to Pilsen

There are trains and buses to Pilsen from Prague.

### By train

Fast trains and EC trains connect Pilsen with Prague several times a day. The trains depart from **Praha - Hlavní nádraží (The Prague Main Station)** and arrive at **Plzeň - Hlavní nádraží (The Pilsen Main Station)**. The ride takes from 90 to 135 minutes approximately (depending on the type of the train).

### By bus

The main bus station in Prague is situated near the metro station **Florenc (metro line B and C)**. There are several buses going to Pilsen from there every day. Another option is final stop of metro (line B) **Zličín**.

## Pilsen Public Transport

Pilsen has extensive city transportation network consisting of trams, trolleybuses and buses. Single tickets can be purchased at most newspapers stands and tobacconist's shops. The ticket must be stamped (validated) in the tram, trolleybus or bus entered. The schedules are posted at each stop.

Everyone riding on Pilsen's municipal transportation network can also buy tickets by simply sending a text message from a cell phone. More information on how to purchase SMS tickets is available here: <http://www.pmdp.eu/information/sms-ticket/>

Fares and Ticketing		
Single tickets (Adult persons over 15 years)	Non-transfer	CZK 18
	Transfer ticket 30 min	CZK 16
	Transfer ticket 60min	CZK 20
	Transfer ticket 180 min	CZK 34
	Transfer ticket 24 hours	CZK 60
SMS tickets	SMS 35 minutes	CZK 20 (plus your operator's SMS charge)
	SMS 24 hours	CZK 70 (plus your operator's SMS charge)
Tickets for students (15–26 years)	Free tariff (1–123 days)	CZK Price according to the period of validity
	6 months (190 days)	CZK 1,130
	Annual (380 days)	CZK 1,955

A passenger with **the Pilsen Card** (further information on the Pilsen Card you will find here <http://www.pmdp.eu/pilsen-card/self-service-terminals-atm/>) can use a season fare, which due to the unique free tariff for 1-123 days, provides a perfect possibility to plan the purchase more than

100 days in advance according to one's needs, as well as a favourable transfer ticket, which can be bought by means of the electronic wallet of the Pilsen Card in the self- service terminals Cardman directly inside the vehicles of the Public Transport of Pilsen.

Main Ticket Offices		
Address and Contact	Opening Hours	
	Monday – Friday	Saturday
Klatovská 12, 306 00 – Plzeň Tel: +420 377 322 094	7.00 – 18.00	8.00 – 12.00
Denisovo nábřeží 12, 306 05 Plzeň Tel: +420 378 037 486	7.00 – 18.00	8.00 – 12.00

More information on public transport in Pilsen is available at: <http://www.pmdp.eu/>

Within the city of Pilsen, there are price regulations which specify maximum taxi rates. The registration number and pricelist must be displayed on both front doors of the cab. The customer has the right to obtain a proper receipt from the taxi driver. The usual tip is about 10 percent. There is a taxi stand in front of the main railway station.

## Hradec Králové

### Getting to Hradec Králové

There are buses and trains to Hradec Králové from Prague.

#### By train

There are several direct trains departing from Prague (**Praha – Hlavní nádraží** and **Praha – Holešovice**) to Hradec Králové every day.

#### By bus

Take a bus from the **main bus station Florenc** (most buses heading for Hradec Králové leave from platform No. 14) or **final stop metro line B Černý most**.

It takes about 1.50 hour by either train or bus to Hradec Králové. Both the railway station as well as the bus station in Hradec Králové is right in the centre of the town, opposite to Hotel Amber.

### Public Transport in Hradec Králové

It is very convenient to use public transport in Hradec Králové. The public transport network consists of buses and trolleybuses and covers the whole town. A single (paper) ticket costs CZK 18 (within one tariff zone). The City Transport Corporation of Hradec Králové (DP) has introduced a new passenger clearance system – the electronic City Card\*. Full-time students are eligible for a discount. Students will obtain their City Card (reduced fares) after submitting a written/on-line

application at any DP sales point. On application for the City Card, students have to also present the certificate of studies or valid CU student ID card and their photograph. Reduced fare expiration date will be recorded on the card.

### Ticket offices (The City Cards may be obtained from the following)

Address and Contact	Opening Hours
	Monday – Friday
<b>Information Centre of the Hradec Králové Public Transport Co.</b> Gočárova třída 1225, 500 00 – Hradec Králové Tel.: +420 495 532 353	9.30 – 17.30 (with break – 13.30 – 14.00)
<b>Public transport terminal – MHD hall</b> Tel.: +420 498 563 002-3	6.30 – 18.00
<b>Hradec Králové Public Transit Co., Inc.</b> Pouchovská 153, 500 00 – Hradec Králové Tel.: +420 495 089 271	7.00 – 16.30

### Fares and Ticketing (City Card – for students 15 to 26 years old)

<b>Single ticket (no changes allowed)</b>	CZK	15
<b>Monthly</b>	CZK	210
<b>Quarterly (3 months)</b>	CZK	560
<b>6-month pass</b>	CZK	1,050
<b>School pass for 10 months (1. 9. - 30. 6.)</b>	CZK	1,480
<b>7-day ticket</b>	CZK	80
<b>14-day ticket</b>	CZK	120

Further information on public transport in Hradec Králové may be obtained on the web site:  
<http://www.dpmhk.cz/en/about-us>

## Past and present

Charles University (CU) was founded in 1348. Thanks to Charles IV's foresight and his good relations with Pope Clement VI, the newly founded university had four faculties – faculty of theology, law, medicine and arts – a pattern which corresponded to medieval concepts of a complete university. Over the centuries, as with all other universities, CU has experienced periods of great success, as well as times of trouble and decline.

Today the University is composed of seventeen relatively independent and self-governing faculties, located in Prague, Pilsen and Hradec Králové. Its faculties educate over 53,000 students and over 7,500 international students, coming to the university to obtain their degree. Teaching and research is carried out by hundreds of specialists in various disciplines, from humanities to medicine and natural sciences. The prime purpose of the University is diffusion of learning and protection of acquired knowledge, cultivation of free thought, independent academic research and arts, and encouragement of the free creative spirit of human society.

Charles University is a member of many international organizations and university networks, such as: EAIE (European Association for International Education), UNICA (Network of Universities from the Capitals of Europe), DRC (Danube Rectors Conference), OECD/ IMHE (Programme on Institutional Management in Higher Education), IAU (International Association of Universities), EUA (European University Association), Coimbra Group and Europaeum Common Fund. CU has exchange and collaborative links with institutions of higher education worldwide, too. It has a growing network of partnerships with universities and colleges around the world, supporting student and academic staff exchange, work on joint courses and collaborative research.

Study programmes at CU are organized in the form of regular full-time study, rather than in the form of part-time study. The University provides all types of study programs – bachelor, master's and doctoral. However, master's study programs are the main type of study at all faculties of the University. Doctoral study programmes are organized by the University in collaboration with experts from outside the university, especially from the Academy of Sciences of the Czech Republic.

## Management and structure

Charles University is led by the Rector prof. MUDr. Tomáš Zima, DrSc., MBA. In addition to the Rector, university governance includes several bodies – Academic Senate and the Research Board. A disciplinary committee would also be a self-governing body, but since all Charles University students are enrolled for study at faculties, no University-wide disciplinary committee has been established. Other University bodies are the Administrative Council and the Bursar.

**The Rector** is the executive head of the University. He is appointed to this post by the President of the Republic on the basis of a nomination by the Academic Senate of the University, to which

he is accountable for the performance of his office. The Rector presents drafts of internal regulations, budgets, fundamental policy documents (long-term plans), evaluations of compliance with plans (annual reports), and other documents and decisions concerning the whole University to the Academic Senate.

**The Academic Senate of the University** is its supreme self-governing representative academic body. According to the law it must have at least eleven members, of whom at least one-third, but not more than one-half, must be students. Members of the Academic Senate of a Czech public higher education institution are elected in a direct secret ballot by the members of the academic community from their own ranks. The Academic Senate nominates a candidate for Rector to the President of the Republic, approves draft internal regulations, draft budgets, long-term plans, annual reports and other proposals submitted by the Rector. The Senate expresses its position on the Rector's nomination of members of the University Research Board and of members of the Rector's Collegium (the Vice-Rectors).

**The Research Board of the University** is a self-governing academic body with powers applying especially to the research and other creative activities performed by a public higher education institution. The Research Board is chaired by the Rector, who appoints the remaining members subject to approval by the Academic Senate.

**The Administrative Council** is the body of a higher education institution that supervises the exercise of public interest in the activities of the institution, the observance of legislation and regulations, and the diligent management of a university's property and assets. The remit of the Administrative Council primarily involves issuing approval for measures related to the management of property and assets.

**The Bursar** is the body of a public higher education institution responsible for the finances and internal administration of the institution, who speaks on behalf of the institution within the scope defined by the relevant provision issued by the Rector. The Bursar is appointed by the Rector and is accountable to him for the performance of his office.

In addition to its faculties, which are the basic units of the University, and the Rector's Office, Charles University has further elements. These are research, teaching, developmental, economic and information centres (institutes) and special facilities.

Charles University has seventeen faculties which have independent decision-making powers, except in matters which fall within the jurisdiction of Charles University. Each faculty is headed by the Dean, who manages it, represents it and negotiates in its name. Each dean is responsible to the academic senate of his or her faculty, and also to the rector to the extent defined by the Statutes of CU.

## Rectorate of Charles University

### **Charles University in Prague**

Ovocný trh 3-5, Prague 1, 116 36, Czech Republic

tel: +420 224 491 111, e-mail: [uk@cuni.cz](mailto:uk@cuni.cz)

web: [www.cuni.cz](http://www.cuni.cz)

## CU faculties

- Catholic Theological Faculty
- Protestant Theological Faculty
- Hussite Theological Faculty
- Faculty of Law
- First Faculty of Medicine
- Second Faculty of Medicine
- Third Faculty of Medicine
- Faculty of Medicine in Pilsen
- Faculty of Medicine in Hradec Králové
- Faculty of Pharmacy in Hradec Králové
- Faculty of Arts
- Faculty of Science
- Faculty of Mathematics and Physics
- Faculty of Education
- Faculty of Social Sciences
- Faculty of Physical Education and Sport
- Faculty of Humanities

## Constituent Parts of Charles University

**The Institute of the History of Charles University and Archive of Charles University** carries out academic research, teaching and publishing activities in the field of the history of higher education, universities and HEI in general, with an emphasis on the history of CU, academic disciplines and student movements. It also provides archival services;

<http://www.cuni.cz/UKEN-108.html?poid=1462978309160849>

**The Computer Science Centre** is a scientific institute of CU. It provides the university with services in the field of computer science and information technologies, co-ordinates the development of information systems, designs the CU information system and the structure of its hardware, and is responsible for the CU computer network;

<http://www.cuni.cz/UKEN-253.html?poid=1236667712139090>

**The Centre for Theoretical Study** is an institute for advanced theoretical research in chosen academic disciplines, international co-operation, and trans-disciplinary research. From 1993 it has functioned as a joint centre with the Sub-Department of Theoretical Studies of the Philosophy Institute of the Czech Academy of Sciences;

<http://www.cuni.cz/UKEN-253.html?poid=1177012916369034>

**The Institute for Language and Preparatory Studies, Charles University in Prague (ILPS CU)** provides linguistic and specialist preparation for foreigners wishing to study at Czech universities, intensive preparation for Czech professionals and business people, preparatory (post-secondary) courses for Czech applicants for university studies, and summer language courses;

<http://ujop.cuni.cz/en/>

**The Environment Centre** is a research and training centre of CU which co-ordinates activities between individual CU departments and centres outside the university in environmental areas;

<http://www.czp.cuni.cz/czp/index.php/en/>

**The Centre for Economic Research and Graduate Education – Economics Institute (CERGE-EI)** is a research and teaching centre which trains and prepares postgraduate doctoral students, university teachers and research specialists in the fields of theory, methods and application of economic analyses, undertakes economics research and provides information services to

professionals in the state administration, educational and business spheres;  
<http://www.cuni.cz/UKEN-108.html?poid=1561572130231937>

**The Central Library of Charles University** is a research and information centre designed for management and coordination of the librarian information service at CU. Among its responsibilities is the collection and processing of university data for the Register of Information on Research and Development Publications at Budgetary and Contributory Organizations drawn up for Czech government use, and co-operation with other library-information centres in the Czech Republic and abroad; <http://www.cuni.cz/UKEN-253.html?poid=1157742395334715>

## Special Facilities of Charles University

- **CU Halls of Residence and Refectories in Prague**
- **CU Halls of Residence and Refectories in Hradec Králové**
- **CU Halls of Residence and Refectories in Pilsen**

## Academic calendar

The CU academic year is based on two semesters - winter and summer semesters. Both semesters are followed by examination periods. The particular dates for the current academic year are available on the website: <http://www.cuni.cz/UKEN-26.html>

## Evaluation and grading system

Study results are measured by examinations, supervised written work, project work or colloquia. Examinations may be written, oral or combined.

**The grading scale** is as follows:

<b>A</b>	<b>(excellent)</b>	výborně
<b>B</b>	<b>(very good)</b>	velmi dobře
<b>C</b>	<b>(good)</b>	dobře
<b>F</b>	<b>(fail)</b>	nevyhověl

Charles University also uses the ECTS (**European Credit Transfer System**). The ECTS is a credit system based on relative student workload. This involves lectures, practicals and self-study and includes all the work required to prepare for examinations. The basic allocation of academic credits in ECTS is 60 credits per year of studies, i.e., 30 credits per semester. Where a course is completed by a study requirement other than an examination (e.g. course work or a seminar paper), it is not graded, but is recorded as a Zápočet (Credit), with only two possible outcomes: Pass or Fail.

A Database of **Annotations of Subjects** at Charles University in Prague is available at: <https://is.cuni.cz/eng/studium/predmety/index.php?KEY=AzI>.

# Support services

## Accommodation

### ACCOMMODATION IN PRAGUE

#### Kolej 17. listopadu

Pátkova 3, 180 00 – Praha 8; tel: +420 284 684 393 (reception); +420 284 685 551  
+420 286 021 619, +420 286 021 617; e-mail: kolej.17.listopadu@kam.cuni.cz

Metro line **C** (Nádraží Holešovice stop) + Bus No. **112** (Pelc–Tyrolka stop)

If your train arrives at Nádraží Holešovice, you can skip the metro and proceed straight to the bus.

#### Kolej Arnošta z Pardubic

Voršílská 144/1, 116 43 – Praha 1; tel: +420 224 931 000 ext.215 - acc.e; mail: kolej.arnost@kam.cuni.cz

Metro line **B** (Národní třída stop)

#### Kolej Budeč

Wenzigova 20, 120 00 - Praha 2

tel: +420 224 262 794–5; +420 224 261 499; e mail: kolej.budec@kam.cuni.cz

1) Metro line **C** (I. P. Pavlova stop)

2) Tram No. **6, 11** (Bruselská stop)

#### Kolej areál Hostivař

Weilova 2, 100 00 - Praha 10

tel: +420 267 215 211–3; e mail: kolej.arealhostivar@kam.cuni.cz

1) Tram No. **26** (final stop – Nádraží Hostivař)

2) Metro line **C** (I. P. Pavlova stop) + tram No. **22** (Nádraží Hostivař stop)

#### Kolej Hvězda

Zvoníčková 5, 162 08 - Praha 6; tel: +420 220 431 377 (reception); +420 220 431 371

+420 220 431 372 (accommodation); e mail: kolej.hvezda@kam.cuni.cz

1) Bus No. **179** (runs directly from the airport) – Nad Markétou stop

2) Metro line **A** (Petřiny stop) + tram No. **18** or No. **1** (Větrník stop) + 500 meters on foot

3) Metro line **B** (Anděl stop) + bus No. **191** (Nad Markétou stop)

#### Kolej Jednota

Opletalova 38, 110 00 - Praha 1

tel: +420 224 422 060; + 420 224 238 201; e mail: kolej.jednota@kam.cuni.cz

1) Metro line **C** (Hlavní nádraží stop)

2) Tram No. **5, 9, 26** (Hlavní nádraží stop)

#### Kolej Kajetánka

Radimova 12, 169 00 – Praha 6

tel: +420 233 095 103 (accommodation); +420 235 365 920; +420 233 095 111

e mail: kolej.kajetanka@kam.cuni.cz

1) Bus No. 179 (runs directly from the airport) – Vypich stop + there transfer to bus No. 108, 174 or 180 (Kajetánka stop)

2) Metro line A (Hradčanská stop) + bus No. 108, 174 (Kajetánka stop)



### **Kolej Komenského**

Parléřova 6, 169 00 – Praha 6; tel: +420 220 388 111 (switch-board); +420 220 516 816 (reception)  
+420 220 516 815 (acc.); e-mail: kolej.komenskeho@kam.cuni.cz  
Metro line A (Hradčanská stop) + Tram No. 15 or 25 (Hládkov stop)

### **Kolej Na Větrníku**

Na Větrníku 1932, 162 00 - Praha 6; tel: +420 220 431 202 (reception); +420 220 431 212  
+420 220 431 217 (accommodation); e-mail: kolej.vetrnik@kam.cuni.cz  
1) Metro line A (Petřiny stop) + Tram No. 1, 18 (Větrník stop)  
2) Metro line C (Vltavská stop) + Tram No. 1 (Větrník stop)

### **Kolej Petráská**

Petrská 3, 110 00 Praha 1  
tel.: +420 222 315 189 (reception); +420 222 316 430 (acc.); e mail: kolej.petrska@kam.cuni.cz  
1) Metro line B or C (Florenc stop) + Tram No. 8, 24 (Bílá labuť stop) + 250 meters on foot  
2) Metro line B (Náměstí Republiky stop) + Tram No. 8 (Bílá labuť stop) + 250 meters on foot

### **Koleje Jižní Město - kolej Otava**

Chemická 954, 148 28 – Praha 4 – Jižní Město  
tel.: +420 267 267 548 (reception); +420 271 911 453 (acc.); e-mail: kolej.otava@kam.cuni.cz  
Metro line C (Chodov stop) + Bus No. 122 or 177 (Volha stop)

### **Kolej Švehlova**

Slavíkova 22, 130 00 – Praha 3; tel.: +420 222 726 007 (reception); +420 222 727 115 (acc.)  
+420 222 727 384; e mail: kolej.svehlova@kam.cuni.cz  
Metro line A (Jiřího z Poděbrad stop) + 350 meters on foot

### **Koleje Jižní Město - Kolej Vltava**

Chemická 953, 148 28 - Praha 4 – Jižní Město  
tel: +420 267 267 586 (rec.); +420 271 911 453 (acc.); e mail: kolej.otava@kam.cuni.cz  
Metro line C (Chodov stop) + Bus No. 122 or 177 (Volha stop)

### **Koleje FTVS UK**

FTVS UK Správa kolejí, José Martího 31, 160 52 Praha 6  
tel.: +420 220 173 043; +420 220 173 044; e mail: svabova@ftvs.cuni.cz  
Metro line A (Nádraží Veveřslavín stop) + Tram No. 26 (Nad Džbánem stop)

## **ACCOMMODATION IN BRANDÝS NAD LABEM (CLOSE TO PRAGUE)**

The Faculty of Education has got Education Centre in Brandýs nad Labem with indoor pool, shooting tunnel, hall and tennis courts. In the city is also riding area.

### **Kolej I. Olbrachta**

Olbrachtova 57, 250 01 – Brandýs nad Labem  
tel: +420 326 902 655 (reception) +420 326 904 529 (accommodation)  
e mail:kolej.brandys@kam.cuni.cz

## **Nová kolej v Brandýse nad Labem**

Kralovická 1425, 250 01 – Brandýs nad Labem; tel: +420 326 902 397 (reception);  
+420 326 904 529 (accommodation); e mail:kolej.brandys@kam.cuni.cz

## **ACCOMMODATION IN PILSEN**

The Faculty of Medicine in Pilsen offers accommodation in the following halls of residence:

### **Kolej Bolevecká**

Bolevecká 34, 301 00 – Plzeň

tel: +420 377 259 382; +420 377 259 384; e mail: kolej.bolevecka@kam.cuni.cz

1) Tram No. 4 from the centre (Pod Záhorskem stop) app. 10-minute journey

2) Tram No. 1 from the centre or from the main railway station (Lékařská fakulta, Lidická stop)

### **Kolej Heyrovského**

Heyrovského 5, 301 00 – Plzeň

tel: +420 377 374 419; +420 377 420 671; e mail: kolej.heyrovskoho@kam.cuni.cz

Trolleybus No. 16 from the centre or from the main railway station (U teplárny stop)

### **Šafránkův pavilon**

Alej Svobody 31, 301 00 – Plzeň

tel: +420 377 593 500 (switch-board); +420 377 593 590 (acc.); +420 377 593 589

e-mail: kolej.safranek@kam.cuni.cz

Tram No. 4 (U Družby stop)

Tram No. 1 (U Gery, Lidická stop)

## **ACCOMMODATION IN HRADEC KRÁLOVÉ**

Both the Faculty of Medicine and the Faculty of Pharmacy in Hradec Králové guarantee accommodation in the halls of residence – VŠ Koleje Na Kotli.

### **The Halls of Residence:**

#### **Kolej Na Kotli**

Na Kotli 1147, 502 96 - Hradec Králové

tel: +420 495 763 626; e mail: hana.slechtova@kam.cuni.cz; iveta.boruvkova@kam.cuni.cz

1) trolleybus No. 1 or 2 (Hotel Garni stop)

2) bus No. 28 (Hotel Garni stop)

Both the trolleybus and the bus stop are near the main bus and train terminals (Hlavní nádraží).

#### **Kolej Jana Palacha**

J. Palacha 1137, 500 12 – Hradec Králové

tel: +420 495 500 611 (reception); +420 495 500 634 (accommodation)

+420 495 763 626 (accommodation); E mail: hana.slechtova@kam.cuni.cz

iveta.boruvkova@kam.cuni.cz

Bus No. 24 or 28 (Palachova stop)

The prices of accommodation vary considerably according to size, occupancy, quality and location. It is not difficult to find private accommodation in our university cities. For a 2-bedroom flat (two rooms and kitchen) situated in the centre of Prague you can pay about CZK 10,000 –15,000. It can be half as expensive in Pilsen and Hradec Králové.

**Further information on accommodation you may find here:**

<http://kam.cuni.cz/KAMEN-1.html>.

## Catering

Charles University has a number of student cafeterias and university canteens at different University locations. CU refectories provide a wide range of meals and snacks at reasonable prices. The following cafeterias may be convenient for lunch.

### UNIVERSITY CANTEENS IN PRAGUE

**Menza Troja**

Pátkova 3, 180 00 – Praha 8; tel: +420 286 021 172; [dagmar.pokorna@kam.cuni.cz](mailto:dagmar.pokorna@kam.cuni.cz)

**Menza Albertov**

Albertov 7, 120 00 - Praha 2; tel: +420 224 918 973; [vaclav.horak@kam.cuni.cz](mailto:vaclav.horak@kam.cuni.cz)

**Menza Arnošta z Pardubic**

Voršílská 1, 116 43 – Praha 1; tel: +420 224 933 825; [eva.psenickova@kam.cuni.cz](mailto:eva.psenickova@kam.cuni.cz)

**Menza Hostivař**

Weilova 1128, 100 00 – Praha 10; tel.: +420 267 215 223; [dana.pichova@kam.cuni.cz](mailto:dana.pichova@kam.cuni.cz)

**Menza Budeč**

Wenzigova 20, 120 00 – Praha 2; tel.: +420 224 242 945; [david.halama@kam.cuni.cz](mailto:david.halama@kam.cuni.cz)

**Menza Jednota**

Opletalova 38, 110 00 – Praha 1; tel: +420 224 422 061; [ludek.bradac@kam.cuni.cz](mailto:ludek.bradac@kam.cuni.cz)

**Výdejna Jinonice**

U Kříže 10, 150 00 – Praha 5; tel: +420 251 080 293; [jitka.jelinkova@kam.cuni.cz](mailto:jitka.jelinkova@kam.cuni.cz)

**Menza Kajetánka**

Radimova 6, 160 00 – Praha 6; tel: +420 233 095 117; [iva.horcikova@kam.cuni.cz](mailto:iva.horcikova@kam.cuni.cz)

**Kolej Komenského - výdejna**

Parléřova 6, 160 00 – Praha 6; tel: +420 220 513 903; [iva.horcikova@kam.cuni.cz](mailto:iva.horcikova@kam.cuni.cz)

**Kolej Petráská - snídárna**

Petrská 3, 110 00 – Praha 1; tel.: 420 222 316 430; [kolej.petrska@kam.cuni.cz](mailto:kolej.petrska@kam.cuni.cz)

## **Menza Právnická**

Nám. Curieových 7, 110 00 – Praha 1; tel: +420 221 005 280-1; hana.kosova@kam.cuni.cz

## **Menza Sport**

J. Martího 31, 160 00 – Praha 6; tel: +420 220 172 257; eva.kubacova@kam.cuni.cz

## **UNIVERSITY CANTEENS IN PILSEN**

### **Výdejna Lidická**

Lidická 1, 301 00 – Plzeň; tel: +420 377 521 978; Jiří Hes, Markéta Krasová

### **Menza Šafránkův Pavilon**

Alej Svobody 31, 323 18 – Plzeň; tel: +420 377 593 581; Jiří Hes, Markéta Krasová

## **UNIVERSITY CANTEEN IN HRADEC KRÁLOVÉ**

### **Menza Na Kotli**

Na Kotli 1147, 502 96 – Hradec Králové

tel: +420 495 763 621; jirina.zamecnikova@kam.cuni.cz

For more information about catering and refectories at CU please visit following website:

<http://kam.cuni.cz/KAMEN-1.html>

## **Student ID Card**

All Charles University students must have a student photo ID card issued. Your Charles University ID card is your access key to many University resources such as libraries, computer rooms, etc. Cards may be used as long as you are enrolled at Charles University. It is a plastic card, bearing your photo and ID number, with a barcode on the front.

At first issue, each student will choose either the ID card of CU or the ID card of CU with an ISIC license (International Student Identity Card).

The ISIC card provides a wide range of discounts and special offers on flights, ferries, rental cars, public transport, accommodation, restaurants, shops, museums and cultural attractions (Please note that the number of discounts vary from country to country).

The student ID card is free of charge, the student ID card with ISIC costs 190 CZK. Extension of the ISIC validity (with holographic label) also costs 190 CZK. Replacement of damaged or lost ID card costs CZK 200 (ID card of CU student with ISIC CZK 390). If you wish to change the ID card for the ID card with ISIC, it will be the same price as in case of repeated issue of ID card.

In order to get a student ID card, you will need a faculty coupon, which will confirm the card's validity within the respective academic year and your passport. The coupon can be obtained at the respective faculty.

To receive your CU identification card, go to one of the following student ID centres:

## Prague Student ID Centres

Student ID Centres	Opening Hours
<b>CU Centre for Information, Counselling and Social Services</b> Celetná 13, 116 39 – Praha 1 tel.: +420 224 491 610	Mo–Thu: 9.00–12.00; 12.30–18.00 Fri: 9.00–12.00; 12.30–16.00
<b>The Faculty of Mathematics and Physics of CU</b> Ke Karlovu 3, 121 16 – Praha 2 tel.: +420 221 911 468 (second basement floor; room M 266)	Mo: 13.00–18.00 Tu: 9.00–12.00; 12.30–17.00 We: 13.00–18.00 Thu: 9.00–12.00; 12.30–17.00 Fri: closed
<b>The Faculty of Law of CU</b> Nám. Curieových 7, 116 40 – Praha 1 (room No. 34) tel.: +420 221 005 487	Mo–Thu: 9.00–12.30; 13.00–16.30 Fri: 9.00–13.00

## Pilsen Student ID Centre

CU student cards are issued by the Study Department of the CU  
Faculty of Medicine in Plzeň (Pilsen).

Student ID Centres	Opening Hours
<b>Students' Department, Faculty of Medicine in Pilsen</b> Husova 3, 306 05 – Plzeň, tel.: +420 377 593 430 - 434	Monday: 8.30–11.30 Tu + Thu: 8.30–11.30, 12.30–14.30

## Hradec Králové Student ID Centre

Student ID Centres	Opening Hours
<b>Student ID Centres, Medical Faculty in Hradec Králové</b> Na Kotli 1147, 502 96 – Hradec Králové 9, tel.: +420 495 763 616	Mo + We: 11.00–18.00

## Information Resources

### Libraries and Scientific Information Centres

Charles University in Prague provides students with access to most of the study literature prescribed by its courses. The University has a total of 19 central libraries and approximately 400 libraries in the departments and at other work places (more information on the website: <http://www.cuni.cz/UKEN-219.html>). The university also offers its students a wide range of computer facilities including e-mail and Internet access.

**Charles University Centralized Catalogue** can be accessed on the web site:

<http://www.cuni.cz/UKEN-219.html>

**Information portal of CU** – It provides access to various international scientific databases such as Web of Science; Literature Online, Proquest 5000, Periodicals Contents Index, Periodicals Contents Index – Full Text, Philosopher's Index, EBSCO online, Patrologia Latina Database.

<http://bi.cuni.cz>

## LIST OF LIBRARIES AND CENTRES FOR SCIENTIFIC INFORMATION

### **The Central Library of CU**

Ovocný trh 5, 116 36, Praha 1  
tel.: +420 222 322 627; +420 224 811 417  
email: [ukn@ruk.cuni.cz](mailto:ukn@ruk.cuni.cz)  
<http://knihovna.cuni.cz/english/>

### **Institute of the History of CU and Archive of CU**

Ovocný trh 5, 116 36 Praha 1  
tel.: +420 224 491 463 104  
email: [udauk@ruk.cuni.cz](mailto:udauk@ruk.cuni.cz)  
<http://udauk.cuni.cz/ARCHIVENG-1.html>

### **Catholic Theological Faculty Library**

Thákurova 3, 160 00 Praha 6  
tel.: +420 220 181 304, +420 220 181 512  
email: [knihovna@ktf.cuni.cz](mailto:knihovna@ktf.cuni.cz)  
<http://www.ktf.cuni.cz/KTF-36.html>

### **Hussite Theological Faculty Library**

P.O. BOX 56, Pacovská 350/4, 140 21 Praha 4  
tel.: +420 222 539 222  
email: [knihovna@htf.cuni.cz](mailto:knihovna@htf.cuni.cz)  
<http://www.htf.cuni.cz/HTF-101.html>

### **Protestant Theological Faculty Library**

P. O. BOX 529, Černá 9, 115 55 Praha 1  
tel.: +420 221 988 603 - 4;  
email: [library@etf.cuni.cz](mailto:library@etf.cuni.cz)  
<http://web.etf.cuni.cz/ETFLIB-59.html>

### **Faculty of Law Library**

Náměstí Curieových 7, 116 40 Praha 1  
tel.: + 420 221 005 219/ 270  
email: [knihovna@prf.cuni.cz](mailto:knihovna@prf.cuni.cz)  
<http://knihovna.prf.cuni.cz/en/>

### **First Faculty of Medicine Institute of Scientific Information**

U Nemocnice 4, 121 08 Praha 2  
tel.: +420 224 965 614  
email: [knihovna@lf1.cuni.cz](mailto:knihovna@lf1.cuni.cz)  
<http://uvi.lf1.cuni.cz/en>

### **Second Faculty of Medicine Department of Science Information**

V Úvalu 84, 150 06 Praha 5 - Motol  
tel.: +420 224 435 842  
email: [uvi@lfmotol.cuni.cz](mailto:uvi@lfmotol.cuni.cz)  
<http://knihovna.lf2.cuni.cz/english/>

### **Third Faculty of Medicine Centre of Scientific Information**

Ruská 87, 100 00 Praha 10  
tel.: +420 267 102 103  
email: [knihovna@lf3.cuni.cz](mailto:knihovna@lf3.cuni.cz)  
<http://www.lf3.cuni.cz/en/departments/svi/index.html>

### **Faculty of Medicine in Pilsen Centre for Scientific Information**

Lidická 1, 301 66 Plzeň  
tel.: +420 377 593 150  
email: [jana.vitkova@lfp.cuni.cz](mailto:jana.vitkova@lfp.cuni.cz)  
<http://www.lfp.cuni.cz/svi/eng>

### **Faculty of Medicine in Hradec Králové Library**

Dlouhá 1b, 500 01 Hradec Králové  
tel.: +420 495 816 525  
email: [knihovna@lfhk.cuni.cz](mailto:knihovna@lfhk.cuni.cz)  
<https://www.lfhk.cuni.cz/medical-library/>

### **Faculty of Pharmacy in Hradec Králové Scientific Information Centre**

Heyrovského 1203, 500 05 Hradec Králové  
tel./fax: +420 495 067 420  
<http://www.faf.cuni.cz/Faculty/Structure/Centres/Information-Centre/>

## **Faculty of Arts**

### **Academic Information and Library Centre**

nám. Jana Palacha 2, 116 38 Praha 1

tel.: +420 221 619 284

email: knihovna@ff.cuni.cz

<http://www.ff.cuni.cz/home/study/exchange-and-visiting-students/practical-matters/library-2/>

Lot of departments and units of the Faculty of Arts have separate libraries located on their premises. The Faculty is also a co-founder of the Masaryk Library of Social Sciences in Jinonice.

## **Faculty of Science**

### **Research Support Department - electronic resources**

Albertov 6, 128 43 Praha 2

tel.: +420 221 951 588

email: eiz@natur.cuni.cz

[https://www.natur.cuni.cz/eng/research-support-department/libraries?set\\_language=en](https://www.natur.cuni.cz/eng/research-support-department/libraries?set_language=en)

There are specialized libraries within the departments.

## **Faculty of Mathematics and Physics Library (Central Office)**

Ke Karlovu 3, 121 16 Praha 2

tel.: +420 221 913 291

email: knihovna@knihovna.mff.cuni.cz

<http://www.mff.cuni.cz/fakulta/lib/lib.htm>

There are specialized libraries within the faculty departments. The list is here: <http://www.cuni.cz/UKEN-220.html#18>

## **Faculty of Education**

### **Central Library**

M. D. Rettigové 4, 116 39 Praha 1

tel.: +420 221 900 223

email: knihovna@pedf.cuni.cz

<http://www.pedf.cuni.cz/index.php?lang=en>

## **Faculty of Social Sciences**

### **Central Library and Journalism Library of the Faculty of Social Sciences**

Smetanovo nábřeží 6, 110 00 Praha 1

tel.: +420 222 112 240

email: knihovna@fsv.cuni.cz

<http://knihovna.fsv.cuni.cz/en>

There are also specialized libraries within the institutes.

## **Masaryk Library of Social Sciences in Jinonice**

U Kříže 8, 158 10 Praha 5 - Jinonice

tel.: +420 251 080 255

email: knihovnajin@ruk.cuni.cz

<http://knihovna.jinonice.cuni.cz/>

Join library especially for students of the Faculty of Social Sciences, Faculty of Arts and the Faculty of Humanities.

## **Faculty of Physical Education and Sport Library**

José Martího 31, 162 52 Praha 6

tel.: +420 220 172 158

email: bajgar@ftvs.cuni.cz

## **CERGE-EI**

### **Library**

Politických vězňů 7, 111 21 Praha 1

tel.: +420 224 005 145

email: library@cerge-ei.cz

<http://www.cerge-ei.cz/library>

Further information on libraries of CU faculties and other parts you may find here: <http://www.cuni.cz/UKEN-220.html>

## **Study Rooms and Computing Facilities at CU**

The University has several student computer centres, which are located at the faculties. In the CU Centre for Information, Counselling and Social Services (Celetná 13, Prague 1) there is a computer room with app. 25 PCs, which are available to all students of the University. Students have access to e-mail and the Internet, and all students have their own email account on the faculty network (some faculties issue email accounts to its students automatically; at some you have to contact designated person in order to get it. More information may be obtained from the international office of the faculty).

## **Karolinum Press**

Academic literature and other study aids can be purchased in the specialized shops of the individual faculties and in the central shop of the Charles University Press. The Karolinum Press, the publishing house of Charles University in Prague, annually publishes around 250 texts for the use of students.

*Celetná 18, 116 36 Praha 1*

*tel.: +420-224 491 448; [http://cupress.cuni.cz/link2\\_stat/index.jsp?jazyk=en](http://cupress.cuni.cz/link2_stat/index.jsp?jazyk=en)*

## **CU Centre for Information, Counselling and Social Services (IPSC UK)**

In 1996 Charles University in Prague opened a Centre for Information, Counselling and Social Services (IPSC UK). The centre services are available to Czech and international students and everybody else interested in CU in Prague. IPSC is composed of three departments: the Department of Information Services, the Department of Counselling Services and the Department of Social Services (including the Office for students with special needs). The Centre provides information and arranges various seminars on studies at CU (degree programmes, non-degree programmes, lifelong education, study abroad programmes, exchange programmes, Czech language courses), counselling services (careers, psychological, social and legal, coaching, services for students with special needs or for international students), the student ID/ISIC cards are issued there, copying services and PCs (including the access to Internet) are available there as well. Another part of IPSC is Charles University Gifts and Souvenirs - <http://ipsc.cuni.cz/IPSC-47.html>.

### **Information Services**

*Celetná 13, 116 39 Praha 1*

*tel.: +420 224 491 850, fax: +420 224 491 895*

*email: [ipsc@ruk.cuni.cz](mailto:ipsc@ruk.cuni.cz); <http://ipsc.cuni.cz>*

### **Counselling Services**

*Školská 13a, 110 00 Praha 1*

*tel.: +420 222 232 452, fax: +420 222 232 252*

*email: [ipsc@ruk.cuni.cz](mailto:ipsc@ruk.cuni.cz); <http://ipsc.cuni.cz>*

### **Social Services**

*Celetná 13, 116 39 Praha 1*

*tel.: +420 224 491 896, fax: +420 224 491 895*

*email: [ipsc@ruk.cuni.cz](mailto:ipsc@ruk.cuni.cz); <http://ipsc.cuni.cz>*

### **Office for Students with Special Needs**

*Celetná 13, 116 39 Praha 1*

*tel.: + 420 224 491 604 or +420 224 491 735*

*email: [ipsc@ruk.cuni.cz](mailto:ipsc@ruk.cuni.cz);  
<http://www.cuni.cz/UKEN-190.html>  
or <http://www.cuni.cz/UK-2049.html>*



## **Psychological Counselling Centre for International Students**

Provides quality services to help get you through the challenges that you may face in emotional, interpersonal, and academic/career-choice situations.

Školská 13a, 110 00 – Praha 1  
<http://www.cuni.cz/UK-2049.html>

To make an appointment, please contact the psychologist:  
Mgr. Milan Polák: [counsel@ruk.cuni.cz](mailto:counsel@ruk.cuni.cz)

## **Students Counselling Centre – 3rd Medical Faculty (c/o Centre for Preventive Medicine)**

Ruská 87, 100 00 Praha 10  
MUDr. Dagmar Schneidrová, CSc. (room 306)  
tel.: +420 267 102 340, email: [dagmar.schneidrova@lf3.cuni.cz](mailto:dagmar.schneidrova@lf3.cuni.cz)  
<http://www.lf3.cuni.cz/en/studium/general-information/student-centre.html>

**Consultations:** Wednesday 10.00-12.00, 13.00-16.00, or upon agreement

Students Counselling Centre provides:

- Study Counselling,
- Counselling stress management and personal development
- Psychological Counselling

Stress management programme for students: <http://www.szu.cz/poradna/successfulstudent>

## **Religion and Faculty Worship Services**

### **Protestant Theological Faculty**

Faculty worship – information is available here:  
<http://web.etf.cuni.cz/ETF-231.html> (CZ only)

### **Catholic Theological Faculty**

Faculty worship is held every work day at 12.00 at the School Chapel.

### **Hussite Theological Faculty**

There are various religious groups within the Hussite Theological Faculty such as the Evangelical Church of Czech Brethren, Jewish Community, etc. Each religious group holds its own meetings. A complete list of these groups as well as further information can be obtained by contacting Doc. ThDr. Jan Blahoslav Lášek via email: [lasek@htf.cuni.cz](mailto:lasek@htf.cuni.cz).

### **Church services in English**

St. Clement's Anglican Episcopal Church - the meetings take place every Sunday morning at 11 am at St. Clement's Church (<http://anglican.cz/>) in Klimentská St, Prague 1.

# Health Insurance and Health Services

**General information about Health Insurance and Health Services are here:**

**<http://www.cuni.cz/UK-2045.html>**

## **EU nationals**

Students arriving from EU member states should ensure that they request a European health insurance card (EHIC) from their local health authorities before departure from their home countries. Nationals of E.U. countries who are staying temporarily in the Czech Republic are entitled to receive URGENT necessary medical treatment free of charge. To obtain treatment under the provisions of the European regulation it is important to contact medical institution (doctor, dentist, hospital), which is covered by the contract with the public health insurance system (most of them do - details can be obtained from the health insurance funds).

Your European health insurance card (EHIC), or Provisional certificate has to be submitted to attending physician. If no of above mentioned documents are presented, the physician can insist on cash payment. The doctor will normally ask you to confirm your expected length of stay in the territory of the Czech Republic and will advise you to choose one of Czech contracting health insurance funds.

For specialist treatment, you need a referral from a GP. For some extra dental manipulation and materials participation is to be paid in extra particular amounts. Prescriptions are issued by a doctor, and may be filled at a pharmacy. You may have to contribute to the cost of your drugs or medicines, and this cost is not refundable. To get hospital treatment, you need a referral from a GP except in cases of emergency, when you can go directly to the hospital. Transport to the hospital is covered by the insurance system and is provided free of charge. In case of urgent medical transport or in case of treatment by doctor of emergency service it is also necessary to present your European health insurance card, E111 or Provisional certificate. Please note that non-urgent or elective treatment which can reasonably be postponed until the persons return to his/her country are not covered, and for these eventualities we recommend you take out extra medical or commercial travel insurance with an insurance provider in your home country.

## **Non-EU nationals**

Non-EU students should ensure that they have private medical insurance or they must expect to pay cash for all medical care. We strongly urge all non-EU international students to consult with their medical insurance company prior to travelling abroad to confirm whether their policy applies to the Czech Republic and whether it will cover emergency expenses such as a medical evacuation.

If you need to visit a general practitioner, gynaecologist or dentist, you can go to the following health centre:

### ***Městská poliklinika Praha***

*Spálená 12, 110 00 Praha 1*

*tel.: +420 222 924 211, email: [sekretariat@prahamp.cz](mailto:sekretariat@prahamp.cz)*

*<http://www.prahamp.cz/>*

**In case of emergency** or accident use any hospital, health clinic or:

***The Nemocnice na Homolce Hospital (foreign pavilion)***

Roentgenova 2/37, 150 30 Praha 5

tel.: +420 257 271 111 (switch-board); +420 257 273 289 (quick contact)

+420 257 273 058 or +420 257 272 860 (central intake); e-mail: [hospital@homolka.cz](mailto:hospital@homolka.cz)

<http://www.homolka.cz/en-CZ/home.html>

<b>Emergency Medical Service in Prague</b> Medical Emergencies (in the case of urgent emergency call 112)		
<b>Prague 1</b>	<b>Městská poliklinika Praha</b> Spálená 12, tel.: 222 924 295	<b>Mo–Fr:</b> 19.00–6.00 <b>Sa, Su and holidays:</b> non-stop
<b>Prague 4</b>	<b>Fakultní Thomayerova nemocnice s poliklinikou</b> Václavská 800, tel.: 261 082 520	<b>Mo–Fr:</b> 19.00–7.00 <b>Sa, Su and holidays:</b> non-stop
<b>Prague 5</b>	<b>FN Motol</b> V Úvalu 84, tel.: 283 842 222-3, 266 083 301	<b>Mo–Fr:</b> 19.00–6.00 <b>Sa, Su and holidays:</b> non-stop
<b>Prague 6</b>	<b>Ústřední vojenská nemocnice Praha</b> U Vojenské nemocnice 1200, tel.: 973 203 571	<b>Mo–Fr:</b> 19.00–7.00 <b>Sa, Su and holidays:</b> non-stop
<b>Prague 8</b>	<b>FNB (Bulovka Hospital)</b> Budínova 2, tel.: 283 842 222-3	<b>Mo–Fr:</b> 19.00–6.00 <b>Sa, Su and holidays:</b> non-stop
<b>Prague 10</b>	<b>Fakultní nemocnice Královské Vinohrady</b> Šrobárova 50, tel.: 267 163 778	<b>Mo–Fr:</b> 19.00–6.00 <b>Sa, Su and holidays:</b> non-stop

Further information on: <http://www.zzshmp.cz/>

<b>Dental Emergencies in Prague</b>		
<b>Prague 1</b>	<b>Městská poliklinika Praha</b> Spálená 12, tel.: 222 924 268	<b>Mo–Fr:</b> 19.00–6.00 <b>Sa, Su and holidays:</b> non-stop
<b>Prague 2</b>	<b>Všeobecná fakultní nemocnice</b> U nemocnice 2, tel.: 224 962 723, 224 962 725, 224 963 138	<b>Mo–Fr:</b> 19.00–6.00 <b>Sa, Su and holidays:</b> non-stop
<b>Prague 4</b>	<b>Fakultní Thomayerova nemocnice s poliklinikou</b> Václavská 800, tel.: 261 083 546	<b>Mo–Fr:</b> 17.30–22.30 <b>Sa, Su and holidays:</b> 7.30–22.30

Prague also has several clinics that cater to English-speaking clients and can provide a network of services from basic examination to accompanying a patient to the hospital. Please note, however, that these are usually commercial operated and may charge a high fee.

## Foreign Clinics in Prague

Prague 1	<b>General Health Care Corporation</b> Krakovská 8; tel.: 222 211 206/208; <a href="http://www.ghc.cz">http://www.ghc.cz</a>
	<b>Health Centre Prague</b> Vodičkova 28; tel.: 224 220 040; <a href="mailto:info@doctor-prague.cz">info@doctor-prague.cz</a> ; <a href="http://www.doctor-prague.cz">http://www.doctor-prague.cz</a>
	<b>Millenium Dental Care, Millenium Plaza</b> V Celnici 10; tel.: 221 033 405; 724 222 255; <a href="mailto:info@mdc.cz">info@mdc.cz</a> ; <a href="http://www.mdc.cz">http://www.mdc.cz</a>
	<b>Polyclinic at Národní</b> Národní 9; tel.: 222 075 120; <a href="mailto:poliklinika@narodni.cz">poliklinika@narodni.cz</a> ; <a href="http://www.poliklinika.narodni.cz">http://www.poliklinika.narodni.cz</a>
	<b>Medicover s.r.o</b> Na Poříčí 1041/12 tel.: 234 630 111; <a href="mailto:customer.service@medicover.cz">customer.service@medicover.cz</a> ; <a href="http://www.medicover.com/czen/">http://www.medicover.com/czen/</a>
Prague 4	<b>Medicover s.r.o</b> Lomnického 1705/5 tel.: 234 630 111; <a href="mailto:customer.service@medicover.cz">customer.service@medicover.cz</a> ; <a href="http://www.medicover.com/czen/">http://www.medicover.com/czen/</a>
	<b>Canadian Medical Centre in the Park</b> V Parku 2308/8; tel.: 233 360 133; <a href="mailto:cmc@cmcp Praha.cz">cmc@cmcp Praha.cz</a> ; <a href="http://www.cmcp Praha.com">www.cmcp Praha.com</a>
	<b>American Dental Associates</b> Hvězdova 33 tel.: 241 410 001; 733 737 337; <a href="mailto:info@dental-office.cz">info@dental-office.cz</a> ; <a href="http://www.americandental.cz">http://www.americandental.cz</a>
Prague 5	<b>Na Homolce Hospital – Foreign Pavilion</b> Roentgenova 2, Prague 5 257 273 289 /quick contact/; 257 271 111 /switch board/; <a href="http://www.homolka.cz/en-CZ/">http://www.homolka.cz/en-CZ/</a>
Prague 6	<b>Unicare</b> Na Dlouhém lánu 11 tel.: 235 356 553; 235 354 411; <a href="mailto:unicare@unicare.cz">unicare@unicare.cz</a> ; <a href="http://www.unicare.cz">http://www.unicare.cz</a>
	<b>Canadian Medical Centre</b> Veslavinská 1/30; tel.: 235 360 133; <a href="mailto:cmc@cmcp Praha.cz">cmc@cmcp Praha.cz</a> ; <a href="http://www.cmcp Praha.com">http://www.cmcp Praha.com</a>
Prague 8	<b>Medicover s.r.o</b> Sokolovská 192/79 tel.: 234 630 111; <a href="mailto:customer.service@medicover.cz">customer.service@medicover.cz</a> ; <a href="http://www.medicover.com/czen/">http://www.medicover.com/czen/</a>
Prague 11	<b>DC Mediscan – Chodov</b> Šustova 1930, 148 00 Praha 11 – Chodov tel.: 267 090 811 - 14; <a href="mailto:info@mediscan.cz">info@mediscan.cz</a> ; <a href="http://www.mediscan.cz">http://www.mediscan.cz</a>

## Medical Emergencies in Pilsen

<b>Poliklinika</b> Denisovo nábřeží 4, Plzeň; tel.: 378 218 300	<b>Mo–Fr:</b> 18.00–6.00 <b>Sa, Su + holidays:</b> non-stop
<b>ZZ Slovany</b> Francouzská tř. 2 and 4, Plzeň tel.: 377 243 000, 378 014 310	<b>Mo–Fr:</b> 18.00–6.00

## Dental Emergency in Pilsen

<b>Poliklinika</b> Denisovo nábřeží 4, Plzeň; tel.: 378 218 171 - 174	<b>Mo–Fr:</b> 18.15–5.30 <b>Sa, Su + holidays:</b> non-stop
--	--

## Medical Emergency Hradec Králové

### Fakultní nemocnice HK

Sokolská 581, Hradec Králové; tel.: 841 155 155

**GP: Mo–Fr:** 16.00–7.00

**Sa, Su + holidays:** 8.00–7.00

## Dental Emergency in Hradec Králové

### Dental Emergency

Sokolská 581, Hradec Králové; tel.: 841 155 155

**Mo–Fr:** 16.00–22.00

**Sa, Su + holidays:** 8.00–22.00

Information available at: <http://www.kr-kralovehradecky.cz/en>

## Pharmacies in the Czech Republic

Non-prescription drugs and medicines are sold only in pharmacies. They are not available at supermarkets, as in many West European countries. Pharmacies may be recognized by the prominent green cross displayed over the shop-front. Many have staff that can speak English or German, and are used to offering advice to tourists (especially in the city centres).

Validity of Medical Prescriptions:

- A prescription from emergency service is valid for 24 hours
- A prescription for antibiotics is valid for 5 days
- A prescription for opiates is valid for 3 days
- Other prescriptions are usually valid for one week

## Pharmacies with non-stop service:

<b>Praha</b>	Palackého 5, Praha 1	224 946 982
	Belgická 37, Praha 2	222 519 731
	<b>Thomayer's Hospital</b> , Vídeňská 800, Praha 4	261 081 111
	<b>Motol Hospital</b> – V Úvalu 84, Praha 5	224 435 721
	<b>Berytos Pharmacy</b> , Vítězné nám. 13 - Praha 6	224 325 520
	<b>Letná Pharmacy</b> , Fr. Křížka 22, Praha 7	233 375 599
	<b>Bulovka Hospital</b> – Budínova 2, Praha 8	286 082 017
	<b>Pharmacy in Malešice</b> , Plaňanská 1/753 - Praha 10	281 019 258
<b>Plzeň</b>	<b>Poliklinika</b> Denisovo nábřeží 4, Plzeň	378 218 126
	<b>Městská poliklinika Plzeň</b> , Francouzská tř.4	377 240 788
	<b>Lékárna Lipová</b> , Alej Svobody 60	377 533 259
<b>Hradec Králové</b>	<b>Pohotovostní lékárna Hradecká</b> , Hradecká 1690/2a	495 755 257

## Czech Language Courses

Most faculties organize Czech language courses for their international students. For further information, please contact the respective faculty of CU you will study at. You can also contact the following Charles University language centres which also offer Czech language courses:

### ***Institute for Language and Preparatory Studies of CU***

*Ústav jazykové a odborné přípravy UK (ÚJOP)*

*Vratislavova 29/10, 128 00 Praha 2*

*tel.: +420 224 990 420, email: [studujop@ujop.cuni.cz](mailto:studujop@ujop.cuni.cz), web: <http://ujop.cuni.cz/en/>*

### ***Institute of Czech Studies, Faculty of Arts of CU***

*Ústav bohemistických studií FF UK (ÚBS)*

*nám. Jana Palacha 2, 116 38 Praha 1*

*tel.: +420 221 619 262/381, fax: +420 221 619 381*

*email: [ubohstud@ff.cuni.cz](mailto:ubohstud@ff.cuni.cz), web: <http://ubs.ff.cuni.cz/en>*

### ***SFF Servis Plus s.r.o.***

*Kaprova 42/14, 116 38 Praha 1, Czech republic*

*office: Týnská 21, 110 00 Praha 1*

*tel.: +420 226 220 069 - please call only on Monday 8.30-9.30 and Thursday 9.30-11.30*

*+420 775 755 704 - anytime*

*email: [info@sffservisplus.cz](mailto:info@sffservisplus.cz), web: <http://sffservisplus.cz/eng/>*



## Student clubs and other associations at CU

Further information on student life at CU: <http://www.cuni.cz/UKEN-8.html>

### Charles University International Club (IC CUNI)

Charles University International Club (IC CUNI) is a student club which organises various social, cultural and sports events for both international and Czech students, and generally helps international students to handle their stay in Prague.

More information: <http://www.ic-cuni.cz/>

### Student Union

The Charles University Student Union (SU UK) was established in 2008 as the result of an initiative by six Charles University societies. Its main objective is to act as a guide for university student organizations, facilitating communication and cooperation among them, developing a creative platform for active students, supporting the implementation of their ideas, and acting as a mediator providing information to all students about what is currently happening in the academic community. The CU Student Union has a current membership of around thirty societies from almost all faculties, and the number is growing. Being a student is about much more than just studying, so do not hesitate to join!

More information: <http://suuk.cz/>

## Sport facilities and activities at CU

Student sports activities are organized at the faculty level. The Departments of Physical Education and Sport at the faculties offer a wide range of sporting activities and courses like swimming, skiing, self-defense, tennis, basketball, volleyball, aerobics, gymnastics, cycling, softball, running, rowing, rafting, canoeing, windsurfing, hiking, yoga, fitness. You can also use the University and public sports facilities (fitness centres, swimming pools, tennis courts, saunas, squash and golf centres) in your leisure time.

Further information on: <http://www.cuni.cz/UKEN-8.html>

## Sports Centres and Clubs

### The CU Sports Centre in Prague

The complex offers 13 tennis courts, an indoor swimming pool, sauna, solarium, and ballet and judo hall for sports and recreational use. Students can obtain discounts (tennis court, swimming pool, etc.)

Bruslařská 1132, 100 00 – Praha 10, Hostivař

tel.: +420 274 861 016 (information on operation of the sports centre)

office@sch.cuni.cz; <http://www.cuni.cz/UK-672.html>

### The CU Sports Club at the Faculty of Education

Kralovická 915, 250 01 – Brandýs nad Labem (small town near Prague)

tel.: +420 721 309 886 or +420 221 900 673; karolina.soukupova@pedf.cuni.cz

<http://www.pedf.cuni.cz/ktv>

### The CU Sports Club at the Faculty of Physical Education and Sport

Is one of the most important sports clubs in the Czech Republic. It provides students with the facilities to practice various sports and also offers a place for recreation. You can choose from: aerobics, athletics, basketball, cycling, floor ball, football, gymnastics, handball, hiking, hockey, judo, karate, rock-climbing, shooting, skiing, softball, swimming, tennis, volleyball, and many others. The CU Sports Club organizes various sport events such as racings, Olympiads, tournaments etc.

## Sporting Events

Information on current sporting events is available here: <http://www.cuni.cz/UKEN-92.html>.

## Day trips round the Czech Republic

Information about interesting places in Czech Republic: <http://en.czech-unesco.org/>

<http://www.czechtourism.com/destinations/>

## Český Krumlov

Is a medieval town in the charming South Bohemian countryside, situated 170 km from Prague that has still retained its medieval nature. The town is known as the pearl of Bohemia. In 1992, its historic centre was included on the UNESCO World Cultural and Natural Heritage List. Two national cultural landmarks - the castle and the Gothic church of St. Vitus dominate the town, the castle is the second largest one in the Czech Lands. The mighty renaissance castle - once the seat of powerful of the Rozmberks and the Schwarzenbergs - houses rich collections of period furniture, Flamish tapestries, and historical weapons. You must take a look at the interiors of this splendid castle as well as the old town with romantic lanes and reconstructed medieval houses. In 1993, the Egon Schiele International Cultural Centre was opened.

<http://www.ckrumlov.info/docs/en/kaktualita.xml>



## Český Šternberk Castle

Is an imposing castle on a romantic rise above the river Sazava. The castle features rich stucco decorations and unique collection of weapons. The castle is situated 50 kilometres from Prague.

<http://www.hradceskysternberk.cz/introduction.html>

## Hluboká nad Vltavou

Is a town north of České Budějovice with a chateau that is one of the most picturesque and most visited of Czech landmarks. It is located on the site of a former royal castle reconstructed on several occasions, and overlooks the river Vltava. Between 1841 and 1871 it was remodeled in the Neo-Gothic style, inspired by Windsor Castle. Its 140 rooms house rich collections of Flemish tapestries dating back to the 17th century, as well as weapons, portraits, period furniture, glass and china. The former riding school has been adapted as the Alsova South Bohemian Gallery, containing valuable collections of Gothic and modern art. A romantic park with many rare trees surrounds the chateau.

<http://www.zamek-hluboka.eu/en/>

## Karlovy Vary (Karlsbad)

The famous spa town located in Western Bohemia gained its reputation thanks to the discovery of hot mineral springs back in the Middle Ages. The mineral waters are used mainly for drinking cures which are most important part of the spa treatment. Today there are 12 hot springs in use here, and you can get the chance to taste them. The best-known spring is named Vřídlo – a hot spring that spouts its curative water to a height of 17 m. There have been many famous people among the visitors of the: Ludwig van Beethoven, Frederic Chopin, Franz Liszt, Johann Wolfgang Goethe, Friedrich Schiller, Alexei Tolstoy, Antonin Dvorak etc. The town is situated about 130 km from Prague.

<http://www.karlovyvary.cz/en/>

## Karlštejn Castle

The most important medieval castle built in the years 1348–1355 under Charles IV. It was to serve as a treasury for coronation jewels and state documents. It was altered in the Renaissance style in the 16th century and in Neo-Gothic style at the end of the 19th century. In the Holy Cross Chapel there is a unique collection of 129 gothic desk paintings by Master Theodoricus from 1360.

<http://www.hradkarlstejn.cz/en/>

## Kokořín Castle

Gothic castle built by Hynek Berka of Dubá in the 2nd half of the 14th century. The castle was severely damaged during the Hussite wars. Later it was restored in Late Gothic style. It fell into disuse from the 17th century and became a ruin attracting romantic poets and painters. At the beginning of the 20th century it was rebuilt in neo-Romantic style. The castle inspired the well-known Czech romantic poet Karel Hynek Mácha to write his novel called Gypsies. The guided tour will take you to the historical romantic interiors, the castle ramparts and the tower. In the surroundings of the castle there are beautiful sandstone rocks of different shapes—overhangs, small caves, rock windows, and also the lids called “Kokořínské Pokličky”.

[www.kokorin.cz](http://www.kokorin.cz)

## Koněprusy Caves (Koněpruské jeskyně)

The caves are situated in Central Bohemia, 7 km South of Beroun, in the middle of the nature reserve of Czech Karst, not far from the castles of Křivoklát and Karlštejn. The caves were discovered in 1950 and opened to the public in 1959. The caves originated in 400-million-year-old Devon calcite rocks, consist of three levels to be found 70 m under the ground-level, and over 2 km long (the accessible part is 620 m long).

<http://jeskyne.cesky-kras.cz/english/>

## Konopiště Castle

Used to belong to the heir to the Habsburg throne Ferdinand d'Este. Originally a Gothic castle built in the 14th century, it was rebuilt in the 19th century, and houses fascinating collections of historical weapons, furniture, paintings and tapestries. The castle is situated 50 km from Prague.

<http://www.zamek-konopiste.cz/>

## Křivoklát Castle

The royal castle Křivoklát was first mentioned around 1100 A.D. Today's building is from the late 13th century. It was enlarged and fortified at the end of the 14th century. Thanks to all these renovations and additional buildings, the castle shows all the phases of Gothic style. The castle is situated 50 km from Prague.

<http://www.krivoklat.cz/en/>

## Kutná Hora

Thanks to the prosperous silver mines, Kutná Hora became, after Prague, the second most important town of the kingdom Bohemia in the Middle Ages. There are plenty of precious Gothic constructions such as St. Barbara's Cathedral (1388 to 1565), one of the most beautiful Czech Gothic buildings, the Italian Court (Vlašský dvůr) with its Royal Mint, where the famous Prague groschen were minted, the Stone House, the St. James' Church etc. On request you can also visit the Ossuary. Kutná Hora was declared a part of world heritage and since then has been protected by UNESCO. The town is situated 70 km from Prague.

[www.kutnohorsko.cz](http://www.kutnohorsko.cz) or <http://www.kutnahora.cz/index.php?lng=en>

## Mariánské Lázně (Marienbad)

Mariánské Lázně is Czech Republic's second biggest spa town. It has 40 healing springs effective in the treatment of diseases of the kidneys and urinary tract, the respiratory tract, nervous disorders and diseases of the motor organs. It is a lovely resort located in a valley surrounded by forests. Mariánské Lázně has numerous 19th century buildings, large parks, well-marked paths to the nearby forests and lakes, and perhaps the best 18-hole golf course in the country.

<http://www.marianskelazne.cz/en/>

## Olomouc

Is the cultural and historical centre of North Moravia. It has a castle built in 1055. The local bishopric was established in 1063. In 1306, Olomouc was the scene of dramatic events when the last member of the Premyslid dynasty, Wenceslas III, was murdered here. Until 1641, Olomouc was the capital of Moravia. Later, Brno became more important. Olomouc University (now known as Palacký University), was founded in 1566, moved to Brno in 1778, and returned here in 1946. The main sights include the Town Hall, founded in 1378, St. Wenceslas Cathedral, built in 1109 and later renovated, an 18th century fortress, as well as many old town houses and churches of various styles. Olomouc has the status of a historic urban reserve. The town has three theatres and a symphony orchestra. It is an important railway junction, and an industrial centre, known also for its cheeses. The annual Flora Exhibition of plants takes place here.

<http://tourism.olomouc.eu/>

## Telč

Is one of the most beautiful historic towns in the Czech Republic, listed as a landmark protected by the UNESCO. The original 12th century village was extended in the 13th century, and became a fortress surrounded by fishponds and water moats. It has had the status of a town since 1258. Despite later additions, the centre of the town has preserved its medieval character. The historic square is lined with Gothic, Renaissance and Baroque town houses with richly decorated gables and arcades. Other highlights include a 16th century Renaissance chateau, a Gothic church and remains of the original fortifications.

<http://www.telc.eu/lang/en>

## Terezín Ghetto Museum

The former garrison town - originally built by Emperor Joseph II as part of an ingenious system of military fortresses for a protection of the kingdom at the end of the 18th century – was completely changed and converted into Jewish Ghetto and a concentration camp by the Nazis during the World War II. Terezin is situated about 60 km from Prague.

[www.pamatnik-terezin.cz](http://www.pamatnik-terezin.cz)

# National Public Holidays



<b>1st January</b>	Establishment Day; New Year's Day
	Easter Friday
	Easter Monday
<b>1st May</b>	Labour Day
<b>8th May</b>	Liberation Day
<b>5th July</b>	The Day of Slavonic Apostles Cyril and Methodius
<b>6th July</b>	Jan Hus Day
<b>28th September</b>	Czech Statehood Day
<b>28th October</b>	Czechoslovakian Statehood Day
<b>17th November</b>	Students' Fight for Freedom and Democracy Day
<b>24th December</b>	Christmas Eve
<b>25th December</b>	First Christmas Feast
<b>26th December</b>	Second Christmas Feast



## Cost of living

The cost of living in the Czech Republic is on average comparable to that of other Central and East European countries. A single student is advised to have available approximately Kč 8 500 – 9 000 (app. 312 – 340) per month to cover food, basic transport and accommodation.

<b>Rent</b>	CZK	3,000	–	7,000
<b>Food</b>	CZK	3,800	–	4,200
<b>Transport</b>	CZK	250	–	300
<b>Leisure Time</b>	CZK	700	–	2,000
<b>Total</b>	CZK	7,750	–	13,500

Be aware that the level of rent varies depending on which city you live in, whether you use the University dormitory or private place and if you share the flat or not. The final cost of living, of course, depends on your personal spending habits.

## Money and banking

### Money

The currency is the Czech crown (Koruna ceska – Kč/CZK). The following denominations are in circulation:

**Notes:** 100; 200; 500; 1,000; 2000 and 5,000 Kč  
**Coins:** 1, 2, 5, 10, 20 and 50 Kč.

The Czech Republic is still what is considered a “cash economy”, which simply means that most transactions are made in person, in cash. Nearly 60 % of your purchases even in Prague will still be made by cash in the local currency, although many larger stores accept most major bank cards.

### Banks

There are branches of all the main Czech as well as foreign banks such as:

**ČSOB**  
[www.csob.cz](http://www.csob.cz)

**Komerční banka**  
[www.kb.cz](http://www.kb.cz)

**Česká spořitelna**  
[www.csas.cz](http://www.csas.cz)

**Citibank**  
[www.citibank.com](http://www.citibank.com)

and other smaller branches where you can open an account. Bank opening hours are generally 8 a.m. to 5 p.m. Monday to Friday and some banks are open on Saturday morning. Nearly all banks have 24-hour AMT cash machines and a foreign exchange desk where you can exchange your currency and travellers cheques.

## Food and shopping

### Food

is generally cheaper to buy in supermarkets than in small shops. Shops are generally open 8 a.m. to 6 p.m. Monday to Friday. On Saturday, usual opening hours are from 8 am to 12 am but increasingly more shops are staying open for longer hours seven days a week. Various small shops and supermarkets stay open late at night. Generally small shops are closed on Sundays but larger stores and supermarkets are usually open for part of the day. To give you an idea of cost, a loaf of bread costs about CZK 25, milk costs about CZK 22 a litre and butter about CZK 35.

### Tippling

is normally expected in a restaurant, bars but also at hairdresser's, barber's and others providing such services. Tip approximately 10 %, rounded up to the next 10 crowns. However, you should not leave change on the table – it's just not done. Instead, name the total amount you intend to pay, including the tip, when you are given the bill.

## Post, mail and telecommunication

### The Post Office (Pošta)

delivers letters and parcels directly to your address. If you wish to send letters you can use any of the many orange post-boxes scattered throughout the city.

Stamps for letters posted to addresses in the Czech Republic cost 13 CZK. Basic postal rates to Europe are currently CZK 25 (postcards and letters up to 50 g). Basic airmail rates to overseas destinations (America, etc.) are CZK 30 (postcards and letters up to 50g). Stamps and information about the parcel-post and other postal services can be obtained at any local Post Office (8 am to 7 pm from Monday to Friday; 9 am – 11 am on Saturday). Some shops also sell stamps.

The main post office is situated in Jindřišská Street No. 14 in Prague 1, just a few meters from Wenceslas Square (Václavské náměstí). The office is open from 2.00 to 24.00, although it operates a reduced service during the night.

Information: +420 840 111 244.

More information in English you can find on the web site:  
<http://www.postaonline.cz/en/index>

## Telephones

The country code for calling the Czech Republic is +420. Since 2002 there are no city codes. Within the Czech Republic you just dial the 9-digit number. Call boxes on the street are usually glass structures with yellow roofs, and may be found all over the republic. Phones are also located at metro stations and major post offices.

When you are calling from a public phone you will need a telephone card, which you insert into a slot in the lower part of the telephone. Follow the prompts on the displays which are always available in several languages. There are also coin-operated telephones, but these tend to be somewhat less reliable and hard to find. The calling cards are available from larger post offices, airports, railway stations, metro stations, big department stores, kiosks, and hotels. There are several types of these cards with various numbers of units.

Currently three major mobile telephone network operators function in the Czech Republic: O<sub>2</sub>, T-mobile and Vodafone.

### Important telephone numbers

<b>Ambulance</b>	<b>155</b> (toll-free)
<b>Police</b>	<b>158</b> (toll-free)
<b>Fire Brigade</b>	<b>150</b> (toll-free)
<b>Metropolitan Police</b>	<b>156</b> (toll-free)
<b>Emergency Calls</b>	<b>112</b> (toll-free)
<b>Emergency road service</b>	<b>1230, 1240</b>
<b>General Information</b>	<b>12 444</b>
<b>Information on telephone numbers within the Czech Republic</b>	<b>1180</b>
<b>Information on international calls</b>	<b>1181</b>
<b>International Dialing Code of the Czech Republic</b>	<b>00420</b>
<b>Telegrams</b>	<b>133 001</b>

### How to make international calls from the Czech Republic

International Direct Dialling – Example:

### How to phone to Vienna (Austria)?

<b>00</b>	<b>43</b>	<b>+</b>	<b>□</b>	<b>+</b>	<b>☺</b>
International prefix	Country code (Austria – 43)		Area code (Vienna – 1)		Customer's number

# Driving in the Czech Republic

## DL issued by the European Community countries

The Driving licenses issued by an EU Member State or Norway, Iceland, Switzerland or Liechtenstein entitles its holder to drive motor vehicles in the territory of the Czech Republic. There is no obligation to replace it. If a foreigner who is a citizen of a EU member state temporarily resides in the Czech Republic for a period of at least 185 days, they can apply for replacement of their EC driving license for a CR driving license.

## DL issued by a third state (a state outside EU)

The foreigner, who is not a citizen of a EU country and who has a permanent residence or temporary residence for a long-term visa for a period exceeding 1 year in the Czech Republic, they are obliged to apply at the applicable municipal authority of a municipality with extended powers for issuance of a driving license in exchange for the driving license issued by the foreign country within 3 months from the day of permission of permanent residence or temporary residence for a long-term visa.

**The replacement can only be carried out with those driving licenses issued by the foreign country that comply with the standard of driving licenses specified by the Convention on Road Traffic Vienna 1968 and Geneva 1949.**

**Not every driving license issued abroad (apart from countries of the European Union) is possible to replacement for a Czech Republic driving license**, as the driving license issued by a foreign state have to, as it was mentioned above, comply with the standards of the driving license pattern specified by the Convention on Road Traffic (Vienna, 1968). This applies also in case an international driving license is enclosed with it. The only exception are driving licenses from Japan and South Korea; their replacement is subject to a special treatment and manner of transfer of the driving license groups (Regulation No. 31/2001 of Coll. on Road Traffic and on Changing Certain Acts, as amended) – in this case, it is also possible to submit international driving license as an alternative for official translation.

If the driving license issued by a foreign country fails to comply with the aforementioned “Conventions”, it is not possible to drive vehicles in the Czech Republic with it, and therefore it is not possible to get it replaced for a Czech driving license. In the given case, if its holder intends to drive vehicles in the Czech Republic, they must take the courses and training in a driving school, pass an examination of professional qualification to drive motorized vehicles and then apply for issuance of a driving license.

For more information, please visit the web site of the Czech Ministry of the Interior:  
<http://www.mvcr.cz/mvcren/article/third-country-nationals-is-my-license-valid-in-the-cr-may-i-do-i-have-to-replace-it-with-a-czech-driving-license.aspx>



# Documents

**Always carry your documents** - driving license, identification, vehicle registration documents and third-party liability insurance - with you in your car as it may cost you a fine if you do not have them. You must purchase a sticker to travel on Czech motorways. You can buy annual, 1-month, or 10-day passes, and they are available at border crossings, post offices and larger gas stations. Place the sticker on the lower left corner of the windshield. Rented cars will have this sticker already.

Motorway passes			
Validity	CZK / 1 year	CZK / month	CZK / week
Cars to 3.5 t	1,500	440	310

Minimum driving age		
Cars	Motorcycles	
	Over 125 cm³	Under 125 cm³
18	18	16

To rent a car, you must be usually at least 21 years old and have held your license for 1 year. Most major car rental companies have a presence in the Czech Republic.

Speed limits		
Built-up areas (in town)	Roads (outside of town)	Motorways / Expressways
50 km/hour	90 km/hour	130 km/hour

The Czech Republic has a ZERO tolerance law for driving with any alcohol in your bloodstream. Doing so is punishable by an on-the-spot fine. Use of a seatbelt is required. Children under 12 may not ride in the seat next to the driver. If you are involved in a traffic accident, do not leave the scene. You must wait until the police arrive to conduct a full investigation. Call 158 to report the accident and any injuries.

## Some useful websites

### The Czech Republic

**My Czech Republic**  
more than a destination guide: [www.myczechrepublic.com](http://www.myczechrepublic.com)

**Information on the CR**  
travel, business, study, work and leisure:  
[www.czech.cz](http://www.czech.cz)

**Map of the Czech Republic**  
[www.mapy.cz](http://www.mapy.cz)

**Czech Airlines**  
[www.csa.cz/en](http://www.csa.cz/en)

## Trains and Buses

[www.idos.cz](http://www.idos.cz)

## Prague City Tourism

[www.praguecitytourism.cz](http://www.praguecitytourism.cz)

## Prague Public Transport

[www.dpp.cz](http://www.dpp.cz)

## Czech Weather Forecast

[www.chmi.cz](http://www.chmi.cz)

# Study in the Czech Republic

## Ministry of Education, Youth and Sports

Act No. 111/1998 on universities and on amendment of further regulations: [www.msmt.cz](http://www.msmt.cz)  
(only partially in English)

## Centre for Higher Education Studies

[www.csvs.cz](http://www.csvs.cz)

# Czech authorities:

## Czech Missions and Offices Abroad (Ministry of Foreign Affairs)

[www.mzv.cz](http://www.mzv.cz)

## Embassies in Prague

[www.mzv.cz](http://www.mzv.cz)

## Czech Ministry of the Interior

[www.mvcr.cz](http://www.mvcr.cz)

## Foreigners and Border Police

[www.mvcr.cz](http://www.mvcr.cz)

## The brochure Information for foreigners in the Czech Republic by MVCR

<http://www.mvcr.cz/mvcren/article/information-for-foreigners-in-the-czech-republic.aspx>

# A bit of Czech language

Hello	Ahoj/Dobrý den
Bye	Na shledanou
Good night	Dobrou noc
Please	Prosím
Thank you	Děkuji
You're welcome	Není zač
I am sorry.	Promiňte.
How are you?	Jak se máš/máte?
My name is...	Jmenuji se...

Nice to meet you.	Jsem rád/a, že vás poznávám.
I don't know.	Nevím
I don't speak Czech.	Neumím česky.
Do you speak English?	Mluvíte anglicky?
Today	Dnes
Tomorrow	Zítřka
Yesterday	Včera
What's the time?	Kolik je hodin?
How much does it cost?	Kolik to stojí?



## List of Foreign Embassies in the Czech Republic

Country	Address	Tel / Fax / Email
<b>Afghanistan</b>	<b>Embassy of the Islamic Republic of Afghanistan</b> Na Karlovce 1387/6, 160 00 Praha 6	Tel: +420 233 544 228 Fax: +420 233 542 009 E-mail: afg.prague@centrum.cz
<b>Albania</b>	<b>Embassy of the Republic of Albania</b> Kaprova 14 110 00 Praha 1	Tel: +420 233 370 594 Fax: +420 233 313 655 E-mail: embassy.prague@mfa.gov.al Web: <a href="http://www.ambasadat.gov.al/czech-republic">http://www.ambasadat.gov.al/czech-republic</a>
<b>Algeria</b>	<b>Embassy of the People's Democratic Republic of Algeria</b> V Tišině 10/483, P.O.Box 204, 160 41 Praha 6	Tel: +420 233 101 770 Fax: +420 233 371 144; +420 233 371 147 E-mail: ambalger@volny.cz Web: <a href="http://www.algerie.cz/">http://www.algerie.cz/</a>
<b>Angola</b>	<b>Honorary Consulate of the Republic of Angola</b> ul. Hlinky 110, 603 00 Brno	Tel: +420 602 710 122 E-mail: konzulat.angola@nexta.cz
<b>Argentina</b>	<b>Embassy of the Argentine Republic</b> Panská 6 110 00 - Praha 1	Tel: +420 224 212 449 +420 224 227 248 /Consular Section Fax: +420 222 241 246 E-mail: eches@mrecic.gov.ar Web: <a href="http://www.eches.mrecic.gov.ar">http://www.eches.mrecic.gov.ar</a>
<b>Armenia</b>	<b>Embassy of the Republic of Armenia</b> Na Pískách 1411/95, 160 00 Praha 6	Tel: +420 220 518 175 +420 220 562 476 /Consular Section Fax: +420 220 517 686 E-mail: armembassy.cz@mfa.am
<b>Australia</b>	<b>Honorary Consulate of the Commonwealth of Australia</b> Klimentská 10, 110 00 Praha 1	Tel: +420 221 729 260; +420 221 729 270 +420 221 729 271, Fax: +420 296 578 352
<b>Austria</b>	<b>Embassy of the Republic of Austria</b> Viktoria Huga 10 151 15 Praha 5	Tel: +420 257 090 511, Fax: +420 257 316 045 E-mail: prag-ob@bmeia.gv.at Web: <a href="http://www.bmeia.gv.at/prag">http://www.bmeia.gv.at/prag</a>
<b>Azerbaijan</b>	<b>Embassy of the Republic of Azerbaijan</b> Na Zátorce 783/17 160 00 Praha 6	Tel: +420 246 032 422, +420 246 032 424 /Consular Section Fax: +420 246 032 423 +420 246 032 425 /Consular section E-mail: prague@mission.mfa.gov.az Web: <a href="http://www.azembassy.cz">http://www.azembassy.cz</a>
<b>Belarus</b>	<b>Embassy of the Republic of Belarus</b> ul. Sádky 626, 171 00 Praha 7	Tel: +420 233 540 899 Fax: +420 233 540 925 E-mail: czech@mfa.gov.by Web: <a href="http://www.czech.belembassy.org">http://www.czech.belembassy.org</a>

<b>Belgium</b>	<b>Embassy of the Kingdom of Belgium</b> Valdštejnská 6 118 01 Praha I	Tel: +420 257 533 525; +420 257 533 283 /Ambassador's Secretary Fax: +420 257 533 750 E-mail: <a href="mailto:prague@dipobel.fed.be">prague@dipobel.fed.be</a> Web: <a href="http://www.diplomatie.be/prague">www.diplomatie.be/prague</a>
<b>Belize</b>	<b>Honorary Consulate of Belize</b> Karmelitská 375/21, 118 00 Praha I	Tel: +420 257 532 263 Fax: +420 257 532 263 E-mail: <a href="mailto:consulate.belize@atlas.cz">consulate.belize@atlas.cz</a>
<b>Benin</b>	<b>Honorary Consulate of the Republic of Benin</b> Ke Kaménce 364/17, 163 00 Praha 6	Tel.: +420 235 312 218 Fax: +420 235 312 216 E-mail: <a href="mailto:ben.con@seznam.cz">ben.con@seznam.cz</a>
<b>Bosnia and Herzegovina</b>	<b>Embassy of Bosnia and Herzegovina</b> Opletalova 27, 110 00 Praha I	Tel: +420 224 422 510, 224 422 511 Fax: +420 222 210 183 E-mail: <a href="mailto:embbh@iol.cz">embbh@iol.cz</a>
<b>Botswana</b>	<b>Honorary Consulate of the Republic of Botswana</b> Filmařská 19/1153, 152 00 Praha 5	Tel: +420 737 238 288 Fax: +420 556 709 123, 242 488 823 E-mail: <a href="mailto:gijs.boot@cereininvest.cz">gijs.boot@cereininvest.cz</a> petra.zitnikova@cereininvest.cz
<b>Brazil</b>	<b>Embassy of the Federative Republic of Brazil</b> Panská 5 110 00 Praha I	Tel: +420 224 321 910, +420 224 490 111 +420 224 490 111 /Consular Section Fax: +420 224 312 901 E-mail: <a href="mailto:brasemb.praga@itamaraty.gov.br">brasemb.praga@itamaraty.gov.br</a> <a href="mailto:ambassador.praga@itamaraty.gov.br">ambassador.praga@itamaraty.gov.br</a> <a href="mailto:consular.praga@itamaraty.gov.br">consular.praga@itamaraty.gov.br</a> /Consular Section Web: <a href="http://praga.itamaraty.gov.br">http://praga.itamaraty.gov.br</a>
<b>Bulgaria</b>	<b>Embassy of the Republic of Bulgaria</b> Královská 6 110 00 Praha I	Tel: +420 222 211 258, +420 222 211 259 /Secretary of the Ambassador +420 222 212 011, +420 222 210 229 /Consular Section/ Fax: +420 222 211 728 E-mail: <a href="mailto:bulvelv@volny.cz">bulvelv@volny.cz</a> <a href="mailto:konsulbg@volny.cz">konsulbg@volny.cz</a> /Consular Section
<b>Cabo Verde</b>	<b>Honorary Consulate of the Republic of Cabo Verde</b> Štítkova I, 110 00 Praha I	Tel: +420 224 916 205 Fax: +420 224 916 205 E-mail: <a href="mailto:consulate-capoverde@hotmail.com">consulate-capoverde@hotmail.com</a> Web: <a href="http://www.cape-verde.cz">http://www.cape-verde.cz</a>
<b>Canada</b>	<b>Canadian Embassy</b> Ve Struhách 95/2 160 00 Praha 6	Tel: +420 272 101 800 Fax: General: +420 272 101 890 E-mail: <a href="mailto:canada@canada.cz">canada@canada.cz</a> <a href="mailto:vienn-visa@international.gc.ca">vienn-visa@international.gc.ca</a> /visa matter Web: <a href="http://www.canada.cz">www.canada.cz</a>
<b>Congo</b>	<b>Honorary Consulate of the Republic of the Congo</b> Žateckých 842/3, 140 00 Praha 4	Tel: +420 725 083 454 E-mail: <a href="mailto:congo-brazzaville@seznam.cz">congo-brazzaville@seznam.cz</a>

<b>Croatia</b>	<b>Embassy of the Republic of Croatia</b> V Průhledu 9 162 00 Praha 6	Tel: +420 235 090 801, +420 235 090 800 Fax: +420 233 343 464 E-mail: vrh.prag@mvpei.h croemb.praha@mvp.hr Web: <a href="http://cz.mvp.hr">http://cz.mvp.hr</a>
<b>Cuba</b>	<b>Embassy of the Republic of Cuba</b> Jinonická 14 150 00 Praha 5	Tel: +420 224 311 253 ; +420 233 322 175 /Consular Section Fax: +420 233 341 029 E-mail: consul@cz.embacuba.cu Web: <a href="http://www.cubadiplomatica.cu/republicacheca">www.cubadiplomatica.cu/republicacheca</a>
<b>Chile</b>	<b>Embassy of the Republic of Chile</b> U Vorlíků 4/623, 160 00 Praha 6	Tel: +420 224 315 064, +420 224 313 176 Fax: +420 224 316 069 E-mail: embachile@embachile.cz
<b>China</b>	<b>Embassy of the People's Republic</b> Pelléova 18 160 00 Praha 6	Tel: +420 224 311 323 +420 233 028 800 /12.00 - 13.30 Mo-Fri Fax: +420 224 319 888 E-mail: chinaembassy@seznam.cz Web: <a href="http://www.chinaembassy.cz">www.chinaembassy.cz</a>
<b>Democratic Republic of the Congo</b> <b>Denmark</b>	<b>Embassy of Democratic Republic of Congo</b> Soukenická 34, 110 00 Praha 1 <b>Embassy of the Kingdom of Denmark</b> Maltézské náměstí 5, 118 01 Praha 1	Tel: +420 222 316 762 Tel: +420 257 531 600, Fax: +420 257 531 410 E-mail: ambardcprague@yahoo.fr E-mail: prgamb@um.dk Web: <a href="http://www.tjekkiet.um.dk">www.tjekkiet.um.dk</a>
<b>Dominican Republic</b>	<b>Consulate General of the Dominican Republic</b> Na Slupi 133/17, 128 00 Praha 2	Tel: +420 241 409 939 E-mail: consuladodominicanoprg@gmail.com
<b>Egypt</b>	<b>Embassy of the Arab Republic of Egypt</b> Pelléova 14 160 00 Praha 6	Tel: +420 224 311 506, Fax: +420 224 311 157 E-mail: embassyegypt@centrum.cz Web: <a href="http://www.mfa.gov.eg/english/embassies/egyptian_embassy_prague/pages/default.aspx">www.mfa.gov.eg/english/embassies/egyptian_embassy_prague/pages/default.aspx</a>
<b>Estonia</b>	<b>Embassy of the Republic of Estonia</b> Na Kampě 1 118 00 Praha 1	Tel: +420 257 011 180, Fax: +420 257 011 181 E-mail: embassy.prague@estemb.cz Web: <a href="http://www.estemb.cz">www.estemb.cz</a>
<b>Finland</b>	<b>Embassy of the Republic of Finland</b> Hellichova 1 118 00 Praha 1	Tel: +420 251 177 251, Fax: +420 251 177 241 E-mail: sanomat.pra@formin.fi Web: <a href="http://www.finland.cz">www.finland.cz</a>
<b>France</b>	<b>Embassy of the French Republic</b> Velkopřevorské nám. 2 118 01 Praha 1	Tel: +420 251 171 711 Fax: +420 251 171 720 E-mail: ambassade@france.cz presse@france.cz Web: <a href="http://www.france.cz">www.france.cz</a>

<b>Georgia</b>	<b>Embassy of Georgia</b> Mlýnská 22/4 160 00 Praha 6	Tel: +420 233 311 749 +420 233 311 751 Fax: +420 233 311 752 E-mail: <a href="mailto:prague.emb@mfa.gov.ge">prague.emb@mfa.gov.ge</a> Web: <a href="http://www.czech.mfa.gov.ge">www.czech.mfa.gov.ge</a>
<b>Germany</b>	<b>Embassy of the Federal Republic of Germany</b> Vlašská 19 118 01 Praha I	Tel: +420 257 113 111 Fax: +420 257 113 318 E-mail: <a href="mailto:zreg@prag.diplo.de">zreg@prag.diplo.de</a> Web: <a href="http://www.prag.diplo.de">www.prag.diplo.de</a>
<b>Ghana</b>	<b>Embassy of the Republic of Ghana</b> V Tišině 4 160 00 Praha 6	Tel: +420 233 377 236, Fax: +420 233 375 647 E-mail: <a href="mailto:prague@mfa.gov.gh">prague@mfa.gov.gh</a>
<b>Greece</b>	<b>Embassy of the Hellenic Republic</b> Na Ořechovce 19 162 00 Praha 6	Tel: +420 222 250 943, +420 222 250 955 Fax: +420 222 253 686 E-mail: <a href="mailto:gremb.pra@mfa.gr">gremb.pra@mfa.gr</a>
<b>Guatemala</b>	<b>Honorary Consulate of the Republic of Guatemala</b> Hrusická 2513, 141 00 Praha 4	Tel: +420 272 761 416, +420 272 771 416 Fax: +420 272 761 416 E-mail: <a href="mailto:ludvik.hubeny@iex.cz">ludvik.hubeny@iex.cz</a>
<b>Honduras</b>	<b>Consulate of the Republic of Honduras</b> Haštalská 6 110 00 Praha I	Tel: +420 224 248 739, +420 777 232 124 Fax: +420 222 316 947 E-mail: <a href="mailto:consuladopruga@gmail.com">consuladopruga@gmail.com</a> <a href="mailto:informacionconsuladopruga@gmail.com">informacionconsuladopruga@gmail.com</a>
<b>Hungary</b>	<b>Embassy of Hungary</b> Pod Hradbami 17 160 00 Praha 6	Tel: +420 220 317 200, +420 233 324 454 /Consular Section Fax: +420 233 322 104, +420 233 322 103 /Consular Section E-mail: <a href="mailto:prague@mfa.gov.hu">prague@mfa.gov.hu</a> , <a href="mailto:consulate.prg@mfa.gov.hu">consulate.prg@mfa.gov.hu</a> Web: <a href="http://www.mfa.gov.hu/emb/prague">www.mfa.gov.hu/emb/prague</a>
<b>Iceland</b>	<b>Honorary Consulate General of the Republic of Iceland</b> Karlova 20, 110 00 Praha I	Tel: +420 222 221 218, Fax: +420 222 221 419 E-mail: <a href="mailto:thorir@mbox.vol.cz">thorir@mbox.vol.cz</a>
<b>India</b>	<b>Embassy of the Republic of India</b> Milady Horákové 60/93 170 00 Praha 7	Tel: +420 257 533 490 Fax: +420 257 533 378 , 257 533 285 E-mail: <a href="mailto:amboffice@india.cz">amboffice@india.cz</a> ; <a href="mailto:hoc@india.cz">hoc@india.cz</a> <a href="mailto:commerce@india.cz">commerce@india.cz</a> Web: <a href="http://www.india.cz">www.india.cz</a>
<b>Indonesia</b>	<b>Embassy of the Republic of Indonesia</b> Nad Buděnkami II/7 150 21 Praha 5	Tel: +420 257 214 388; 389; 390 Fax: +420 257 212 105 E-mail: <a href="mailto:embassy@indonesia.cz">embassy@indonesia.cz</a> Web: <a href="http://www.indonesia.cz/">http://www.indonesia.cz/</a>
<b>Iran</b>	<b>Embassy of the Islamic Republic of Iran</b> Na Hřebenkách 70 150 00 Praha 5	Tel: 257 090 233, 257 090 252 / Consular Section Fax: +420 257 090 257 E-mail: <a href="mailto:iranemb_sec@volny.cz">iranemb_sec@volny.cz</a> Web: <a href="http://www.iranemb.cz">www.iranemb.cz</a>

<b>Iraq</b>	<b>Embassy of the Republic of Iraq</b> Mongolská 607/3 160 00 Praha 6	Tel: +420 224 326 976 Fax: +420 224 326 975 E-mail: <a href="mailto:iraqembassy60@yahoo.com">iraqembassy60@yahoo.com</a>
<b>Ireland</b>	<b>Embassy of Ireland</b> Tržiště 13 118 00 Praha 1	Tel: +420 257 530 061-064, Fax: +420 257 531 387 E-mail: <a href="mailto:pragueembassy@dfa.ie">pragueembassy@dfa.ie</a> Web: <a href="http://www.irishembassy.cz">www.irishembassy.cz</a>
<b>Israel</b>	<b>Embassy of the State of Israel</b> Badeniho 2 170 06 Praha 7	Tel: +420 233 097 500, +420 233 097 513 +420 233 097 515 Fax: +420 233 097 519 E-mail: <a href="mailto:info@prague.mfa.gov.il">info@prague.mfa.gov.il</a> Web: <a href="http://embassies.gov.il/Praha">http://embassies.gov.il/Praha</a>
<b>Italy</b>	<b>Embassy of the Republic of Italy</b> Nerudova 20 110 00 Praha 1	Tel: +420 233 080 111, Fax: +420 257 531 522, +420 257 531 523 /Consular Section E-mail: <a href="mailto:ambasciata.praga@esteri.it">ambasciata.praga@esteri.it</a> , <a href="mailto:infoceco.praga@esteri.it">infoceco.praga@esteri.it</a> /Consular Section Web: <a href="http://www.ambpraga.esteri.it">www.ambpraga.esteri.it</a>
<b>Jamaica</b>	<b>Honorary Consulate of Jamaica</b> Ondříčková 7 130 00 Praha 3	Tel.: +420 222 727 041 Fax: +420 222 727 041 E-mail: <a href="mailto:ps-2004@volny.cz">ps-2004@volny.cz</a>
<b>Japan</b>	<b>Embassy of Japan</b> Maltézské nám. 6 118 01 Praha 1	Tel: +420 257 533 546, +420 257 530 884, +420 257 011 011 Fax: +420 257 532 377, +420 257 011 055 /Consular Section E-mail: <a href="mailto:Protocol%20section%20secretary@ph.mofa.go.jp">Protocol section secretary@ph.mofa.go.jp</a> <a href="mailto:Political%20section%20political@ph.mofa.go.jp">Political section political@ph.mofa.go.jp</a> <a href="mailto:Economic%20section%20economic@ph.mofa.go.jp">Economic section economic@ph.mofa.go.jp</a> <a href="mailto:Consular%20Section%20ryoji@ph.mofa.go.jp">Consular Section ryoji@ph.mofa.go.jp</a>
<b>Kazakhstan</b>	<b>Embassy of the Republic of Kazakhstan</b> Pod Hradbami 662/9 160 00 Praha 6	Tel: +420 233 375 642, Fax: +420 233 371 019 E-mail: <a href="mailto:kzembas@gmail.com">kzembas@gmail.com</a> Web: <a href="http://www.kazembassy.cz">www.kazembassy.cz</a>
<b>Korea</b>	<b>Embassy of the Democratic People's Republic of Korea</b> Na Větru 395/18, 162 00 Praha 6	Tel: +420 235 362 210 Fax: +420 235 355 000 E-mail: <a href="mailto:vel.kldr@seznam.cz">vel.kldr@seznam.cz</a>
<b>Korea</b>	<b>Embassy of the Republic of Korea</b> Slavičková 5 160 00 Praha 6	Tel: +420 234 090 411 Fax: +420 234 090 450 E-mail: <a href="mailto:czech@mofat.go.kr">czech@mofat.go.kr</a> Web: <a href="http://cze.mofat.go.kr">cze.mofat.go.kr</a>
<b>Kosovo</b>	<b>Embassy of the Republic of Kosovo</b> Tržiště 366/13 118 00 Praha 1	Tel: +420 257 217 775 Fax: +420 257 310 229 E-mail: <a href="mailto:embassy.cz.republic@rks-gov.net">embassy.cz.republic@rks-gov.net</a>
<b>Kuwait</b>	<b>Embassy of the State of Kuwait</b> Na Zátorce 26 160 00 Praha 6	Tel: +420 220 570 781, -782, -783 Fax: +420 220 570 787 E-mail: <a href="mailto:kuwaiti@volny.cz">kuwaiti@volny.cz</a>

<b>Laos</b>	<b>Honorary Consulate of the Lao People's Democratic Republic</b> Tr. Kpt. Jaroše 29, 602 00 Brno	Tel: +420 545 428 313 Fax: +420 545 428 311 E-mail: consulate@amphone.cz
<b>Latvia</b>	<b>Embassy of the Republic of Latvia</b> Hradešinská 3, P.O. Box 54, 101 00 Praha 10	Tel: +420 255 700 881 Fax: +420 255 700 880 E-mail: embassy.czech@mfa.gov.lv Web: <a href="http://www.latvia.cz">www.latvia.cz</a>
<b>Lebanon</b>	<b>Embassy of the Republic of Lebanon</b> Lazarská 6 120 00 Praha 2	Tel: +420 224 930 495 +420 224 930 029 Fax: +420 224 934 534 E-mail: prague.leb@gmail.com
<b>Libya</b>	<b>Embassy of the State of Libya</b> Nad Šárkou 781/56 160 00 Praha 6	Tel: +420 220 515 979 +420 220 515 838 Fax: +420 220 515 974 E-mail: embassylibyaprg@gmail.com
<b>Lithuania</b>	<b>Embassy of the Republic of Lithuania</b> Pod Klikovkou 1916/2 150 00 Praha 5	Tel: +420 257 210 122 or +420 257 210 123 Fax: +420 257 210 124 E-mail: amb.cz@urm.lt Web: <a href="http://cz.mfa.lt/">http://cz.mfa.lt/</a>
<b>Luxembourg</b>	<b>Embassy of the Grand Duchy of Luxembourg</b> Apolinářská 439/9 128 00 Praha 2	Tel: +420 257 181 800, Fax: +420 257 532 537 E-mail: prague.amb@mae.etat.lu Web: <a href="http://prague.mae.lu">http://prague.mae.lu</a>
<b>Macedonia</b>	<b>Embassy of the Republic of Macedonia</b> Na Větru 4 162 00 Praha 6	Tel: +420 222 521 093 Fax: +420 222 521 108 E-mail: prague@mfa.gov.mk Web: <a href="http://www.missions.gov.mk/prague/home/">www.missions.gov.mk/prague/home/</a>
<b>Malaysia</b>	<b>Embassy of Malaysia</b> Na Zátorce 675/30 160 00 Praha 6	Tel: +420 234 706 611, Fax: +420 296 326 192 E-mail: mwprague@mwprague.cz Web: <a href="http://www.kln.gov.my/perwakilan/prague">www.kln.gov.my/perwakilan/prague</a>
<b>Mali</b>	<b>Honorary Consulate of the Republic of Mali</b> Ovocný trh 6/579, Kolowratský palác 110 00 Praha 1	Tel: +420 255 706 022, +420 255 706 000 Fax: +420 224 228 690 E-mail: chamber@crgchamber.com
<b>Malta</b>	<b>Honorary Consulate of the Republic of Malta</b> Spálená 51, 110 00 Praha 1	Tel: +420 224 815 372, +420 224 815 377 Fax: +420 224 815 379 E-mail: flamini@t-m-i.cz
<b>Mauritius</b>	<b>Honorary Consulate of the Republic of Mauritius</b> Maiseleva 25/4, 110 00 Praha 1	Tel: +420 224 811 274, +420 224 816 346 Fax: +420 222 325 420 E-mail: vladimir@dc-service.com
<b>Mexico</b>	<b>Embassy of the United Mexican States</b> V Jirchářích 151/10 110 00 Praha 1	Tel: +420 283 061 530, +420 283 061 540 +420 283 061 541 /Consular Section Fax: +420 233 550 477 E-mail: embamexche@sre.gob.mx Web: <a href="http://www.rep-hecka.cz">www.rep-hecka.cz</a>



<b>Moldova</b>	<b>Embassy of the Republic of Moldova</b> Juárezova 14 160 00 Praha 6	Tel: +420 233 323 762 Fax: +420 233 323 765 E-mail: <a href="mailto:praga@mfa.md">praga@mfa.md</a> Web: <a href="http://www.ambasadamoldova.cz">www.ambasadamoldova.cz</a>
<b>Monaco</b>	<b>Honorary Consulate of the Principality of Monaco</b> Sněmovní 7/174, 118 00 Praha 1	Tel: 0031-653 163 495 Fax: +420 257 532 368 E-mail: <a href="mailto:monaco.prague@yahoo.com">monaco.prague@yahoo.com</a>
<b>Mongolia</b>	<b>Embassy of Mongolia</b> Na Marně 5 160 00 Praha 6	Tel: +420 224 311 198, +420 224 325 760 Fax: +420 224 314 827 E-mail: <a href="mailto:prague@mfa.gov.mn">prague@mfa.gov.mn</a>
<b>Morocco</b>	<b>Embassy of the Kingdom of Morocco</b> Mickiewiczova 254/6, 160 00 Praha 6	Tel: +420 233 325 656 Fax: +420 233 322 634 E-mail: <a href="mailto:sifamapragu@iol.cz">sifamapragu@iol.cz</a>
<b>Netherlands</b>	<b>Embassy of the Kingdom of the Netherlands</b> Gotthardská 6/27, 160 00 Praha 6	Tel: +420 233 015 200 Fax: +420 233 015 256 E-mail: <a href="mailto:pra@minbuza.nl">pra@minbuza.nl</a>
<b>New Zealand</b>	<b>Honorary Consulate of New Zealand</b> Malé náměstí 1, 110 00 Praha 1	Tel: +420 234 784 777, Fax: +420 234 784 445 E-mail: <a href="mailto:david@nzconsul.cz">david@nzconsul.cz</a>
<b>Nicaragua</b>	<b>Honorary Consulate of the Republic of Nicaragua</b> Vlkova 19, 130 00 Praha 3	Tel: +420 606 762 792 Fax: +420 272 920 849 E-mail: <a href="mailto:drdenis@grbox.cz">drdenis@grbox.cz</a>
<b>Niger</b>	<b>Honorary Consulate of the Republic of the Niger</b> Liliová 248/8, 110 00 Praha 1	Tel: +420 603 821 410 E-mail: <a href="mailto:hanka.alhassan@wood.cz">hanka.alhassan@wood.cz</a>
<b>Nigeria</b>	<b>Embassy of the Federal Republic of Nigeria</b> Na Čihadle 917/32, 160 00 Praha 6	Tel: +420 220 561 165 E-mail: <a href="mailto:nigeria.prague@gmail.com">nigeria.prague@gmail.com</a>
<b>Norway</b>	<b>Embassy of the Kingdom of Norway</b> Hellichova 1/458 118 00 Praha 1	Tel: +420 257 111 500 Fax: +420 257 111 501 E-mail: <a href="mailto:emb.prague@mfa.no">emb.prague@mfa.no</a> Web: <a href="http://www.noramb.cz">www.noramb.cz</a>
<b>Pakistan</b>	<b>Embassy of the Islamic Republic of Pakistan</b> Střešovická 56/854 162 00 Praha 6	Tel: +420 233 312 868 Fax: +420 233 312 885 E-mail: <a href="mailto:parepprague@gmail.com">parepprague@gmail.com</a> Web: <a href="http://www.mofa.gov.pk/czechrepublic">www.mofa.gov.pk/czechrepublic</a>
<b>Palestine</b>	<b>Embassy of the State of Palestine</b> Internacionální 1307/12 165 00 Praha 6	Tel: +420 233 544 224 +420 233 552 448 Fax: +420 233 552 449 E-mail: <a href="mailto:palestemb@volny.cz">palestemb@volny.cz</a> Web: <a href="http://www.palestine.cz">www.palestine.cz</a>
<b>Panama</b>	<b>Honorary Consulate of the Republic of Panama</b> Náměstí 14. října 153/8, 150 00 Praha 5	Tel: +420 242 412 873 Fax: +420 242 412 873 E-mail: <a href="mailto:panamaconsulado@seznam.cz">panamaconsulado@seznam.cz</a>
<b>Paraguay</b>	<b>Honorary Consulate of the Republic of Paraguay</b> Sokolovská 22, 186 00 Praha 8	Tel: +420 774 099 725 E-mail: <a href="mailto:consulado@paraguay.cz">consulado@paraguay.cz</a> Web: <a href="http://www.paraguay.cz">www.paraguay.cz</a>

<b>Peru</b>	<b>Embassy of the Republic of Peru</b> Muchova 9 160 00 Praha 6, Dejvice	Tel: +420 224 316 210, +420 224 315 741 Fax: +420 224 314 749 E-mail: secretaria1@peru-embajada.cz secretaria2@peru-embajada.cz consul@peru-embajada.cz comercial@peru-embajada.cz Web: <a href="http://www.peru-embajada.cz">www.peru-embajada.cz</a>
<b>Philippines</b>	<b>Embassy of the Republic of the Philippines</b> Senovážné náměstí 8 110 00 Praha I	Tel: +420 224 216 397 +420 224 216 385 Fax: +420 224 216 390 E-mail: <a href="mailto:praguepe@gmail.com">praguepe@gmail.com</a> Web: <a href="http://www.praguepe.cz">www.praguepe.cz</a>
<b>Poland</b>	<b>Embassy of the Republic of Poland</b> Valdštejnská 8 118 01 Praha I  Consular Section – Truhlářská 13-15 110 00, Praha I	Tel: +420 257 099 500, 257 099 523, 257 099 524, +420 220 400 120 /Consular Section Fax: +420 257 530 399, +420 224 227 320 /Consular Section E-mail: <a href="mailto:praga.amb.sekretariat@msz.gov.pl">praga.amb.sekretariat@msz.gov.pl</a> <a href="mailto:praga.amb.wk@msz.gov.pl">praga.amb.wk@msz.gov.pl</a> /Consular Section Web: <a href="http://www.prague.polemb.net">www.prague.polemb.net</a>
<b>Portugal</b>	<b>Embassy of the Portuguese Republic</b> Pevnostní 9 160 00 Praha 6	Tel: +420 257 311 230 or +420 257 311 231 Fax: +420 257 311 234 E-mail: <a href="mailto:praga@embportugal.cz">praga@embportugal.cz</a> Web: <a href="http://www.embportugal.cz">www.embportugal.cz</a>
<b>Republic of Serbia</b>	<b>Embassy of the Republic of Serbia</b> Mostecká 15 118 00 Praha I	Tel: +420 257 532 075, 257 530 393 /Ambassador's Secretary +420 257 533 949 /Consular Section Fax: +420 257 533 948 E-mail: <a href="mailto:embassy.prague@mfa.rs">embassy.prague@mfa.rs</a> , <a href="mailto:konzularno.prag@mfa.rs">konzularno.prag@mfa.rs</a> /Consular Section/
<b>Romania</b>	<b>Embassy of Romania</b> Nerudova 5, P.O.Box 87 118 01 Praha I	Tel: +420 257 534 210, Fax: +420 257 531 017 E-mail: <a href="mailto:office@rouemb.cz">office@rouemb.cz</a> Web: <a href="http://praga.mae.ro">http://praga.mae.ro</a>
<b>Russia</b>	<b>Embassy of the Russian Federation</b> Nám. Pod Kaštany I 160 00 Praha 6	Tel: +420 233 374 100, +420 233 375 358 /Protocol, +420 233 371 548 +420 233 371 549 Fax: +420 233 377 235 E-mail: <a href="mailto:embrus@bluetone.cz">embrus@bluetone.cz</a> Web: <a href="http://www.czech.mid.ru">www.czech.mid.ru</a>
<b>San Marino</b>	<b>Honorary Consulate General of the Republic of San Marino</b> Thunovská 19, 118 00 Praha I	Tel: +420 257 535 681
<b>Saudi Arabia</b>	<b>Embassy of the Kingdom of Saudi Arabia</b> Korunovační 622/35, 160 00 Praha 6	Tel: +420 257 316 606 Fax: +420 257 316 593 E-mail: <a href="mailto:resa@saudiembassy.cz">resa@saudiembassy.cz</a>

<b>Seychelles</b>	<b>Honorary Consulate of the Republic of Seychelles</b> V Šáreckém údolí 466/10, 160 00 Praha 6	Tel: +420 246 058 058 +420 603 954 433 E-mail: seypindu@usa.net
<b>Slovakia</b>	<b>Embassy of the Slovak Republic</b> Pelléova 87/12 160 00 Praha 6	Tel: +420 233 113 051, Fax: +420 233 113 054 Email: emb.prague@mzv.sk Web: <a href="http://www.mzv.sk/praha">www.mzv.sk/praha</a>
<b>Slovenia</b>	<b>Embassy of the Republic of Slovenia</b> Pod Hradbami 15 160 41 Praha 6	Tel: +420 233 081 211 Fax: +420 224 314 106 E-mail: vpr@gov.si Web: <a href="http://praga.veleposlanistvo.si/">http://praga.veleposlanistvo.si/</a>
<b>South Africa</b>	<b>Embassy of the Republic of South Africa</b> Ruská 65, P.O.Box 133 100 00 Praha 10	Tel: +420 267 311 114 Fax: +420 267 311 395 E-mail: prague.ambassador@foreign.gov prague.admin@foreign.gov. prague.consular@foreign.gov. prague.cultural@foreign.gov prague.political@foreign.gov prague.trade@foreign.gov.za Web: <a href="http://www.saprague.cz">www.saprague.cz</a>
<b>Sovereign Order of Malta</b>	<b>Embassy of the Sovereign Military Hospitaller Order of St. John of Jerusalem of Rhodes and of Malta</b> Lázeňská 4, 110 00 Praha 1	Fax: +420 257 530 968 E-mail: srmr@seznam.cz Tel: +420 257 531 874
<b>Spain</b>	<b>Embassy of Spain</b> Badeniho 401/4 170 00 Praha 7	Tel: +420 233 097 211; Fax: +420 233 341 770 , +420 233 340 813 /Consular Section E-mail: emb.praga@maec.es emb.praga.info@maec.es /Consular Section emb.praga.ofc@maec.es /Cultural Section Web: <a href="http://www.exteriores.gob.es/embajadas/Praga">www.exteriores.gob.es/embajadas/Praga</a>
<b>Sri Lanka</b>	<b>Honorary Consulate of the Democratic Socialist Republic of Sri Lanka</b> Malostranské nám.2, 118 00 Praha 1	Tel: +420 607 920 311 E-mail: consul@lanka.cz
<b>Sudan</b>	<b>Honorary Consulate of the Republic of the Sudan</b> Před Skalkami 3217/25, 100 00 Praha 10	Tel: +420 212 285 937 E-mail: sudanconsul@hotmail.com Web: <a href="http://www.sudanconsul.wgz.cz">www.sudanconsul.wgz.cz</a>
<b>Sweden</b>	<b>Embassy of Sweden</b> Úvoz 13, P.O.Box 35, 160 12 Praha 612	Tel.: +420 220 313 200 Fax: +420 220 313 240 Email: ambassaden.prag@gov.se Web: <a href="http://www.swedenabroad.com/prag">www.swedenabroad.com/prag</a>
<b>Switzerland</b>	<b>Embassy of the Swiss Confederation</b> Pevnostní 588/7 (Entrance: Dělostřelecká Street), P.O.Box 84, 162 01 Praha 6	Tel: +420 220 400 611, Fax: +420 224 311 312 E-mail: pra.vertretung@eda.admin.ch Web: <a href="http://www.eda.admin.ch/prag">www.eda.admin.ch/prag</a>

<b>Syria</b>	<b>Embassy of the Syrian Arab Republic</b> Českomalínská 20/7, 160 00 Praha 6	Tel: +420 224 310 952 or +420 224 311 171 Fax: +420 224 317 911 E-mail: <a href="mailto:souria@volny.cz">souria@volny.cz</a> Web: <a href="http://www.syriaembassy.cz">www.syriaembassy.cz</a>
<b>Taiwan</b>	<b>Taipei Economic and Cultural Office</b> Evropská 2590/33c, 160 00 Praha 6	Tel: +420 233 320 606 Fax: +420 233 326 906 E-mail: <a href="mailto:tecoprag@gmail.com">tecoprag@gmail.com</a>
<b>Tajikistan</b>	<b>Consulate of the Republic of Tajikistan</b> Václavské náměstí 1, 113 34 Praha 1	Tel: +420 224 224 081 Fax: +420 224 224 081
<b>Thailand</b>	<b>Embassy of the Kingdom of Thailand</b> Romaina Rollanda 3 160 00 Praha 6	Tel: +420 220 571 435, +420 220 570 055 Fax: +420 220 570 049 E-mail: <a href="mailto:info@thaiembassy.cz">info@thaiembassy.cz</a> <a href="mailto:thaisecretariat@seznam.cz">thaisecretariat@seznam.cz</a> Secretary to Ambassador Web: <a href="http://www.thaiembassy.cz">www.thaiembassy.cz</a>
<b>Tunisia</b>	<b>Embassy of the Republic of Tunisia</b> Nad Výšinkou 1325/7 150 00 Praha 5	Tel: +420 244 460 652 /Consular Section - Visa/; +420 244 460 653 /Secretary of the Ambassador Fax: +420 244 460 825 E-mail: <a href="mailto:amt.prague@volny.cz">amt.prague@volny.cz</a>
<b>Turkey</b>	<b>Embassy of the Republic of Turkey</b> Na Ořechovce 69 162 00 Praha 616	Tel: +420 224 311 402 or +420 224 311 938 Fax: +420 224 311 279 E-mail: <a href="mailto:embassy.prague@mfa.gov.tr">embassy.prague@mfa.gov.tr</a> <a href="mailto:consulate.prague@mfa.gov.tr">consulate.prague@mfa.gov.tr</a> /Consular Section
<b>Ukraine</b>	<b>Embassy of Ukraine</b> Charlese de Gaulla 29 160 00 Praha 6	Tel: +420 227 020 200 +420 227 020 204 +420 602 224 938 /urgent case +420 227 020 212 /Consular Section Fax: +420 233 344 366 +420 224 325 561 /Consular Section E-mail: <a href="mailto:emb_cz@mfa.gov.ua">emb_cz@mfa.gov.ua</a> <a href="mailto:konzulat@volny.cz">konzulat@volny.cz</a> /Consular Section Web: <a href="http://www.czechia.mfa.gov.ua">www.czechia.mfa.gov.ua</a>
<b>United Kingdom</b>	<b>Embassy of the United Kingdom of Great Britain and Northern Ireland</b> Thunovská 14, 118 00 Praha 1	Tel: +420 257 402 111 Fax: +420 257 402 296 E-mail: <a href="mailto:ukinczechrepublic@fco.gov.uk">ukinczechrepublic@fco.gov.uk</a>

<b>United States of America</b>	<b>Embassy of the United States of America</b> Tržiště 15 118 01 Praha 1	Tel: +420 257 022 000, +420 257 022 352 /after hours/, +420 257 022 406 /Protocol Office/, +420 257 022 337 /Defense Attache Office +420 257 022 380 /Management Section +420 257 022 314 /Political - Economic Section/, +420 257 022 002 /Public Affairs Section Fax: +420 257 530 583 /Ambassador's Fax +420 257 022 806 /Management Section +420 257 022 808 /Political Section +420 257 022 817 /Protocol Section +420 257 022 815 /Public Affairs Section E-mail: hroprague@state.gov Web: <a href="http://www.usembassy.cz">www.usembassy.cz</a>
<b>Vatican</b>	<b>Apostolic Nunciature</b> Voršilská 12 110 00 Praha 1	Tel: +420 224 999 811, Fax: +420 224 999 833 E-mail: <a href="mailto:nunpraga@nunciatura.cz">nunpraga@nunciatura.cz</a>
<b>Venezuela</b>	<b>Embassy of the Bolivarian Republic of Venezuela</b> Šafaříkova 201/17, 120 00 Praha 2	Tel: +420 226 254 100 E-mail: <a href="mailto:embaven@grbox.cz">embaven@grbox.cz</a> Web: <a href="http://www.embajada-venezuela.cz">www.embajada-venezuela.cz</a>
<b>Vietnam</b>	<b>Embassy of the Socialist Republic of Vietnam</b> Plzeňská 214/2578, 150 00 Praha 5 Consular Section Rašínovo nábřeží 72/1897 128 00 Praha 2	Tel: +420 257 211 540, +420 224 922 074 Consular Section/ Fax: +420 257 211 792, +420 224 916 488 Consular Section/ E-mail: <a href="mailto:dsqvietnamcz@yahoo.com">dsqvietnamcz@yahoo.com</a> Web: <a href="http://www.vietnamembassy-czech.org">www.vietnamembassy-czech.org</a>
<b>Yemen</b>	<b>Embassy of the Republic of Yemen</b> Pod Hradbami 5 160 00 Praha 6	Tel: +420 233 331 568 or +420 233 331 598 Fax: +420 233 332 204 E-mail: <a href="mailto:yemen-embassy@seznam.cz">yemen-embassy@seznam.cz</a>

More information is available at:

[http://www.mzv.cz/jnp/en/diplomatic\\_missions/foreign\\_missions\\_to\\_the\\_czech\\_republic/index.html](http://www.mzv.cz/jnp/en/diplomatic_missions/foreign_missions_to_the_czech_republic/index.html)

If you haven't found the particular embassy or consulate you need in the list provided, it means that the nearest embassy or consulate is located outside the territory of the Czech Republic; for information on those other embassies and consulates, please visit the web site provided above.

## List of Student Departments of CU Faculties

Faculty of CU	Contact	Head of the Dept.
<b>Charles University in Prague</b> Student Affairs Office Ovocný trh 3 I 16 36 Praha I	Tel: +420 224 491 260 Fax: +420 224 811 883 E-mail: <a href="mailto:studijni@ruk.cuni.cz">studijni@ruk.cuni.cz</a> Web: <a href="http://www.cuni.cz/UKEN-267.html">http://www.cuni.cz/UKEN-267.html</a>	Mgr. Vít Engelthaler
<b>The Catholic Theological Faculty</b> Thákurova 3 I 60 00 Praha 6	Tel: +420 220 181 402 +420 220 181 383 E-mail: <a href="mailto:studijni@ktf.cuni.cz">studijni@ktf.cuni.cz</a> Web: <a href="http://www.ktf.cuni.cz/KTF-23.html">http://www.ktf.cuni.cz/KTF-23.html</a>	Ing. Tereza Fatková
<b>The Protestant Theological Faculty</b> P.O.Box 529, Černá 9 I 15 55 Praha I	Tel: +420 221 988 213 Fax: +420 221 988 215 E-mail: <a href="mailto:studijni@etf.cuni.cz">studijni@etf.cuni.cz</a> Web: <a href="http://web.etf.cuni.cz/ETF-37.html">web.etf.cuni.cz/ETF-37.html</a>	Zdeňka Trojanová
<b>The Hussite Theological Faculty</b> P.O.Box 56, Pacovská 350/4 I 40 21 Praha 4 - Krč	Tel: +420 222 539 203, +420 222 539 223 E-mail: <a href="mailto:studijni@htf.cuni.cz">studijni@htf.cuni.cz</a> Web: <a href="http://www.htf.cuni.cz/HTF-55.html">http://www.htf.cuni.cz/HTF-55.html</a>	Mgr. Jitka Chaloupková
<b>The Faculty of Law</b> nám. Curieových 7 I 16 40 Praha I	Tel: +420 221 005 203 E-mail: <a href="mailto:sojka@prf.cuni.cz">sojka@prf.cuni.cz</a> Web: <a href="http://www.prf.cuni.cz/en/struktura/188/1404042226/">http://www.prf.cuni.cz/en/struktura/188/1404042226/</a>	Mgr. Miroslav Sojka
<b>The 1st Medical Faculty</b> Kateřinská 32 I 21 08 Praha 2	Tel: +420 224 964 378/ 242 E-mail: <a href="mailto:marketa.sochorova@lf1.cuni.cz">marketa.sochorova@lf1.cuni.cz</a> Web: <a href="http://www.lf1.cuni.cz/en/office-hours">http://www.lf1.cuni.cz/en/office-hours</a> <a href="http://www.lf1.cuni.cz/studijni-oddeleni">http://www.lf1.cuni.cz/studijni-oddeleni</a>	Ing. Markéta Sochorová
<b>The 2nd Medical Faculty</b> V Úvalu 84 I 50 06 Praha 5	Tel: +420 224 435 830 E-mail: <a href="mailto:marie.havlova@lfmotol.cuni.cz">marie.havlova@lfmotol.cuni.cz</a> Web: <a href="http://www.lf2.cuni.cz/Dekanat/studijni.htm">www.lf2.cuni.cz/Dekanat/studijni.htm</a>	Marie Havlová
<b>The 3rd Medical Faculty</b> Ruská 87 I 00 00 Praha 10	Tel: +420 267 102 205 E-mail: <a href="mailto:alena.vlasakova@lf3.cuni.cz">alena.vlasakova@lf3.cuni.cz</a> Web: <a href="http://www.lf3.cuni.cz/cs/studium/studijni-oddeleni/index.html">http://www.lf3.cuni.cz/cs/studium/studijni-oddeleni/index.html</a>	Bc. Alena Vlasáková, Dis.
<b>Faculty of Medicine in Plzeň</b> Husova 3 306 05 Plzeň	Tel: +420 377 593 430 E-mail: <a href="mailto:martina.buriankova@lfp.cuni.cz">martina.buriankova@lfp.cuni.cz</a> Web: <a href="http://www.lfp.cuni.cz/study_contact.aspx">http://www.lfp.cuni.cz/study_contact.aspx</a>	Mgr. Martina Buriánková
<b>Faculty of Medicine in Hradec Králové</b> Šimkova 870 500 38 Hradec Králové	Tel: +420 495 816 220 E-mail: <a href="mailto:studijni@lfhk.cuni.cz">studijni@lfhk.cuni.cz</a> Web: <a href="https://www.lfhk.cuni.cz/Fakulta/Organizacni-struktura/Org/757/">https://www.lfhk.cuni.cz/Fakulta/Organizacni-struktura/Org/757/</a>	Ing. Eva Faistová

<b>The Faculty of Pharmacy</b> in Hradec Králové Heyrovského 1203 500 05 Hradec Králové	Tel: +420 495 067 426 E-mail: <a href="mailto:studijni@faf.cuni.cz">studijni@faf.cuni.cz</a> Web: <a href="http://www.faf.cuni.cz/Fakulta/Organizacni-struktura/Dekanat/Studijni-oddeleni/">http://www.faf.cuni.cz/Fakulta/Organizacni-struktura/Dekanat/Studijni-oddeleni/</a>	Vlasta Shejbalová
<b>The Faculty of Arts</b> nám. Jana Palacha 2 116 38 Praha I	Tel: +420 221 619 325 E-mail: <a href="mailto:katerina.volna@ff.cuni.cz">katerina.volna@ff.cuni.cz</a> Web: <a href="http://www.ff.cuni.cz/fakulta/oddeleni-dekanatu/studijni-oddeleni/">http://www.ff.cuni.cz/fakulta/oddeleni-dekanatu/studijni-oddeleni/</a>	Mgr. Kateřina Volná
<b>The Faculty of Science</b> Albertov 6 128 43 Praha 2	Tel: +420 221 951 159 E-mail: <a href="mailto:studijni@natur.cuni.cz">studijni@natur.cuni.cz</a> Web: <a href="http://www.natur.cuni.cz/fakulta/studium/studijni-oddeleni">http://www.natur.cuni.cz/fakulta/studium/studijni-oddeleni</a>	Ing. Ivana Fraňková
<b>The Faculty of Mathematics and Physics</b> Ke Karlovu 3 121 16 Praha 2	Tel: +420 951 551 254 E-mail: <a href="mailto:stud@dekanat.mff.cuni.cz">stud@dekanat.mff.cuni.cz</a> Web: <a href="http://www.mff.cuni.cz/fakulta/stud">http://www.mff.cuni.cz/fakulta/stud</a>	JUDr. Dana Macharová
<b>The Faculty of Education</b> M. D. Rettigové 4 116 39 Praha I	Tel: +420 221 900 263 E-mail: <a href="mailto:eva.vachudova@pedf.cuni.cz">eva.vachudova@pedf.cuni.cz</a> Web: <a href="http://www.pedf.cuni.cz/index.php?cat=prac&amp;org=1563">http://www.pedf.cuni.cz/index.php?cat=prac&amp;org=1563</a>	PhDr. Eva Vachudová, Ph.D.
<b>The Faculty of Social Sciences</b> Smetanovo nábřeží 6 110 01 Praha I	Tel: +420 222 112 281 E-mail: <a href="mailto:studijni@fsv.cuni.cz">studijni@fsv.cuni.cz</a> Web: <a href="http://fsv.cuni.cz/FSVTEMP-111.html">http://fsv.cuni.cz/FSVTEMP-111.html</a>	Mgr. Dana Svobodová
<b>The Faculty of Physical Education and Sport</b> Josef Martího 31 162 52 Praha 6 - Veleslavín	Tel: +420 220 172 075 Fax: +420 242 454 720 E-mail: <a href="mailto:zeithammerova@ftvs.cuni.cz">zeithammerova@ftvs.cuni.cz</a> Web: <a href="http://www.ftvs.cuni.cz/FTVS-42.html">http://www.ftvs.cuni.cz/FTVS-42.html</a>	Mgr. Markéta Zeithammerová
<b>The Faculty of Humanities</b> U Kříže 8 158 00 Praha 5 - Jinonice	Tel: +420 251 080 363 +420 251 080 211 E-mail: <a href="mailto:studijni@fhs.cuni.cz">studijni@fhs.cuni.cz</a> Web: <a href="http://fhs.cuni.cz/FHS-73.html">http://fhs.cuni.cz/FHS-73.html</a>	Mgr. Maryia Yankouskaya

## List of LPP-Erasmus Co-ordinators at CU Faculties

Faculty of CU	Contact	Co-ordinator
<b>CU European Office</b> Ovocný trh 3 I 16 36 Praha I	Tel.: +420 224 491 710 Fax: +420 224 229 487 E-mail: <a href="mailto:erasmus@ruk.cuni.cz">erasmus@ruk.cuni.cz</a> Web: <a href="http://www.cuni.cz/UKEN-199.html">http://www.cuni.cz/UKEN-199.html</a>	Mgr. Michal Maršálek (CU Institutional Coordinator) Mgr. Ivana Herglová (Incoming students)
<b>The Catholic Theological Faculty</b> Thákurova 3 I 60 00 Praha 6	Tel: +420 220 181 241 Fax: +420 220 181 234 E-mail: <a href="mailto:relations@ktf.cuni.cz">relations@ktf.cuni.cz</a>	Olga Ďurišová
<b>The Protestant Theological Faculty</b> Černá 9 I 15 55 Praha I	Tel: +420 221 988 211 Fax: +420 221 988 215 E-mail: <a href="mailto:intl@etf.cuni.cz">intl@etf.cuni.cz</a>	Mgr. Peter Stephens Mgr. Věra Fritzová
<b>The Hussite Theological Faculty</b> P.O.Box 56, Pacovská 350/4 I 40 21 Praha 4 - Krč	Tel: +420 222 539 209 Fax: +420 241.732.294 E-mail: <a href="mailto:cecilie.ramazanova@htf.cuni.cz">cecilie.ramazanova@htf.cuni.cz</a>	Mgr. Cecílie Ramazanová
<b>The Faculty of Law</b> nám. Curieových 7 I 16 40 Praha I	Tel: +420 221 005 370, -305, -478 Fax: +420 224 810 472 E-mail: <a href="mailto:damohors@prf.cuni.cz">damohors@prf.cuni.cz</a> <a href="mailto:konecna@prf.cuni.cz">konecna@prf.cuni.cz</a> <a href="mailto:maresova@prf.cuni.cz">maresova@prf.cuni.cz</a>	Prof. JUDr. Damo- horský, DrSc. (head) Marie Konečná (Erasmus outgoing) Ing. Svatava Marešová (Erasmus incoming)
<b>The 1st Medical Faculty</b> Kateřinská 32 I 21 08 Praha 2	Tel: +420 224 968 416 +420 224 964 358 +420 224 964 372 Fax: +420 224 918 816 +420 224 964 358 E-mail: <a href="mailto:lenka.medova@lf1.cuni.cz">lenka.medova@lf1.cuni.cz</a> <a href="mailto:zora.pribyllova@lf1.cuni.cz">zora.pribyllova@lf1.cuni.cz</a> <a href="mailto:jaroslav.pokorny@lf1.cuni.cz">jaroslav.pokorny@lf1.cuni.cz</a>	Prof. MUDr. J. Pokorný, DrSc. (head) Ing. Zora Přibyllová (Erasmus outgoing) Mgr. Lenka Medová (Erasmus incoming)
<b>The 2nd Medical Faculty</b> V Úvalu 84 I 50 06 Praha 5	Tel: +420 224 436 804, 810 Fax: +420 224 435 820 E-mail: <a href="mailto:rudolf.cerny@lfmotol.cuni.cz">rudolf.cerny@lfmotol.cuni.cz</a> <a href="mailto:dominika.patrovsk@lfmotol.cuni.cz">dominika.patrovsk@lfmotol.cuni.cz</a>	MUDr. Rudolf Černý, CSc. (academic coordinator) BcA. Dominika Patrovská (administra- tive coordinator)
<b>The 3rd Medical Faculty</b> Ruská 87 I 00 00 Praha 10	Tel: +420 267 102 336 Fax: +420 272 738 497 E-mail: <a href="mailto:jana.danova@lf3.cuni.cz">jana.danova@lf3.cuni.cz</a> <a href="mailto:marika.bendova@lf3.cuni.cz">marika.bendova@lf3.cuni.cz</a>	MUDr. Jana Daňová (academic coordinator) Mgr. Marika Bendová (administrative coord- inator)
<b>Faculty of Medicine in Plzeň</b> Husova 3 306 05 Plzeň	Tel: +420 377 593 323/-464 Fax: +420 377 593 329/-469 E-mail: <a href="mailto:tomas.kohoutek@lfp.cuni.cz">tomas.kohoutek@lfp.cuni.cz</a> <a href="mailto:blanka.rybnerova@lfp.cuni.cz">blanka.rybnerova@lfp.cuni.cz</a>	MUDr. Tomáš Kohoutek, PhD. (academic coordinator) Mgr. Bc. Blanka Rybnerová (administra- tive coordinator)



<b>Faculty of Medicine in Hradec Kralove</b> Šímkova 870 500 38 Hradec Králové	Tel: +420 495 816 440 / 476 Fax: +420 495 513 597 E-mail: mazurova@lfhk.cuni.cz pazourkovaM@lfhk.cuni.cz	Doc. MUDr. Yvona Mazurová (academic coordinator) Monika Pazourková (administrative coordinator)
<b>The Faculty of Pharmacy in Hradec Králové</b> Heyrovského 1203 500 05 Hradec Králové	Tel: +420 495 067 295/ 381/ 429 Fax: +420 495 518 002 E-mail: mladenka@faf.cuni.cz novakova@faf.cuni.cz krieglerova@faf.cuni.cz	Doc. PharmDr. Přemysl Mladěnka, Ph.D., Doc. PharmDr. Lucie Nováková, Ph.D. (academic coordinators) Ing. Hana Krieglerová (administrative coordinator)
<b>The Faculty of Arts</b> nám. Jana Palacha 2 116 38 Praha 1	Tel: +420 221 619 840 / 841 Fax: +420 221 619 382 E-mail: vit.prokopius@ff.cuni.cz jana.tvrzova@ff.cuni.cz	Vít Prokopius (Erasmus Outgoing) Bc. Jana Tvrzová (Erasmus Incoming)
<b>The Faculty of Science</b> Albertov 6 128 43 Praha 2	Tel: +420 221 951 165 Fax: +420 221 951 166 E-mail: erasmus@natur.cuni.cz	RNDr. Dagmar Chalupová, Ph.D. (academic coordinator) Kateřina Tesaříková (administrative coordinator)
<b>The Faculty of Mathematics and Physics</b> Ke Karlovu 3 121 16 Praha 2	Tel: +420 221 914 149 +420 221 911 217 Fax: +420 284 685 095 E-mail: pangrac@kam.mff.cuni.cz vesely@dekanat.mff.cuni.cz	RNDr. Ondřej Pangrác, Ph.D. (academic coordinator) Bc. Stanislav Veselý (administrative coordinator)
<b>The Faculty of Education</b> M. D. Rettigové 4 116 39 Praha 1	Tel: +420 221 900 240 / 237 Fax: +420 224 947 782 E-mail: miloslava.cernochova@pedf.cuni.cz stanislava.vlckova@pedf.cuni.cz	Doc. RNDr. Miloslava Černochová, CSc. (academic coordinator) Stanislava Vlčková (administrative coordinator)
<b>The Faculty of Social Sciences</b> Smetanovo nábřeží 6 110 01 Praha 1	Tel: +420 222 112 228 / 273 / 235 Fax: +420 222 112 270 E-mail: svoz@fsv.cuni.cz incoming@fsv.cuni.cz dryakova@fsv.cuni.cz	PhDr. Richard Olehla, Ph.D. (head) Mgr. Beáta Tomečková (Erasmus incoming) Mgr. Jan Procházka (Erasmus outgoing)
<b>The Faculty of Physical Education and Sport</b> Josef Martího 31 162 52 Praha 6 - Veleslavín	Tel: +420 220 172 354 Fax: +420 220 172 214 E-mail: basarova@ftvs.cuni.cz	Ing. Dana Basařová
<b>The Faculty of Humanities</b> U Kříže 8 158 00 Praha 5 - Jinonice	Tel: +420 251 080 334 Fax: +420 251 620 611 E-mail: zahranicni@fhs.cuni.cz international@fhs.cuni.cz	Eliška Rolfová (Erasmus outgoing) Lenka Lukešová (Erasmus incoming)

## List of International Relations Offices

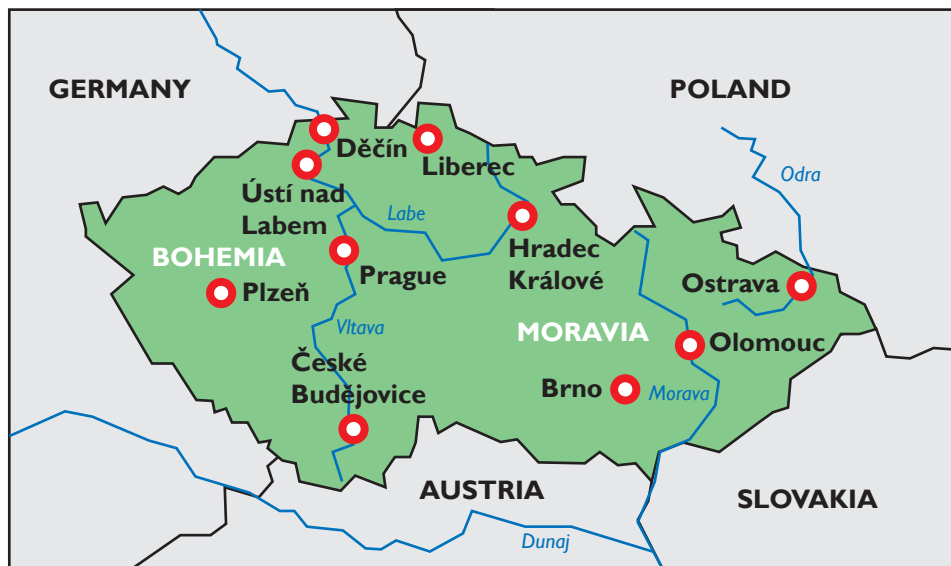
Faculty of CU	Contact	Head of the International Office
<b>International Relations Department (Rector's Office)</b> Ovocný trh 3/5 , 116 36 Praha 1	Tel: +420 224 491 302 E-mail: <a href="mailto:zahran@ruk.cuni.cz">zahran@ruk.cuni.cz</a> Web: <a href="http://www.cuni.cz/UKEN-214.html">http://www.cuni.cz/UKEN-214.html</a>	Ing. Ivana Halašková
<b>The Catholic Theological Faculty</b> Thákurova 3 160 00 Praha 6	Tel: +420 220 181 384 E-mail: <a href="mailto:relations@ktf.cuni.cz">relations@ktf.cuni.cz</a> Web: <a href="http://www.ktf.cuni.cz/KTF-231.html">http://www.ktf.cuni.cz/KTF-231.html</a>	
<b>The Protestant Theological Faculty</b> P.O.Box 529, Černá 9 115 55 Praha 1	Tel: +420 221 988 211,212 E-mail: <a href="mailto:intl@etf.cuni.cz">intl@etf.cuni.cz</a> Web: <a href="http://web.etf.cuni.cz/etfeng-1.html">http://web.etf.cuni.cz/etfeng-1.html</a>	
<b>The Hussite Theological Faculty</b> P.O.Box 56, Pacovská 350/4 140 21 Praha 4	Tel: +420 222 539 209 E-mail: <a href="mailto:cecilie.ramazanova@htf.cuni.cz">cecilie.ramazanova@htf.cuni.cz</a> Web: <a href="http://www.htf.cuni.cz/HTF-45.html">http://www.htf.cuni.cz/HTF-45.html</a>	Mgr. Cecílie Ramazanová
<b>The Faculty of Law</b> nám. Curieových 7 116 40 Praha 1	Tel: +420 221 005 334 E-mail: <a href="mailto:kohout@prf.cuni.cz">kohout@prf.cuni.cz</a> Web: <a href="http://www.prf.cuni.cz/en/contacts-1404044611.html">http://www.prf.cuni.cz/en/contacts-1404044611.html</a>	Mgr. David Kohout
<b>The 1st Medical Faculty</b> Kateřinská 32 121 08 Praha 2	Tel: +420 224 961 111 E-mail: <a href="mailto:office@lf1.cuni.cz">office@lf1.cuni.cz</a> Web: <a href="http://www.lf1.cuni.cz/en/international-relations?f=faculty">http://www.lf1.cuni.cz/en/international-relations?f=faculty</a>	
<b>The 2nd Medical Faculty</b> V úvalu 84 150 06 Praha 5 - Motol	Tel: +420 224 435 828/ 810 E-mail: <a href="mailto:renata.bourahi@lfmotol.cuni.cz">renata.bourahi@lfmotol.cuni.cz</a> <a href="mailto:dominika.patrovaska@lfmotol.cuni.cz">dominika.patrovaska@lfmotol.cuni.cz</a> Web: <a href="http://www.lf2.cuni.cz/Dekanat/evvzs.htm">http://www.lf2.cuni.cz/Dekanat/evvzs.htm</a>	Ing. Renáta Bourahi
<b>The 3rd Medical Faculty</b> Ruská 87 100 00 Praha 10	Tel: +420 267 102 180 E-mail: <a href="mailto:ruzena.hruskova@lf3.cuni.cz">ruzena.hruskova@lf3.cuni.cz</a> Web: <a href="http://www.lf3.cuni.cz/en/departments/zahranicni-styky/division/index.html">http://www.lf3.cuni.cz/en/departments/zahranicni-styky/division/index.html</a>	Růžena Hrušková
<b>The Medical Faculty in Pilsen</b> Husova 3 306 05 Plzeň	Tel: +420 377 593 464 <a href="mailto:blanka.rybnerova@lfp.cuni.cz">blanka.rybnerova@lfp.cuni.cz</a> Web: <a href="http://www.lfp.cuni.cz/oddeleni/9-oddeleni-zahranicnich-styku.html">http://www.lfp.cuni.cz/oddeleni/9-oddeleni-zahranicnich-styku.html</a>	

<b>The Medical Faculty in Hradec Králové</b> P.O. Box 38 Šimkova 870 500 38 – Hradec Králové I	Tel: +420 495 816 136 E-mail: <a href="mailto:macourkovae@lfhk.cuni.cz">macourkovae@lfhk.cuni.cz</a> Web: <a href="https://www.lfhk.cuni.cz/Faculty/Organization-structure/Org/788/">https://www.lfhk.cuni.cz/Faculty/Organization-structure/Org/788/</a>	Ing. Eva Macourková
<b>The Faculty of Pharmacy</b> Heyrovského 1203 500 05 Hradec Králové	Tel: +420 495 067 429 E-mail: <a href="mailto:office.foreign@faf.cuni.cz">office.foreign@faf.cuni.cz</a> Web: <a href="http://www.faf.cuni.cz/Foreign/">http://www.faf.cuni.cz/Foreign/</a>	
<b>The Faculty of Arts</b> nám. Jana Palacha 2 116 38 Praha I	Tel: +420 221 619 834 E-mail: <a href="mailto:zahranicni@ff.cuni.cz">zahranicni@ff.cuni.cz</a> Web: <a href="http://www.ff.cuni.cz/home/study/exchange-and-visiting-students/">http://www.ff.cuni.cz/home/study/exchange-and-visiting-students/</a>	Mgr. Ivo Skůček
<b>The Faculty of Science</b> Albertov 6 128 43 Praha 2	Tel: +420 221 951 160 E-mail: <a href="mailto:vera.fojtikova@natur.cuni.cz">vera.fojtikova@natur.cuni.cz</a> Web: <a href="http://www.natur.cuni.cz/eng/research-support-department/contacts">http://www.natur.cuni.cz/eng/research-support-department/contacts</a>	
<b>The Faculty of Mathematics and Physics</b> Ke Karlovu 3 121 16 Praha 2	Tel: +420 951 551 222 E-mail: <a href="mailto:ovzs@dekanat.mff.cuni.cz">ovzs@dekanat.mff.cuni.cz</a> Web: <a href="http://www.mff.cuni.cz/to.en/fakulta/ovzs/">http://www.mff.cuni.cz/to.en/fakulta/ovzs/</a>	PhDr. Milena Stiborová, CSc.
<b>The Faculty of Education</b> M. D. Rettigové 4 116 39 Praha I	Tel: +420 221 900 236 E-mail: <a href="mailto:zuzana.trnkova@pedf.cuni.cz">zuzana.trnkova@pedf.cuni.cz</a> Web: <a href="http://www.pedf.cuni.cz/index.php?menu=105&amp;crl=zahranicni&amp;lang=cz">http://www.pedf.cuni.cz/index.php?menu=105&amp;crl=zahranicni&amp;lang=cz</a>	Zuzana Trnková
<b>The Faculty of Social Sciences</b> Smetanovo nábřeží 6 110 01 Praha I	Tel: +420 222 112 228 E-mail: <a href="mailto:svoz@fsv.cuni.cz">svoz@fsv.cuni.cz</a> Web: <a href="http://fsveng.fsv.cuni.cz/FSVEN-14.html">http://fsveng.fsv.cuni.cz/FSVEN-14.html</a>	PhDr. Richard Olehla, Ph.D.
<b>The Faculty of Physical Education and Sport</b> Josef Martího 31 162 52 Praha 6	Tel: +420 220 172 354 E-mail: <a href="mailto:basarova@ftvs.cuni.cz">basarova@ftvs.cuni.cz</a> <a href="mailto:international@ftvs.cuni.cz">international@ftvs.cuni.cz</a> Web: <a href="http://www.ftvs.cuni.cz/FTVS-20.html">http://www.ftvs.cuni.cz/FTVS-20.html</a>	Ing. Dana Basařová
<b>The Faculty of Humanities</b> U Kříže 8 158 00 Praha 5 - Jinonice	E-mail: <a href="mailto:international@fhs.cuni.cz">international@fhs.cuni.cz</a> Web: <a href="http://fhs.cuni.cz/FHSENG-343.html">http://fhs.cuni.cz/FHSENG-343.html</a>	Tel: +420 251 080 334









<b>Capital:</b>	Prague
<b>Land area:</b>	78,866 square kilometres
<b>Official language:</b>	Czech (West Slavic Language)
<b>Date of origin:</b>	January 1, 1993, when former Czechoslovakia split into the Czech Republic and Slovakia
<b>Population:</b>	10,5 million
<b>Religion:</b>	Roman Catholic (27 %), Protestant (3 %), Orthodox (2 %), non-believers and atheists (59 %), other (9 %)
<b>Currency:</b>	1 crown (koruna česká – Kč, CZK) = 100 hellers (haléřů=hal)
<b>Exchange rate:</b>	1 EUR = 27,5 Kč
<b>Head of state:</b>	president Miloš Zeman
<b>Form of government:</b>	Bi-cameral parliamentary democracy
<b>Weather:</b>	Mild climate zone with a cycle of four seasons and generous precipitation. Winters are cold and cloudy, summers are warm. The average temperature in the winter ranges around $-5^{\circ}\text{C}$ ( $23^{\circ}\text{F}$ ) and in the summer around $20^{\circ}\text{C}$ ( $68^{\circ}\text{F}$ ).
<b>Time:</b>	GMT +1, as in Western Europe. Daylight Saving starts last Sunday in March, ends last Sunday in October
<b>Electricity:</b>	220 volts, 50 cycles
<b>Czech national dish:</b>	Vepřo-knedlo-zelo (pork with dumplings and sauerkraut)

