



*Faculty of Social Sciences, Charles University
Partner information 2022/2023
Inter-Faculty Agreements Exchange*

Full name of the Institution/Position	Contacts
Faculty of Social Sciences International Office	Address: Smetanovo nabrezi 6 110 01 Praha 1 Czech Republic Web: https://fsv.cuni.cz/en/ Fax: (+420) 222 112 270
Faculty of Social Sciences International Office, Manager	E-mail: svoz@fsv.cuni.cz Tel: (+420) 222 112 228
Faculty of Social Sciences Incoming Students Coordinator	E-mail: exchange@fsv.cuni.cz Tel: (+420) 222 112 226
Faculty of Social Sciences Outgoing Students Coordinator	E-mail: studyabroad@fsv.cuni.cz Tel: (+420) 222 112 221

Academic year 2022/2023 at Charles University	
Full academic year	1st October 2022 – 30th June 2023
Winter semester	1st October 2022 – mid February 2023 <ul style="list-style-type: none">❖ Orientation Week: End of September❖ Teaching period: TBA❖ Exam period: January – February (exact dates TBA)
Summer semester	mid February 2023 – 30th June 2023 <ul style="list-style-type: none">❖ Orientation Week: in February (TBA)❖ Teaching period: mid February – mid May (exact dates TBA)❖ Exam period: mid May – 30th June (exact dates TBA)



FACULTY OF SOCIAL SCIENCES Charles University

Application process

Students have to be nominated for the Exchange Program by their coordinator from the home Faculty/University and fill in an application form provided by us. The following documents should be enclosed:

- ❖ CV
- ❖ Motivation Letter
- ❖ Study plan
- ❖ Transcript of Records
- ❖ Letter of Recommendation (Optional)
- ❖ Copy of the Passport

Student should sign the application and get it checked and signed by the coordinator who will scan all the documents together and email to our International Office.

In the same time, student has to fill in also an E-Application Form:

<http://goo.gl/forms/tVUDYJKRq5>

Once the student is accepted, we will inform their coordinator and post acceptance, housing and visa (if needed) documents to their address.

Deadlines

	Nomination deadline	Application deadline
Fall 2022	15.04.2022	30.04.2022
Spring 2023	30.09.2022	15.10.2022

Early applications are strongly encouraged, especially if the student has to apply for a visa.

English Language Requirements

It is assumed that applicants will have a sufficient knowledge of English to attend classes and write papers in the English language. Students who are not native speakers may be asked to demonstrate their ability to study in English, e.g., by presenting the results of any language tests they have taken. Although we welcome TOEFL and IELTS, they are not necessarily a condition of entry. A real ability to study in English is more important.

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: TBA (end of September 2022)
Summer Semester: TBA (beginning of February 2023)**



FACULTY
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Charles University

International Students Club	Members of the International Club 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, and other social events.
Subjects Taught in English	
<p>The Faculty of Social Sciences of Charles University has 5 institutes:</p> <ul style="list-style-type: none">- Institute of Political Studies- Institute of International Studies- Institute of Economic Studies- Institute of Sociological Studies- Institute of Communication Studies and Journalism <p>The faculty has a strong selection of subjects taught in English in Political Science, International Relations and Economics & Finance. While our selection of subjects in Sociology, Communication Studies and Journalism is not that strong, we will gladly accept students from these subject areas as well.</p>	
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 must be approved by the student’s home Faculty.	
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	<ul style="list-style-type: none">❖ 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, Class – Courses for incoming students 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.❖ Students should take at least half of the courses with the Faculty of Social Sciences.
Link	<p>Under the following link you will find instructions on how to find an appropriate list of classes and how our class codes work:</p> <p>https://fsv.cuni.cz/en/exchange/life/academic-information/course-registration</p>



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.

Exam Period & Academic Transcripts

Exam Period in Winter Semester: TBA

Exam Period in Summer Semester: TBA

Academic Transcripts will be provided by the International Office when all study requirements have been completed and **upon request only**.

Housing

Exchange students will be automatically accommodated at a dormitory of Charles University, unless the student explicitly refuses this option.

Reference

“Komenského” Dormitory

Address: Parlářova 6, 169 00 Praha 6

<https://goo.gl/maps/8sQ1xXvmpEF2>

“Kajetánka” Dormitory

Address: Radimova 12, 169 00 Praha 6

<https://goo.gl/maps/E8nHdHRgTbU2>

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/study/practical-information/visa-and-renewals>

Useful links: [Academic and practical information](#)

[Nomination procedure for incoming students](#)