
Incoming students

Charles University is one of the oldest universities in Europe and ranks among the world's most renowned research-focused universities. Our international links contribute significantly to strengthening global awareness of the University. We actively support mobility for both students and academic staff. A crucial role in the University's international activities is played by exchange programmes supporting student and academic staff mobility.

The [Department for International Relations](#) offers support for the students and academic staff regarding various international activities. It organises student and staff mobilities abroad as well as welcomes foreign teachers and students at our Faculty. It co-organises international conferences, congresses, seminars etc.

The Department also keeps record of and regularly assesses international activities and co-operation of other Departments of the Faculty of Education. It co-operates with the Rectorate of the Charles University and various other educational institutions.

INFORMATION FOR UNIVERSITY STUDENTS

VISA FREE-STAY

If you hold a long-term residence permit or a long-stay visa for study purpose issued by a different EU member state, you may remain in the territory of the Czech Republic for **up to 1 year** without needing a visa.

Warning! The residence permit/visa must have been issued to you as a student participating in an exchange programme (ERASMUS, etc.).

How can you know if you may stay in the territory of the Czech Republic in visa-free stay?

Your residence permit or the long-stay visa sticker bears the note:

- „student“
- the name of your exchange programme will also be written in your permit, if you hold one.

LONG-TERM STAY FOR STUDY PURPOSE

Have you arrived in the Czech Republic on a long-stay visa or long-term residence for a different purpose or as a holder of a long-term study residence issued by a different member state?

At MOI office you may apply for **long-term residence for study purpose**. This must involve study on an accredited study programme at a university or a language and specialised preparation for studying an accredited university study programme organised by a public university.

What do I need to provide to support my application?

- A valid travel document
- Proof purpose of stay
- Proof of accommodation
- Proof of funds
- 1 photograph
- Proof of medical insurance

Make your application **in person** at MOI office.

LONG-TERM RESIDENCE FOR THE PURPOSE OF SEEKING EMPLOYMENT

If you hold a long-term residence permit for study purpose and you have successfully completed university education, you may apply for long-term residence for 9 months and look for a job or start your own business in the Czech Republic.

What do I need to provide to support my application?

- A valid travel document
- Certificate of successful completion of university in the Czech Republic
- Proof of accommodation
- Proof of funds
- 1 photograph
- Proof of medical insurance

Make your application **in person** at MOI office.

What do the documents to accompany the application look like?

- **Proof of purpose of stay:**
 - confirmation of study/acceptance to study issued by the university where you intend to study
- **Proof of accommodation:**
 - if you live in a student dormitory, provide the accommodation contract or confirmation of arranged accommodation
 - if you live in a rented flat, provide your rental/sub-rental contract specifying the name of the property owner and your name and the name of the person renting the property to you. If you have a sub-rental contract (the renter is not the owner of the property) you must also provide the consent of the property owner
 - if you own a flat/house, provide a read-out from the land register or the purchase agreement
 - the house/flat where you live must be intended for housing (you can check this in the land register)
- **Proof of funds:**
 - you may provide a confirmation that all expenses of your stay will be paid, for instance by the university, etc.
 - you may provide a bank account statement in your name and, if the bank account is held at a foreign bank, an international payment card
 - you may present a proof of income from employment/doing business in the Czech Republic; in such case, provide proof of housing costs
 - you may also provide confirmation that you receive a scholarship
- **Proof of healthcare insurance**
 - you must have comprehensive healthcare insurance with an insurance company in the territory of the Czech Republic
 - if, for instance, you are participating in the ERASMUS programme, you do not need to provide proof of healthcare insurance (we recommend that you check specific conditions on the MOI website)

DON'T FORGET!

- You are required to report change of residential address, name/surname, marital status, travel document. Report any changes at the relevant MOI office.
- Documents provided to support your residence permit application must not be older than 180 days (apart from travel document and photographs).
- Present originals or official certified copies of all documents in the Czech language or in official certified translations into Czech.