



WELCOME TO CHARLES UNIVERSITY



**FACULTY
OF SOCIAL SCIENCES**
Charles University

INTERNATIONAL OFFICE FSV

Vice-dean for
International Relations

PhDr. Zuzana Kasáková, Ph.D.

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Head of International Office

Mgr. Michaela Rudinská

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INTERNATIONAL OFFICE COORDINATORS FSV UK

Erasmus+
(EU countries + Turkey)



Petra Devine

☐ email: incoming@fsv.cuni.cz

Erasmus+ ICM, Inter-Faculty,
Inter-University



Jessica Grossová

☐ email: exchange@fsv.cuni.cz



Inter-Government, CEEPUS,
AKTION, DAAD



**Antonella Kopic
Bernardon**

☐ email: inbound@fsv.cuni.cz

Freemovers (paid short-term
study visits)



Marie Stanovská

☐ email: studyabroad@fsv.cuni.cz



COVID-19 RECOMMENDATIONS BY INTERNATIONAL OFFICE

- Follow our **guidelines on COVID-19 measures regarding arrival** (coming from a risk country=> you have to undergo PCR test upon your arrival)
- Follow our [website](#) for further updates
- Follow official websites of [Ministry of Health](#) and [Ministry of Interior](#)
- Join our **Online informal meeting** where you can ask questions
 - February 3, 10 - 11 AM or 2 -3 PM (CET)
 - February 8, 10 - 11 AM (CET)



CHARLES UNIVERSITY

- One of the oldest European university established in **1348** by **Charles IV**.
- **17 faculties**, more than 50 000 students
- **Faculty of Social Sciences** – 2nd youngest, 600 exchange students per year



FACULTY OF SOCIAL SCIENCES – 5 INSTITUTES

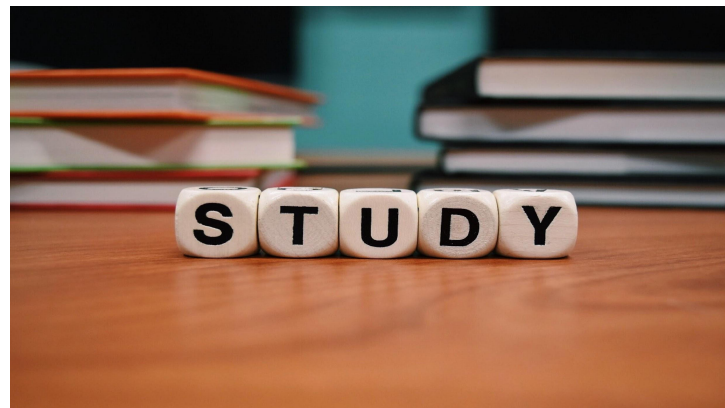
Institute

- Institute of Economic Studies (IES)
- Institute of Communication Studies and Journalism (ICSJ)
- Institute of International Studies (IIS)
- Institute of Political Studies (IPS)
- Institute of Sociological Studies (ISS)

Erasmus+ Institute Coordinator

- ☐ PhDr. Lenka Šťastná, Ph.D
- ☐ Mgr. Jan Miessler
- ☐ Ing. Magda Pektorová
- ☐ PhDr. Malvína Krauz Hladká, Ph.D.
- ☐ Mgr. Tereza Hanzlíková

Students coming via other programs than Erasmus+ have their own academic advisor.



INTERNATIONAL OFFICE AT FSV UK

- Make an appointment in **advance and only** in matters that can't be solved via contactless communication (email, phone call)
- **Wearing a face mask is required on all university premises**
- International Office



WHO TO TALK TO WHEN YOU NEED...?

International Office

- Confirmation of attendance/arrival
- Learning Agreement Changes
- Add/drop courses
- General Advising and Complaint
- Interruption of the studies
- Transcript of Records request
- Visa, residence permit, health insurance questions



Card Service Centre

- Student ID Card
- Computer login and password

Institute Coordinator

- Course Counseling
- Academic Complaint



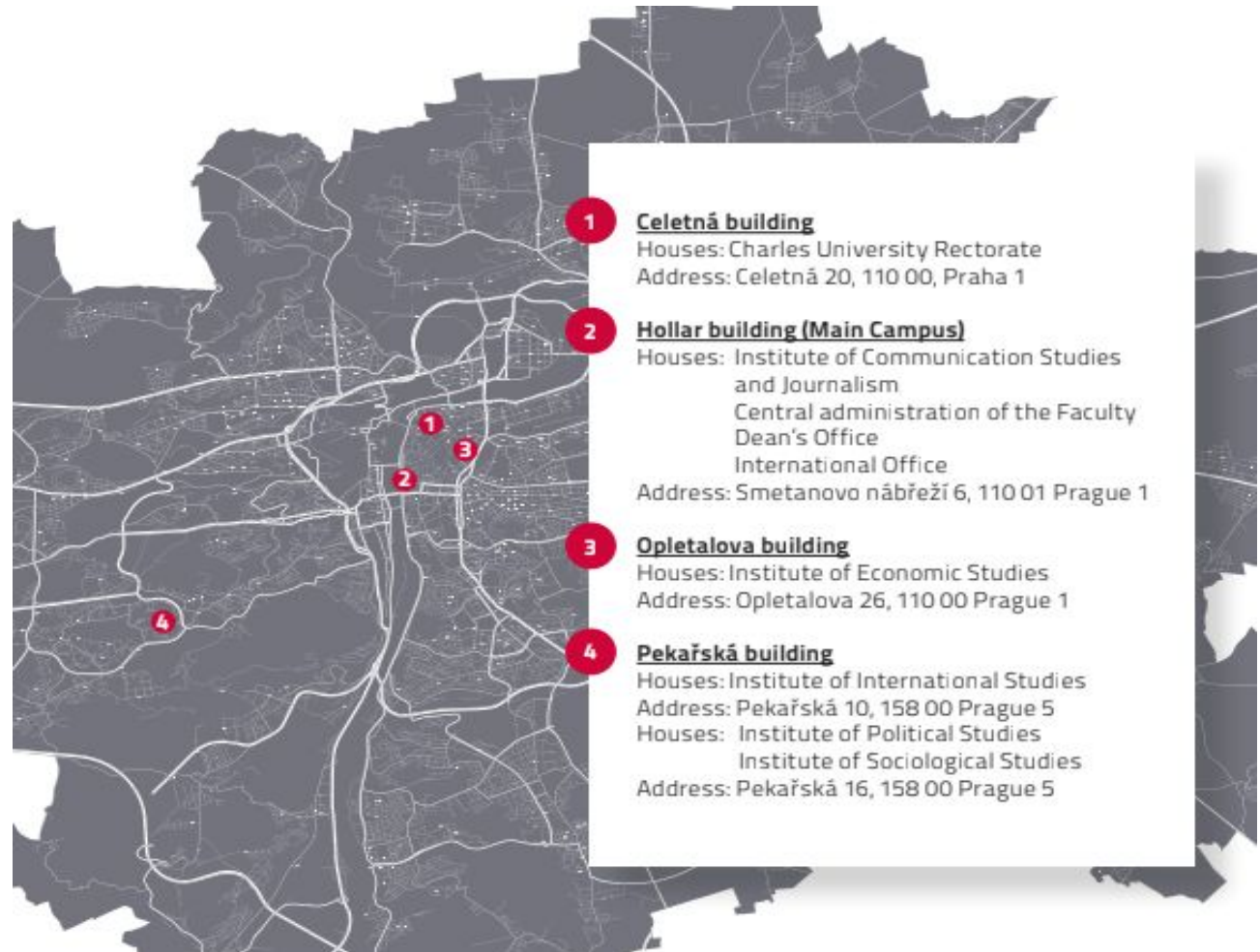
Accommodation Office

- Dormitory facilities
- Room complaint and changes



FACULTY OF SOCIAL SCIENCES – 3 LOCATIONS

The Faculty is divided into 5 institutes spread at 3 different locations in Prague



RECTORATE of Charles University Celetná 20 – [map](#)



CU Card Service Centre Celetná 13 – [map](#)



OPLETALOVA – [map](#)

OFFICES & LECTURE ROOMS:

- Institute of Economic Studies



HOLLAR - Smetanovo nabrezi 6 - [map](#)

OFFICES & LECTURE ROOMS:

- Institute of Communication Studies and Journalism
- International Office, **room 216**



PEKAŘSKÁ 16 – map

LECTURE ROOMS

- Institute of International Studies
 - Institute of Sociology
 - Institute of Political Studies
-
- room codes JPEK + room number

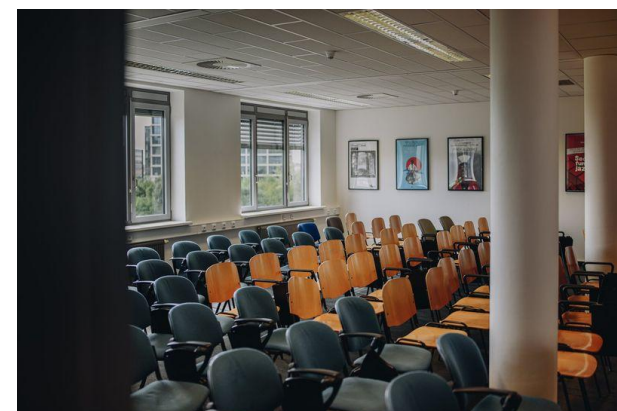
OFFICES:

- Institute of Sociology
- Institute of Political Studies
- FSV UK Language Centre (office no. 207 and 208).

PEKAŘSKÁ 10 – map

OFFICES:

- Institute of International Studies



Thank you for your time 😊

