



FIRST FACULTY  
OF MEDICINE  
Charles University

**FOR ADMITTED STUDENTS**

# 1. WHAT SHOULD I DO AFTER MY ADMISSION?

## **PROOF OF EDUCATION**

1. I will check in my application that I have selected the right variant for the proof of my education.
2. Which variant to choose in the system : Admission - My applications - Progress - Proof of education
3. The right variant to choose is a foreign document concerning a foreign secondary education - it will be assessed , **unless you have** :
  - General Nostrification document from Prague Municipality.
  - Document proving the awarding of a European Baccalaurate.
  - Document deemed automatically equivalent without any further administrative procedure (only for documents obtained in Slovakia, Poland, Hungary and Slovenia).

**More information please find here :** [https://cuni.cz/UKEN-593-version1-web\\_ruk\\_nostrifikace\\_v\\_ramci\\_pr\\_en\\_final.pdf](https://cuni.cz/UKEN-593-version1-web_ruk_nostrifikace_v_ramci_pr_en_final.pdf)

## **PAYMENT OF THE ASSESSMENT FEE**

- I will pay the fee for the assessment of the documents (fee for nostrification). The fee is 880CZK.
- The faculty system (SIS) will automatically send me information for payment when I select in the Proof of education the variant that my documents will be assessed. All successful applicants in the entrance exam have to pay the assessment fee without delay.

**Exemption granted for those mentioned on this link:** [https://cuni.cz/UKEN-593-version1-web\\_ruk\\_nostrifikace\\_v\\_ramci\\_pr\\_en\\_final.pdf](https://cuni.cz/UKEN-593-version1-web_ruk_nostrifikace_v_ramci_pr_en_final.pdf)

## 2. WHAT SHOULD I DO AFTER MY ADMISSION?

### **I SHOULD GATHER THESE DOCUMENTS:**

1. Authenticated copy of the foreign certificate (secondary school diploma, school leaving certificate with results if they are part of the diploma) proving foreign secondary education obtained by completing a secondary educational program at a foreign secondary school operating under the legal regulations of another state.
2. Certificate of accreditation of a secondary school (a document of the Ministry of Education or other state institutions in the country providing school education) – if this information is not part of the diploma.
3. Original or a authenticated copy of a document describing the content and scope of education completed at a foreign school (an overview of subjects including the number of hours of instruction for individual years of study – transcript).
4. A confirmation from the relevant foreign secondary school or other relevant foreign body (e.g., a Ministry of Education) certifying that a graduate of a secondary educational programme at the relevant foreign secondary school is entitled to apply for admission to study in a bachelor's or a long-cycle master's medicine programme of study in the given foreign state.

**Documents which are not originally issued in the Czech, English or Slovak languages must be officially translated into the Czech or English languages.**

### **AUTHENTICATION**

All documents submitted by the applicant to the faculty must be duly authenticated in accordance with the relevant international agreements (a list valid as of 1 May 2018):  
[https://cuni.cz/UKEN-593-version1-formy\\_overeni\\_abecedni\\_seznam\\_statu\\_ss.pdf](https://cuni.cz/UKEN-593-version1-formy_overeni_abecedni_seznam_statu_ss.pdf)

## 3. WHAT SHOULD I DO AFTER MY ADMISSION?

I SHOULD VISIT STUDENT INFORMATION SYSTEM (SIS) TO CONFIRM MY ENROLLMENT.

I SHOULD PAY TUITION FEE.

- In Student Information System (SIS) I will file a request for Recognition of Foreign Education and will scan the documents I have for the assessment as the attachment.

**How to submit a written request for assessment of documents by the faculty :**

- Admission - My applications – Written requests
- The hardcopies of the above mentioned documents have to be delivered to the student office at the latest on 31.8.2023.

**Without above mentioned documents I won't be enrolled.**

**ADDRESS**

Study Department, Nostrification, Charles University, First faculty of Medicine, Kateřinská 32, 121 08 Prague 2, Czech Republic ,

+420 224 964 378, email: [admissions@lf1.cuni.cz](mailto:admissions@lf1.cuni.cz)

# CONFIRMATION OF PRESENCE ON ENROLLMENT DAY

Before **15.7.2023** I will confirm if I will come or not to enroll in Student Information System.  
**without that, my place will be offered to someone else.**

## HOW TO DO THAT:

- I will visit this page <https://is.cuni.cz/studium/eng/prijimacky/index.php?KEY=Az>
- On right top corner click on LOGIN – I will put my e-mail and password
- There will be section My Application – I will click on it
- In a row with my application form I will click on button COURSE OF ADMISSION – now I should be in section PROGRESS
- I will tick option that I plan to come to enroll and save it

# TUITION FEE

**500 000 CZK** FOR GENERAL MEDICINE  
**500 000 CZK** FOR DENTISTRY

- The faculty should get always the **full amount** of tuition fee latest at the date of enrolment
- If you plan to come to study we require payment at the latest on 9.9.2023
- Payment in installments is not accepted in any case!
- More information: <https://en.lf1.cuni.cz/tuition-fee-for-academic-year-20122013>

# VISA

- If I'm from non-EU country or don't have Schengen visa I will have to ask at Czech embassy for long-term visa.
- Each country has different requirements, I will have to check them with embassy.
- Faculty can provide for me admission papers and contract with dormitories but the faculty is not responsible for the visa arrangement, it is a duty of each student
- I should count with 3 months term to get a visa

**More information from Czech Ministry of the Interior**

<https://www.mvcr.cz/mvcren/article/immigration.aspx>

<https://www.mvcr.cz/mvcren/article/information-for-schools-and-students.aspx?q=Y2hudW09Mg%3d%3d>