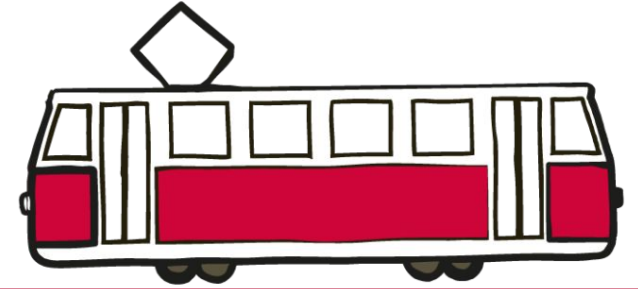




# VIDEO TUTORIAL FOR EXCHANGE STUDENTS



# REGISTRATION AT THE FOREIGN POLICE OFFICE

# REGISTRATION AT THE FOREIGN POLICE OFFICE



- WHO
- WHERE AND WHEN
- WHAT TO BRING WITH YOU



# REGISTRATION AT THE FOREIGN POLICE OFFICE

Are you staying at a **Charles University Dormitory**?

YES



➔ In this case you **don't need to visit the Foreign Police Office** in person.  
You will be registered by the dormitory office at the moment of your arrival.



# REGISTRATION AT THE FOREIGN POLICE OFFICE

Are you staying at a **Charles University Dormitory**?

NO



Then you have to **visit the Foreign Police Office in person**

- within **30 days** after your arrival if you come from a **EU/EFTA country**
- within **3 days** if you come from a **third country**



# REGISTRATION AT THE FOREIGN POLICE OFFICE

## Foreign Police Office

(Cizinecká policie)

Address: Olšanská 2, 130 51 Praha 3

Phone: 974 820 317

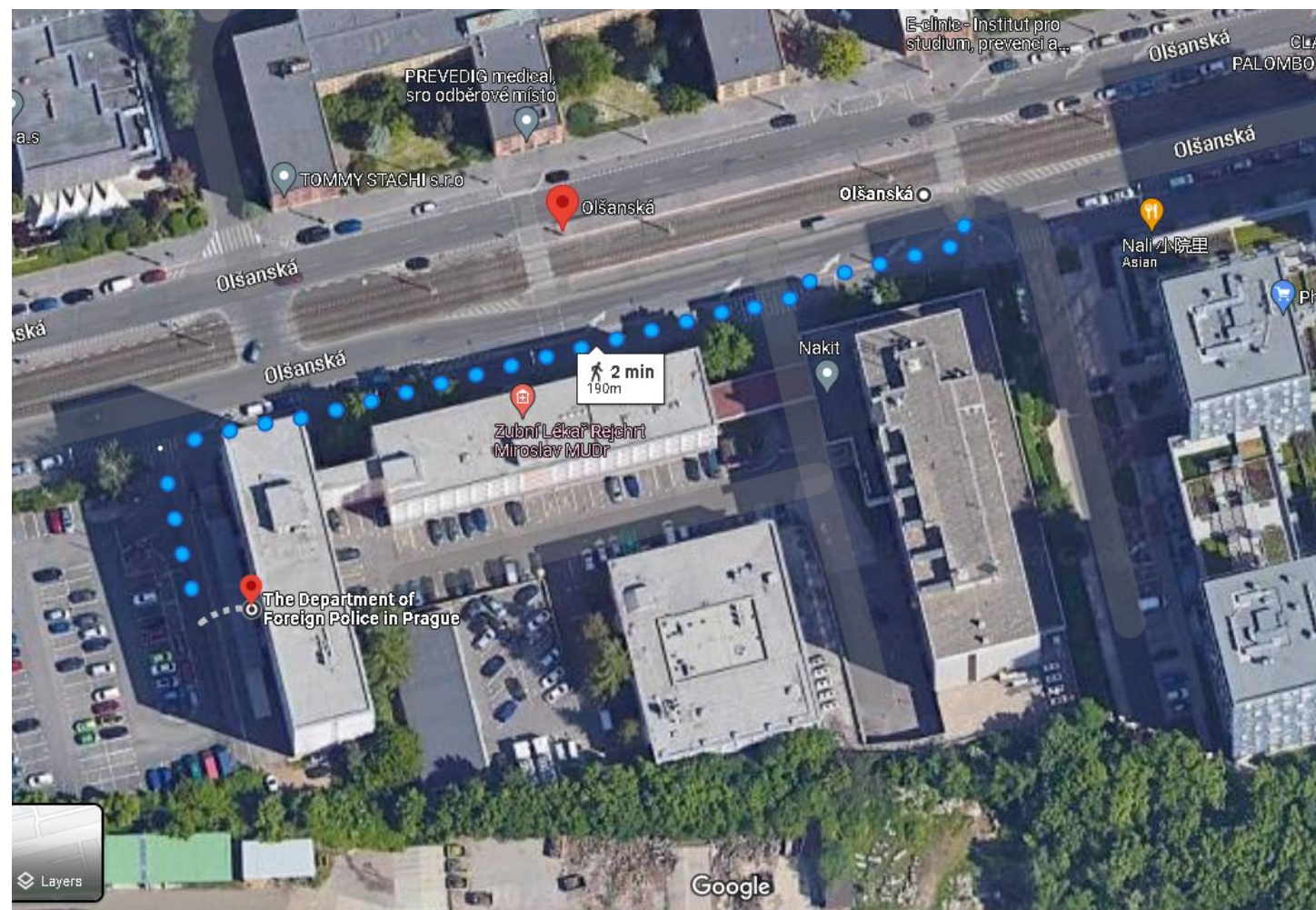


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# REGISTRATION AT THE FOREIGN POLICE OFFICE



# REGISTRATION AT THE FOREIGN POLICE OFFICE

## OFFICE HOURS:

Mon: 8:00 - 17:00

Tue: 8:00 - 15:00

Wed: 8:00 - 17:00

Thu: 8:00 - 15:00

Fri: closed





# REGISTRATION AT THE FOREIGN POLICE OFFICE

## YOU WILL NEED:

- Passport/ID
- Registration Card: available at the registration or it can be printed and filled out in advance
- Health insurance valid for the Czech Republic (EHIC or private health insurance)
- House rental (lease) agreement, possibly in Czech language

*...and a book/music/something to eat to kill time in case of queues :-)*



*In case you move during your stay in Prague, you have to register again at the police and report your new address within 30 days.*



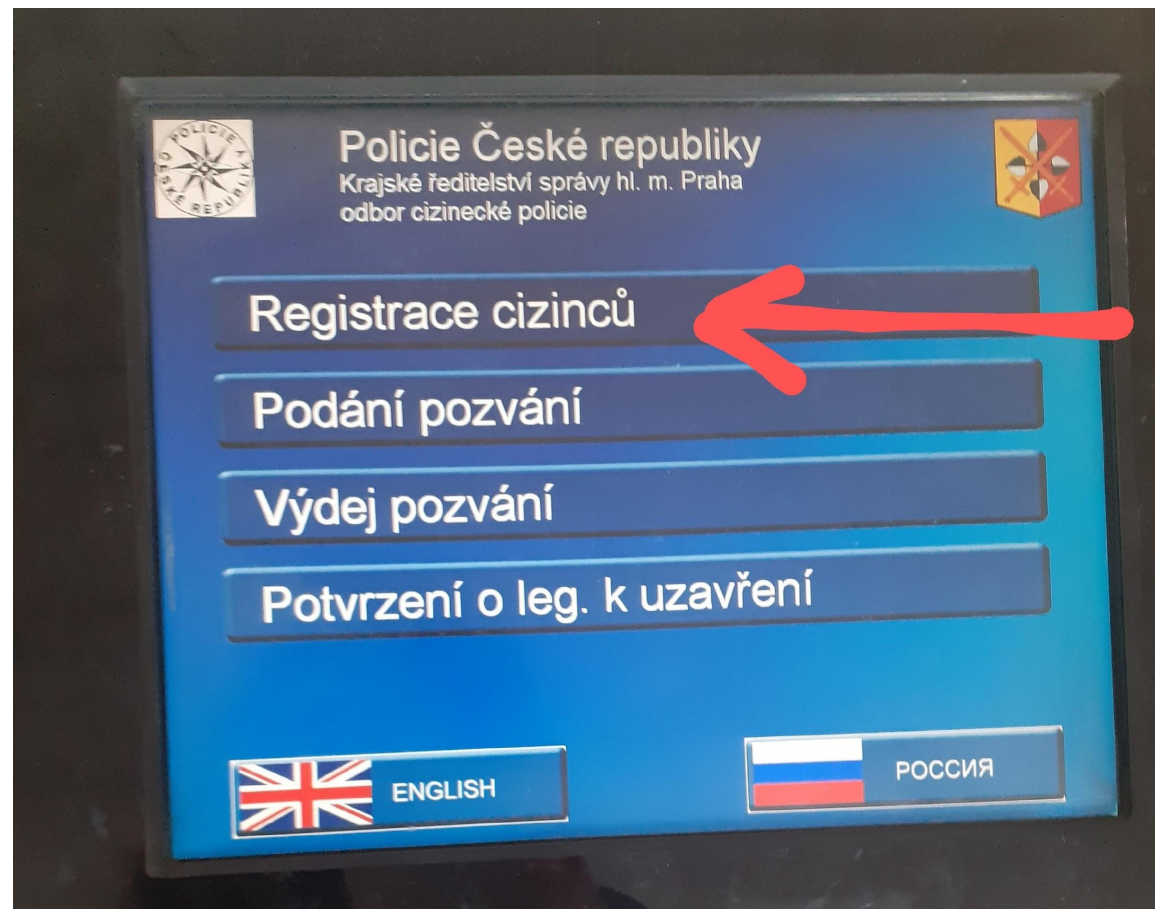
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PŘIHLAŠOVACÍ TISKOPIS CIZINCE (ŘSCP Č. 4/2015)	
1. POBYT/ STAY OD/FROM:	PŘEDPOKLÁDANÝ POBYT DO/ SUPPOSED STAY TO:
2. PŘÍJMENÍ/ SURNAME:	
3. JMÉNO/ FIRST NAME:	
4. DATUM NAROZENÍ/ DATE OF BIRTH:	
5. STÁTNÍ OBČANSTVÍ/ NATIONALITY:	
6. ČÍSLO CESTOVNÍHO DOKLADU/ PASSPORT NO:	
7. ČÍSLO VÍZA/ VISA NO:	
8. TRVALÉ BYDLIŠTĚ V ZAHRANIČÍ/ DOMICILE ABROAD:	
9. ÚČEL POBYTU V ČESKÉ REPUBLICĚ/ PURPOSE OF STAY IN THE CZECH REPUBLIC:	
10. UBYTOVATEL/ PROVIDER OF ACCOMMODATION:	
11. ADRESA POBYTU V ČESKÉ REPUBLICĚ/ ADDRESS IN THE CZECH REPUBLIC:	
12. PODPIS CIZINCE/ SIGNATURE OF ALIEN:	



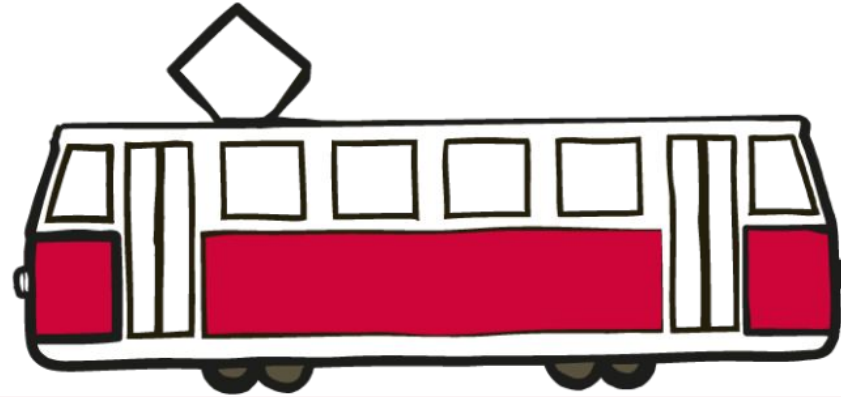
# REGISTRATION AT THE FOREIGN POLICE OFFICE

Here you take your queue number:





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AND THAT'S IT!