

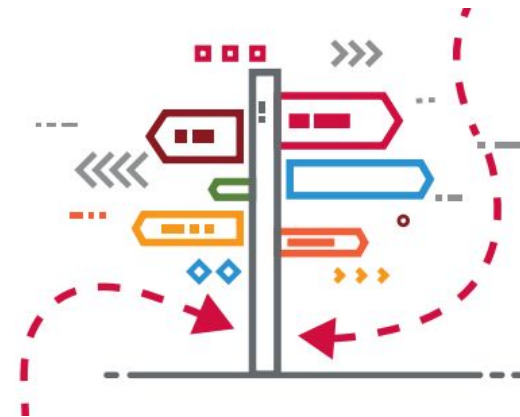
- 
- A close-up photograph of a black graduation cap with a gold tassel, resting on a clear glass jar. The jar is filled with several sharpened pencils of various colors (blue, green, orange, pink). The background is a soft, out-of-focus green and white light.
- **Important Dates**
 - **Online Enrolment**
 - **Courses Registration**
 - **Class Codes and Location of Classes**
 - **Exams**
 - **Czech Language Courses**
 - **Study Regulations, Plagiarism**
 - **Student ID Card**
 - **Useful Links**

ACADEMIC INFORMATION

ACADEMIC CALENDAR

Summer Semester 2020/2021	9th February – 30th June
Registration for classes in SIS - ONLINE	6th February 12 PM (CET) - 28th February
Orientation Days	Start 9th February
Classes - ONLINE	15th February - 14th May
Registration for examinations in SIS - ONLINE	From 1st April
Examination period	24th May – 30th June

For more information visit [our website](#).



ORIENTATION DAYS

Welcome Meeting with the IO - ONLINE	3rd February, 10 - 11 AM or 2 - 3 PM
Meeting with the IO - ONLINE	8th February, 10 - 11 AM
Meeting with the IO - IN PERSON	9th - 10th February

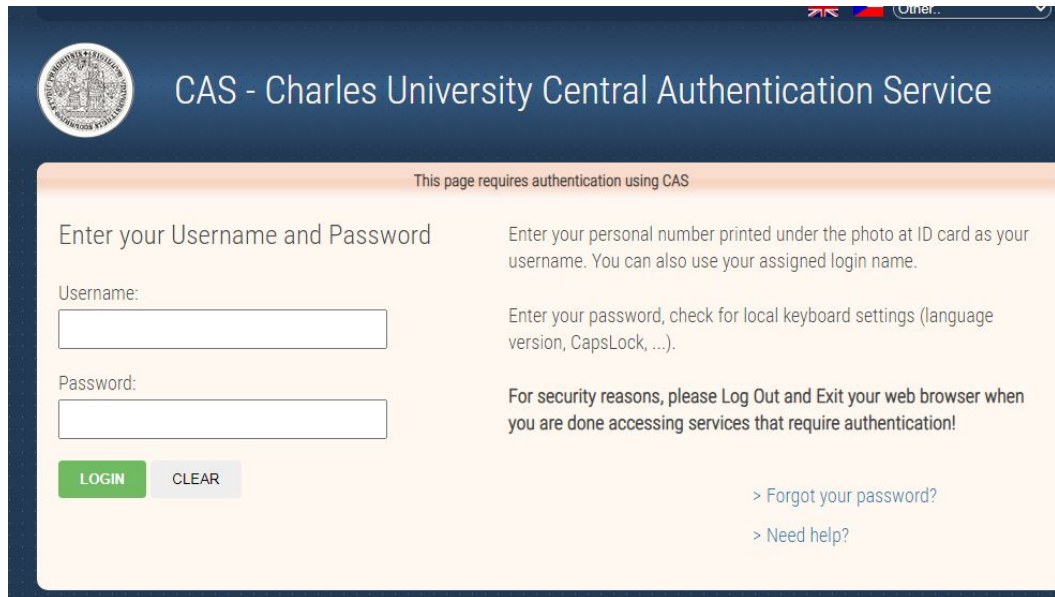
TIME ZONE - CET

For more information visit [our website](#).



ONLINE ENROLMENT

- Every student will receive (login name, password - valid 5 days ONLY) by email first week of February
- Login into [CAS](#)



The screenshot shows the CAS login interface for Charles University. At the top left is the university's seal. The title is "CAS - Charles University Central Authentication Service". Below the title, a message states "This page requires authentication using CAS". The main area is divided into two columns. The left column is titled "Enter your Username and Password" and contains two input fields: "Username:" and "Password:". Below these fields are two buttons: "LOGIN" (green) and "CLEAR" (grey). The right column contains instructions: "Enter your personal number printed under the photo at ID card as your username. You can also use your assigned login name." and "Enter your password, check for local keyboard settings (language version, CapsLock, ...).". At the bottom of the right column, it says "For security reasons, please Log Out and Exit your web browser when you are done accessing services that require authentication!". There are two links at the bottom right: "> Forgot your password?" and "> Need help?".

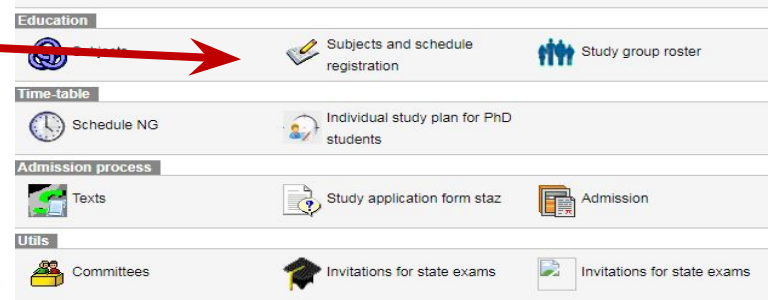
- Remember without this log in, you will NOT be able to register for courses.



COURSES REGISTRATION - ONLINE

6th February 12 PM (CET) until 28th February 2021

- [SIS – online registration system](#)



- register only into the courses suitable for incoming students



For more information click [here](#).



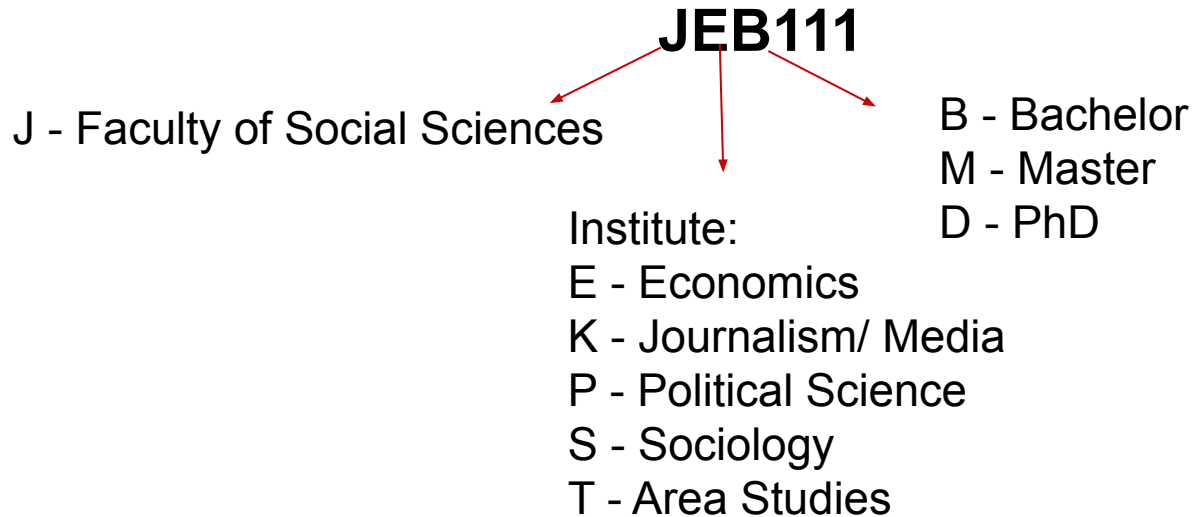
WHAT TO DO WHEN THE COURSE IS FULL?

1. **Do not panic!**
2. **Enrol into the waiting list.**
3. **Email the professor.**
 - If the **professor confirms** your spot **by email**, forward the professor's email to us and **we can add you** to the course.
5. **Make a plan B** course selection – search for more courses



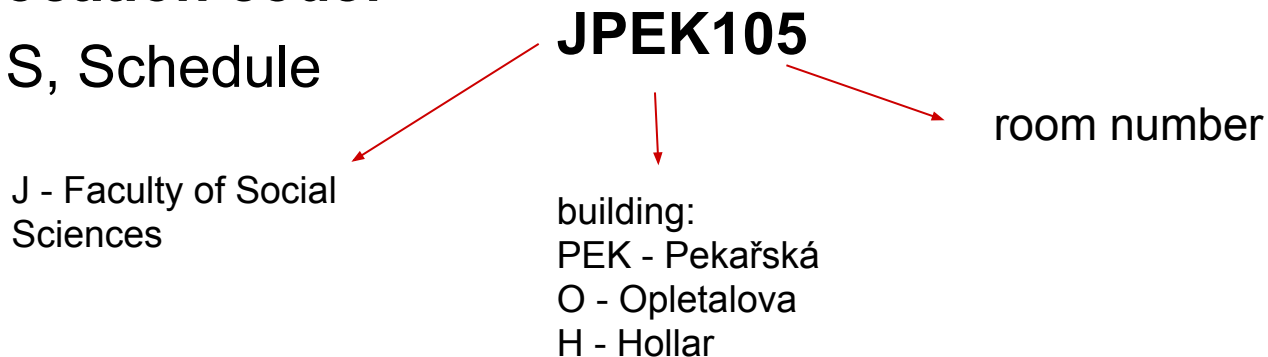
COURSES CODES AND CLASS LOCATION

Course code:



Class location code:

- In SIS, Schedule



For more information click [here](#).



EXAMS

- Online registration **through SIS** – opens **1st April**

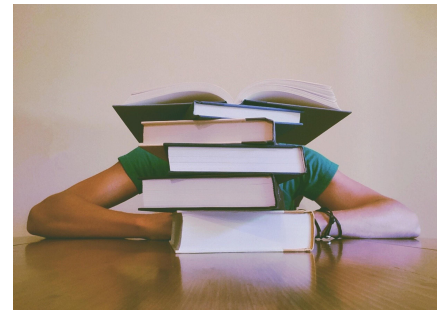
Completion of the courses:

- By **an exam** (registration via SIS)
- By **an Essay** (no need to register for the exam)
- Some courses are **non-graded** (only pass/fail no grade)

Grading system at the Faculty of Social Sciences

- A - F

For more information click [here](#).



CZECH LANGUAGE CLASSES

- Classes for all levels
- **What we teach:** the most useful lines to have a basic communication in Czech – being in a café, bar, shopping at a farmer’s market, getting a theatre ticket, etc.
- **How often:** 2x a week 120 min session
- **Credited by 6 ETCS**
- **A fee of 4800 CZK**



For more information click [here](#).



STUDY REGULATIONS, PLAGIARISM

- **Always acknowledge your sources in your essays!**
- Use internet sources, but always refer the sources properly
- **Plagiarism** = class failing, disciplinary hearing, university report
- **Guidelines available here:**
<https://fsv.cuni.cz/en/academics/forms-and-regulations/study-regulations/bibliographic-citation-guide>



STUDENT ID CARD

- Proof of your student status
- Access to libraries, cafeterias, lab rooms etc.



- The ID cards are issued by card service centres whose location, contact information and office hours [can be found here](#).

For more information visit [our website](#)



CHECK LIST



ONLINE meetings with IO



ONLINE enrollment




ONLINE course registration



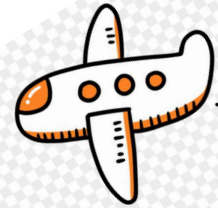
Start the courses ONLINE



Meeting at the IO
- signing your documents



Student ID card
- for students in Prague



USEFUL LINKS

- [Official webpage of FSV UK](#) (rules, regulations, measures, academic calendar,...)
- [Official webpage of Charles University](#)
- [CAS](#)
- [SIS](#)
- [Private facebook group](#) - for FSV UK exchange students
- [IO contact page](#)
- [SIS manuals](#)
- [CU Point](#) Centre for Information, Counseling and Social Services
- [FSV UK students clubs](#)
- [FSV UK merch](#)



PLEASE REMEMBER!

- Read emails you receive from us
- Do not panic if your dream course is full
- Read the [Student Manual](#)
- If you don't know what to do, send us an email

Thank you

enjoy your exchange!

