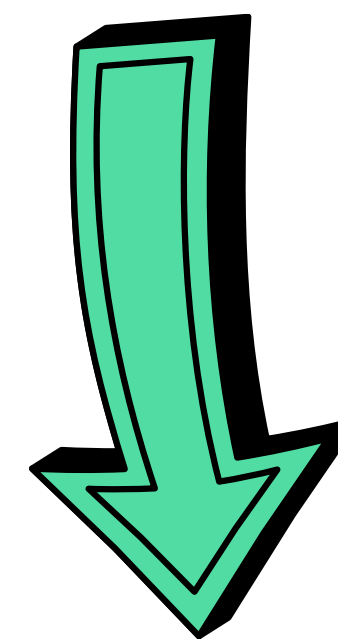


I. PRE-ARRIVAL MEETING FOR EXCHANGE STUDENTS WINTER SEMESTER

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.



I. PRE-ARRIVAL MEETING FOR EXCHANGE STUDENTS WINTER SEMESTER

WELCOME
WINTER SEMESTER
2022/2023

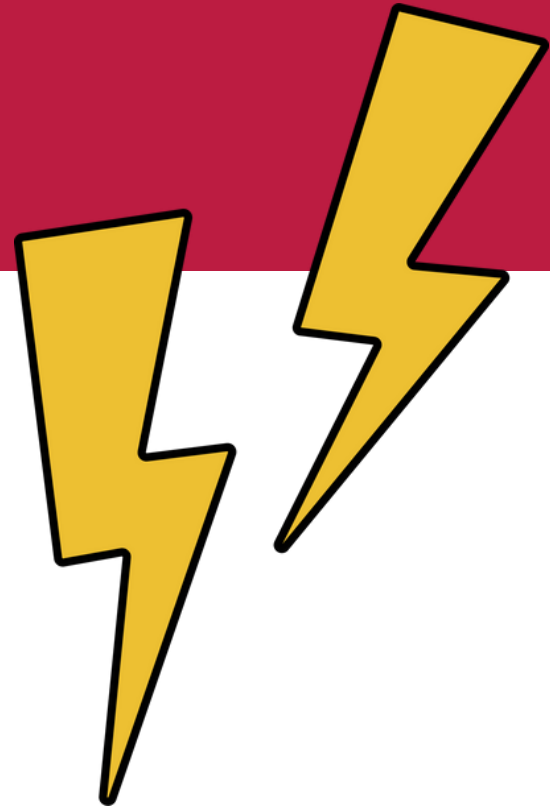


HOST: IO, FACULTY OF SOCIAL SCIENCES

IO COORDINATORS: ANTONELLA, MAGDALENA, MARIE



SPECIAL GUESTS



THE CU DORM'S REPRESENTATIVE: MRS. MIROSLAVA HURDOVÁ

GENERAL EMAIL: ACCOMMODATION@KAM.CUNI.CZ

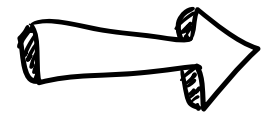
ALUMNI EXCHANGE STUDENTS: OLGA, VALENTYN, POLINA



FACULTY
OF SOCIAL SCIENCES
Charles University



WHAT WE WILL COVER TODAY



Meet the IO staff



Online Enrollment Instructions

Q&A vol. 1 with Marie



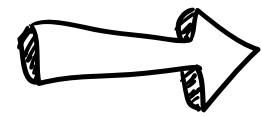
After Arrival Instructions (Foreign Police, Health Insurance Registration etc.)

Q&A vol. 2 with Magdalena



Accommodation at Charles University Dorms

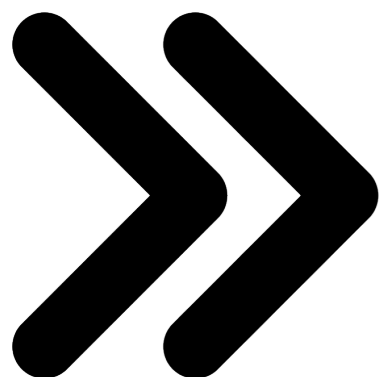
Q&A vol. 3 with Antonella and Mrs. Hurdová



Alumni students sharing their Exchange Experience in Prague



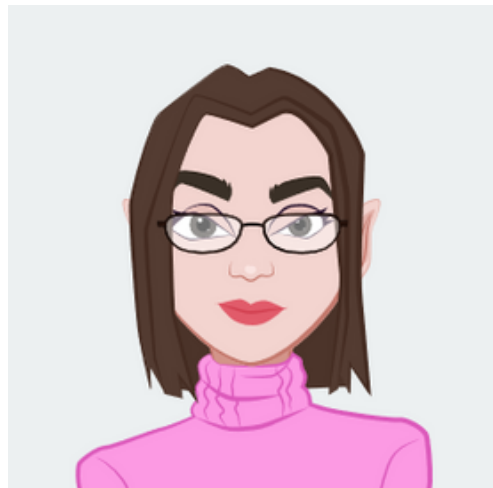
What next?





(DOG) FRIENDLY OFFICE

MEET THE COORDINATORS

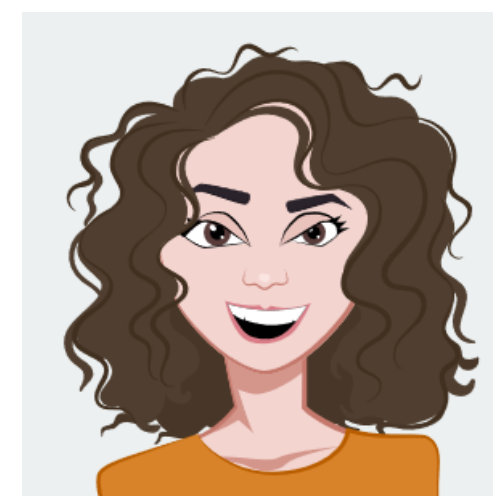
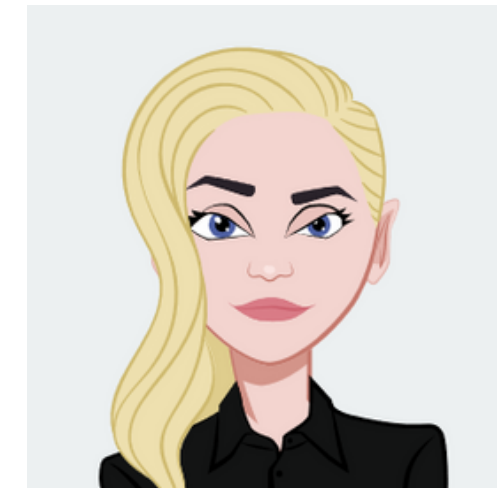


ERASMUS+

Magdaléna Čapková
incoming@fsv.cuni.cz

INTER-FACULTY, INTER-UNIVERSITY

Gabriela Vernerová
exchange@fsv.cuni.cz



MEYS (INTER-GOVERNMENT)
CEEPUS, AKTION, DAAD

Antonella Kopic Bernardon
inbound@fsv.cuni.cz

FREEMOVERS

(PAID SHORT-TERM STUDY VISITS)

Marie Stanovská
studyabroad@fsv.cuni.cz



LOCATION OF IO AND OFFICE HOURS



OFFICE 216,
HOLLAR BUILDING,
SMETANOVO NABREZI 6,
PRAGUE 1



OFFICE HOURS

Monday: 13:30 - 16:30

Tuesday: 9:00 - 11:00

Wednesday: 13:30 - 15:30

Friday: 9:00 - 11:00



FACULTY
OF SOCIAL SCIENCES
Charles University



ONLINE

ENROLLMENT

ONLINE ENROLLMENT

Students will receive an instruction email from the IO
12 September 2022
and
email with the enrolment data 13 - 15 September 2022



The print screen of the email

Dear Madam / Sir,

In order to access the applications of the Information System of Charles University, the following login data were generated for you:

login name (personal number):

initial password:

The initial password is not intended for the direct login into applications. It can be used only for setting your own password.

The initial password is valid for 5 days.

To set your own password, please log in at the following address, using the initial password:

<https://ldap.cuni.cz>

After logging in there, you will be prompted to set your own password.

Then you can use this password for logging into any application of the Information System of Charles University, which uses the Central Authentication Service of Charles University (CAS) to verify the identity of users.

In case of problems with setting the password, please contact our helpdesk at:

<https://poradna.cuni.cz/cas>

Thank you and we are looking forward to further cooperation.

Best regards,

Administrator of the Information System of Charles University

Van: helpdesk@is.cuni.cz

Verzonden: Monday, September 20, 2021 12:02:01 PM

Aan:

Onderwerp: Přístupové údaje pro přihlášení do informačního systému Univerzity Karlovy / Logging data into the Information System of Charles University

more instructions:

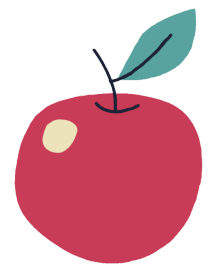
<https://fsv.cuni.cz/en/exchange/info-exchange-students/academic-information/online-enrolment-student-card>



FACULTY
OF SOCIAL SCIENCES
Charles University

ONLINE ENROLLMENT - STEP BY STEP INSTRUCTIONS

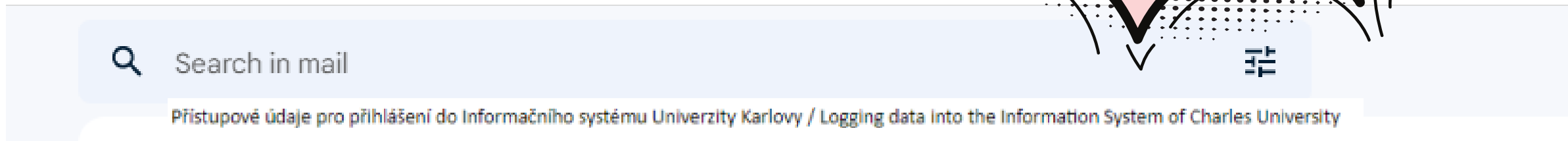
The Email is automatically generated, everybody will receive it.



users, **do not use SAFARI browser.**

The initial password is valid **ONLY 5 days** from receiving your email.

Check your spam, use search box



If you have more email accounts, make sure you check the email, you have stated in your application.

If you find out, you have miss-spelled your email, let us know.

ONLINE ENROLLMENT is IMPORTANT without will not be able to register for the courses.

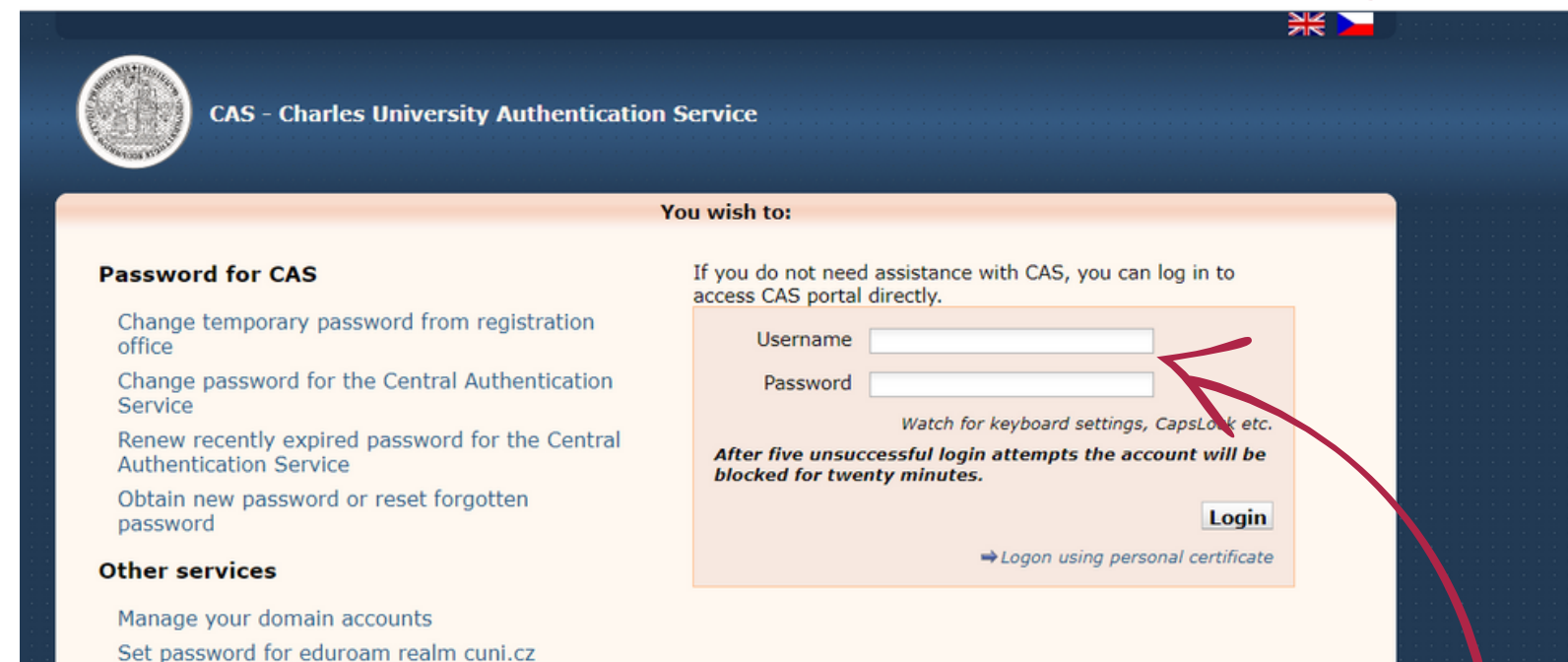
22/09/2022

13-15/09/2022

In case of any problems, contact us.

ONLINE ENROLLMENT - STEP BY STEP INSTRUCTIONS

1st step: go to <https://ldapuser.cuni.cz>



change the language
if needed

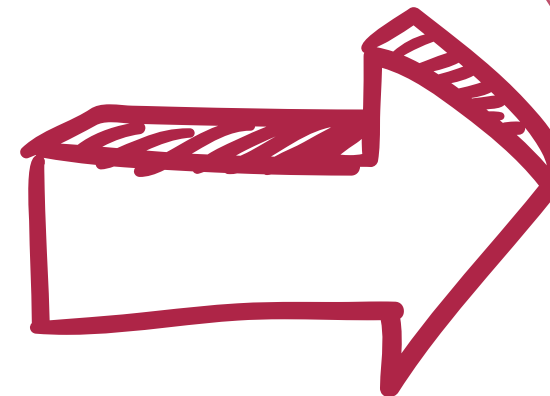
The password:

8 characters

Must start with a letter
at least one capital letter
at least one number
can contain a symbol @

2nd step: enter your Username (8 digit number received in the email)
password (initial password received in the email)

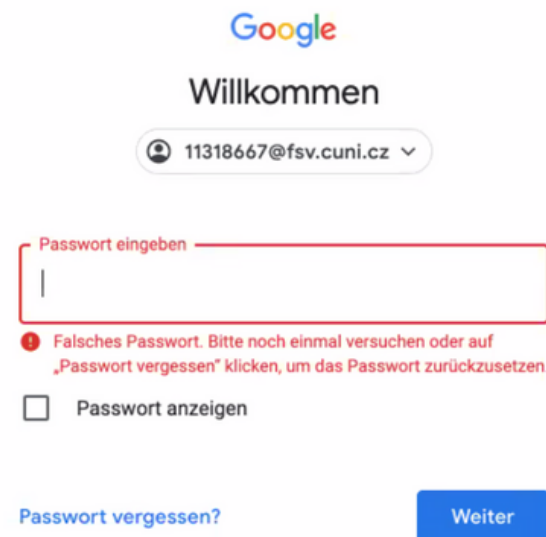
3rd step: change the password for a permanent one



FACULTY EMAIL - LOGIN

20/09/2022 you will be assigned a faculty email
We will inform you by email (personal/ faculty)

go to google - gmail



Google
Willkommen
11318667@fsv.cuni.cz

Passwort eingeben

Falsches Passwort. Bitte noch einmal versuchen oder auf „Passwort vergessen“ klicken, um das Passwort zurückzusetzen.

Passwort anzeigen

Passwort vergessen? Weiter

it can happen that your password seems invalid, if this is your case go to cas.cuni.cz and log in



You wish to:

Password for CAS

- Change temporary password from registration office
- Change password for the Central Authentication Service
- Renew recently expired password for the Central Authentication Service
- Obtain new password or reset forgotten password

Other services

- Manage your domain accounts
- Set password for eduroam realm cuni.cz
- Change contact information
- Validate email addresses

Information and support

If you do not need assistance with CAS, you can log in to access CAS portal directly.

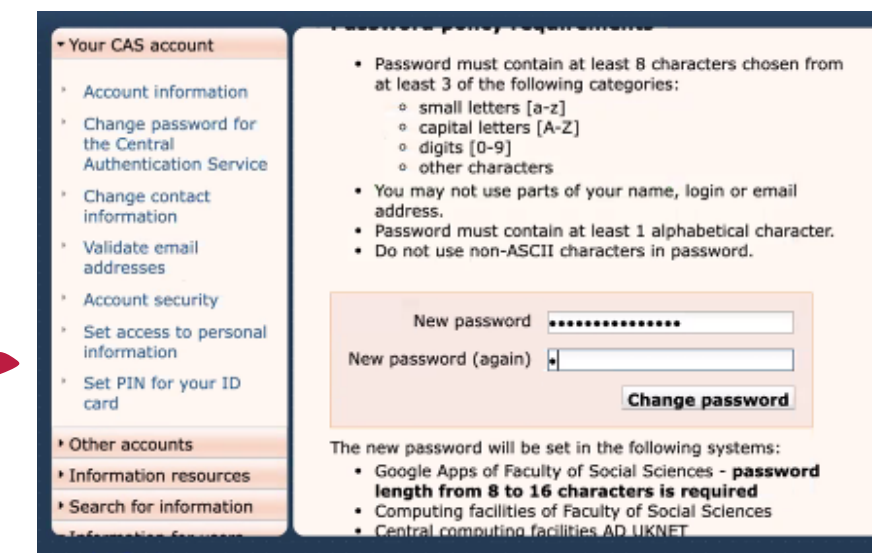
Username: 11318667
Password: [redacted]

Watch for keyboard settings, CapsLock etc.
After five unsuccessful login attempts the account will be blocked for twenty minutes.

Log in

Logon using personal certificate

after your login, click on Change password for the Central Authentication Service and just type your existing one



Your CAS account

- Account information
- Change password for the Central Authentication Service
- Change contact information
- Validate email addresses
- Account security
- Set access to personal information
- Set PIN for your ID card

Other accounts

Information resources

Search for information

Password policy requirements

- Password must contain at least 8 characters chosen from at least 3 of the following categories:
 - small letters [a-z]
 - capital letters [A-Z]
 - digits [0-9]
 - other characters
- You may not use parts of your name, login or email address.
- Password must contain at least 1 alphabetical character.
- Do not use non-ASCII characters in password.

New password: [redacted]
New password (again): [redacted]

Change password

The new password will be set in the following systems:

- Google Apps of Faculty of Social Sciences - **password length from 8 to 16 characters is required**
- Computing facilities of Faculty of Social Sciences
- Central computing facilities AD.UKNET

Then go back to your google - gmail, type the password and you should be able to log in

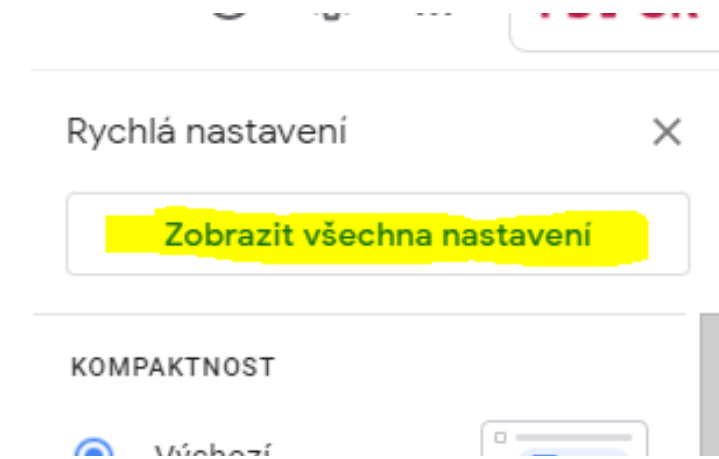


FACULTY EMAIL - LANGUAGE SETTING

If the email box appears in Czech go to settings



Click on the button "Zobrazit všechna nastavení/ Display all the settings"



In the top section "jazyk/Language" choose one according to your preference.

Nastavení

[Obecné](#) [Štitky](#) [Doručená pošta](#) [Účty](#) [Filtry a zablokované adresy](#) [Přeposílání a protokol POP/IMAP](#) [Doplňky](#) [Chat a Meet](#) [Pokročilá nastavení](#) [Offline](#) [Mo](#)

Jazyk:

Jazyk rozhraní služby Faculty of Social Sciences of Charles University Mail: Čeština

[Změnit jazyková nastavení pro ostatní služby Google](#)

Aktivovat vstupní nástroje - Můžete použít různé nástroje pro zadávání textu v libovolném jazyce - [Upravit nástroje](#) - [Další informace](#)



And at the bottom of the page click on "Ulož změny/ Save changes"

Uložit změny Zrušit



FACULTY
OF SOCIAL SCIENCES
Charles University

FACULTY EMAIL - FRIENDLY NOTE



Since the 21 September 2022, **the faculty email**
.....@fsv.cuni.cz will be your mail communication chanel
between you and the academics and the International Office.



THE CHAT IS OPEN NOW.



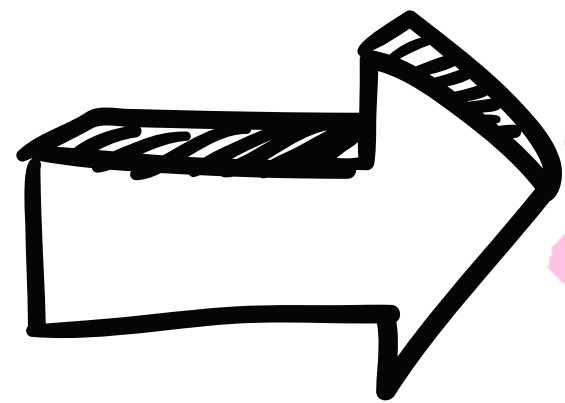
WE INVITE YOU TO ASK YOUR QUESTIONS
RELATED TO THE ONLINE ENROLLEMENT.



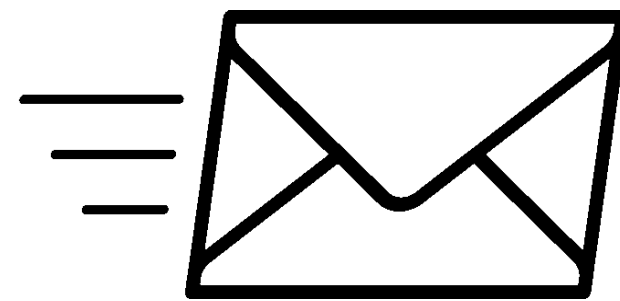
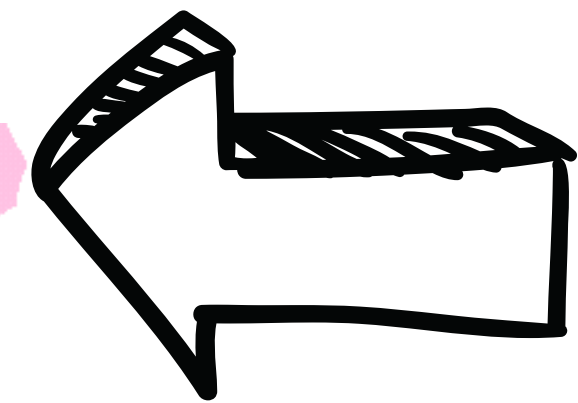
After Arrival

Instruction

COVID-19 UPDATE



NO RESTRICTIONS AT THE MOMENT



In case of any change,
we'll inform you
by email.

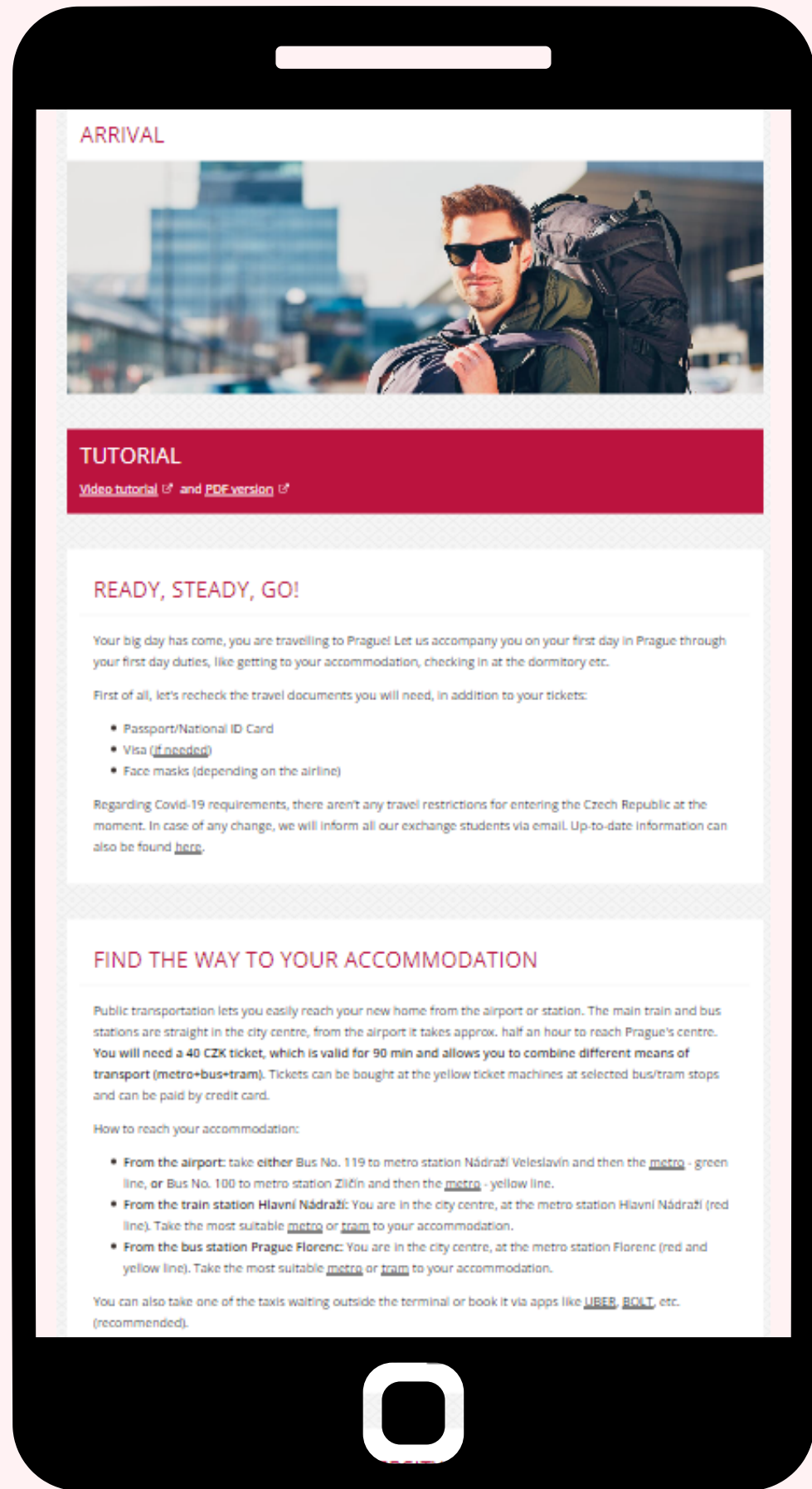
▶ [FSV WEB](#)

▶ [MINISTRY OF INTERIORS](#)

▶ [MINISTRY OF HEALTH](#)

▶ [EU DIGITAL CERTIFICATE](#)





How to get to my flat/dormitory ?

Where to do grocery?

Check our website

What documents I need with me?



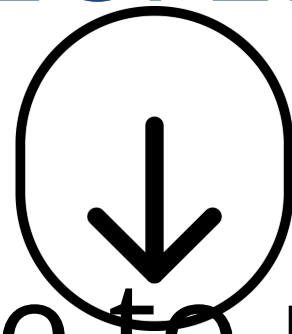
REGISTRATION AT THE FOREIGN POLICE

I stay at the CU Dormitories → No need to register



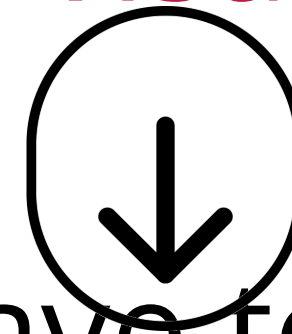
I have a private accommodation → You have to register yourself

A) I am an EU/EFTA citizen



You have to register
within 30 days

B) I am a visa student



You have to register
within 3 days

REGISTRATION AT THE FOREIGN POLICE

WHERE?

OLŠANSKÁ 2,
PRAHA 3

BRING FOLLOWING DOCUMENTS:

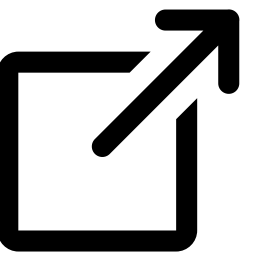
- PASSPORT/ID
- CU STUDENT CARD
- HEALTH INSURANCE VALID FOR THE CZECH REPUBLIC
- THE REGISTRATION CARD WILL BE AVAILABLE THERE

OFFICE HOURS:

MONDAY, WEDNESDAY: 8:00 - 17:00

TUESDAY, THURSDAY: 8:00 - 15:00

MOVING OUT FROM THE DORMS?
YOU HAVE TO INFORM
FOREIGN POLICE!!!



[Link to website
& tutorial](#)

HEALTH INSURANCE

VISA STUDENT - PRIVATE INSURANCE (PVZP) - NO ACTION REQUIRED



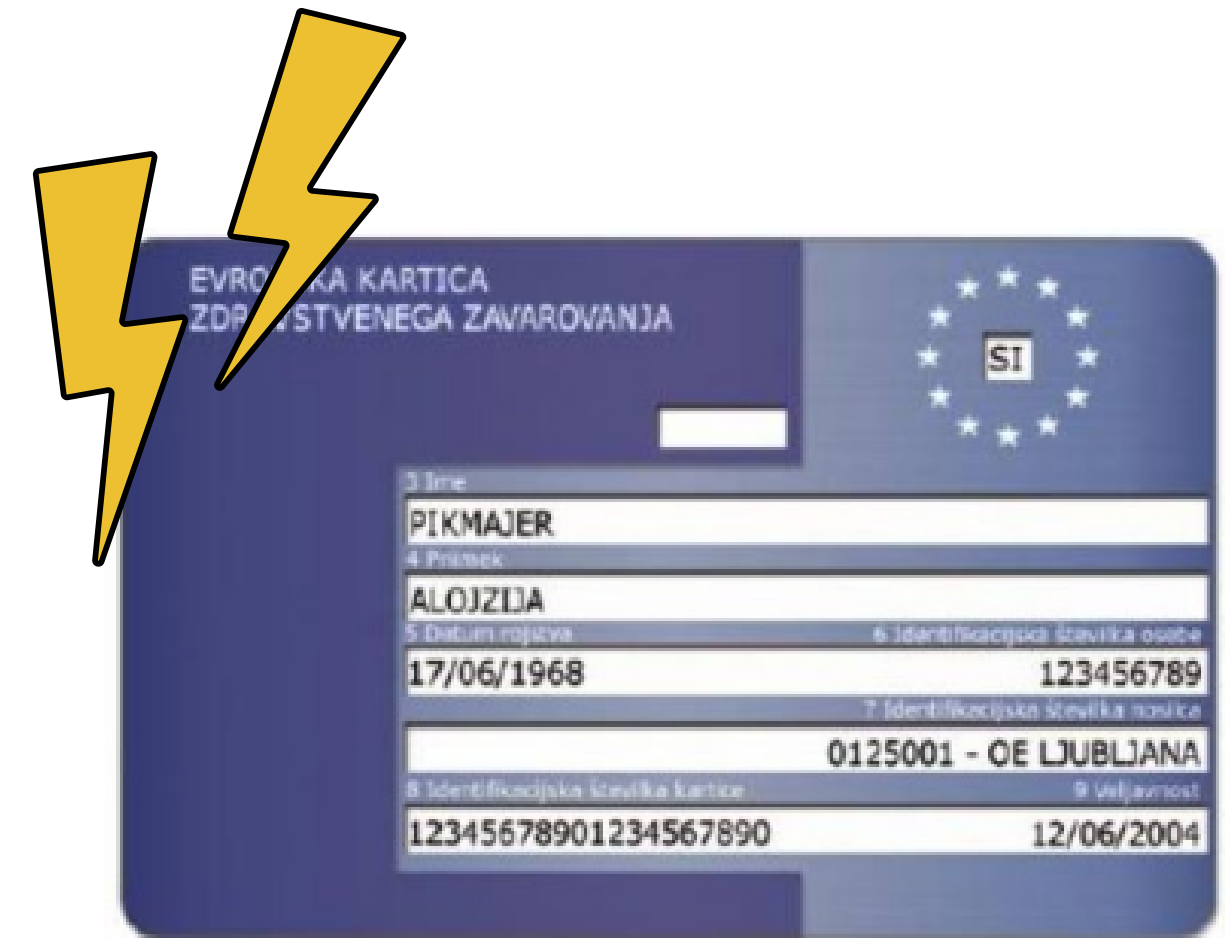
EHIC CARD HOLDER (EUROPEAN HEALTH INSURANCE CARD)

ONLY EMERGENCY CARE COVERED

DOES NOT GUARANTEE FREE SERVICES

DOES NOT COVER A PRIVATE HEALTHCARE

CONSIDER A PRIVATE INSURANCE



REGISTER YOUR EHIC CARD AT CZECH INSURANCE PROVIDER

DO NOT WAIT UNTIL
YOU FEEL UNWELL.
REGISTER UPON YOUR ARRIVAL

WHERE?

Any provider, but we recommend **VZP** as it is the biggest provider with the most contracted doctors

Praha 1 - Na Perštýně

Na Perštýně 6, 110 00 Praha 1

Praha 1 - Lazarská

Lazarská 3, 110 00 Praha 1

Praha 2 - Vinohrady

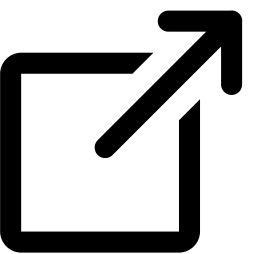
Škrétova 12, 120 00 Praha 2

IMPORTANT!

Make sure you visit a medical care institution having a contract with the Czech Public Health Insurance System!

BRING FOLLOWING DOCUMENTS:

- EHIC CARD
- PASSPORT/ID
- REGISTRATION FORM AVAILABLE THERE



[Link to website & tutorial](#)



THE CHAT IS OPEN NOW.



WE INVITE YOU TO ASK YOUR QUESTIONS
RELATED TO THE AFTER ARRIVAL
INSTRUCTIONS.



ACCOMMODATION AT CU DORMS



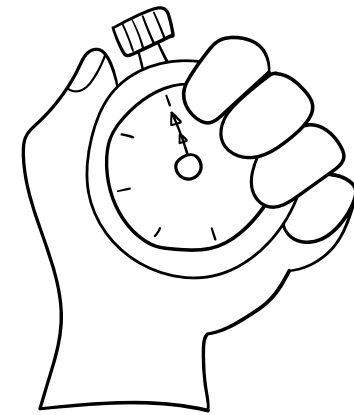
▶ BEFORE YOUR ARRIVAL

▶ AT YOUR ARRIVAL

▶ DURING YOUR STAY



ACCOMMODATION AT CU DORMS



BEFORE YOUR ARRIVAL



☑ Save the confirmation of your payment and your accommodation contract

☑ If you need to arrive on a **different day** than stated in the voucher, or **outside the office hours**



please communicate it at least 3 days before your arrival!

@ the dormitory (contacts [here](#))
and cc accommodation@kam.cuni.cz

☑ Read your dormitory fact sheet [here](#)

☑ Start  (bed linen, pillows and blankets are provided by the dormitory).



ACCOMMODATION AT CU DORMS

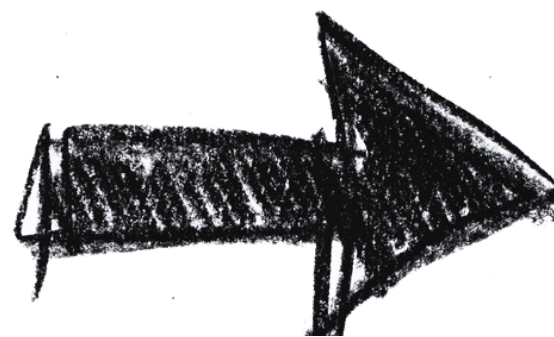


AT YOUR ARRIVAL



Register at the dormitory accommodation office during their office hours.

Bring with you:



ID card/passport
Accommodation voucher
Confirmation of deposit payment

BUT YOU CAN
ARRIVE 24/7

Any problems? communication gaps?

Please contact:

- the housing assistant of your dormitory
- your buddy.
- your IO coordinator




ACCOMMODATION AT CU DORMS



DURING YOUR STAY



- ✓ Payment options - choose the one that suits you best
- ✓ If you change your mind: how to terminate the contract
- ✓ Dormitories/University Cafeterias - what's for lunch today?
- ✓ Housing assistants are always on hand 

PLEASE REMEMBER:

DORMS ARE
SMOKE-FREE

QUIET
HOURS:

10PM - 7AM





THE CHAT IS OPEN NOW.



WE INVITE YOU TO ASK YOUR QUESTIONS
RELATED TO **THE UNIVERSITY DORMS.**



ALUMNI



experience

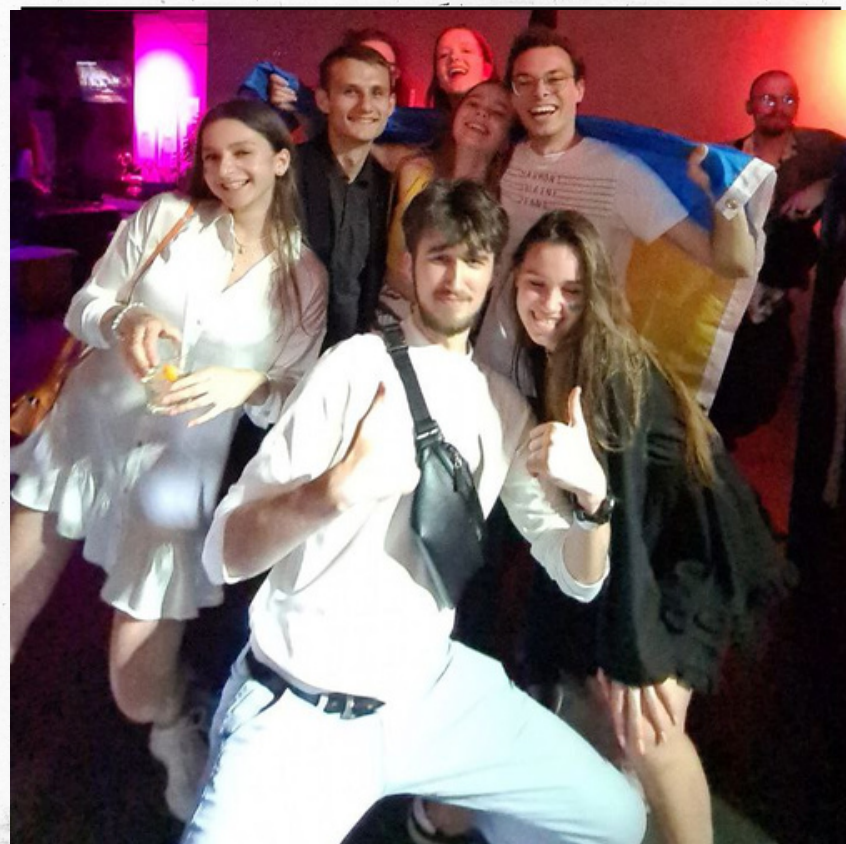


LGA

DORMITORY EXPERIENCE



V ALENTYN



WHAT ARE THE BENEFITS OF
BEING A STUDENT IN PRAGUE?

ONE-DAY TRIP FROM PRAGUE

by  POLINA

Useful apps:

The logo for RegioJet, featuring the text "REGIOJET" in a stylized font. "REGIO" is in red and "JET" is in blue, with two red diagonal slashes to the left of the text. The logo is set against a yellow rectangular background.

REGIOJET

Muj vlak - trains

Regiojet - trains and buses

Flixbus - buses

The logo for FlixBus, consisting of the word "FLIXBUS" in white, uppercase, sans-serif font, centered on a bright green rectangular background.

FLIXBUS



PILSEN

Pilsner Urquell Brewery
Great Synagogue
Cathedral of St. Bartholomew



ticket: **60-80kč**

Karlovy Vary

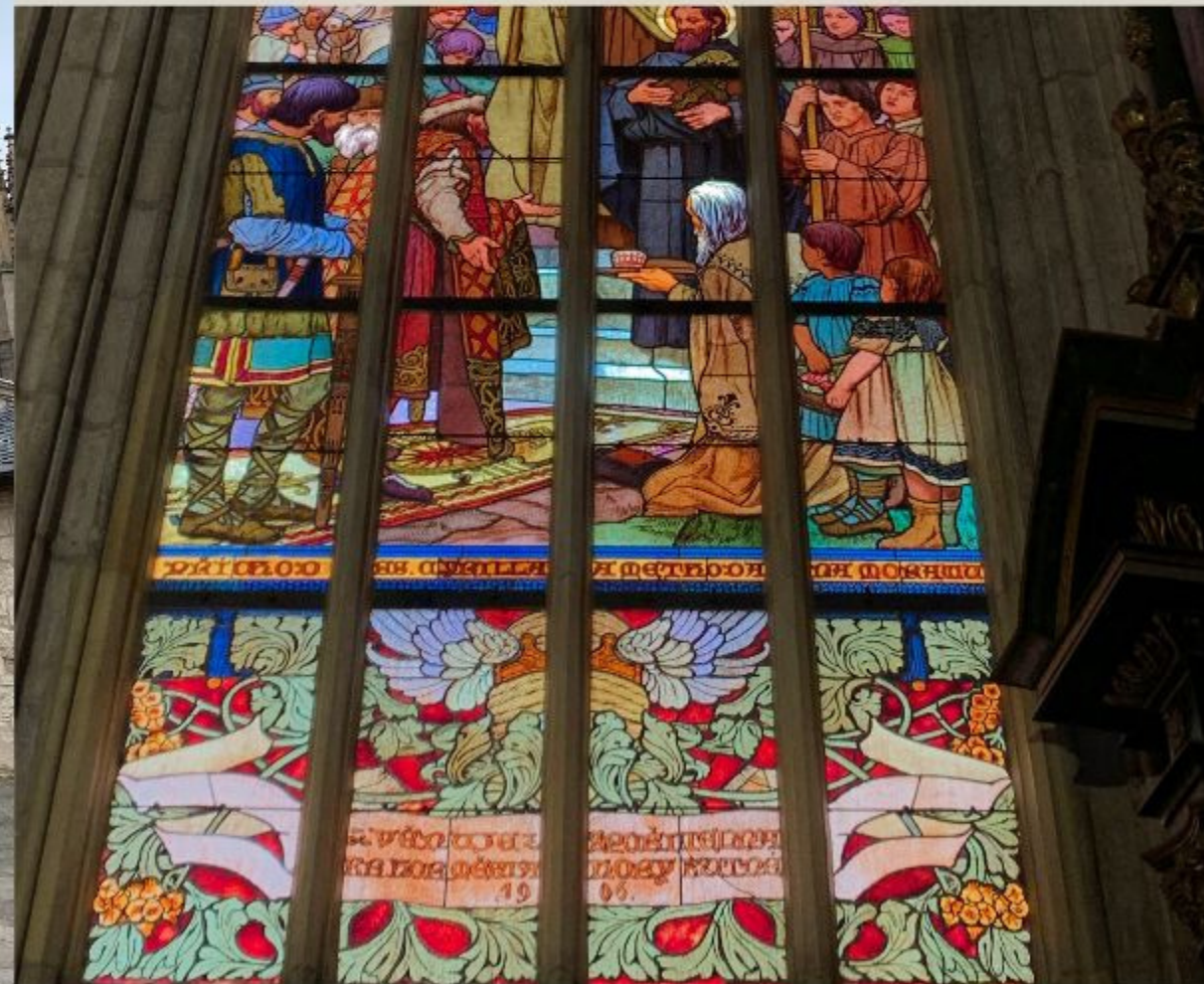
Thermal baths
Walk around town



ticket: **90 Kč (bus)**

Kutná Hora

Sedlec Ossuary
St. Barbara's Cathedral

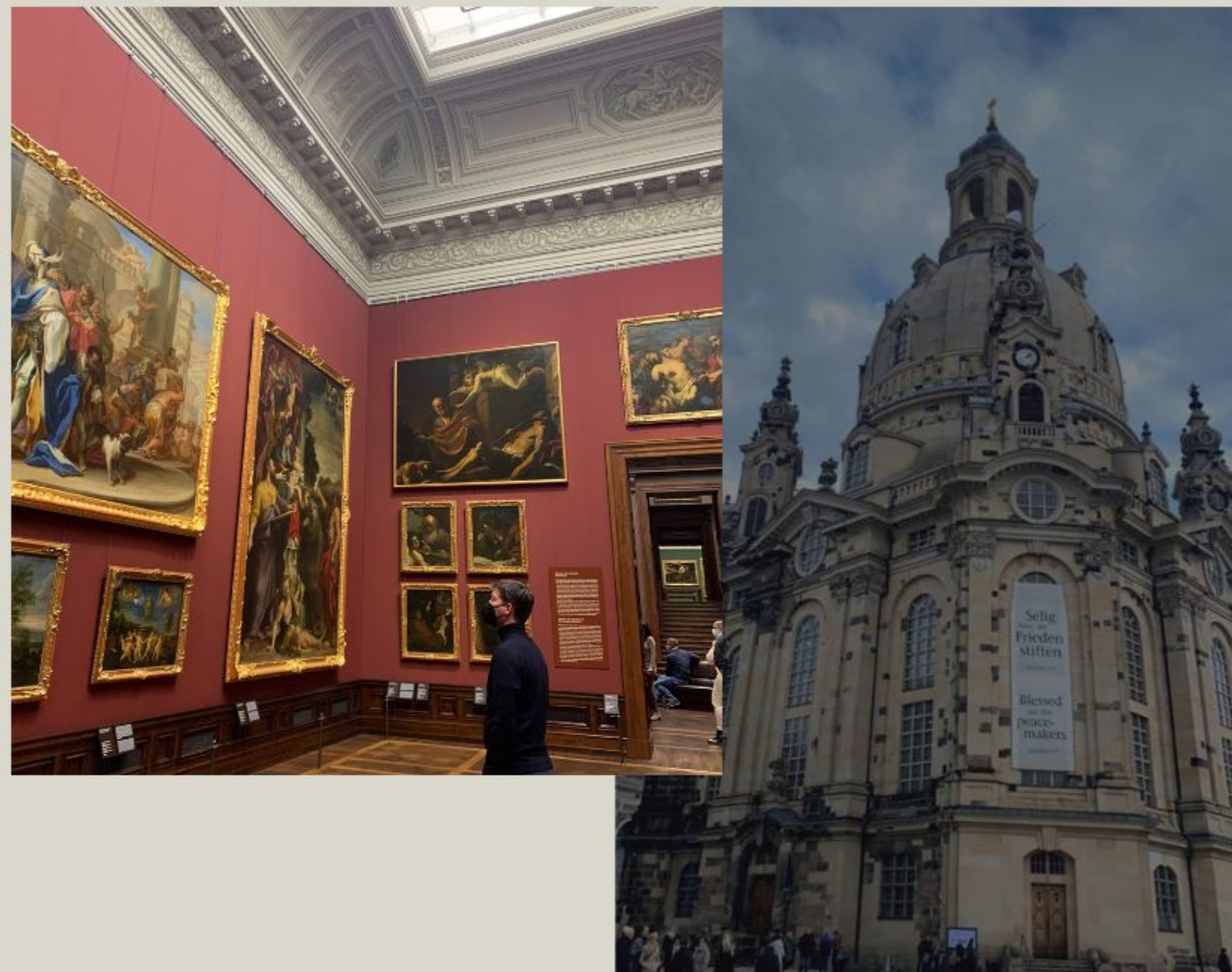


ticket: **60kč**

Dresden



Ticket: **300kč**



Old Masters Picture Gallery
Zwinger
Canaletto-Blick

More destinations:

České Budějovice - 2,5 hours from Prague

Český Krumlov - 3 hours from Prague

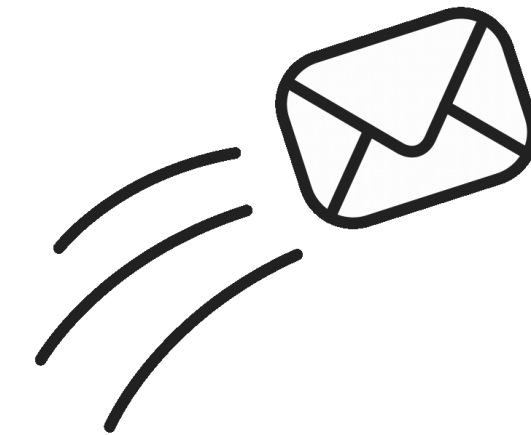
Brno - 3,5 hours from Prague

STAY TUNED



HOW TO GET THE MOST UPDATED INFO?

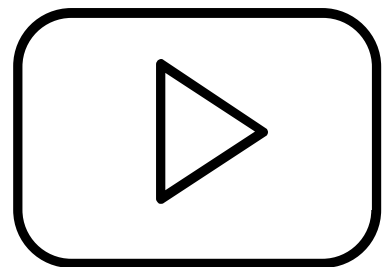
check your email, both **personal** and your **new faculty email**



join the **FB group** for Exchange students



check our website <https://fsv.cuni.cz/en/exchange/info-exchange-students>



REMEMBER TO WATCH THE VIDEO TUTORIAL FOR EXCHANGE STUDENTS!!



USEFUL LINKS - RECOMMENDED DURING THE MEETING

Currency Exchange - best places and recommendations

- PDF presentations with useful tips under

#PRAGUELIFE

Arrival form

Arrival instructions on our website

WhatsApp group for exchange students founded by one of you (IO won't interfere)

Location of the FSV buildings - where your courses will be held

WHAT NEXT?

✓ 13. - 15. SEPTEMBER ONLINE ENROLLMENT

CHECK YOUR EMAIL AND CHANGE THE PROVISIONAL PASSWORD WITHIN 5 DAYS

✓ 16. SEPTEMBER AT 10 AM CET 2ND PRE-ARRIVAL MEETING

COURSE REGISTRATION &
WELCOME WEEK DETAILS

BEFORE 2ND MEETING
WATCH VIDEO TUTORIALS
N. 12 - 17

