
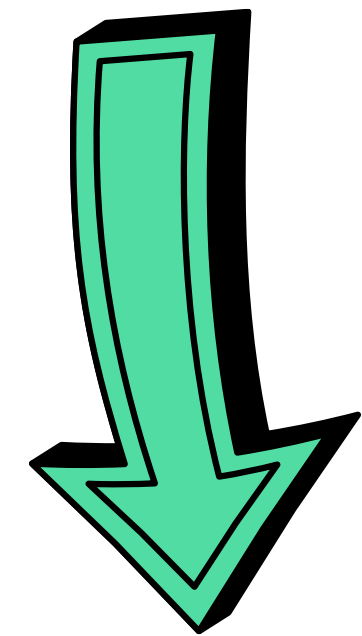


## II. PRE-ARRIVAL MEETING FOR EXCHANGE STUDENTS WINTER SEMESTER



Please be aware that **the whole meeting is recorded.**  
**Chat is disabled** during the presentation,  
**it will be open** for your questions & answers afterward.

THE MEETING RECORDING &  
THE PRESENTATION IN PDF FORM



WILL BE AVAILABLE  
HERE.

# ONLINE MEETING FOR EXCHANGE STUDENTS 16TH SEP 2022



# WELCOME!

WINTER SEMESTER 2022-2023

STARTING 10:00 AM (CET)

HOST: IO, FACULTY OF SOCIAL SCIENCES

IO COORDINATORS: MAGDA & MARIE & GABRIELA & VERONIKA



FACULTY  
OF SOCIAL SCIENCES  
Charles University

# ACADEMIC INFORMATION - AGENDA

- ▶ Academic Calendar
- ▶ Online Enrollment Checklist
- ▶ Course Registration
- ▶ During the semester
- ▶ Summary
- ▶ Q&As vol. 1
- ▶ Language Courses
- ▶ Intensive Czech Language Course
- ▶ Summary
- ▶ Student card and Transportation card
- ▶ WIFI - Eduroam
- ▶ Welcome week activities
- ▶ Q&As vol. 2



# ACADEMIC CALENDAR - WINTER SEMESTER

## 26 September 2022- 10 February 2023

Online registration for courses in SIS

From 22 September 10 AM

to 9 October 12 am CET midnight

Orientation Day (official)

26 September 2022

Welcome Week

26 - 30 September 2022

Beginning of classes

3 October 2022

Course Add and Drop Period Deadline

11 November 2022

Registration for examinations through SIS

Starting 1 December 2022

End of classes

8 January 2023

Examination period

9 January - 12 February 2023

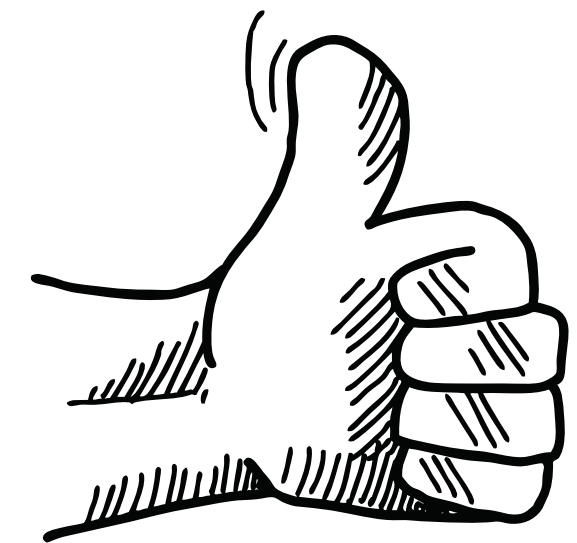
Detailed  
Academic Calendar  
[HERE](#)



# ONLINE ENROLLMENT - CHECKLIST

- ✓ **I am enrolled in CAS**
  - <https://ldapuser.cuni.cz/> (where I changed the initial password)
- ✓ **I logged in SIS**
  - <https://is.cuni.cz/studium/eng/>

YOU ARE ENROLLED, YOU ARE A STUDENT OF FSV UK  
CONGRATULATIONS



Your password is valid for SIS, faculty email, MS Teams, Moodle...



# COURSE REGISTRATION IN SIS

**WHEN:** 22 September, 10 AM, (CET) - 9 October, 2022 23:59 (CET)

**WHERE:** in SIS - module "Subject and Schedule Registration"

**HOW:** see the step by step manual in pdf [HERE](#) or the video tutorial [HERE](#).

SPECIAL ONLINE  
OFFICE HOURS

22 SEPT,  
from 12 - 3 PM



# BEFORE COURSE REGISTRATION IN SIS

**Course offer could have changed since your first LA approval**

**There is still enough time to search for other courses**

**Check the timetable and the locations of the courses**

**Lost in the Course codes JEB..., JTM..., JSD...?**

**22/09/22 at 10 am CET**

**Pekařská 16, Hollar,  
Opletalova 26**

**J - FSV UK  
B - bachelor,  
M - master  
D - doctoral cycle**

*Czech as a Foreign*  
Mazůrková Barbora  
H012 9:20 JLB101



# COURSE REGISTRATION IN SIS



Before the registration **CHECK**

The **schedule of the course in SIS** in the detailed description of the syllabus

Current Affairs in French - JLB109

Title: Actualités en français  
Guarantor: PhDr. Lada Bošáková, Ph.D.  
Teacher(s): PhDr. Lada Bošáková, Ph.D.  
Class: Courses for incoming students

Actual: from 2021  
Semester: summer  
E-Credits: 2  
Examination process: summer s.:  
Hours per week, examination: summer s.:0/2 C [hours/week]  
Capacity: unknown / 10 (10) [2]  
Min. number of students: 5  
Virtual mobility / capacity: no  
State of the course: taught  
Language: French  
Teaching methods: full-time  
Note: course can be enrolled in outside the study plan enabled for web enrollment

Examination dates: SS schedule Noticeboard  
Last update: PhDr. Lada Bošáková, Ph.D. (27.01.2022)



Type of the examination - Zkouška "EX" (Exam - paper, test, essay) - grade A - F  
Zápočet "C" (you get "Z" if you pass)

Code	Title	Semester	Hours per week, examina
JLB057	Academic Writing for Bachelors	winter	winter s.:0/2 C [HT]
JLB109	Current Affairs in French	summer	summer s.:0/2 C [HT]
JLB100	Czech as a Foreign Language I	both	0/4 Ex [HT]
JLB101	Czech as a Foreign Language II	both	0/4 Ex [HT]
JLB102	Czech as a Foreign Language III	both	0/4 Ex [HT]





KNOW  
THE  
RULES!



# COURSE REGISTRATION IN SIS - RULES I.



You can register only to **COURSES FOR INCOMING STUDENTS** - valid only for FSV UK.



**Every faculty can have different "Course registration period"** check academic calendar of the particular faculty

**FSV - Faculty of Social Sciences from 22.09. 10 am (NOON)**

- FHS - Faculty of Humanities from 24.9.2022 10:00
- FF - Faculty of Arts from 23.9.2022 (including PE classes)



# COURSE REGISTRATION IN SIS - RULES II.



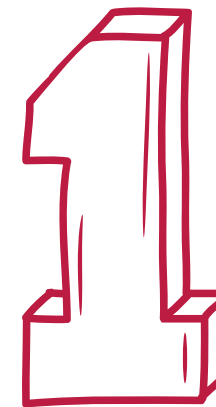
Every student can register for up to **30 - 36 ECTS** per semester. Should you register for more, the IO coordinator will contact you.



Erasmus+ students must take at least **51 %** of their courses (or earn the same number of credits) at **FSV UK**.



Every student can register for only **1** sports course per semester.



# MY COURSE IS FULL → TO DO LIST

sign up onto the waiting list & email the professor

make plan B = search for more courses

ask the academic coordinator for advice

Online meeting  
with our Academic  
Coordinators

for the dates, times  
and links see

[HERE.](#)



# ADD & DROP PERIOD - CALENDAR

**Till 09.10.**

You can add & drop from courses freely.

**10.10. - 11.11. ADD & DROP Period**

**10.10. - 16.10.**

The IO can add or drop a course for you

**17.10. - 11.11.**

To drop or add a course you have to fill in a form  
(additional deletion of the subject/ additional  
enrolment in the subject)



# ADD&DROP PERIOD

A student can request additional deletion of the course only if he/she hasn't started fulfilling any assignment.



# SUMMARY

I haven't received my Login to CAS.  
When I come to Prague I will see you in the  
office.

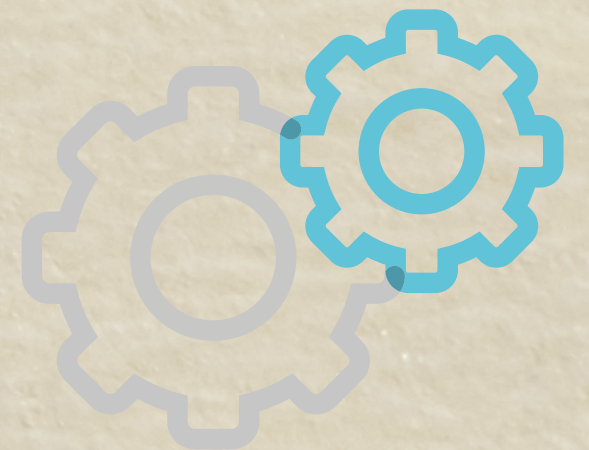
NO, YOU NEED YOUR LOGIN EVEN BEFORE YOU COME TO PRAGUE.  
THE COURSE REGISTRATION STARTS ON 22TH SEPTEMBER. EMAIL  
YOUR IO COORDINATOR ASAP.



# SUMMARY

## How do I log in SIS?

USE YOUR STUDENT PERSONAL NUMBER AS YOUR LOGIN NAME  
AND THE PASSWORD YOU SET UP IN CAS.





# SUMMARY

I can't register for courses because I will be in my home country on the 22 September.

NOT TRUE. COURSE REGISTRATION IN SIS IS ONLINE.



# SUMMARY

**Do I need to register for courses in SIS even if I have already filled my preliminary LA?**

**YES**

COURSE REGISTRATION IN SIS IS  
COMPULSORY FOR EVERYBODY.



# SUMMARY

**The course registration is open from 22.09. to 09.10. Is it ok if I start my registration for courses on 08.10.?**

UNFORTUNATELY NOT. PLEASE, START YOUR REGISTRATION ON 22.09.  
THE LATER YOU START, THE SMALLER CHANCE YOU HAVE TO GET THE  
COURSE YOU REALLY WANT.



# WE ARE HERE FOR YOU



TIME FOR YOUR QUESTIONS  
PLEASE WRITE THEM INTO THE CHAT BOX

# DURING THE SEMESTER

**Attend all the classes you sign up** for otherwise, you will get F.

Not attending a class does not mean you dropped the class. It must be **DROPPED in SIS**.

Courses can have both a lecture and a seminar. **You need to attend both.**

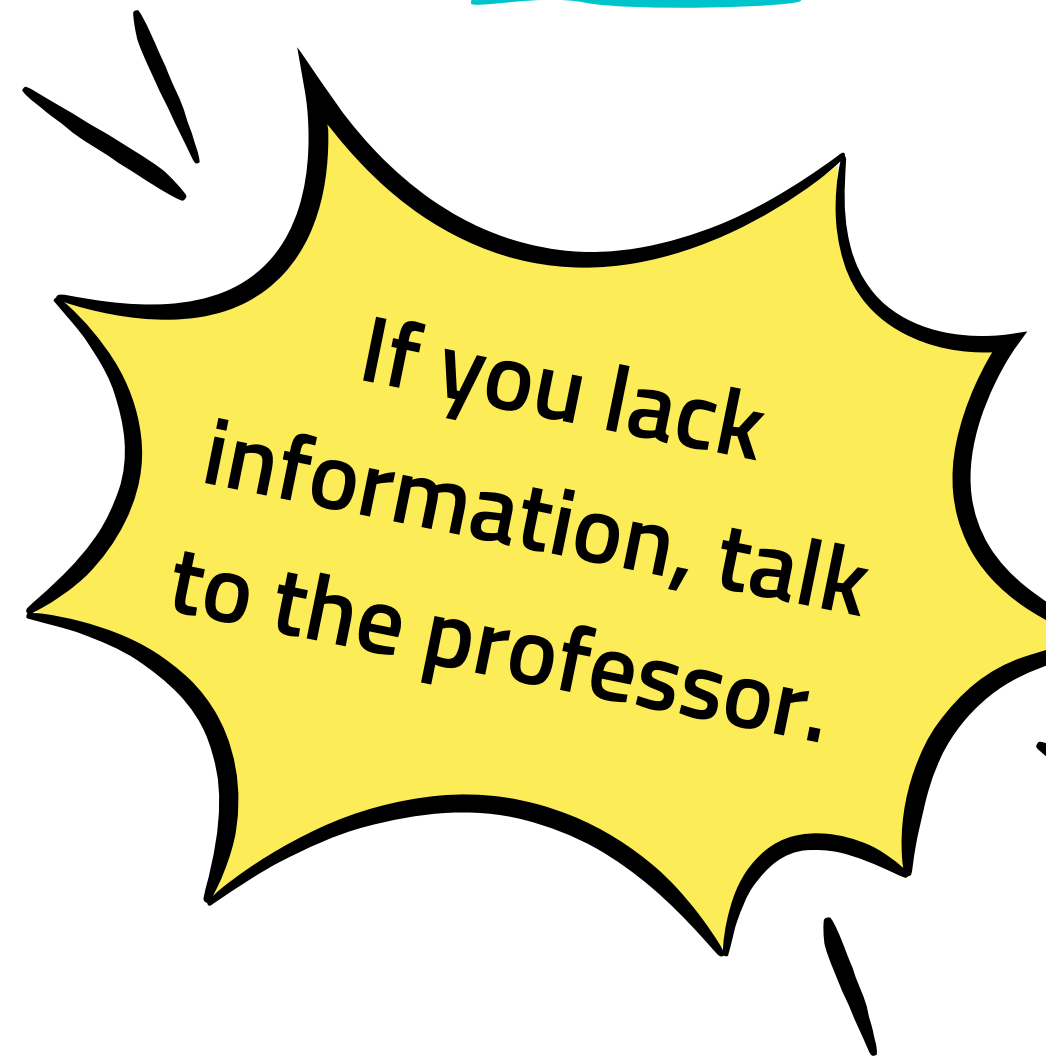
Start studying from the very first class. Do not leave things to the last minute.

**Some classes have midterms** and assignments to be submitted.

**At the end of the semester, there are exams** (tests, essays, ...)

If you get sick, email the professor, and you might be able to join online.

FSV UK uses the **A-F grading system**



# LANGUAGE COURSES

## FSV UK LANGUAGE CENTRE OFFERS

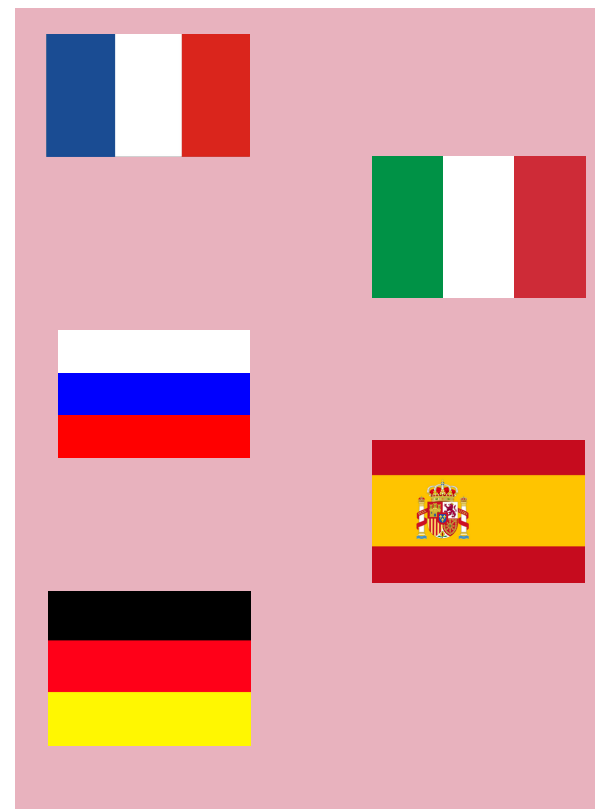
FRENCH

ITALIAN

RUSSIAN

SPANISH

GERMAN



and of course CZECH for foreigners

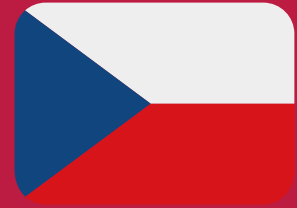


- detailed information [HERE](#)
- all their course codes start with JLB
- Language Tandem JLB115 **HIGHLY RECOMMENDED**  
ECTS: 2

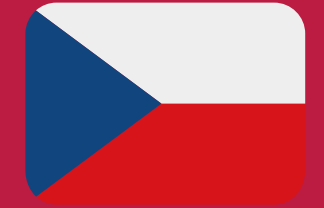
You might be asked to take a placement test to  
assess your level

for more information see the next slide





# CZECH AS A FOREIGN LANGUAGE



Czech language courses are especially designed for students from degree programmes and Erasmus students (including students from other university faculties). They are taught from the beginner level and students can enroll in each course both in the winter and summer semester.

**ECTS: 6**

## Tuition fee:

Erasmus and PhD. students pay **4,800,- CZK** per semester in the **Hollar building** at the **cash office**.

You can find out more about the courses **HERE**.

Should you have any questions, do not hesitate to contact the coordinator: [frantesova@fsv.cuni.cz](mailto:frantesova@fsv.cuni.cz)

## Courses from A1 to B2

**Czech as a Foreign Language I** JLB100

**Czech as a Foreign Language II** JLB101

**Czech as a Foreign Language III** JLB102

**Czech as a Foreign Language IV** JLB103

## Training Videos

**YouTube Channel Čeština pro cizince FSV UK**

**LEVEL TEST FOR JLB101,102,103**

**! 27.9.2022, 3PM, in the class 601, Opletalova street 26 !**



FACULTY  
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Charles University

Detailed information can be also viewed [HERE](#).

# SUMMARY

**Can I take some course online?**



ALL COURSES WILL BE TAUGHT FACE TO FACE.





# SUMMARY

Can I study Spanish at your faculty?



YES, YOU CAN. YOU CAN STUDY ALL LANGUAGE COURSES  
STARTING WITH THE CODE COURSE JLB...



# SUMMARY

The teacher is not replying to my emails, I have already sent him two today morning. I really want this course.



PLEASE, BE PATIENT. THE TEACHERS ARE SWAMPT WITH EMAILS AT THE BEGINNING OF THE SEMESTER.

IT COULD HELP TO ATTEND THE FIRST LESSON AND TALK TO THEM IN PERSON.



# SUMMARY

The IO is not replying to my emails either and I need to know where is the class, how to get my student card, if I can attend a class when I am sick...? PLEASE, HELP

FIRST TWO WEEKS ARE SUPER BUSY. IF YOU HAVE ANY QUESTION, DO NOT EMAIL, JOIN OUR ONLINE OFFICE HOURS, WHERE YOU GET YOUR ANSWER IMMEDIATELY OR CHECK THE WEBSITE - ALL INFORMATION IS THERE.



# CU STUDENT CARD

**What is it good for?**

- proof of your **student status**
- **access** to libraries, FSV buildings, dorms
- top it up and use it in **canteens, cafeterias,** and libraries to **print**
- **student discounts** - e.g. transportation pass

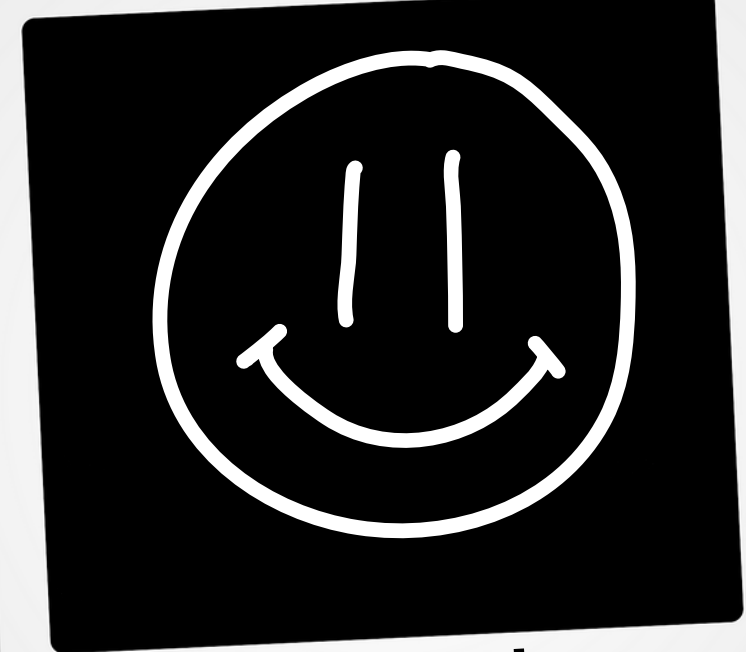
**Where** can I get it?

In one of the **Card Service Centers.**

Check the Office hours and location **here**.

**When** can I pick it up?

Follow the exact **instructions** from your IO coordinator.



They will take a photo of you



# CU STUDENT CARD

## REGULAR CU CARD



- ✓ free of charge
- ✓ general usage



## ISIC CU CARD



- ✓ 230 CZK fee
- ✓ general usage
- ✓ **special discounts** →  
*travel, culture, restaurants, mobile operators*



# EDUORAM = UNI WIFI

Do not waste your data, connect to EDUROAM

Set up your WIFI connection in CAS

Student personal number (8 digit number)

The SIS and Eduroam passwords differ.

▶ Your CAS account

▶ Other accounts

▶ Account list

▶ Set password for JINONICE domain

▶ Set password for eduroam realm cuni.cz

▶ Information resources

▶ Search for information

▶ Information for users

### Password for eduroam

**i** Your username for eduroam is: \_\_\_\_\_@cuni.cz or @cuni.cz

You have password for eduroam set:

You can set password for → eduroam realm CUNI.CZ here.

New password

New password (again)

Eduroam connection is available at all faculties, institutes, libraries,...



# WELCOME WEEK



- Orientation day
- Meet the Institutes
- Student card
- Public Transportation card
- Confirmation of Arrival



Welcome party  
Scavenger hunt  
10 events  
ESN events



# Meet Your Fellows

Exchange students meeting party



*Saturday, 24st September, 5pm*

*Brix Bar & Hostel,*

*Rohačova 132/15*

LIVE  
MUSIC



# LINKS SHARED IN THE CHAT

## Academic Calendar

<https://fsv.cuni.cz/en/exchange/info-exchange-students/academic-information/academic-calendar-exchange-students>

## Course Location

<https://fsv.cuni.cz/en/en/exchange/life/academic-information/course-location>

## Presentation is posted:

<https://fsv.cuni.cz/en/exchange/life/presentation>

## Facebook group Exchange students FSV UK

<https://www.facebook.com/groups/774713353140074>

## What'sApp Group Chat

<https://chat.whatsapp.com/B8upN2rz7NkByWWwElajYA?>

[fbclid=IwAR0ulKwHcBBNzRZTmLYoMZtFrzYoxwQd3KFTOUyttNTnTGfRC1JM\\_w9B-sQ](fbclid=IwAR0ulKwHcBBNzRZTmLYoMZtFrzYoxwQd3KFTOUyttNTnTGfRC1JM_w9B-sQ)

# WE ARE HERE FOR YOU



TIME FOR YOUR QUESTIONS  
PLEASE WRITE THEM INTO THE CHAT BOX



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Charles University

THANK YOU  
FOR YOUR



SAFE JOURNEY TO PRAGUE