

# University of Finance and Administration

## FACT SHEET 2019/2020



### GENERAL INFORMATION

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Legal name of institution:	<b>University of Finance and Administration</b>
Rector:	Ms. Bohuslava Šenkýřová
Erasmus Code:	CZ PRAHA13
Address:	Estonská 500, 101 00 Prague 10, Czech Republic
Phone:	+420 210 088 819
Web page:	<a href="http://www.vsfs.cz/en">www.vsfs.cz/en</a>
E-mail:	<a href="mailto:erasmus@vsfs.cz">erasmus@vsfs.cz</a>

### INTERNATIONAL CONTACTS

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#### Vice-Rector for International Relations

Mr. Roman Mentlík  
+420 810 088 812  
[roman.mentlik@vsfs.cz](mailto:roman.mentlik@vsfs.cz)

#### Head of International Office

Ms. Lucie Finová  
+420 255 785 730  
[lucie.finova@vsfs.cz](mailto:lucie.finova@vsfs.cz)

#### Erasmus+ and Exchange Coordinators

+420 210 088 819; +420 724 126 138  
[erasmus@vsfs.cz](mailto:erasmus@vsfs.cz)

#### Incoming Students

*Ms. Markéta Pechová*

#### Outgoing Students

*Ms. Lucie Ektilahová*

#### Bilateral Agreements

*Ms. Zuzana Trnková*



## ACADEMIC CALENDAR 2019/2020

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### Winter Semester

Orientation week: 23 – 27 Sept 2019  
Study period: 30 Sept – 20 Dec 2019  
Christmas Holiday: 21 Dec – 3 Jan 2020  
Examination period: 6 Jan – 6 Feb 2020

### Summer Semester

Orientation week: 3 – 7 February 2020  
Study period: 10 Feb – 1 May 2020  
Easter Holiday: 10 and 13 April 2020  
Examination period: 2 May – 6 June 2020

## NOMINATION & APPLICATION FOR INCOMING STUDENTS

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	Winter Semester	Summer Semester
<b>Nomination Deadline</b>	15 <sup>th</sup> May 2019	15 <sup>th</sup> November 2019
<b>Application Deadline</b>	31 <sup>th</sup> May 2019	30 <sup>th</sup> November 2019

Students apply online by filling out the application form (<https://www.vsfs.cz/en/?id=2084-application-form>) and uploading a CV, a cover letter, a photo, a proof of health insurance, a copy of passport/ID card and a Transcript of Records.

Language level: Students are expected to have at least a B2 level in English. However, no language proficiency certificate is required. The sending institution is responsible for ensuring an appropriate language knowledge of incoming students.

## COURSES

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Please select your courses from the Course Catalogue. The chosen courses must be approved by home university. The course schedule will be published one week prior the start of the semester. In case of timetable clash, students are required to make changes to the original Learning Agreement. Please note that all Master courses are held in a different building in Vltavska 12, 150 00 Prague 5.

Course Catalogue: <https://www.vsfs.cz/en/?id=1515-incoming-students>

Please note that VSFS doesn't offer Czech language courses and that we cannot provide students with a tutor for supervising their final theses.

## ACCOMMODATION

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VSFS offers one-, two-, three- or four-bed rooms in a newly opened accommodation facility in Prague 5. Please contact Ms. Eva Jedlinská ([campus@vsfs.cz](mailto:campus@vsfs.cz)) for more information. You can get an overview of VSFS's accommodation offer at the following website:

<https://www.vsfs.cz/en/?id=2600-accommodations>