



**FACULTY  
OF SOCIAL SCIENCES**  
Charles University

*Faculty of Social Sciences, Charles University (FSV UK)  
Partner information 2019/2020, Erasmus+ Program*

Full name of the Institution/Position	Contacts, Faculty of Social Sciences, Charles University in Prague
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Academic year 2019/2020 at Charles University	
Full academic year	<b>23<sup>rd</sup> September 2019 – 30<sup>th</sup> June 2020</b>
<b>Winter semester</b>	<b>23<sup>rd</sup> September 2019 – 14<sup>th</sup> February 2020</b> ❖ Welcome Week: 23 <sup>rd</sup> September- 29 <sup>th</sup> September 2019 ❖ Teaching period: 30 <sup>th</sup> October – 20 <sup>th</sup> December ❖ Exam period: 6 <sup>th</sup> January- 14 <sup>th</sup> February 2020

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



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<b>Summer semester</b>	<b>10<sup>th</sup> February 2020 – 30<sup>th</sup> June 2020</b> <ul style="list-style-type: none"><li>❖ Welcome Week: 10<sup>th</sup> February – 16<sup>th</sup> February</li><li>❖ Teaching period: 17<sup>th</sup> February – 16<sup>th</sup> May 2020</li><li>❖ Exam period: 25<sup>th</sup> May – 30<sup>th</sup> June 2020</li></ul>
<b>Application process</b>	
<b>Application Procedure</b>	<b>Students have to be officially nominated by the partner university. Erasmus coordinators are asked to send a list of nominees (including their e-mail contacts, Erasmus code and field of study) to FSV Incoming Students Coordinator, Ms Beáta Tomečková, at <a href="mailto:incoming@fsv.cuni.cz">incoming@fsv.cuni.cz</a>, and to Ms Zuzana Zahradková from the Charles University European Office at <a href="mailto:zuzana.zahradkova@ruk.cuni.cz">zuzana.zahradkova@ruk.cuni.cz</a>.</b>
<b>Registration</b>	<b>Nominated students have to complete an on-line registration form, print two documents generated by the on-line system (Application Form + Learning Agreement) and get them stamped and signed by their university Erasmus Coordinator. On-line registration is available under the link: <a href="https://is.cuni.cz/webapps/erasmus/">https://is.cuni.cz/webapps/erasmus/</a></b>
<b>Deadlines</b>	<b>For Winter Semester and full academic year: 15<sup>th</sup> June 2019 For Summer Semester: 31<sup>st</sup> October 2019</b>
<b>Note</b>	<b>The hard copy of the Application Form, learning agreement, latest transcript of records and language confirmation should be delivered to Charles University by the end of June 2019 (for the Winter Semester and full year 2019/20 nominees) or by the middle of November 2019 (valid for summer semester 2019/20 nominees) to the International Office, Faculty of Social Sciences, Smetanovo nabrezi 6, 110 00 Prague, Czech Republic</b>

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### English Language Requirements

It is assumed that applicants have sufficient knowledge of English to attend classes and to write papers in English language. Students who are **not native speakers** will be asked to demonstrate their ability to study in English, e.g. by presenting the results of any language tests they have taken. We welcome TOEFL and IELTS or Cambridge tests. **The required level of language knowledge is B2.**

### Orientation Week

The Faculty of Social Sciences regularly runs an orientation program in both winter and summer semester. This program is designed especially for incoming students in order to take care of many of the practical arrangements related to studies (registration, student travel passes, access to Charles University libraries, etc.).

Terms	Winter Semester: 23 <sup>rd</sup> September – 29 <sup>th</sup> September 2019 Summer Semester: 10 <sup>th</sup> February – 16 <sup>th</sup> February 2020
International Students Club – ESN CU Prague	Members of the International Club – ESN Charles University Prague – meet incoming students during the Orientation Week and guide them around not only through the necessary academic arrangements but also run the “buddy program”, excursions, trips and other social events.

### Subjects Taught in English at FSV UK

**The Faculty of Social Sciences at Charles University has 5 institutes:**

- Institute of Political Studies
- Institute of International Studies
- Institute of Economic Studies
- Institute of Sociological Studies
- Institute of Communication Studies and Journalism

The faculty has a wide selection of subjects taught in English in Political Science, International Relations and Economics & Finance. All nominated students will receive a list of courses taught in English available to our and international students for given academic year.

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### Registration for Classes

Students can enrol in both Bachelor's and Master's degree courses regardless of their academic level. However, the list of the chosen subjects has to be selected carefully and approved by the student's home university.

**Student  
Information  
System (SIS)**

**This search engine is the best source of information about classes, and it also includes information about the student's status and results. SIS can be accessed under the following link: <http://is.cuni.cz/studium/eng/predmety/>**

**Note**

- ❖ SIS includes information about classes from all the Faculties at Charles University, taught in all languages. Students have to choose "Faculty of Social Sciences" from the drop-down box, and always double-check the language of instruction and the actual semester in the course description.
- ❖ Students have to pay attention to the last letter of the subject code. "B" at the end of the subject code refers to the subject taught at the Bachelor's level. "M" stands for the Master's level, "D" stands for PhD students
- ❖ Students should take at least half of the courses with the Faculty of Social Sciences.

### Czech Language Classes

We offer Czech language classes at various levels, from Beginners to Upper Intermediate. Incoming students are welcome to register for these. However, we must point out that, because these classes are not part of the standard curriculum, they are not financed by the Czech Ministry of Education. We therefore have to make a small charge to cover our costs.

<https://fsv.cuni.cz/en/academics/exchange-and-visiting-students/czech-foreign-language>

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### Exam Period & Transcripts of Records

Exam Period in Winter Semester: 6<sup>th</sup> January- 14<sup>th</sup> February 2020

Exam Period in Summer Semester: 26<sup>th</sup> May – 30<sup>th</sup> June 2020

**Academic Transcripts will be provided** by the International Office when all study requirements have been completed and **upon request only**. Students need to ask for their Transcript of Records at [incoming@fsv.cuni.cz](mailto:incoming@fsv.cuni.cz).

### Housing

Erasmus students are welcome to apply for accommodation at Charles University Halls of Residence, the online application form includes a housing option.

#### Deposit & Cost

Since we have been facing overbooking of our accommodation facilities, we will ask your nominees to confirm their housing reservation by paying a deposit of 1800 CZK (approx. 70 €) plus the price for 1 month at a dormitory 2500-3500 CZK (approx. 100 - 140 €).

#### Reference

“Hostivař” Dormitory

Address: Weilova 2, 100 00 Praha 10

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

“Hvězda” Dormitory

Address: Zvoníčková 5, 162 00 Prague 6

### Visa to the Czech Republic

Students from non-EU and non-EFTA countries will need a student visa. To obtain their visa in a timely manner, we strongly recommend students to send their applications in as early as possible. **Visa arrangement process may take up to 3 months.**

#### Note

- ❖ Semester-length students should apply for a student visa (long-stay visa for the purpose of study)
- ❖ Full year students (2 semesters) should apply for a long-term residence permit
- ❖ More information at <https://fsv.cuni.cz/en/academics/practical-information/visa-and-renewals>

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