

# **Supplement to the invitation to the entrance exam for study programmes held in English at the Faculty of Science, Charles University - selected information**

## **Information for the entrance examination taken remotely**

For the examination taken remotely, provide access to an audio-visual device that has the following:

- 1) A good Internet connection
- 2) A functional microphone
- 3) A web camera.

If these three components are not provided, you will not be able to take part in the entrance exam and as a result you will not be accepted for the study programme you have selected. You also need to have a proof of identity prepared (an identity card or a passport) to show to the committee via the web camera (you will show the identity document with a photo and your face). You will be contacted 5 to 7 days in advance by a relevant department with more details.

The applicants who have not yet passed the state examination or have not yet obtained a recognition of their foreign diploma are allowed to the entrance exam.

## **Information for both forms of the entrance examination**

### **Alternative date of the entrance exam**

The alternative date of the entrance exam is approved by the Dean. The applicants need to request the alternative date within three days after the regular exam date. The alternative date can be allowed due to serious and provable reasons, especially health reasons. More detailed information is in art. Entrance exam of the Admission procedure, available here:

<https://www.natur.cuni.cz/eng/study/applicants>

### **Results of the admission procedure**

The information about the results of the admission procedure will be available in the SIS in the module *Admission* ([Student Information System - Charles University \(cuni.cz\)](https://www.natur.cuni.cz/eng/study/applicants)) within 5 days after the entrance exam. The applicants who were successful and presented a proof of their previous education (not applicable to the students of the Faculty of Science) will receive an electronic decision on admission to study via the SIS together with instructions about the enrolment (in case they agreed with this in their application). Applicants who were successful but have not yet presented a proof of their previous study will receive electronic information about the results via the SIS together with instructions about the enrolment (in case they agreed with this in their application). Applicants, who were successful but did not agree to receive the information electronically, will get the documents to their contact address as a registered letter.

At the moment of enrolment, it is necessary to present a certified copy of a diploma, an original confirmation of such education (not applicable to students of all the faculties of Charles University) or a certified copy proving the recognition of education from abroad (this is applicable also to the students who presented these documents at the entrance exam).

The applicants who were not successful will get the decision on non-admission to their contact address. The letter will be sent as "only to the recipient's hands".

All the documents are sent gradually after the entrance exam.

In case of serious problems with the admission procedure, the applicants have the right to file an appeal. The form is here: <https://www.natur.cuni.cz/eng/study/applicants/forms-for-applicants>

When filling in the appeal, the applicants must state clearly the problem in the admission procedure or the decision (confronted with the regulations in force). The appeal must include the signature of the applicant. Please note that there is no specific number of places allocated to the appellate proceedings.

### **Viewing applicants' files**

For viewing the applicant's file contact the study department [prihlaska@natur.cuni.cz](mailto:prihlaska@natur.cuni.cz)

To participate in a particular enrolment date for the study programmes, follow the website [https://www.natur.cuni.cz/eng/admission/registration-for-first-year-of-study?set\\_language=en](https://www.natur.cuni.cz/eng/admission/registration-for-first-year-of-study?set_language=en).

# **Supplement to the invitation to the entrance exam for study programmes held in English at the Faculty of Science, Charles University - selected information**

At this website, you can find the instructions and detailed information.

In case of any further questions please contact the Department of Student Affairs:  
prihlaska@natur.cuni.cz

## **Accommodation for the applicants during the admission procedure and accommodation for accepted students**

The successful applicants book the accommodation at the Charles University dormitories individually on-line in the section Accommodation Reservation. The applicants sign in to the system <https://kam.cuni.cz/KAMEN-214.html> and they choose a dormitory and a room.

The applicants from abroad, who need the contract on accommodation in order to apply for their visa, need to contact the Research Support Department at pavla.pouskova@natur.cuni.cz.

Any further questions about accommodation should be directed at the workers at the Dormitories and refectories Charles University. All the contacts and information are here:  
<https://kam.cuni.cz/KAMEN-1.html>