

INFORMATION FACT SHEET
FOR EXCHANGE STUDENTS
FOR THE ACADEMIC YEAR
2023/2024

Name of institution

UNIVERSITY OF HRADEC KRÁLOVÉ

Erasmus ID code / Organisation ID

CZ HRADEC01 / E10208843

Address

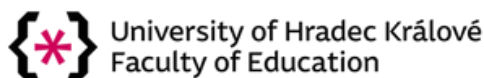
University of Hradec Králové

Faculty of Education/Faculty of Informatics and Management/
Philosophical Faculty/Faculty of Science

International Relations Office

Rokitanského 62
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The Czech Republic

Contact List



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information about UHK



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version of the UHK Guide



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Academic year 2023/2024

1st semester (winter semester)	18/09/2022 – 26/01/2023
Arrival	06/09 – 17/09/23
Enrolment	07/09 – 18/09/23
Orientation week (activities for incomings)	18/09 – 24/09/22
Classes period	18/09 – 17/12/23
Christmas holiday period	23/12/23 – 01/01/24
Exam period	02/01 – 25/01/24
Public holidays in 2023	28/09, 28/10, 17/11, 24 - 26/12

2nd semester (summer semester)	05/02 – 30/06/2024
Arrival	31/01 – 06/02/24
Enrolment	01/02 – 08/02/24
Orientation week (activities for incomings)	05/02 – 11/02/24
Classes period	05/02 – 05/05/24
Exam period	06/05 – 28/06/24
Public holidays in 2024	01/01, 29/03, 01/04, 01/05, 08/05

Application deadlines

For nominations and applications for KA131 (Erasmus+: Erasmus)*

	Faculty of Education	Faculty of Informatics and Management	Philosophical Faculty	Faculty of Science
1st semester (winter semester) or whole academic year	31 May	31 May	31 May	31 May
2nd semester (summer semester)	30 November	30 November	30 November	30 November

*except for students with visa requirements (see deadlines below)

For nominations and applications for non-European students including KA171 (Erasmus+ ICM)

	Faculty of Education	Faculty of Informatics and Management	Philosophical Faculty	Faculty of Science
1st semester (winter semester) or whole academic year	15 May	30 April	28 February	1 May
2nd semester (summer semester)	31 October	15 October	15 August	1 November

Application procedure

Students must be officially nominated by the International Office/coordinator at the home institution, via email, before they apply.

Nominations should be sent, by email to petra.noskova@uhk.cz (for the Faculty of Education), eva.pospichalova.2@uhk.cz (for the Faculty of Informatics and Management), via email to marketa.roskotova@uhk.cz (for Philosophical Faculty) or by email to pavla.holubova@uhk.cz (for Faculty of Science) prior to or at the same time as applications.

The nomination email should include the name and surname of the student/s, study cycle, subject area, email address, which semester, and information if the student is/is not eligible to receive a scholarship from UHK.

Students must complete and send the application documents by email to petra.noskova@uhk.cz (for the Faculty of Education), eva.pospichalova.2@uhk.cz (for the Faculty of Informatics and Management), via email to marketa.roskotova@uhk.cz (for Philosophical Faculty) or by email to pavla.holubova@uhk.cz (for Faculty of Science). Students of the Faculty of Informatics and management shall fill in the online application.

Application documents must be complete, filled out, signed, and stamped by students and coordinators of the home institution for the application to be processed.

Applications forms are to be found at

Faculty of Education:

uhk.cz/en/faculty-of-education/exchanges

or contact the International office: petra.noskova@uhk.cz

pdf.iro@uhk.cz (general contact email)

Faculty of Informatics and Management:

uhk.cz/en/faculty-of-informatics-and-management/exchanges

or contact the International office: eva.pospichalova.2@uhk.cz

study.fim@uhk.cz (general contact email)

Philosophical Faculty:

uhk.cz/en/philosophical-faculty/exchanges or contact the International Office:

marketa.roskotova@uhk.cz (for KA131 Erasmus+)

tomas.hercik@uhk.cz (for non-European mobilities)

vera.kourimova@uhk.cz (for KA171 Erasmus+ ICM)

ff.internationaloffice@uhk.cz (general contact email)

Faculty of Science:

uhk.cz/en/faculty-of-science/exchanges

or contact the International office: pavla.holubova@uhk.cz

Study courses for exchange students

Incoming students choose courses from their receiving faculty. However, it is also possible to register for courses from other faculties. In that case, courses that correspond to at least 75 % of credits selected by the student have to be registered at the receiving faculty.

Faculty of Education:

The course catalogue (course offer for exchange students), including updated information, could be found at: uhk.cz/en/faculty-of-education/exchanges

Faculty of Informatics and Management

The course offer and more details can be found at the website: uhk.cz/en/faculty-of-informatics-and-management/exchanges/incoming-students-1

Philosophical Faculty

The course catalogue (course offer for exchange students), including updated information, could be found at uhk.cz/en/philosophical-faculty/exchanges/practical-information

Faculty of Science

The course offer can be found here: uhk.cz/en/faculty-of-science/exchanges

Incoming students from all our partner universities are invited to register for courses taught in the English language. Whether a student participates in the Erasmus+ Programme or any other exchange programme, he/she may opt for a vast selection of courses.

Incoming students choose courses from their receiving faculty. However, it is possible to register for courses from other faculties as well.

For more information and conditions please see the [Course Catalogue](#).

If you need more information on courses and their syllabi you can find them in our [study system](#).



scan or click to the QR code for
[Course Catalogue 2023/2024](#)

Grading system

Study and Examination Code of the University of Hradec Králové (2019, Article 14), (can be downloaded from [our website](#)).

The scales A, B, C, D, E, and F are used for grading. The grade “A” is the best one while the grade “F” means that the student failed.

The grading scale corresponds to the following textual and numeric classification:

Classification	Textual classification	Numeric classification
A	Excellent	1
B	Very good	1.5
C	Good	2
D	Satisfactory	2.5
E	Sufficient	3
F	Fail	4

When recognizing a part of the studies or the individual Subjects under Article 21 (1) of the Study and Examination Code, the word “recognized” can be used instead of grading.

Accommodation

Accommodation is provided by UHK, at the [University Halls of Residence Palachova](#).

Students stay in the two-bedroom flat with a shared kitchen, and bathroom. Bedrooms are double or triple (we do not provide single rooms). Furnished with bed, table, chair, and wardrobe. Bed linen, duvet, and pillow are provided free of charge. The dormitory includes social&study room. Possible to use a laundry or gym for a student-friendly fee. You can check out how the rooms and facilities look on [our website](#).

The standard application form includes housing applications for students applying for an exchange stay. Every student who stays at the dormitory must pay a refundable deposit of 2000 CZK on arrival.

Students with a guaranteed scholarship from the UHK will pay the accommodation fee after receiving the scholarship. However, they have obligation to pay the refundable deposit on arrival.

If students do not tick the option that they want to be accommodated in the dormitory in the application form or if they prefer private housing, they are supposed to arrange it on their own.

The accommodation is guaranteed only for students who keep the deadline for applying (see on page 3 – section “application deadlines”).

In case of insufficient capacity of the dormitory, we will try to provide alternative accommodation. However, this is not guaranteed.



Practical information

All accepted exchange students will receive a welcome email with pre-arrival information about visa application, travelling, arrival, accommodation, enrolment, and our university.

The official currency is the Czech Crown in the Czech Republic = CZK
(€1 = approx. 25 CZK; \$1 = approx. 22 CZK);
(EUR/USD is not accepted in most shops, restaurants, or public places).

Living costs:

Housing

approx. 150 EUR/month (the price at the university dormitory)

320-500 EUR/month (in private facilities)

Food

250-350 EUR/month

Local Transportation

20 EUR/month (many places in the town are within walking distance or on the bike)

School Fees

none or very small (students pay for printing or copying and other extra services only)

Visa requirements

Citizens of the EU, Norway, Lichtenstein, Iceland, and Switzerland do not need to apply for a residence permit/visa.

Citizens from countries outside of the EU need to apply for a long-term visa/residence permit before arrival in the Czech Republic.

Students are obliged to contact the respective embassy or consulate for detailed information.

Visa information is to be found on the website of the Ministry of Interior of the Czech Republic.

Health and travel insurance

All students must hold a valid European Health Insurance Card (EHIC) or equivalent before coming to the Czech Republic.

Visa students have to pay travel insurance in accordance with the instructions of the Ministry of Interior of the Czech Republic.

For students with visa requirements, it is essential to have insurance only from the Pojišťovna VZP a.s. We strongly recommend to non-visa students buy travel insurance as well.

Brochure about health care for foreigners in the Czech Republic available on the UHK website.

Social inclusion of international students

Since 2003, the ESN Hradec Králové, a student non-profit organization based at the UHK, provides leisure & accompanying activities and a buddy system for all international students.

Also, they are helping overcome challenges that come with staying in a foreign country - be it helping with integration, social inclusion, or providing information about city and university life.