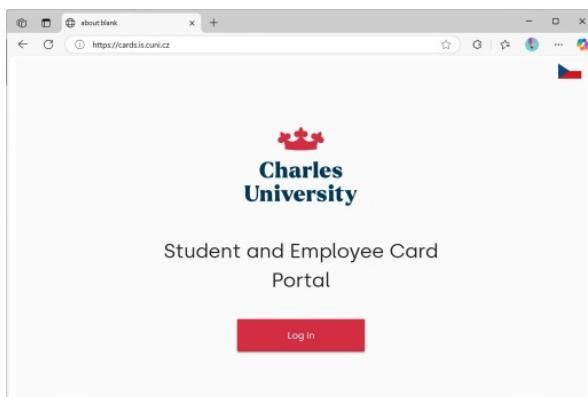
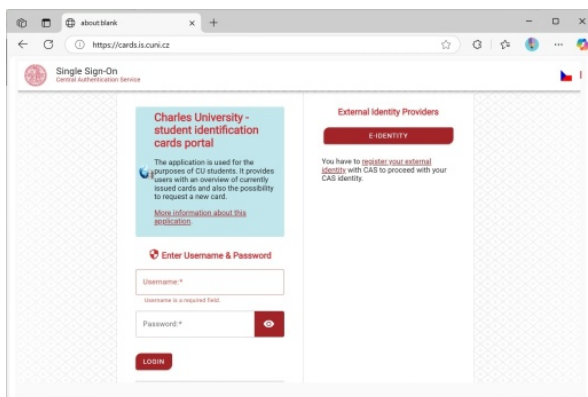

How to Order Your Student ID Card Online

Important: You can order your Charles University student ID card only after enrolling in your studies via the university's information system. If you have already enrolled but are still unable to order your ID card, please contact your faculty's student affairs officer.

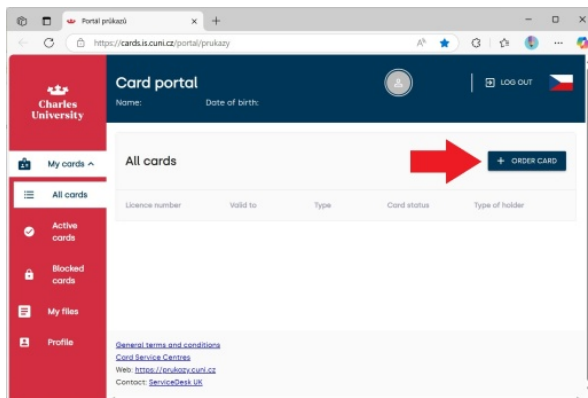
1. On the website <https://cards.is.cuni.cz>, click on **Log in**.



2. Enter your login credentials. These are the same details you used when submitting your application for study.



3. In the menu item **All cards**, click the **Order card** button.



4. Upload a photograph.

<div style="background: #dddddd; padding: 1.2em">

What should the photograph look like?

You should have a neutral expression and closed mouth in the photograph. Your eyes must be open, and your hair must not cover your eyes or any other distinctive facial features. Your face should occupy approximately 80% of the photograph.

What background is required for an ID or student card photo?

The person in the photograph must not blend into the background. Therefore, take the photo against a white, light blue, or light grey background. Any other background is not permitted. A smooth transition between the aforementioned colours is allowed.

Photo dimensions:

minimum 414 x 532 px, maximum 1656 x 2128 px.

</div>

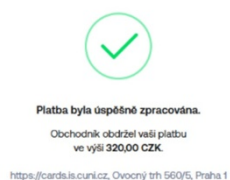
5. Select the type of card

What types of cards can you order and what is the difference between them?


6. Choose the place where you would like to collect your card and provide the email address to which the collection notification will be sent. After completing all the steps described above, click the **Order Card** button at the bottom of the page.

7. If you have selected the Charles University Student Card with an ISIC or ALIVE licence, choose your payment method.

8. If the payment was successful, the following page will appear:



9. All done! Within a maximum of 7 working days, you will receive a message from us informing you that your card is ready for collection at the distribution centre you selected.

Education	Platform	Type	How to access	How to access
Průkaz STUD (BSC)				
Student's card	Průkaz STUD	How to access	How to access	
Student's ID	Průkaz STUD	How to access	How to access	
Student's ID	Průkaz STUD	How to access	How to access	
Student's ID	Průkaz STUD	How to access	How to access	

If you are having trouble logging into the portal, if information in the portal is not displaying correctly, or if you wish to file a complaint about goods purchased through the portal, please contact the [Charles University Service Desk](#) .