In case of emergency (acute need of health care, social support, translation services, legal advice) it is possible to contact the vice-dean or a member of his team nonstop at +420 724 292 312.

**Vice-Dean for Undergraduate Education and Student Affairs**
MUDr. David Marx, Ph.D. Proděkan pro studium a výuku
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+ 420 602 260 244  
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> Associate Deans

Secretary of the vice-dean: Bc. Lucie Millerová,  
contact at  
lucie.millerova@if3.cuni.cz,  
+ 420 267 102 177

**Study Division**

**Office Hours**
The office hours of the Study Division are:
**Monday:** 7:30 - 12:00  
**Tuesday:** 13:00 - 15:30  
**Wednesday:** 7:30 - 12:00; 13:00 - 18:00  
**Thursday:** 7:30 - 12:00  
**Friday:** 7:30 - 12:00

If necessary, contact us by phone or e-mail, we are available to you every weekday 7.30 - 12 and 12.30 - 16.

**Admission, 1st and 2nd year:** Marie Ghasemi, marie.ghasemi@if3.cuni.cz, +420 267 102 189, +420 267 102 206

**3rd, 4th, 5th and 6th year:** Andrea Churanová, andrea.churanova@if3.cuni.cz, +420 267 102 140, +420 267 102 206

If it is really an emergency situation, contact the Vice-Dean for Undergraduate Education and Student Affairs MUDr. David Marx, Ph.D.
To arrange a meeting with dr. Marx, contact his assistant Bc. Lucie Millerová, lucie.millerova@if3.cuni.cz, +420 267 102 177

For acute cases, please call 24/7 SOS phone number +420 724 292 312.

**Head of Study Division**
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If you are a student, call your officer as per below. You can find out your officer by year of study.

**Officers of Studies in English**
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