



FACULTY
OF SOCIAL SCIENCES
Charles University

ERASMUS+ PRACTICAL PLACEMENTS for the academic year of 2018/2019

Practical placements provide students with another opportunity to travel abroad within Erasmus+ programme. Selection proceedings will be held one-round at individual institutes in the course of September and October 2018.

The applicants can use the list of as possible contact points on the web in the section "Agreements" <https://fsv.cuni.cz/en/academics/study-abroad-opportunities/international-mobility/erasmus-practical-placements>

However, the institutions in the table do not provide guarantee to have places available. The applicant can also choose to secure a practical placement in an organization of their own. The applicants are expected to provide at least preliminary proof of communication and acceptance by their chosen organization.

Requirements for the selection: a current registration to the 1st year of bachelor's studies at the minimum or 1st year of master's studies at the minimum at the time the application is submitted; proficient language skills in accordance with the destination where the practical placement will be held.

The applicants will submit the following:

- Information about study results at the FSV (the results from the SIS are sufficient, however, please clearly indicate the GPA)
- CV in English (max. 1-2 pages)
- Brief motivational letter in English demonstrating how the practical placement relates to the study discipline (max. 1 page)
- Documentation of language proficiency (preferably a language certificate)
- Information about an estimated term of a practical placement, name of a pre-arranged organization and name, telephone number and email of a contact person

The deadline for the submission of all documents at the respective institutes is **Friday 18th October 2017 by the end of office hours** (please submit the applications to the coordinators listed below). The time and date of the interviews will be announced by the respective institutes in due time.

List of coordinators:

- Economic Studies: Mgr. Eliška Šerhanová will provide more information on the programme
- Political Studies: Dr. Malvína Krausz Hladká will provide more information on the programme.
- International Studies: Mgr. Barbora Čapinská collects the applications;
- Sociology: Mgr. Terezie Hanzlíková will provide more information on the programme. Applications are handed over to the secretarial of ISS, to Ms. Denisa Sobotková (office 3074).
- Journalism and Communication Studies: Mgr. Jan Miessler will provide more information on the programme.

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Furthermore, we would like to notify the applicants of the fact that within ERASMUS+ programme their study abroad may total 12 months at the maximum on each level of studies.

Erasmus+ practical placements are open to all the students registered in an accredited bachelor's, masters' or doctoral study programme, who will be properly registered for the studies at the FSV throughout the entire duration of the stay abroad.

A practical placement may amount to **2 months (at the minimum) up to 12 months (at the maximum)**. A practical placement may not be performed in the EU institutions, organizations governing the EU programmes or national diplomatic missions of home country abroad.

The applications out of selection proceedings can be sent to International Office to Ing. Radek Kovács together with:

- Information about study results at the FSV (the results from the SIS are sufficient, however, please clearly indicate the GPA)
- CV in English (max. 1-2 pages)
- Brief motivational letter in English demonstrating how the practical placement relates to the study discipline (max. 1 page)
- Documentation of language proficiency (preferably a language certificate)
- Information about an estimated term of a practical placement, name of a pre-arranged organization and name, telephone number and email of a contact person
- **Approvals of a practical placement by the Director of the institute and the Academic tutor**

For Rectorate's general information on practical placements (in Czech only), see <https://www.cuni.cz/UK-6710.html>

Nina Bílovská
Head, International Office
28th June, 2018