
When admitted

Congratulations on passing the entrance exam!

Check out this short guide to help you to take your first steps to join our faculty. More detailed informations you can find in the faculty's [Vademecum](#) and the Charles University [guide](#) .

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Nostrification

After passing the entrance exam the next step to be admitted is to submit the Admission documents, which need to be sent in a paper form to the faculty address below:

- **High-school leaving certificate**
 - Original or verified copy
 - Translated to Czech or English
 - Authenticated with an Apostille or Superlegalisation - find the country of your high-school on [this list](#) to make sure what kind of authentication you need.
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- **official transcript including all marks/grades and number of hours**
- **copy of the first page of your passport**
- **passport-size photo**

More info about nostrification is available [here](#).

**Third Faculty of Medicine, Charles University - study division,
Ruská 87,
100 00 Prague 10
Czech republic**

Nostrification fee payment details: 870,-CZK (or equivalent amount in different currency) must be made by card via the on-line application form in the "[Proof of education](#)" section, after requesting the nostrification.

The deadline to submit the documents is July 15th 2022. If you will not have the certificate completed by that date, it is possible to postpone, but be aware, that before you submit the documents, we cannot issue the official Letter of Admission for you, which is usually required for a visa purposes.

Before arrival

- [Health insurance](#)

All international students are required to have health insurance to help cover unexpected medical expenses. While EU citizens' medical expenses are fully or partly covered by their domestic insurance, US and other citizens need individually to arrange student health insurance with local or other insurance companies. Having health insurance is also a prerequisite to get a visa.

- **Visa**

If you need a visa, please apply to a Czech Embassy or Consulate well in advance, i.e., three months prior to your departure. Your Letter of Admission from the Dean of the Third Faculty of Medicine, which you will obtain as a successful applicant, will allow you to get one for the initial period of your study in the Czech Republic.

- **Accommodation**

You can arrange private accommodation or get accommodated at the university dorms. If you are interested in accommodation at the university dormitories, the study division helps freshmen to arrange it. In this case make sure to save yourself a spot at the dorms and fill out this [accommodation request](#) asap. For more details you can visit the dorm website [here](#).

After arrival

- **Enrolment for new students**

Enrolment is the process by which you become a student of the faculty. It takes place at the beginning of the new academic year (at the end of September or the beginning of October) at the Faculty or at [Dobronice Camp](#).

You will be notified about the exact date and place after you have passed your entrance exams.

To the enrolment you should go to the room indicated in the instructions you will receive. Please, bring all the documents listed below:

- A passport or another proof of identity
- [Health certificate](#) and [vaccination form](#) – you can download it here and get confirmed by your GP.

It is required to be vaccinated against **Hepatitis B** and **Measles** before you start your practice in the first study year.

During enrolment you will obtain a folder with:

- A guide to tuition fee payments
- The contracts to be signed by you and the Dean of the Third Faculty of Medicine
- Instructions about your ISIC/student card
- All the information you need to start your study successfully!

Here you can also follow the [schedule](#) of the Academic year

- **Reporting requirement**

If you are a citizen of the EU, Iceland, Norway, Liechtenstein or Switzerland, you are required to report any stay of longer than 30 days in the Czech Republic to the local Foreign Police Department. See details on the Czech Ministry of the Interior [website](#).

Tuition fee

Student is obliged to pay the fee related to the study in foreign language in the master's study program General Medicine taken in English, in the amount of **CZK 350 000** per one academic year.

The deadline to pay the tuition fee is due to 30th October, by bank transfer to the following bank account (the faculty does not accept cash):

Name of the account:	Charles University, Third Faculty of Medicine
Bank name:	Ceskoslovenska obchodni banka, Branch (corporate)
Address:	Na Porici 24, 115 20 Prague 1, Czech Republic
Account number:	0500081433/0300
SWIFT code	CEKOCZPP
IBAN:	CZ 82 0300 0000 0005 0008 1433

Don't forget to put your name and surname and VARIABLE SYMBOL, which you can find on the Decision on tuition fee you received during your enrolment.

Useful websites

[Regulations for organisation of the studies](#)

Student information system <https://is.cuni.cz/>

Výuka application <https://inis17.lf3.cuni.cz/vyuka/>

Moodle <https://dl3.cuni.cz/>

Electronic timetable <https://rozvrh.lf3.cuni.cz/>

Faculty facebook <https://www.facebook.com/3lfuk>

CAS password change/update <https://ldapuser.cuni.cz/>

Contacts

The study division is available for you via e-mail or phone from Monday to Friday, 7:30am - 12pm and 1pm - 4pm.

Or personally during the office hours:

Monday	7:30 - 12:00
Tuesday	13:00 - 15:30
Wednesday	7:30 - 18:00
Thursday	7:30 - 12:00
Friday	7:30 - 12:00

The office is located in the faculty **building B**, room 205, 2nd floor



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