

FAQs for the International Students of the Philosophical Faculty (FF) UHK¹

The following information is addressed to all the international students supposed to arrive to study at FF UHK.

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Coordinators

Ms. Martina Eliášová (martina.eliasova@uhk.cz) – Head of International Office; Erasmus incoming students for traineeship

Ms. Markéta Roškotová (marketa.roskotova@uhk.cz) – Erasmus incoming students for studies, Erasmus staff mobilities, degree programmes in English

Ms. Věra Kouřimová (vera.kourimova@uhk.cz) – Erasmus International Credit Mobility

Mr. Tomáš Herčík (tomas.hercik@uhk.cz) – Incoming Non-European exchange students

Arrival Recommendation Dates

Recommended dates of arrival will be specified to each student on time by given coordinator.

Winter term lasts from September till the end of January.

Summer term lasts from February till the end of June.

Registration

There is a face-to-face registration of international students before each semester. You will be informed about particular registration dates on time. **However, all the students must arrive before beginning of classes, which will be also specified in a pre-arrival information.**

Accommodation

UHK has its own dormitory (Halls of Residence „Palachova“). Each student has an option to find another type of accommodation (in such a case, UHK is not responsible for searching for those possibilities). UHK halls of residence is the cheapest option for students.

Information about halls of residence (dormitory):

Students live in flats and there are two rooms in each flat. Three students stay in each room, so you will be accommodated with two other people in the room and five other people in the flat. Remember that you can't choose your roommates! There are separated rooms for male and female students. Each flat has a separate bathroom, a toilet, and kitchen with a cooker and fridge. There is a bed (with bed clothing, blanket and pillow) in each room, and you will have the internet connection in the halls of residence. **Rooms are not equipped with cookware.** However, there is a possibility to borrow a cookware at the dormitory reception for certain fee (see [this](#)).

The price of accommodation for one person ranges from 107 CZK/day (circa 4.50 EUR or 5 USD) to 137 CZK/day (circa 5.80 EUR or 6.40 USD). Check the [pricelist](#). All international students must pay the total amount of their stay at the moment of their arrival, except for those students who are entitled to receive an UHK scholarship. In such a case, they must pay the total amount for their stay as soon as they get the scholarship. There is a one-month notice period if you don't want to stay in dormitory anymore. So you will have to pay the next month after month in which you will notify your leaving (for example: you will notify your leaving on April 15th – due to this one-month notice policy you will still have to pay for May too). The dormitory is situated near the department stores [Albert](#) and [Futurum](#), so you can easily buy everything you need.

NOTICE! All the international students should report their dates of arrival (in compliance with the starting date of mobility/first possible date of accommodation in the dormitory they are informed about by their FF UHK coordinator) to particular IRO FF UHK coordinator ON TIME (at least one month before arrival). Otherwise the initial date of accommodation is set according to the first possible accommodation date students are informed about before semester. If an international student enters the accommodation after that date or after the date he/she reported to the coordinator, he/she shall pay a fee for the vacant bed at the time of entering the accommodation in the amount of 50% of the rent, for the difference between reported/automatically set initial date and actual arrival date.

The address of the halls of residence is: [Palachova 1129, 500 12 Hradec Králové](#). You will get there easily from the train and bus station in Hradec Králové by the line numbers 24 and 4 of the [public transport](#) (Hradec Králové main train station=bus stop „Hlavní nádraží“, Hradec Králové bus station=bus stop „Terminál HD“, dormitory=bus stop “Palachova”).

You can find more information [here](#).

Internet, username and password for UHK network

You can connect to the WiFi network [Eduroam](#), which is used by UHK (accessible in all UHK buildings including dormitory), with the [password and username](#) that will be provided in the pre-arrival documents sent by the International Office. Those will be also provided on the registration day.

Approximate prices in the Czech Republic

Current exchange rate (May 2nd, 2023) is approx. 21.40 CZK for 1 USD, or 23.50 CZK for 1 EUR. An ordinary student usually spends between 6 000 CZK – 12 000 CZK per month (it depends on the lifestyle).

Here are some examples of prices: loaf of bread – from 30 CZK, dairy products – 15-30 CZK, 10 eggs – around 50 CZK, 1 kg of meat (chicken) – from 130 CZK, 1 kg of apples – 30-40 CZK, 1.5 L of mineral water – around 17 CZK, one 0.5l beer (in a pub) – around 45 CZK, lunch in a canteen around 80-100 CZK, pizza in a pizzeria – from 150 CZK, restaurant meal – from 150 CZK, public transport ticket for one ride (in Hradec Králové) – 20-30 CZK, cinema ticket – 150-200 CZK, theatre ticket – 150-500 CZK, museum admission – from 80 CZK, fitness centre admission from 600 CZK/month, swimming pool admission – from 85 CZK, bike rental ([per semester, using the ESN Card](#)) – 745 CZK, ski/snowboard rental (1 day) – 200-500 CZK.

You can also check some prices [here](#).

Scholarship

Note: European Erasmus+ students don't receive scholarship from UHK!

Students who are entitled for scholarship from UHK will receive the scholarship to the Czech bank account they will create within 14 days after their arrival, after finishing all the formalities (opening the bank account, preparation of contracts, etc.), and their registration in the International Office of the Philosophical Faculty.

Regarding the fact that students entitled for scholarship receive it within 14 days after their arrival, we urge them to bring sufficient amount of funds for those first 2 weeks. Please, take approx. 400 USD with you to be sure you are able to cover all the initial expenses.

UHK will send the offer of scholarships to partner universities, particular partner university will select a candidate for this scholarship and inform UHK about its

decision. Given student will study [courses](#) in English (we also offer a few courses in Spanish), in the following fields of study: Political Science, Sociology, Philosophy, History, Archival Science, Archaeology or Social Work.

Free time activities in Hradec Králové

You have many opportunities to spend your free time in the city of Hradec Králové. There are cinemas, [Klicpera Theatre](#), [Drak Theatre](#), galleries, concert halls, [Museum of East Bohemia](#), swimming pool, many music clubs, bars and pubs, gyms, sport halls, parks and so on. You can take a look [here](#) and [here](#) for the events calendar. The [football](#) and [hockey](#) teams of Hradec Králové also compete in the highest leagues of the Czech Republic, you can visit their matches.

Courses at FF UHK

There are about 40-50 courses of various fields (History, Archival Science, Archaeology, Political Science, Sociology, Philosophy and Social Work) offered for each semester of the academic year. Please, visit our [website](#) to find updated offers.

Non-European students must be enrolled to courses amounting to at least **30 ECTS credits at FF UHK**. Minimum of 30 ECTS credits is also recommended for European Erasmus+ students.

ECTS grading scale

As you can see in [our course catalogues](#), UHK uses the ECTS (European Credit Transfer and Accumulation System) grading scale. It means that you can receive grades from „A” (best one) to „F” (means „failed”) at the end of given course (after the exam). You can find more information about that [here](#) and [here](#). You can also find more information in the [Study and Examination Code of the University of Hradec Králové](#).

Calendar

As mentioned above, winter semester (first one in academic year) starts in September and lasts till the end of January. Summer semester (second one) starts in February and lasts till the end of June.

- **Classes period:**
 - Classes period lasts 13 weeks, you can find more information regarding particular semesters below.
 - Winter semester - usually from the third or fourth week in September and ends in December (before Christmas)
 - Summer semester - usually starts in the second week of February and ends in the first week of May
- **Exam period:**
 - Winter semester – during January
 - Summer semester – usually from the second week of May till the end of June
- **Public holidays:**
 - Winter semester:
 - September 28th (Czech Statehood Day – Feast Day of St. Wenceslaus)
 - October 28th (Independent Czechoslovak State Day)
 - November 17th (Struggle for Freedom and Democracy Day)
 - January 1st (New Year's Day)
 - Christmas holiday usually starts a few days before December 24th and lasts till January 2nd (official public holidays on December 24th, 25th and 26th and January 1st).
 - Summer semester:
 - Easter holiday (Good Friday and Easter Monday) in March/April
 - May 1st (Labour Day)
 - May 8th (Liberation Day).

International students at FF UHK

Every year, more than 120 international students (more than 60 in winter semester and more than 60 in summer semester) study at the Philosophical Faculty of the University of Hradec Králové. Those are students from Africa, Latin America, Asia, and from various European countries under and outside the Erasmus+ programme.

Registration in the International Office

The registration takes place around one week before the beginning of the semester. You will receive your [login and password](#) for the computers at the university, as well as your [Student Card](#), welcome package (with a map of the city), information about the university and the city of Hradec Králové, and your schedule. Non-European students will also hand over copies of their visa to particular coordinators at the

registration. All Non-European students should send a copy of their health insurance contracts to particular coordinators via e-mail before their arrival.

Visa

All students without European Union and Schengen area countries passport must apply for a visa. Please note that the visa procedure is really long and complicated. The procedure can take up to 90 days, so you need to contact the closest Czech Embassy (or General Consulate) to get clear information on what kind of documents you need.

If your mobility lasts only a semester or two, you will apply for a [long-term study visa](#). You can find the address of the Czech Embassy [HERE](#).

Please double-check everything with the embassy – the conditions can differ from state to state.

Visa over 90 days (you will apply for a long-term visa with purpose „STUDIES“):

- **Letter of Acceptance** (in Czech and English) – the Philosophical Faculty will send you this letter after receiving your application
 - Who invites you? The University of Hradec Králové, (Address: Rokitanského 62, ZIP Code 500 03 Hradec Králové, Czech Republic)
- **[Confirmation of sufficient financial means](#)** (CZK 72,000 per 5 months) – there are two possibilities of how to do it:
 - ***Students with UHK scholarship***: Philosophical Faculty will send you the confirmation of the scholarship after receiving your
 - ***Students without UHK scholarship*** – please ask in your bank. You will need confirmation from your bank (bank statement – account balance) that you have sufficient financial means to fund your period of studies in the Czech Republic. This document must be translated into Czech – the Czech Embassy will provide you with official translator's contacts. You must prove that you will be able to use this money in the Czech Republic - you must have a copy of a valid internationally recognized credit card of your account.
- **Confirmation of the guaranteed accommodation in the Czech Republic** (in Czech) – you will receive this document physically from us
- **Three photographs** (size 3,5 x 4,5 cm – passport photos)
- **Confirmation of absence of criminal record in your home country**
- **Your passport validity must exceed planned departure from the Czech Republic by at least three months**



- **Your health insurance card.** The Embassy requires original documents with the confirmation that you have paid the health insurance for your whole stay in the Czech Republic. It means with the dates according to the visa application documents issued by UHK. The admission officer will ask you to show your health insurance
 - You will need the **“comprehensive health insurance for foreigners” (NOT any other type – we know that it may be cheaper, however, the coverage is much lesser than in case of comprehensive health insurance and they can also deny your visa application in case you would have another type of insurance).**
 - Since 2nd August 2021, it is obligatory for all the third-country citizens arriving to the Czech Republic to arrange their health insurance with **PVZP** company. PVZP provides discounts for UHK students, check [this document](#).
 - You can find all the information regarding health insurance [here](#) (section Health insurance).
- They require a fee for student visa, please, check it with particular embassy (the amount of it should be around 100 EUR, each student is responsible for this). **We would strongly recommend you to call them before your meeting and ask about all the necessities.** The documents that must be translated or certificates issued by the Czech Embassy have a certain cost that must be covered by the student.
- Please, find all the important information on the visa process [here](#).

IMPORTANT

- A visa application must be submitted to the Embassy at least 3 months before the planned arrival. However, we strongly recommend to apply for a visa as soon as possible after receiving all the documents from us. Everybody who wants to study in the Czech Republic must have a visa.
- Please, note that it is absolutely necessary to submit all above-listed documents to the Embassy. The documents are judged by the Immigration Police of the Czech Republic and if something is missing or a document is not translated into Czech, the visa is rejected!

Emergency numbers

- **European emergency number 112** – recommended for foreigners; there should be an English-speaking person on the line; you can use it in all the Schengen area countries
- Valid in the Czech Republic only:

- Medical emergency 155
- Fire brigade 150
- Police 158
- Municipal Police 156

Doctor and hospital in Hradec Králové

- Doctor:
 - MUDr. Petra Hošková
 - [Na Kotli 1147/5, 500 09 Hradec Králové](#)
 - Phone: +420 724 238 670; E-mail: hoskova70@seznam.cz
- Hospital:
 - [University Hospital Hradec Králové](#)
 - [Sokolská 581, 500 05 Hradec Králové – Nový Hradec Králové](#)
 - Phone: +420 495 831 111

General recommendations

In case you are on medication, we strongly recommend you to take those medicaments with you for a whole period of your stay.

We recommend you to take the winter clothes with you. Temperatures may be really low during winter (December – February) in the Czech Republic. Please, check the information about climate [here](#).

Current (covid-related) situation

- The realization of the students mobilities will depend on the epidemiological situation in the given period.
- Philosophical Faculty of the University of Hradec Kralove shall not be responsible for the incurred costs in relation with the preparation of given mobility.

Useful links:

["Covid-19 epidemic in the Czech Republic" \(Ministry of Health of the Czech Republic\)](#)

[„Coronavirus - Information of MoI" \(Ministry of the Interior of the Czech Republic\)](#)



University of Hradec Králové
Philosophical Faculty

Information related to current situation in Ukraine

[UHK „Ukraine“ website](#)

[Information for Ukrainian citizens on the website of Czech Ministry of the Interior](#)

PLEASE, VISIT OUR [PRACTICAL INFORMATION AND DOCUMENTS](#) WEBSITE TO GET MORE INFORMATION AND CHECK ALL THE IMPORTANT DOCUMENTS.

Questions? Contact your [coordinator](#).