
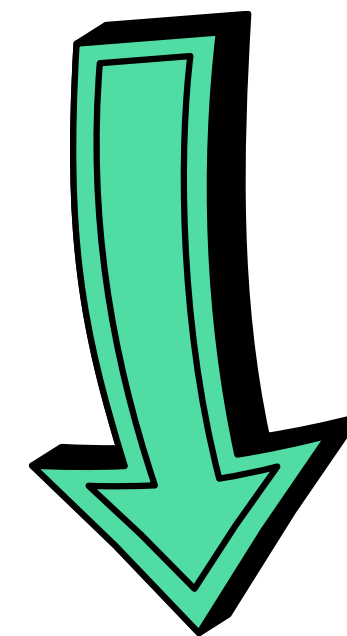


## II. PRE-ARRIVAL MEETING FOR EXCHANGE STUDENTS SUMMER SEMESTER



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 30 JAN 2023

WELCOME!

HOST: IO, FACULTY OF SOCIAL SCIENCES

IO COORDINATORS: ANTONELLA, MAGDALENA, MARIE

ERASMUS+ INTERN: SARA



FACULTY  
OF SOCIAL SCIENCES  
Charles University

*SPECIAL GUEST:*

MS ANNA-MARIE POSPISILOVA,  
*PSYCHOLOGICAL SUPPORT REPRESENTATIVE*

# WHAT WE WILL COVER TODAY

- Culture Shock Workshop Invitation + Psychological help at CU
- Academic Calendar
- Online Enrollment Checklist
- Course Registration
- Know the Rules!
- Language Courses
- Intensive Czech Language Course
- WIFI - Eduroam
- Welcome week activities







Ms Anna-Marie Pospisilova



# YOUR MENTAL HEALTH MATTERS



You may find yourself in a problematic situation, but you don't have to deal with it alone. We offer free short - and long-term counseling and therapies to help you.



Our therapists can help with:

- Anxiety
- Depression
- Difficulties with your study load (lack of motivation, concerns about coping with study requirements, attention disorders)
- Family and relationship problems
- Stress management

If you are unsure whether therapy would suit you, you can arrange a free consultation. If you decide not to continue, you can at least get recommendations for other services that may be better suited for you.

# ACADEMIC CALENDAR - SUMMER SEMESTER

## 06 February 2023- 30 June 2023

Online registration for courses in SIS

From 02 February 10 AM

to 19 February 12 am CET midnight

Orientation Day (official)

06 February 2023

Welcome Week

06 - 12 February 2023

Beginning of classes

13 February 2023

Course Add and Drop Period Deadline

24 March 2023

Registration for examinations through SIS

Starting 1 April 2023

End of classes

12 May 2023

Examination period

22 May - 30 June 2023

Detailed  
Academic Calendar  
[HERE](#)

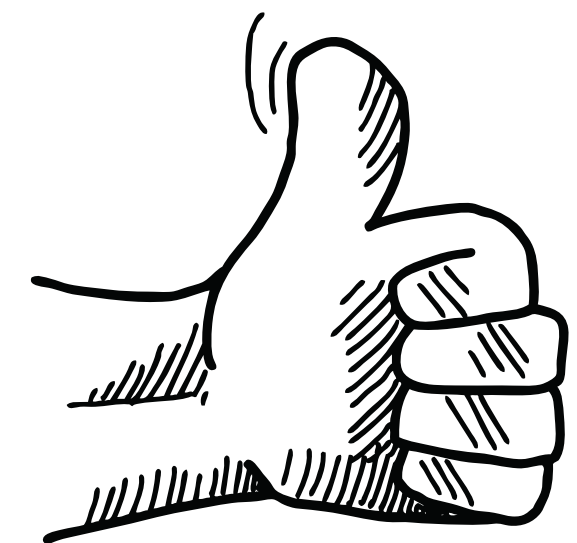


# ONLINE ENROLLMENT - CHECKLIST

✓ **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...





**COURSES**  
***Registration***





# COURSE REGISTRATION IN SIS

When?

02 February, 10 AM, (CET) - 19 February, 2023 23:59 (CET)

Where?

SIS - module "Subject and Schedule Registration"

How?

check the step-by-step manual in pdf [HERE](#) or the video tutorial [HERE](#).



**Need help?**

SPECIAL ONLINE  
OFFICE HOURS

02 Feb  
from 12 - 3 PM

# GOOD TO KNOW

Course offer could have changed since your first LA approval

There is still enough time to search for other courses

Czech as a Foreign  
Mazúrková Barbora  
H012 9:20 JLB101

Room location

Pekařská 16,  
Hollar - Smetanovo nábř. 6  
Opletalova 26

Faculty

J - FSV UK

A - Faculty of Arts

Y - Faculty of Humanities

Programme cycle

B - bachelor

M - master

D - doctoral cycle



# WHAT TO CHECK BEFORE THE REGISTRATION?



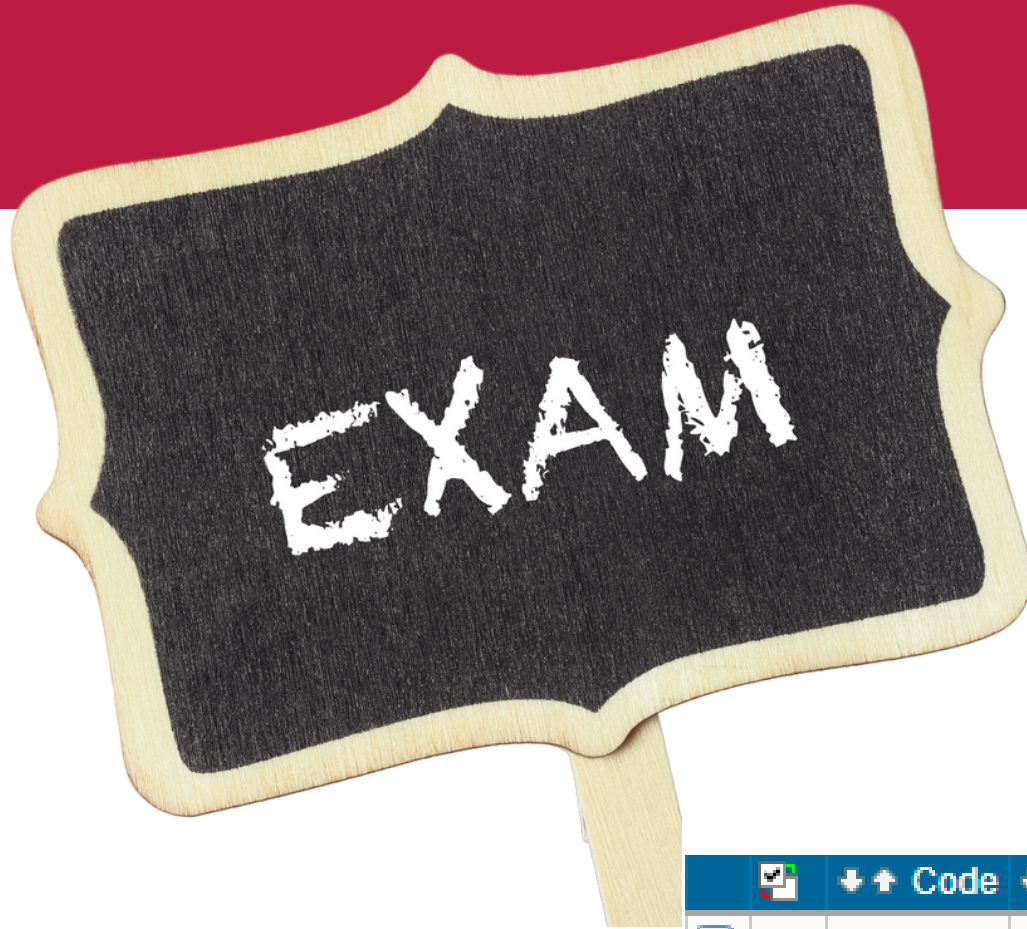
## SCHEDULE

You will find it in **SIS** in the detailed description of the course syllabus.

### Current Affairs in French - JLB109

Title:	Actualités en français	Guarantor:	PhDr. Lada Bosáková, Ph.D.
Czech title:	Aktuality ve francouzštině	Teacher(s):	PhDr. Lada Bosáková, Ph.D.
Guaranteed by:	<a href="#">The Language Centre (23-KJP)</a>	Class:	Courses for incoming students
Faculty:	<a href="#">Faculty of Social Sciences</a>		
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)		
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		







# EXAMS



## TYPE OF EXAMINATION

"EX" (Exam - paper, test, essay) - grade A - F

"C" (you get "Z" if you pass)

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

Only **if you fail** you have a **right for two retakes.**



KNOW  
THE  
RULES!





# COURSE REGISTRATION IN SIS - RULES I.

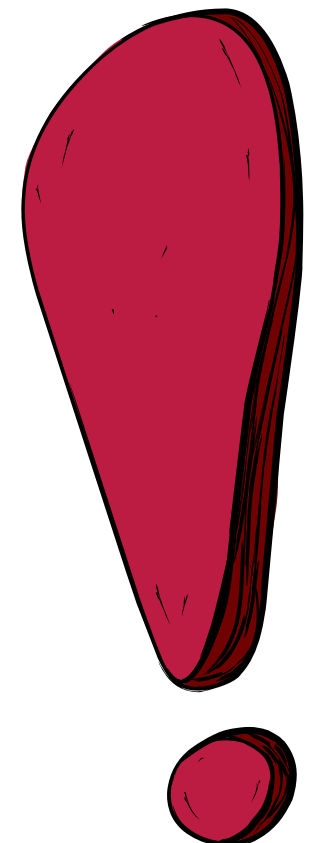


You can register only to **COURSES FOR INCOMING STUDENTS** - valid only for FSV UK.



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

**FSV - Faculty of Social Sciences from 02.02. 10 am**



# 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**.

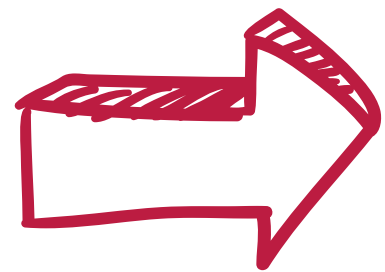


# COURSE REGISTRATION AT OTHER FACULTIES

## Registration Period

- FHS - Faculty of Humanities from 06.02. 8 AM - 26.02.
- FF - Faculty of Arts from 06.02. 7 AM - 24.02.

You cannot be registered outside the registration period.



## Follow the 51% rule





# COURSE REGISTRATION - PE (SPORTS) COURSES



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

**1**



Sport class can be held **in Czech**



FF (Faculty of Arts) registrations for Physical Education Class  
will start **5.2.2023 14:00**



# MY COURSE IS FULL → TO DO LIST

1 DO NOT PANIC

2 REGISTER TO THE WAITING LIST

3 E-MAIL THE PROFESSOR

4 MAKE A PLAN B - SEARCH FOR ALTERNATIVES

5 CONTACT ACCADEMIC COORDINATOR

6 ATTEND THE FIRST CLASS OF THE DESIRED COURSE



Everything will  
be all right

# COURSE REGISTRATION - CALENDAR

applies only for the Faculty of Social Sciences courses

**Till 19.02.**

You can **add & drop from courses freely.**

**19.02. - 28.02.**

**The IO & the academics can add or drop a course for you**

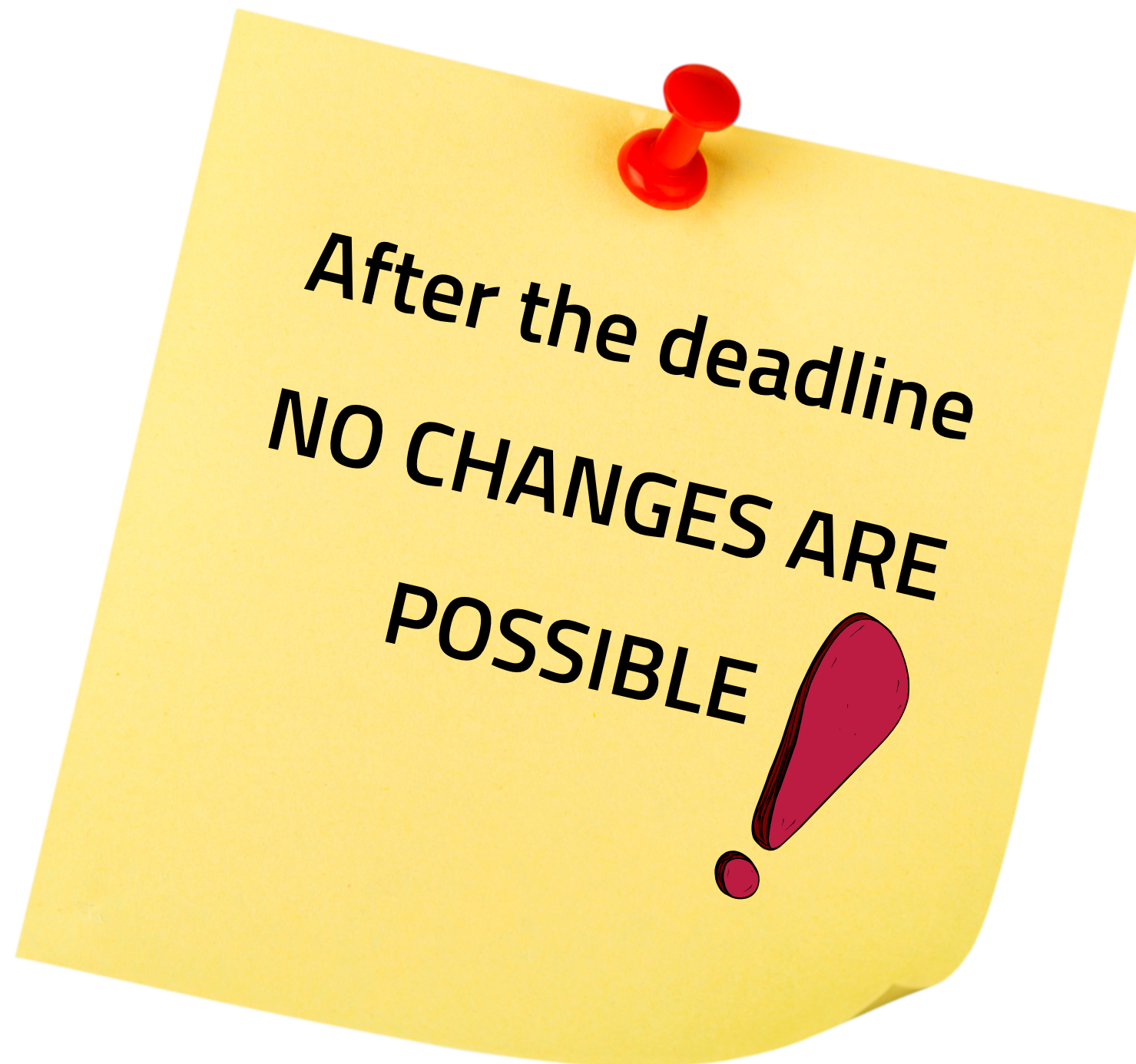
**01.03. - 24.03.**

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





# COURSE REGISTRATION - CALENDAR



# FREQUENTLY ASKED QUESTIONS

## QUESTION

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

## ANSWER

**No**, you need your login even before you come to Prague.  
The course registration starts on 2 February.  
**EMAIL your IO coordinator ASAP.**



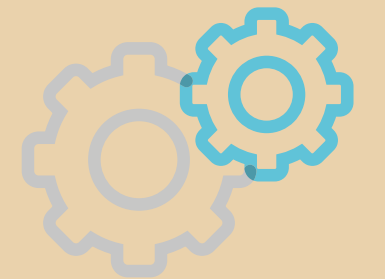
# NEXT ONE

## QUESTION

How do I log in SIS?

## ANSWER

Use your **student personal number** as your **login name** and the **password** you set up in CAS.



# AND ANOTHER ONE

## QUESTION

I can't register for courses because I will be in my home country on the 2 February.

## ANSWER

**Not a problem.** course registration in SIS is online.





# AND ONE MORE

## QUESTION

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

## ANSWER

**YES**

course registration in SIS is compulsory for everybody.



# AND THE LAST ONE

## QUESTION

The course registration is open from 02.02. to 19.02. Is it ok if I start my registration for courses on 08.02.?

## ANSWER

Unfortunately not. **Please, start your registration on 02.02.** the later you start, the smaller chance you have to get the course you really want.





WE ARE HERE FOR YOU

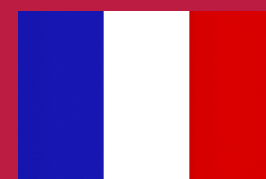


TIME FOR YOUR QUESTIONS  
PLEASE WRITE THEM INTO THE CHAT BOX

# WELL BEGUN IS HALF DONE







# LANGUAGE COURSES

FSV UK LANGUAGE CENTRE OFFERS FRENCH, ITALIAN, RUSSIAN, SPANISH, GERMAN

and of course  
**CZECH** for  
foreigners

for more information  
see the next slide

- All language course codes start with JLB
- VARIOUS LEVELS -You may be asked to take a placement test

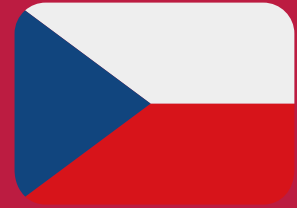


RECOMMENDED

## LANGUAGE TANDEM

JLB116 ECTS: 2





# CZECH AS A FOREIGN LANGUAGE



Exchange students pay a fee of 4800,- CZK/semester

Learn Czech

6 ECTS

## Courses from A1 to B2

Czech as a Foreign Language I JLB100  
**BEGINNERS**

Czech as a Foreign Language II JLB101

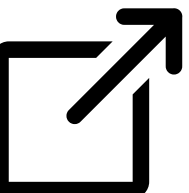
Czech as a Foreign Language III JLB102  
**INTERMEDIATE**

Czech as a Foreign Language IV JLB103

## Training Videos

YouTube Channel [Čeština pro cizince FSV UK](#)

[Find detailed information HERE](#)

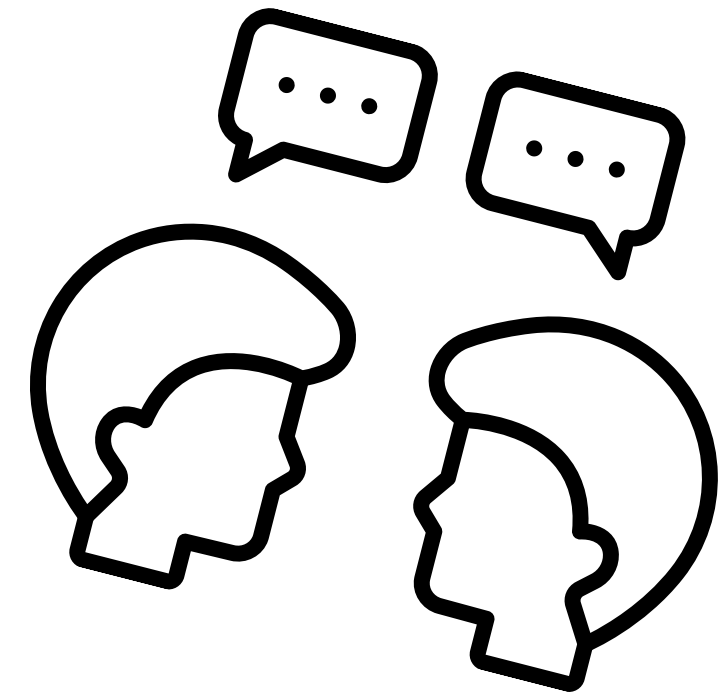




# FREQUENTLY ASKED QUESTIONS

## QUESTION

Can I take some course online?



## ANSWER

**All courses will be taught face to face.**



# NEXT ONE

## QUESTION

Can I study Spanish at your faculty?

## ANSWER

**Yes,** you can. you can study all language courses starting with the code course **JLB...**

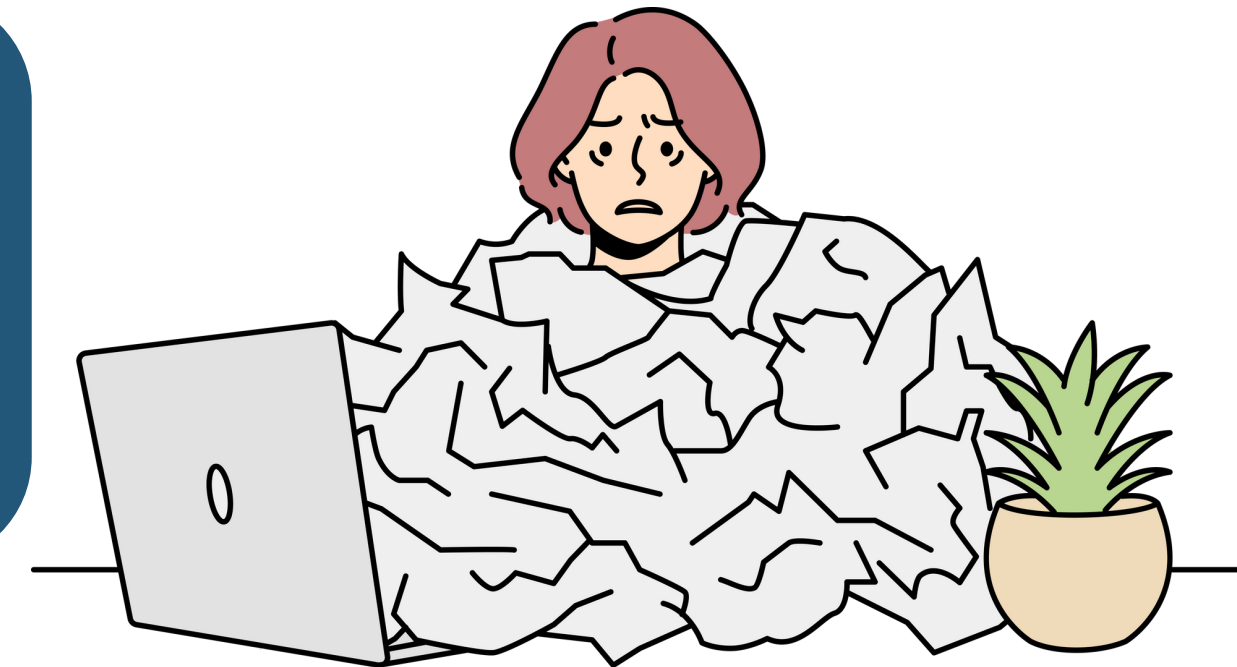




# AND ANOTHER ONE

## QUESTION

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



## ANSWER

**Please, be patient.** The teachers are swamped with emails at the beginning of the semester.  
It could help to **attend the first lesson and talk to them in person.**



# AND THE LAST ONE

## QUESTION

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



## ANSWER

First two weeks are super busy. **If you have any question, come to our office, where you get your answer immediately or check the website - all information is there.**





# EDUROAM = 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.

The screenshot shows the CAS user interface. On the left is a navigation menu with options: 'Your CAS account', 'Other accounts', 'Account list', 'Set password for JINONICE domain', 'Set password for eduroam realm cuni.cz', 'Information resources', 'Search for information', and 'Information for users'. The main content area is titled 'Password for eduroam'. It contains an information box stating: 'Your username for eduroam is: @cuni.cz' and 'You have password for eduroam set: Show password'. Below this, it says 'You can set password for → eduroam realm CUNI.CZ here.' and provides two input fields: 'New password' and 'New password (again)', followed by a 'Change password' button. A red arrow points from the text 'Student personal number (8 digit number)' to the '@cuni.cz' part of the username field.

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

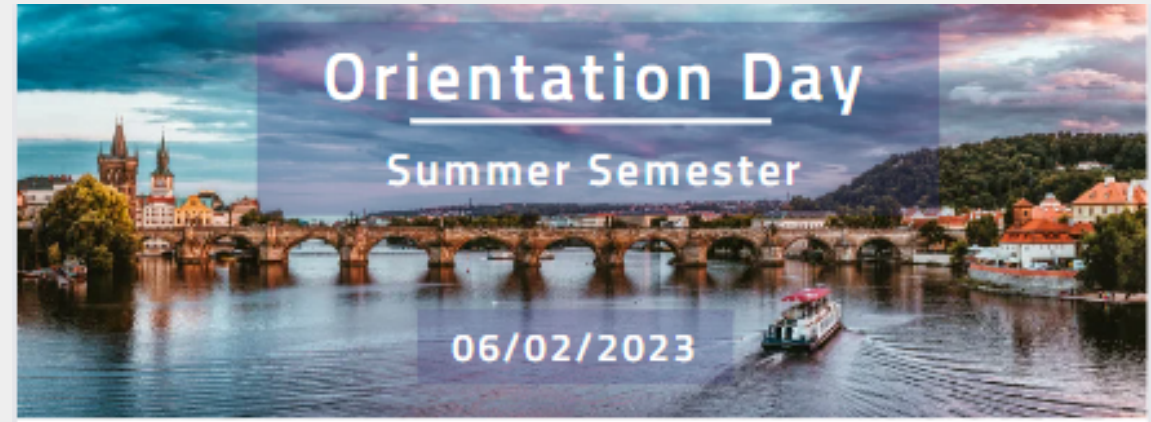
WE ARE HERE FOR YOU






TIME FOR YOUR QUESTIONS  
PLEASE WRITE THEM INTO THE CHAT BOX



# ORIENTATION DAY 06/02/2023



**Orientation Day**  
Summer Semester  
06/02/2023

	9:30 - 10:00	Gathering
	10:00 - 10:05	Welcome Speech
	10:05 - 10:15	TO-DO List
	10:15 - 10:35	Culture Shock
	10:35 - 10:55	Czech can be fun
	10:55 - 11:00	Scavenger Hunt
	11:00 - 11:10	Czechia Fun Facts
	11:10 - 11:15	ESN CU Prague
	11:15 - 11:30	What's next?
	13:00 - 17:00	Confirmation of arrival

## Where?

Only in person  
**Opletalova 26, room 109**

## When?

Doors open from 9:30  
**The Program starts at 10:00**





# ORIENTATION DAY AFTERNOON

## Confirmation of Arrival

Who?

Erasmus+ Students,  
Inter-University, Inter-Faculty students

Where?

Smetanovo nabrezi 6, room n. 215

When?

You will receive a time slot from  
your coordinator

Erasmus+

FACULTY OF SOCIAL SCIENCES  
Charles University

MOBILITY CERTIFICATE  
Summer Semester 2022/2023  
(06.2.2023 – 30.6.2023)

Name of the student: Jane Doe

Sending University:

Host University: Charles University, Faculty of Social Sciences, CZ PRAHA07

Part 1  
CERTIFICATE OF ARRIVAL

We hereby confirm that the student has started his/her period of mobility  
as part of the Erasmus+ program in our institution on **06/02/2023**(day/month/year)

Name and Function of the authorized person at the host Institution:  
*Magdaléna Čapková, Erasmus+ Program Coordinator*

Date: 26/09/2022

Charles University  
Faculty of Social Sciences  
Information Office  
Prague 1, Smetanovo nabrezi 6  
Czech Republic  
3

Signature/Stamp:



# WELCOME WEEK ACTIVITIES

Organized by student clubs of the Faculty of Social Sciences:

06.02. Pub quiz organized by students from the Institute of Sociological Studies

06.02. Typical Czech dinner + Board Games organized by students from the Institute of Political Studies



Organized by FSV IO:

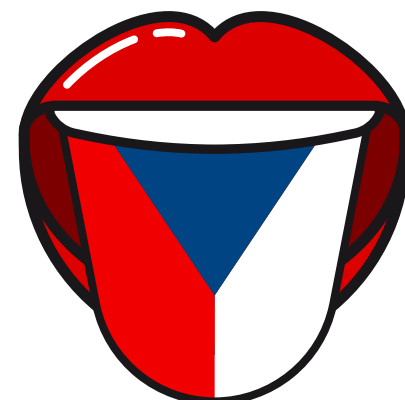
07.02. Culture Shock workshop 10:30 (registration in SIS, 8:00 31/01/2023)

08.02. Czech Language Crash Course 10:00 (registration in SIS, 8:00 31/01/2023)

09.02. Welcome Party organized by students



07.02. - 12.02. Scavenger Hunt - more info during Orientation Day





Erasmus Student Network  
Charles University Prague

# WELCOME WEEK

**REGISTER  
HERE**

**Mon 6. 2.**

Speed Friending  
4 PM

Czech Evening  
7 PM

**Tue 7. 2.**

Sightseeing  
3 PM

Pub Quiz  
7 PM

**Wed 8. 2.**

Ice Skating  
2 PM

Karaoke  
8 PM

**Thu 9. 2.**

City Hunt  
3 PM

Country  
presentation  
7 PM

**Fri 10. 2.**

Jump Arena  
4 PM

Hangout with  
ESN  
8 PM

**Sat-Sun 11-12. 2.**

**Trips**

**Sat:**  
Brno & Pilsen

**Sun:**  
Karlštejn & Kutná Hora

**01/02/2023  
from 12:00**

**For the 1st week  
activities**

**Mon 13. 2.**

Sightseeing  
3 PM

Country  
presentation  
7 PM

**Tue 14. 2.**

Pub Quiz  
7 PM

**Wed 15. 2.**

**Thu 16. 2.**

International  
Dinner  
7 PM

**Fri 17. 2.**

Hangout with  
ESN  
8 PM

**Sat-Sun 18-19. 2.**

**Trips**

**Sat:**  
Karlovy Vary

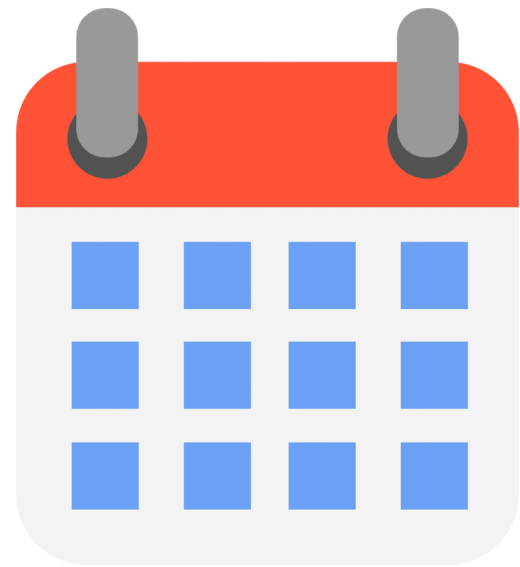
**Sun:**  
Český Krumlov

**08/02/2023  
from 12:00**

**For the 2nd week  
activities**



# CHECK ME!



Academic Calendar

Course Location



After-arrival presentations I & II



Exchange students FSV UK

Exchange students Summer Semester 22/23





FACULTY  
OF SOCIAL SCIENCES  
Charles University

THANK YOU  
FOR YOUR



SAFE JOURNEY TO PRAGUE