

ARRIVAL GUIDE



UNIVERSITY OF
CHEMISTRY AND TECHNOLOGY
PRAGUE



CONTACT US

International Relations Department

(Building B, room B2309, first floor)

Zikova 4, Prague 6 - Dejvice, 166 00

International Coordinator for Incoming students:

Adéla Habartová, MSc.

Tel: +420 220 443 158

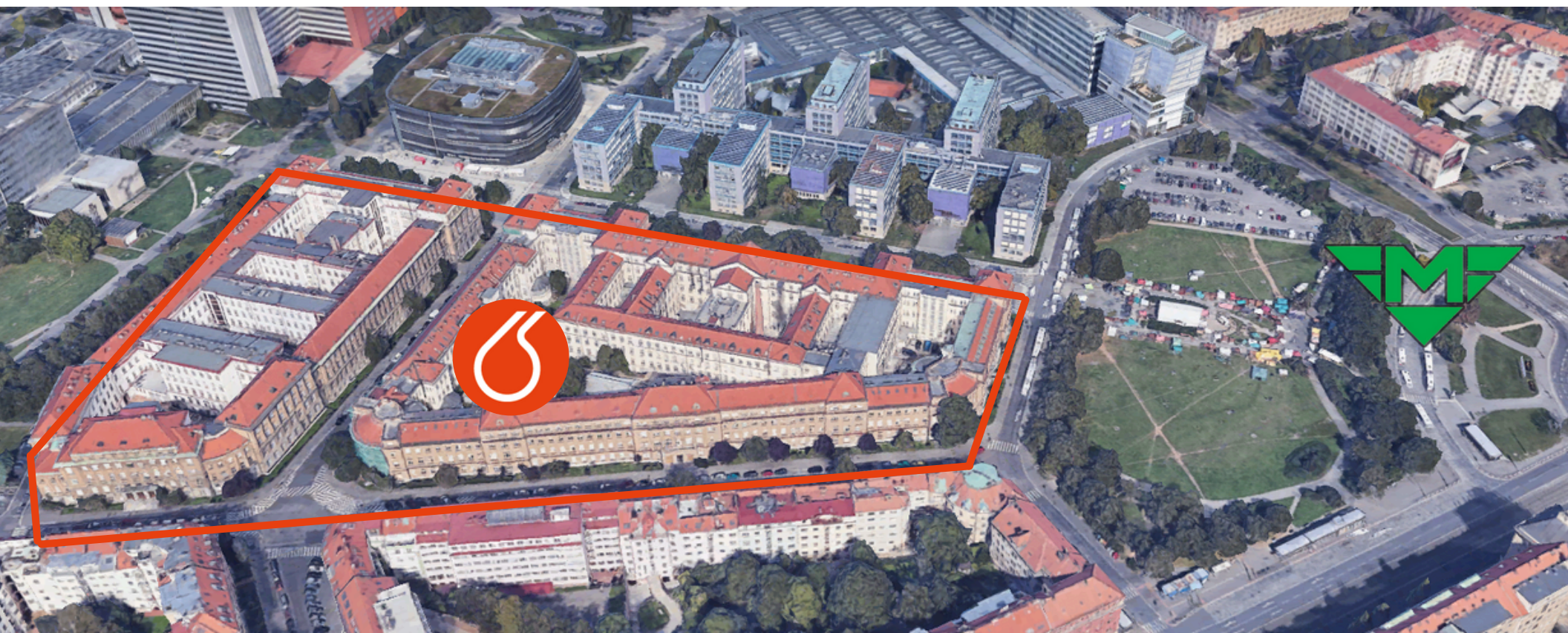
E-mail: Adela.habartova@vscht.cz



**UNIVERSITY OF
CHEMISTRY AND TECHNOLOGY
PRAGUE**

FIND OUT MORE ABOUT STUDYING
AT UCT PRAGUE

   @UCTPrague  international.vscht.cz



ARRIVING TO UCT PRAGUE

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The University of Chemistry and Technology, Prague (UCT Prague) is a natural centre of first-rate study and research in the area of chemistry in the Czech republic. It is one of the country's largest educational and research institutions focused on technical chemistry, chemical and biochemical technologies, material and chemical engineering, food chemistry, and environmental studies.

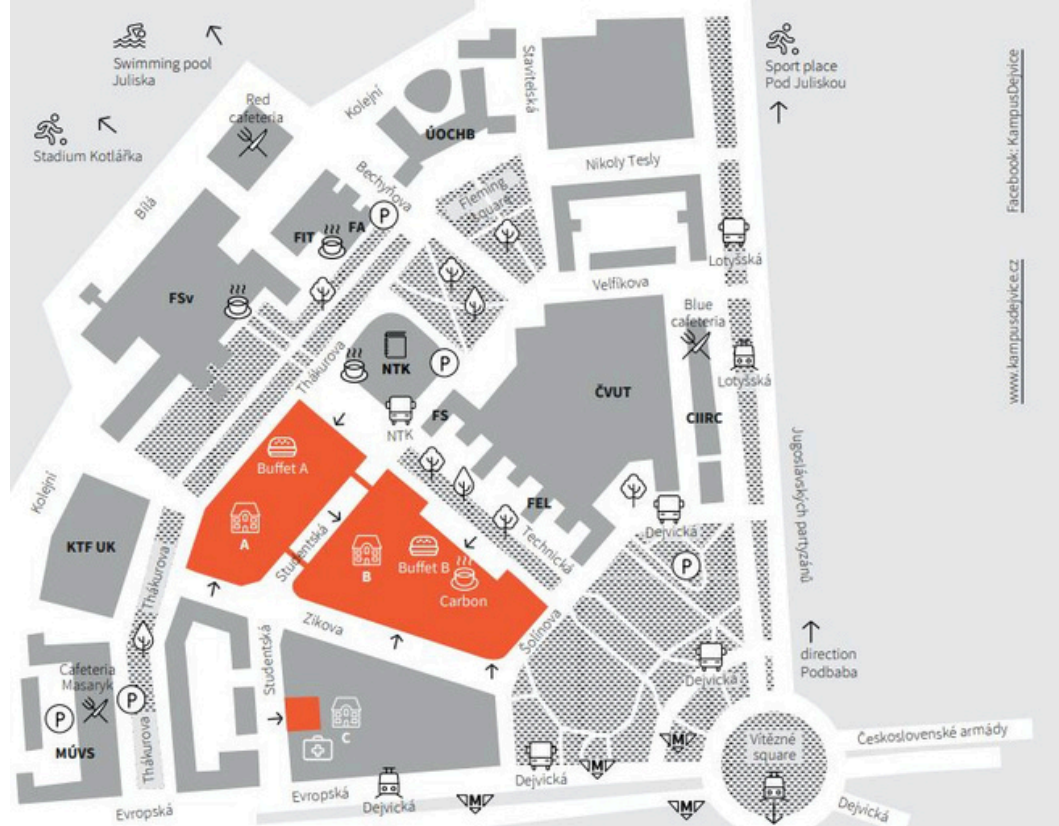
According to the prestigious Times Higher Education rankings, UCT Prague, one of five Czech universities, ranks among the 4% of the best world universities (*2017).

UCT Prague (in addition to departments accommodating the needs of the entire university) has four faculties:

- Faculty of Chemical Technology (FCT)
- Faculty of Environmental Technology (FET)
- Faculty of Food and Biochemical Technology (FFBT)
- Faculty of Chemical Engineering (FCE)

+ UCT School of Business (since 2020)

Individual departments and workplaces of UCT Prague are located in 3 buildings A, B and C - you can walk into all of them. Regarding the School of Business, the building location for the Economics and Management classes are located on this address: *Jankovcova 23, 170 00 Prague.*



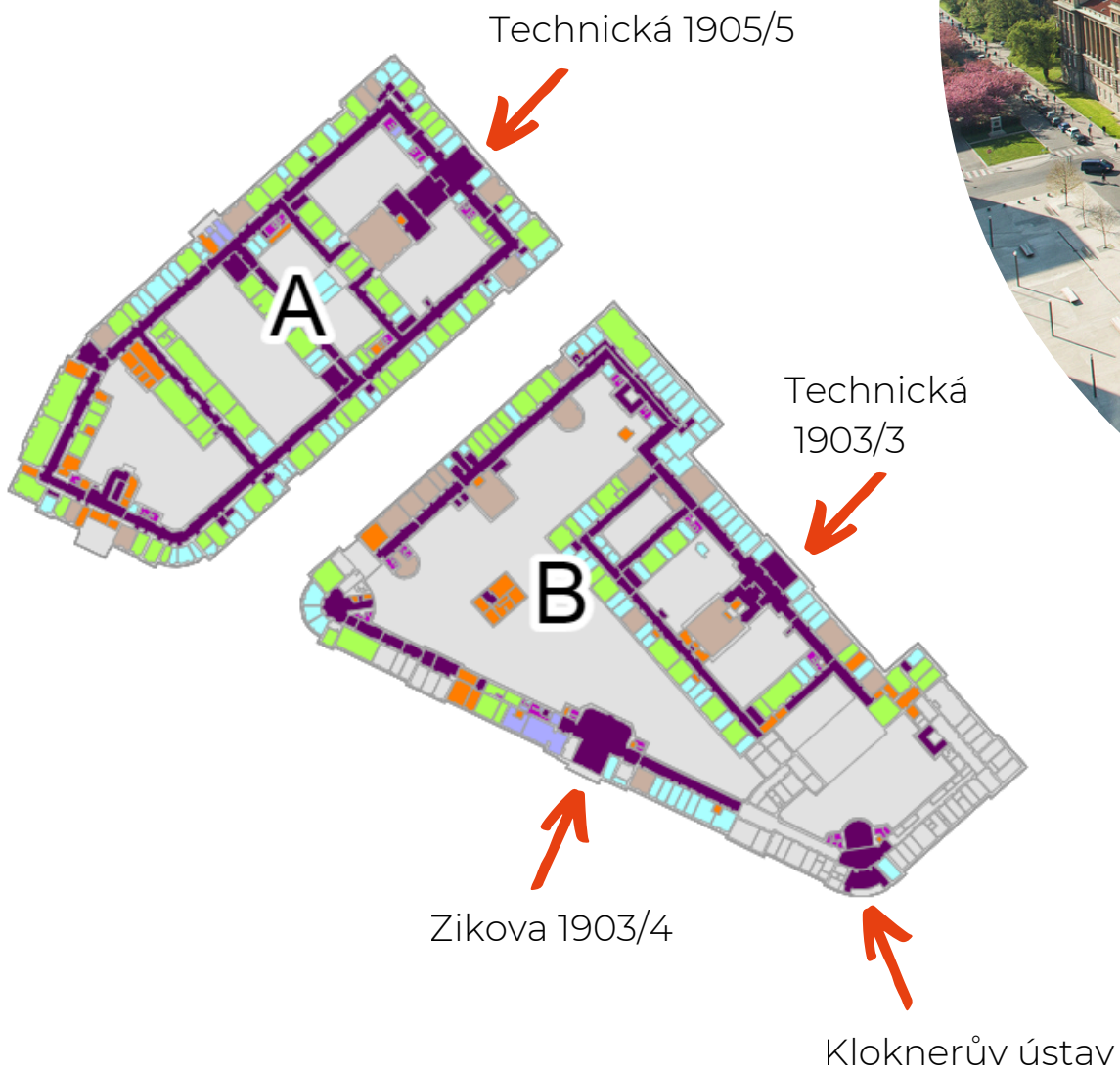
CAMPUS DEJVICE

The campus of the UCT Prague is part of an extensive university complex of Prague 6, Dejvice. It comprises UCT Prague and the Czech Technical University in Prague (CTU).

If you are wondering where is the library of UCT, it is inside the National Library of Technology (NTK).



UCT PRAGUE



Prague 6 – Dejvice

THE DEPARTMENT OF INTERNATIONAL RELATIONS UCT PRAGUE

WHERE

Building B,
Zikova 4, **Office B32309** (first floor)

WHEN

(ask before coming)

Office Hours

Mon 8:30 - 11:00

Thur 13:00 - 15:30

Other days, upon prior arrangement only.



What we do...

- Collect application materials, solve pre-arrival and pre-departure issues
- Help with visa procedure
- Issue documents for visa (+ extension)
- Issue Transcript of records
- Deal with study issues



What we don't do...

- Distribute UCT financial aid
- Collect confirmations of tuition fee payment
- Accommodation administration (including dormitories)

WHO

Adéla Habartová

Adela.habartova@vscht.cz

+420 220 443 159



ESN + BUDDY SYSTEM

Erasmus Student Network (ESN) is a platform for international and domestic students to come together, exchange experiences, and build lasting friendships. ESN hosts social events, cultural gatherings, and outings to help you feel at home within our university community.

To help you adjust to the new cultural environment, ESN organize various cultural adjustment programs and events. These activities allow you to meet other international students, engage with the local community, and explore the rich cultural diversity of the country.

For more information check the ESN website:

<http://esnuct.cz/>

You can find ESN via Instagram:

<https://www.instagram.com/esnuctprague/>



ESN will contact you at the beginning of September, make sure not to miss their message & join their Whatsapp group

REQUEST A BUDDY

You might be interested in having a *"buddy"* (i.e. student volunteer acting as a contact person). Buddies can help you get settled in your new hometown and can assist you in a number of different situations; for example, they can pick you up at the airport, show you the University and the dormitories, and help you settle in. They will provide you "inside" information about life in Prague and studying at UCT Prague. This service is proving to be invaluable for a smooth start in a new country.

The Buddy Program is very popular among our international students, so please do not hesitate to apply for your buddy at least three weeks prior to your arrival.

Buddy is a volunteer programme organized by ESN, it is completely free.

You can apply for the buddy here:

<https://esn-uct.artemis.esnhk.cz/accounts/signup/>



PUBLIC TRANSPORTATION

Prague has an extensive public transport network that is rated as one of the best and most reliable in Europe. Thanks to public transport, you can reach even the most remote corners of the metropolis quickly and easily.

PAPER TICKETS

- Possible to buy in machines on the street (card or cash)
-> validate the ticket when entering the first vehicle
- Possible to buy by card in trams
-> already validated when printed

PID LÍTAČKA

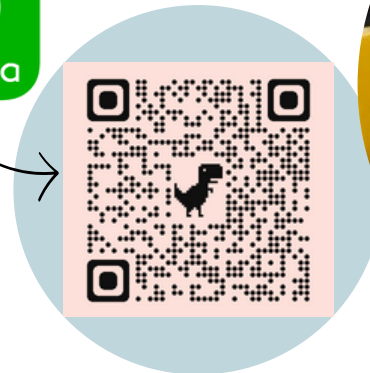
Mobile app:

Download it and create your profile

- Shows timetables and route options.
- You can purchase tickets online, but remember to activate the ticket 2 minutes before entering your first vehicle.

- Validated ticket can be used in any means of transport within the indicated time.
- **You don't need to validate the ticket again if changing from bus to metro or tram.**
- Possible to buy paper tickets also in machines on the street (card or cash).

For more information regarding public transportation in Prague, please visit our webpage [Public Transportation](#).



Coupons prices for long-term travel of students aged 18-26

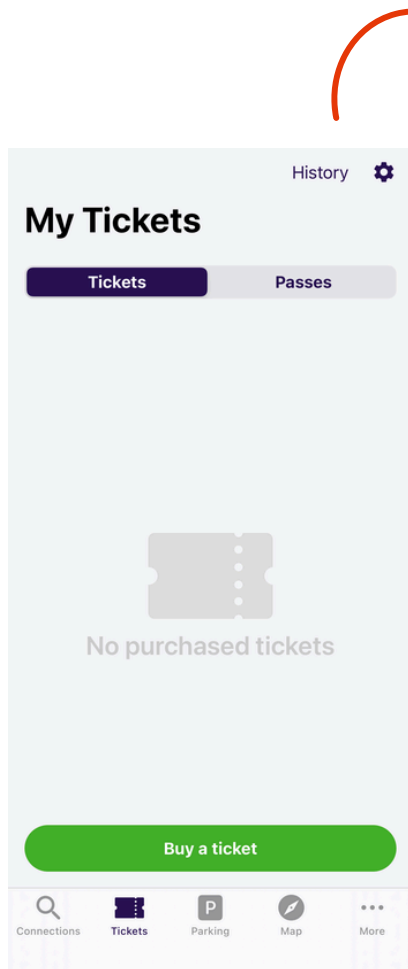
Monthly/30 days
130 CZK

Quarterly/90 days
360 CZK

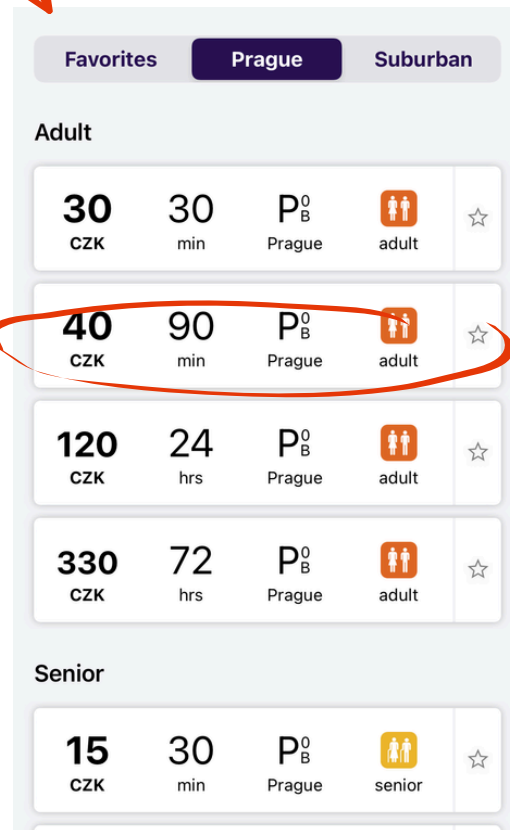
Annual/365 days
1 280 CZK

Put ISIC number in the setting section and you will automatically obtain 50% discount (after Enrollment day)

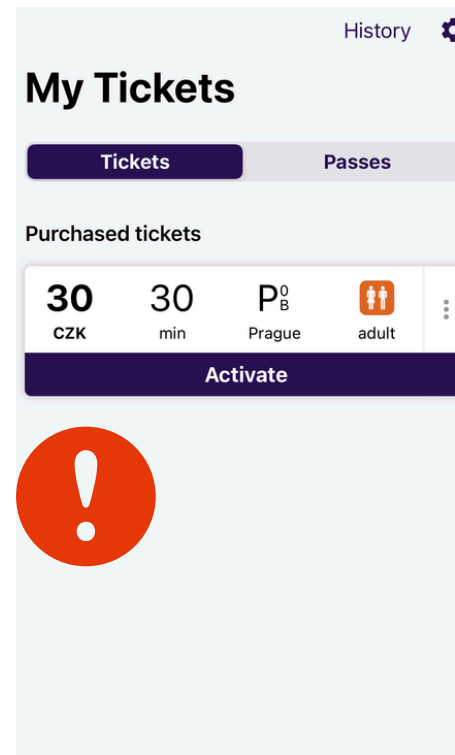
APP PID LÍTAČKA - TICKETS AND PASSES



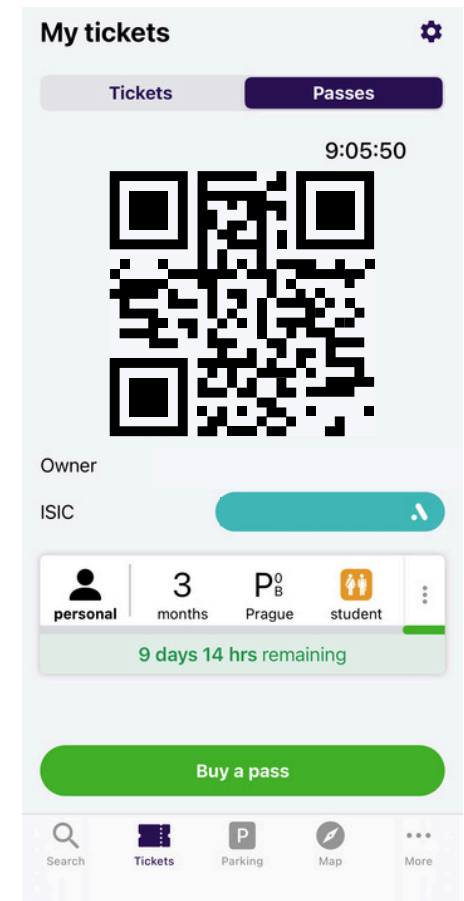
You can buy tickets in advance and use them when you need them



The journey from the airport to the dormitories can take around 60 minutes therefore please purchase **90 minutes** ticket



You must **press Activate button** approximately **2 minutes before getting in the vehicle**



It is **cheaper** and more **convenient** to buy a season pass valid for a period of 1 month, 3 months or a year. That way you **do not have to activate** the ticket or check the time... you are always good to go

APP PID LÍTAČKA - LOOKING FOR CONNECTIONS

Connections

Connections

Departures

○ Terminál 1

↑↓

● Volha

🕒 Departure now

🔍 More options

Search

You can also **look for connections** and the app will let you know if there are changes in the schedules for example due to repairs

in 2 min

1 hours 2 min. / 25 km

17:29

⚠️

Terminál 1 E zone P

17:46

🚏

Nádraží Veleslavín 🚗 V zone P

Walking - 2 min

🕒 3 min

17:51

🚇

Nádraží Veleslavín & zone P

18:03

🚇

Muzeum & zone P

Walking - 2 min

🕒 2 min

18:07

🚇

Muzeum & zone P

18:21

🚏

Chodov & zone P Výstup E2

Walking - 3 min

🕒 2 min

18:26

⚠️

Chodov 🚗 A zone P

18:31

🚏

Volha A zone P

🚏

Bus 177 & direction Poliklinika Mazurská

Buy ticket - 40 CZK

You can check the schedule and how to get to your final destination

Back

Connection detail - 13:19

Today at 13:19

17 min. / 8 km

Arrival at 13:36

🚏

Trol 59 &

direction Nádraží Veleslavín

13:19

○

Terminál 1 E zone P

13:20

●

Terminál 2 A zone P

13:21

●

Schengenská x C zone P

13:23

●

U Hangáru x B zone P

13:26

●

Terminál 3 x B zone P

13:27

●

K Letišti x B zone P

13:29

●

Navigátorů x B zone P

13:30

●

Nová Šárka x B zone P

13:31

●

Divoká Šárka x A zone P

13:36

●

Nádraží Veleslavín 🚗 V zone P

Current delay 1 min

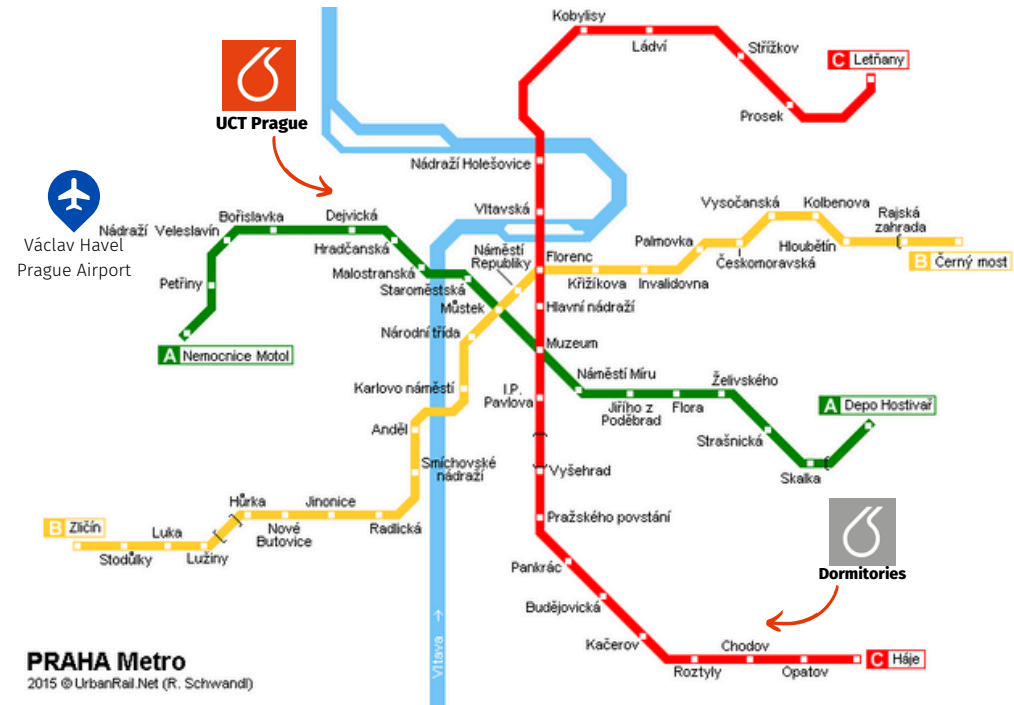
The app will show you all the stations on your way and **will also show you where you are at the moment** with the little dot.

You can easily check that you are where you are supposed to be.

HOW TO GET TO DORMITORIES?



1. Go to the bus stop outside of **TERMINAL 1 / TERMINAL 2**
2. Buy a **90-minute ticket** in the machine on the street or in the PID Lítačka app
3. Ride **TROLLEYBUS 59** in the direction **NÁDRAŽÍ VELESЛАVÍN**
4. **Transfer to metro A** (green line) in the direction **DEPO HOSTIVAŘ**
5. Buy a Luggage ticket if you have a suitcase with dimensions exceeding 25x45x70 cm
6. At **MUZEUM** station, **transfer to metro C** (red line) in the direction **HÁJE**
7. At **CHODOV** station, **transfer to bus** in the direction **POLIKLINIKA MAZURSKÁ**
8. **VOLHA bus stop** is your final destination



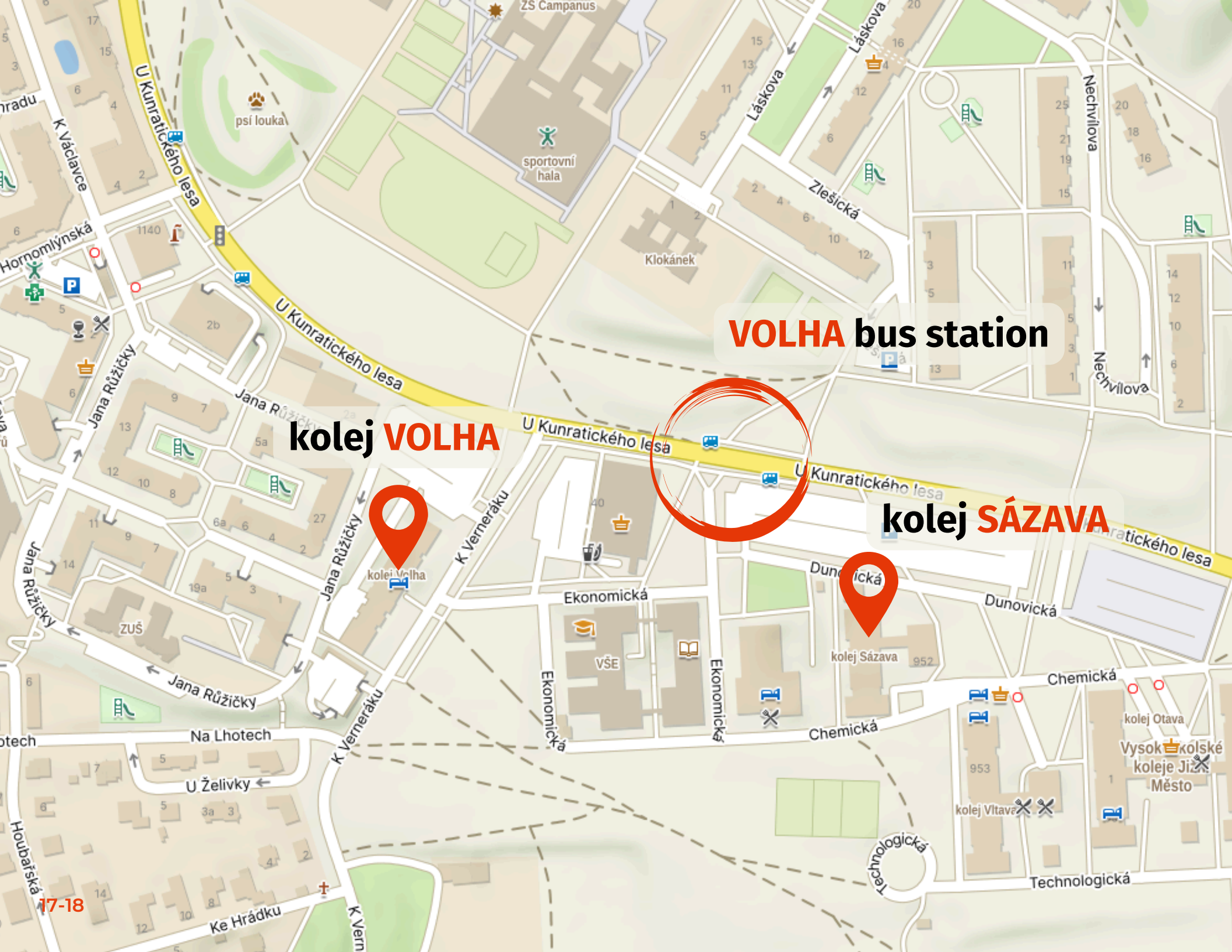
- You need only 1 ticket for 90 minutes for this whole journey
- Paper ticket: You must validate the ticket when entering the first vehicle
- Online ticket in PID Lítačka app: You must activate the ticket before entering the first vehicle

TIP!

Alternatively you can take a **taxi** from the airport.

We recommend to download the **Uber, Bolt** or **Liftago app** as it is usually cheaper than normal taxi and you always pay in advance the prize you agree on.





VOLHA bus station

kolej VOLHA

kolej SÁZAVA

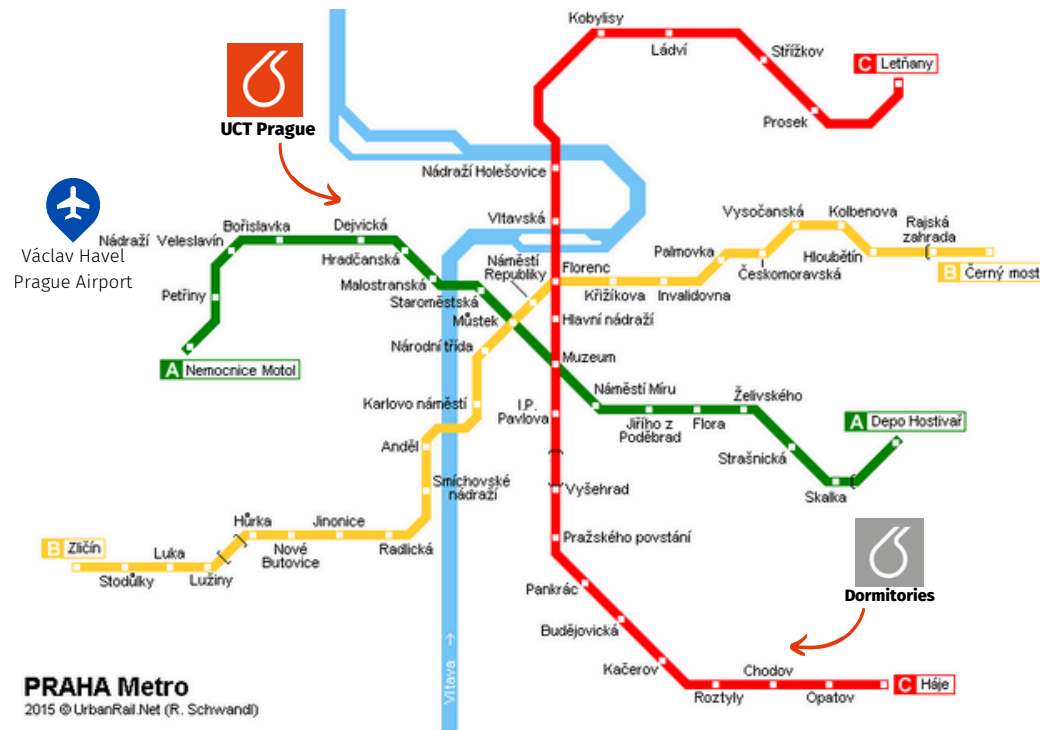
HOW TO GET TO UCT PRAGUE?

✈ From the airport:

We recommend using public transportation when going from the airport Letiště Václava Havla to the city as it is the cheapest and easiest option. See **this instructional video on how to get from the airport by bus and metro:**

<http://Video: Airport to City Center>

Buy the ticket for 40 CZK. Take a bus no. 119 to Nádraží Veleslavín metro station. From there take a metro to Dejvická station - **metro A (green)** - direction to Depo Hostivař station. The whole ride from the airport to Dejvice where UCT Prague is located takes approx. 20-25 minutes.



The journey will take 36–47 minutes depending on the route you choose

🏠 From dormitories

- 1) Go to the bus stop **VOLHA**
- 2) Buy a **90-minute ticket** in the machine on the street or in the PID Lítačka app
- 3) Ride bus **177** in the direction POLIKLINIKA MAZURSKÁ
- 4) At **CHODOV** station, transfer to metro C (red line) in the direction LETŇANY
- 5) At **MUZEUM** station, transfer to metro A (green line) in the direction NEMOCNICE MOTOL
- 6) **DEJVICKÁ** metro station is your final destination

DORMITORIES

UCT Prague provides accommodation in its Halls of Residence called **Volha** and **Sázava** in Prague - Chodov (about 45 minutes from UCT Prague).

DORMITORY WEBSITE

Detailed information about the dormitories and a price list is to be found on the official website of the dormitories: <https://www.vscht-suz.cz/>

CHECK-IN

In August (winter semester)/ December (summer semester), you will be contacted by a dormitory officer who will provide you with information about which room has been assigned to you. The earliest arrival to the dormitories is usually possible in the 1-2 week prior to your Enrollment day.

PROLONG YOUR STAY

If you want to prolong your stay at the dormitory, contact the International Office and Accommodation Office for confirmation. They will evaluate and check the possibility of extending your stay in the dormitory.

ACCOMMODATION FEES

(CZK/person/night)

Room type	Sázava	Volha
One-bedroom in the unit*	238,-	228,-
Two-bedroom in the unit	169,-	169,-
Three-bedroom in the unit	X**	140,-
Separate one-bed room***	245,-	X**
Separate two-bed room	194,-	194,-

*a unit means two rooms with shared social facilities (separated WC and bathroom)

**this type of room is not available in the given dormitory

*** a separate room means a room with separate social facilities
A deposit of 7000 CZK and administrative fee of 400 CZK will be collected when checking in at the residence hall in cash or by card (Visa or Mastercard), and it will be refunded when checking out.

✉ Contacts

All questions regarding your dormitory accommodation, should be sent to:
erasmus.accom@vscht.cz; accommodation@vscht.cz



ENROLLMENT

Enrollment day will take place during the week of **February 9**; the orientation week is from **February 9 - 13**.

Your presence on the Enrollment day is **obligatory** as by enrolling, you will become a student of UCT Prague.

ESN members will guide you throughout the day, help you register, and explain everything about UCT Prague.



Bring with you:

- Pen
- Passport / ID Card
- Cash of 300 CZK if you want to purchase an ISIC card (payment by card is not possible)
- Water and small refreshments
- Prefilled arrival certificate

Considering the day's hectic schedule, we recommend carrying water and a light snack with you. The lunch break will allow for a swift meal at the UCT canteen, as there will not be enough time to venture beyond the campus area.



The Orientation week is held by the ESN one week before the winter/summer semester.

The orientation week is organized for Erasmus students but you can also meet degree-seeking students. There are Welcome party, Czech cultural evening, Prague discovery game, trips outside of Prague and many more prepared for you!

Further information will be provided by ESN – **check your emails, you will get guidance to join a special WhatsApp group for international students!**

ORIENTATION WEEK

ACADEMIC YEAR 25/26

WINTER SEMESTER

- **Orientation Week** September 08 - 12
- **Enrollment Day** September 08
- **Lectures, Seminars, Laboratory Work** (14 weeks)
September 15 - December 19
- **Assessment Period** (6 weeks) January 5 - February 13 2026

SUMMER SEMESTER

- **Orientation Week** February 09 - 16
- **Enrollment Day** February 09
- **Lectures, Seminars, Laboratory Work** (14 weeks)
February 16 - May 22 2026
- **Assessment Period** (6 weeks) May 25 - June 30 2026

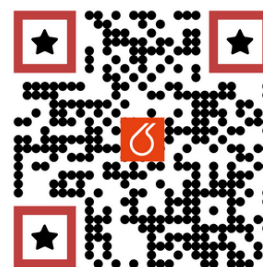


STUDYING AT UCT

From the first week of the winter/summer semester, you start attending your classes. You will find your schedule in the **Study Information System** (SIS) – on Enrollment Day, we will provide you with login information and teach you how to access it.

Be prepared that studying at UCT Prague requires a lot of preparation at home – self-learning, repeating information learned in classes, calculations. Study throughout the whole semester, there might be midterm tests!

For more information regarding study, please visit our webpage **Study-related Information**.



Study Information
System



Study-related
Information
webpage



27-28



COMPUTER AND CARD CENTER

UNIVERSITY EMAIL & WIFI

- creates school emails: **name.surname@vscht.cz / login@vscht.cz**
- for communication with UCT Prague, use your **UCT Prague university** e-mail, not the personal one
- access from <http://mailex.vscht.cz/>



ID CARD CENTER

- student ID card (free)
- ISIC Card (300 CZK) - pay only in cash!

The student card can be used for the following:

- entering all three UCT buildings
- using university computers
- paying for the photocopies
- purchasing meals in canteens with a student discount



Welcome to EMIL!

CALENDAR

MAPS

MENUS

LOGIN



Android



Apple

LOST DOCUMENTS

PASSPORT/ ID CARD

- contact the Czech police
- contact your embassy/consulate

UCT CARD/ STUDENT ID CARD

- visit the Card center ASAP to deactivate your old card and get a new one
- pay fee for student ID card 200 CZK /ISIC 300 CZK

In case further assistance (wi-fi, password) is needed, please get in touch with the technical support of the Computer center: helpdesk@vscht.cz

VŠCHT EMIL
APP



STUDY BREAKS

UCT Prague study breaks providing students with opportunities to relax, recharge, and indulge in enjoyable activities during their demanding academic journey.

THE RESPIRIUMS

Respiriums are two **relaxation zones** and a popular meeting places for students. One is on the ground floor of building B. The new, smaller respirium you can find on the first floor of building B close to the entrance door from Zikova street, room B2302.



You can study there, enjoy a chat with your friends, have a snack, or just hang around and meet new friends.



CLUB CARBON

Club Carbon is a non-smoking **student café** in the basement of building B designed to be a modern and friendly place to meet with your fellow students and teachers.



CAFE PROSTORU

Cafe Prostoru is a cafe located in the **National Technical Library**. In addition to good coffee, you will also find a number of interesting performances and lectures there.



NTK

50°6'14.083"N, 14°23'26.365"E

Národní technická knihovna
National Library of Technology

WHAT IS NTK?

National Library of Technology is a public space that can be visited by anyone, not only registered customers. You enter the protected area via turnstiles either with your UCT Prague student card or with a one-time ticket.

WHERE TO REGISTRER TO NTK?

At the **registration desk** on the ground floor of the library.



BENEFITS OF REGISTRATION

When you are registered, you can:

- have an access to more than twenty licensed resources
- be connected to internet
- have an access to computers and kiosks in the library
- use multifunction printers
- reserve team and individual study rooms
- reserve actually bounced books



Check Campus and Student Life webpage

WHAT DO YOU NEED FOR REGISTRATION?

Bring with you:

- a valid passport/ID card
- for UCT Prague students, is registration for free
- a card with your name/photo which will serve as your customer card (e.g., ISIC, Lítačka, student ID card).
- proof of residence (official residence permit, valid lease agreement, dormitory card, paper from the foreign police, telephone or electricity bill. It must mention your name and your address)



CANTEENS

The easiest and fastest option for healthy food for students are canteens ("menza"). There is a canteen in the dormitory Volha and two canteens on the university campus, about 5 minute walk from UCT.

Location of the canteens:

- **Red Canteen** (Menza Studentský dům): Bílá 6, Prague 6
- **Blue Canteen** (Technická menza): Jugoslávských partyzánů 3, Prague 6
- Volha Canteen: K Verneráku 45, Prague

Red Canteen (Menza Studentský dům)	Mon-Fri	10:30-14:30
Blue Canteen (Technická menza)	Mon-Fri	07:30-10:00 10:45-14:30
Volha Canteen	Mon-Thr Fri	11:00-19:00 11:00-14:30

Most Czech traditional meals are meat-based, with thick, often creamy sauces served with carb-dense sides such as dumplings or potatoes. However, there is usually some familiar food like spaghetti, fried cheese, or chicken meat. You can find some vegan options in the Blue canteen.



BLUE
CANTEEN



RED
CANTEEN

HOW TO PAY IN THE CANTEEN?

To get a student discount when paying for the meal, you must use ISIC or a university card (which you will get at the university on Enrollment day). **Depositing money on an ISIC/university card can be done in cash only.** You can do so at the cash desk in canteens – inform the cash desk personnel that you would like to deposit the money on your ISIC/university cards and give them the money in cash. They will put the money on your card, and you can pay for the meal.

In the Red and Blue canteens, you take the food from the food desk first and then go to the cash desk.

In the Volha canteen, money is deposited on the cash desk on the left side of the food desk, and to choose the meal you need to press the number of the meal on the display of the meals and pay with the ISIC card first. Then you can take the meal from the food desk.

PRICE OF THE LUNCH

The discounted price for students (only when paying with ISIC or university card) is approximately **90–150 CZK** (**≈ 3 – 6 EUR**)

COST OF LIVING IN PRAGUE

The official currency of the Czech Republic is the *Česká Koruna* (CZK or Kč) = **1 euro - cca 24-25 korun.** Familiarise yourself with the exchange rates and always check the current rate before exchanging money.

Before coming to Prague, we suggest bringing some crowns with you, but not too much for safety reasons. As there are foreign exchange corners in airports or the city, you can change more crowns right after you arrive.



Jindřišská 12, 110 00 Nové Město
website:

<https://www.capitalexchange.cz/>

The cost of living in Prague can vary based on personal lifestyle choices, but overall, it is considered more affordable compared to other major European cities.

Approximate monthly living expenses for students:
CZK 10 375–18 260 / EUR 415,00-730,40



MONEY

- You can pay by card almost everywhere in Prague
- Visa and Mastercard debit cards are accepted at all places allowing card payments
- **Open Czech bank account (after Enrollment) - e.g. Raiffeisen bank, Komerční banka, CSOB - easy to navigate mobile app**
- Some of the exchange offices offer VERY BAD exchange rates
- Even some banks may offer exchange rates that are not completely favourable. Always check the exchange rate before exchanging your money.
- For travelling abroad, **Revolut** account may be beneficial. Revolut offers very good exchange rates, you can download the app and get an account for free. You can keep as many as 36 currencies in-app, send and receive transfers to multiple countries and currencies, easily spend around the world, and save on international transaction fees.
- In the **dormitories & uni canteens you can pay by card**
- If you decide to obtain **ISIC card**, you need **300 CZK in cash** on the Enrollment Day



COST OF LIVING

TRANSPORTATION

A travel pass with a student discount costs:

- Monthly pass (30-day) CZK 130/~EUR 5,00
- Quarterly pass CZK 360/~EUR 14,00
- 10-month pass CZK 1280/~EUR 50,00

ACCOMMODATION

- Accommodation in UCT Dormitories
CZK 4250-6000/~EUR 170-240 (per month)
- Room in flatshare
CZK 9 000–15 000/~EUR 360-600 (per month)

INTERNET

- Internet is available free of charge in most public spaces, in cafes and at UCT Prague.
- At the Sázava and Volha dormitories, you will be provided with access to Wi-Fi "**vscht**"

FOOD

CZK 4 000–7 500/~EUR 160 - 300 (per month)

Most students dine in canteens (called "Menza" in Czech) located on the campus Dejvická. The usual price of a meal (with a student discount) is upwards of CZK 80-130/~EUR 3,30-5,00.

43-44

ESTIMATED FIRST MONTH EXPENSES

Dormitories: Refundable deposit **CZK 7000** + Administrative fee **CZK 400**

- The first rent is due at the beginning of October

ISIC: CZK 300 (only if you want it, you can choose UCT university card free of charge)

Food: CZK 300–700 per day (depending if you choose grocery shopping or eating in restaurants)

Kitchen utensils (if you plan to cook in the dormitories)

- During the Orientation Week an auction will be held, the proceeds of which will go to charity
- Or you can buy cheap items in a shop across the dorms **CZK 0-1000**

Public transportation:

- Students under the age of 26 y.o. – CZK 360/quarterly OR CZK 130/monthly
- You will need a few one-time tickets (30 min OR 90 min or 1-day or 3-day ticket) at the beginning, until you are officially enrolled in the studies and get the Study Confirmation or ISIC = proof that you are a student eligible for the student discount
- Adults (over 26 y.o.) – CZK 1480/quarterly OR CZK 550/monthly

Other costs (data plan, trips, party) – CZK 0–5000

FOREIGN POLICE

Registering at the foreign police is obligatory for anyone who is staying in the Czech Republic for more than 30 days:

- **Non-EU citizens** within **3 days** since the arrival to the Czech republic
- **EU citizens** within **30 days** since the arrival to the Czech republic

If you stay in the dormitory, the dormitory office will register you. If you live in private accommodation, ask your landlord to register you; otherwise, you must do it yourself.

When you get to the station, you will need to get a number and fill out a form which you can get at the information desk. Although **they will likely not speak much English**, you can request an English registration form.

Foreigners should communicate any change in employment and address. Changes must always be announced within 30 days.

Registration is not only obligatory but offers various perks, such as being able to rent a car. Exchange students planning to stay in the country for less than four months must register. The registration process can take as little as 15 minutes, and is nothing to worry about!

The police can stop you on the street, ask you to see your passport, and check your registration under various circumstances. If you are stopped without your passport, the police will take you to the station or escort you home to check your documents there. You can get an extra fine of up to **3,000 CZK** for not always having a passport or ID card on you.

FOREIGN POLICE

Street: Olšanská 2
District: Praha 3 - Žižkov
Phone: +420 974 889 125

Opening hours:

Mon & Wed 8-17
Tue & Thu 8-15
Fri closed

DOCUMENTS

- ✓ Passport
- ✓ Lease Agreement
- ✓ Health insurance card
- ✓ Study confirmation
- ✓ Registration Form

Get early to avoid the queue!

[http://](http://Foreign-police-registration) **Foreign police registration**



IMPORTANT CZECH NUMBERS

Important phone numbers for **paramedics, police** and **firefighters** are three-digit. You can call them from anywhere with every phone enabled - even without a SIM card.

112 - Universal emergency number

This number works throughout the European Union and it allows to contact firefighters, police, and doctors. At 112, the telephone agent will ask about your situation and after the evaluation, the agent will redirect you to the right contact. In addition, you will save time by calling 155, 150, 158 or 156 directly.



EMERGENCY

155 - Emergency Medical Service

In case of a serious and unexpected injury or other acute health problems, call 155. The telephone agent is a qualified nurse who will help you manage the situation before the experts arrive. To allow maximum speed of the intervention, it is necessary to specify the exact place where you are.



150 - Fire Brigade

Number 150 is used to declare fires, natural disasters and accidents - meaning use this number if the situation is requiring rescue or liquidation operations such as extinguishing a fire, releasing the wounded, destroying dangerous substances, etc.

158 - Police of the Czech Republic

Call 158, if you witness a crime, a serious car accident that requires an investigation, whether to provide security or generally to prevent interference with public order.

156 - Municipal Police

You can call the Municipal Police, if you notice an offense, for example public noise.

MEDICAL INFORMATION & DOCTORS

EHIC - Blue Insurance Card

Having a blue European health insurance card (EHIC) **entitles you for medically necessary healthcare** in the Czech Republic. Make sure to have the EHIC with you all the time.

Citizens of EU countries & holders of EHIC should register their card with a Czech health insurance provider after their arrival. We recommend VZP as the largest health care provider in the Czech Republic with the highest number of cooperating doctors (meaning that the medically necessary expenses of your medical treatment should be covered without any issue).

Why is it important?

Registering your EHIC in the Czech Republic will make it easier for the insurance company to bill your medical expenses to the health insurance company in your home country. You will also be assigned a “health insurance number” which will make it easier for doctors to look up your medical files.

You will receive an insurance card stating “**Lekarsky nezbytna pece**” = medical necessary healthcare:

Note that treatments exceeding the necessary medical health care will be billed separately and may be very expensive!

If you need to see a doctor, take this document along with the EHIC card. **It is recommended to do this as soon as possible after arrival and not to wait until you are not feeling well!**

FULL HEALTHCARE

It is also possible to register for a **full healthcare**. In such a case you have to visit a branch of your health insurance company in your home country and **fill in so called S1 Form**. In some countries, your health insurance company will do the process online and send the form automatically to the Czech Republic, in some other countries, you will be given a hard copy of the form to submit it in person in the Czech Republic.

Once you arrive to the Czech Republic, visit a branch of VZP health insurance company. You will be assigned a “health insurance number”, and you will receive an insurance card stating that you are entitled for “**Plná pece**” = full health care:



Note when visiting a doctor, take both your EHIC and the yellow insurance card with you.

Don't forget to bring your passport with you when visiting the branch of VZP.

REGISTRATION

Registration can be done in the insurance office or online. VZP insurance company has many branches, the list of the offices and the addresses you can find here: <https://www.vzp.cz/kontakty/pobocky> or just google VZP Prague.

- Online registration: Send an email to: info@vzp.cz and send them:
 1. The copy of your EHIC (students from Turkey send a copy of the paper they have from their Health insurance provider in Turkey).
 2. Copy of your passport or ID card.
 3. Filled in the registration form



More information

- <https://en.vzp.cz/information/insurance-cards>
- <https://en.vzp.cz/contacts/branches>
- <https://www.vzpfeforeigners.cz/>



PSYCHOLOGICAL CARE

UCT Prague offers psychological counselling. Psychological counselling is a **safe place for anyone who needs free mental health help**. If you are worried about problems that make it difficult for you to study, do not be afraid to contact Counselling and Career Centre UCT Prague and find a suitable solution together with the psychologist.

Whether you are in a crisis situation, dealing with long-term family or personal problems or troubled by interpersonal relationships, Counselling and Career Centre UCT Prague find the right help for you.

For more information, visit Counselling and Career Centre UCT Prague webpage [here](#).

NOT FEELING WELL?

MOTOL HOSPITAL DEPARTMENT FOR FOREIGNERS

WHERE?

V Úvalu 84, Prague 5

Take metro A (green line) to station "Motol Hospital"

WHEN?

Mo-Fr: 7 – 19; Sa-Su: 8 - 19



UCT PRAGUE DORMITORIES: HEALTH CENTER PULS

Ask your buddy to accompany you since they do not speak English. Bring your health insurance card and money with you.

WHERE?

Located in Sázava dormitories

Phone number:

+420 222 366 166

Website: [ZPuls \(Kunratice branch\)](#)

GREETINGS IN CZECH LANGUAGE

- Czech language distinguishes between formal and informal language
- We use different phrases when speaking to friends and when speaking to authorities (teachers, salesmen, officers...)

AUTHORITIES & STRANGERS

HELLO	DOBRÝ DEN
GOOD	NA SHLEDANOU
BYE	
Dear Mrs. Nováková	Vážená paní Nováková
Dear Mr. Svoboda	Vážený pane Svoboda

FRIENDS & FAMILY

HI	AHOJ
BYE	AHOJ ČAU
Hi Eva	Ahoj Evo

Basic Czech vocabulary

Hello	Ahoj (informal)
	Dobrý den (formal)
Thank you	Děkuji
No, thanks	Ne, děkuji
Sorry	Promiň (informal)
	Promiňte (formal)
Yes	Ano
No	Ne
I don't understand.	Nerozumím.
I don't know.	Nevím.
I don't speak Czech.	Nemluví česky.
Do you speak English?	Mluvíte anglicky?
Where is the bathroom?	Kde je WC?
I will have...	Dám si...
Beer	Pivo

Signs

Warning	Upozornění/varování
Exit	Východ
Caution	Pozor
No entry	Zákaz vstupu
Break	Přestávka
Open	Otevřeno
Close	Zavřeno

<http://> [Basic Czech words](#)

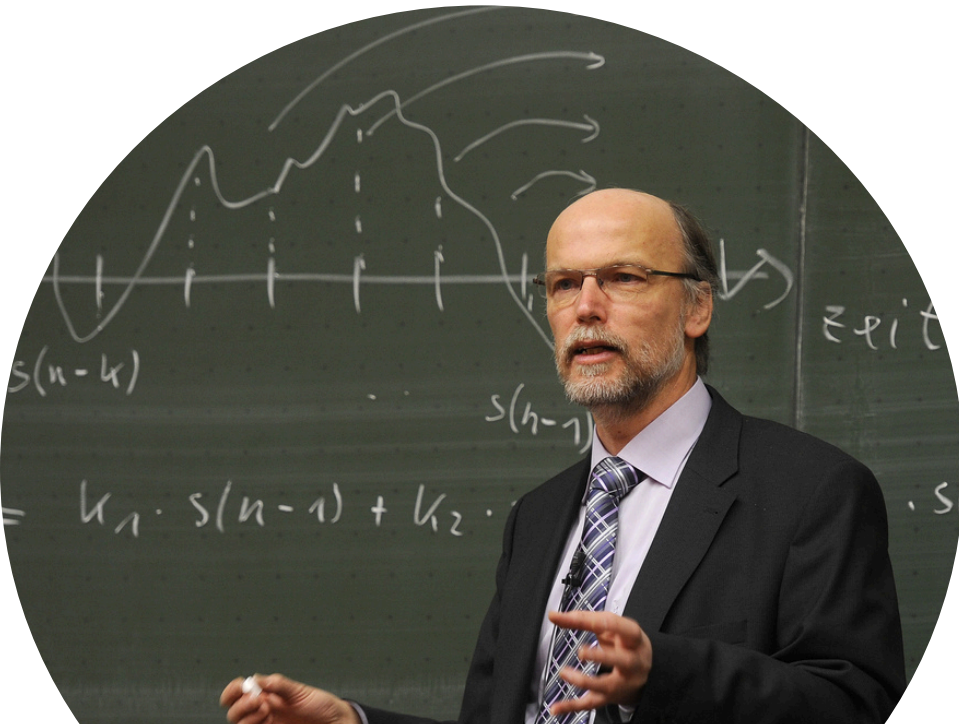
HOW TO ADDRESS TEACHERS

When addressing a teacher in the Czech Republic, ALWAYS use Dear + their title and their surname,
unless they offer you to call them by their name – in such a case, use Dear + their first name

prof. Ing. Jan Bartáček, Ph.D.
doc. Ing. Petr Nový, Ph.D.
Ing. Vlastimil Kupačka, **Ph.D.**
Mgr. Adéla Habartová

OFFICIAL FORMAL FORM

Dear **professor** Bartáček
Dear **associated professor** Nový
Dear **doctor** Kupačka
Dear **Mgr.** Habartová



Here, you can find an overview of all the UCT Prague staff including their titles, email addresses and phone numbers:

[http://](http://uctprague.cz/directory)  [UCT Prague Directory](http://uctprague.cz/directory)

USEFUL APPS

There are many mobile apps that will make your life in the Czech Republic much easier. Here is a shortlist of free applications that may help you:

Study Exchange at UCT Prague



Living in Prague



Public transport

- **PID Lítačka** (Prague public transport – tickets, coupons, timetables)
- **IDOS** (public transport timetables and connections – Prague and regional)
- **ČD Můj vlak** (Czech railway company timetables and connections)
- **Regiojet** (private railway/intercity buses timetables and connections)

Food delivery

- Dáme jídlo
- Wolt
- Bolt Food

Bike-sharing

- Rekola
- Nextbike

Scooter-sharing

- Berider

Car-sharing

- Uniqway
- Ajo
- Car4way

Online supermarkets

- Rohlík
- Košík

Maps

- Mapy.cz

Taxi service

- Liftago
- Uber
- Bolt

Cultural tips and events

- GoOut

Learning Czech

- Duolingo
- Offline Czech package on Google translate

Banking transfers and budget

- Revolut
- Splitwise