

LANGUAGE COURSES OFFERED BY LANGUAGE CENTRE WITHIN LIFELONG LEARNING AT FSV UK

DIRECTIVE S_CJP_002		
Version: 001		
Issued by Dean's Measure: 8/2023		
Date of issuance: 21.04.2023	In effect from: 21.05.2023	Validity: Indefinite period of time
Related regulations and documents:		
Repealed regulations: OD 21/2016 Chinese language course within lifelong learning at FSV UK OD 4/2016 Czech language course for foreigners within lifelong learning at FSV UK OD 52/2018 Determination of payment for acts by students of the Faculty of Social Sciences of Charles University		
A lead (unit, staff member): doc. Ing. Tomáš Cahlík, CSc., Vice-Dean for Doctoral Studies and Other Forms of Education		
Elaborated by: Mgr. Lucie Poslušná, head of the Language Centre Ing. Monika Mandová, head of SD&KT (only version 001)		
Appendices:		
Brief summary of the regulation: It establishes the price and general requirements for language courses offered by the Language Centre within the framework of lifelong learning at FSV UK.		
Discussed with AS FSV UK: Not requested	Approved by AS FSV UK: Not requested	Discussed with trade unions: Not requested
Discussion with or approval by another body: Not requested		
In charge of accuracy: Mgr. Lucie Poslušná, head of the Language Centre Ing. Ondřej Blažek, Faculty Secretary Ing. Monika Mandová, head of SD&KT JUDr. Vanda Wagnerová, Legal Office		
Issued by: PhDr. JUDr. Tomáš Karásek, Ph.D., Dean of the Faculty		

Part I – Information about the Regulation

1. Reasons for and Explanation of the Changes

Content of the change	Point
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<p>Transformation of the regulation into a directive.</p> <p>Repeal of the measure laying down the conditions for offering a Chinese language course for beginners in English on the grounds of obsolescence.</p>	
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2. Purpose and Scope of the Measure

This measure issues a new Directive - Language courses offered by the Language Centre within the framework of lifelong learning at the Faculty of Social Sciences of Charles University. The Directive sets out the general requirements of language courses, their organisation, and the fee for completing the course.

Part II – Basic Terms, Rules, and Roles

3. Definition of Terms

- 3.1. For the purposes of this Directive, **the price** means the amount paid for the participation in the programme expressed in CZK or EUR.
- 3.2. **The academic year** lasts 12 calendar months. Its beginning is determined by the Rector. The academic year is divided into winter semester, summer semester, and holidays. The Rector determines the beginning of the semesters and holidays.
- 3.3. **The semester** is governed by the currently valid academic calendar issued by the Dean. Each semester is followed by an examination period, the length of which is determined by the Dean. Any unplanned changes in the learning part of the semester are determined by the Dean by a decree posted on the official notice board of the Faculty.
- 3.4. **A language course** means the provision of courses as specified in the description of a particular language course to a group of students.

Part III – Czech Language Course for Foreigners Within the Framework of Lifelong Learning at FSV UK

4. General Information

- 4.1. FSV UK offers one-semester to four-semester Czech language courses for foreigners. The course content, course literature, and timetable are posted in the study information system of Charles University (<https://is.cuni.cz/studium//>).
- 4.2. It is not necessary to hold a status of a student of FSV or Charles University to enrol in the course. Students interested in the course should contact the head of the department of the Czech Language for Foreigners, who will further instruct the student on the payment of the course.
- 4.3. Courses are always taught during the semesters of the academic year, i.e. from October to December and from February to May.

- 4.4. To participate in the course, it is necessary to register during September and February in SIS (JLB100 to JLB103). A message will be sent to those registered informing them about the amount of the fee and instructions for payment.
- 4.5. As a rule, Czech as a foreign language course does not accept applicants whose level of knowledge of the Czech language in the area of comprehension and spoken production is comparable to that of a native speaker. A student who may be studying in the Czech Republic in a Czech study programme is not a model student for this course.

5. Course Fee

- 5.1. The course fee is set at 4.800 CZK (approximately 205 EUR) per semester. This fee reflects a calculation based on Decree No. 450/2009 Coll., which implements Act No. 526/1990 Coll. on Fees. Students of FSV UK who are enrolled in foreign language programmes and who pay their own tuition fees have their fees waived in accordance with the Regulations of Lifelong Learning of Charles University (<https://www.cuni.cz/UK-5069.html>), (Article 6 para 4).
- 5.2. In the case of students coming on an exchange study stay under an interfaculty agreement with the University of Richmond, the invoice for the Czech language course is issued to the partner university, which pays the fee for the student.