

NAME OF THE INSTITUTION	University of Pardubice (CZ PARDUB01)
Postal address	Studentská 95, 532 10 Pardubice Czech Republic
University website	www.uni-pardubice.eu
Exchange students webpage	http://www.upce.cz/english/study/exchange-programmes.html
Contact for incoming students	Ing. Kateřina Koubová +420 466 036 725 Katerina.koubova@upce.cz
Contact for outgoing students	Mgr. Jana Voltrová +420 466 036 496 jana.voltrova@upce.cz
Contact for cooperation agreement	Mgr. Věra Albrechtová +420 466 036 350 vera.albrechtova@upce.cz

INFORMATION FOR INCOMING STUDENTS

LANGUAGE OF INSTRUCTION AND COURSES	Language of instruction:		English
	Requirements for EU students and non-EU students (TOEFL, IELTS, university certificate, etc):		B1 English Proficiency Level (any certificate or confirmation)
	Courses offered to incoming exchange students in the language of instruction		https://www.upce.cz/english/study/exchange-programmes/ects-catalogue.html
Assessment and grading :	Grade	Grade in words (English/Czech)	
	1	excellent	výborně
	1,5	excellent minus	výborně mínus
	2	very good	velmi dobře
	2,5	very good minus	velmi dobře mínus
	3	good	dobře
	4	fail	nevyhověl
	R*	course completed - no grade	předmět splněn
	absolvoval s vyznamenáním	passed with honours	
absolvoval	passed		

Application deadline	Fall Semester : 10.5.2017 (students who need visa) and 30.6.2017 (other EU students) Spring Semester : 10.10.2017 (students who need visa) and 30.11.2017 (other EU students)																								
Nomination/application instructions	https://www.upce.cz/english/study/exchange-programmes/application-procedure.html																								
Academic calendar	https://www.upce.cz/english/study/exchange-programmes/academic-calendar.html																								
Contacts at faculties	<table border="1"> <thead> <tr> <th>Faculty</th> <th>Name of coordinator</th> <th>e-mail</th> </tr> </thead> <tbody> <tr> <td>Faculty of Economics and Administration</td> <td>Ms. Jana Pekařová</td> <td>jana.pekarova@upce.cz</td> </tr> <tr> <td>Faculty of Arts and Philosophy</td> <td>Ms. Klára Kudláčková</td> <td>klara.kudlackova@upce.cz</td> </tr> <tr> <td>Faculty of Transport Engineering</td> <td>Ms. Hana Coufalová</td> <td>hana.coufalova@upce.cz</td> </tr> <tr> <td>Faculty of Chemical Technology</td> <td>Ms. Jana Marková</td> <td>jana.markova@upce.cz</td> </tr> <tr> <td>Faculty of Electrical Engineering and Informatics</td> <td>Ms. Olga Mitchell</td> <td>olga.mitchell@upce.cz</td> </tr> <tr> <td>Faculty of Health Studies</td> <td>Ms. Zora Nováková</td> <td>zora.novakova@upce.cz</td> </tr> <tr> <td>Faculty of Restoration</td> <td>Ms. Lenka Macháčková</td> <td>lenka.machackova@upce.cz</td> </tr> </tbody> </table>	Faculty	Name of coordinator	e-mail	Faculty of Economics and Administration	Ms. Jana Pekařová	jana.pekarova@upce.cz	Faculty of Arts and Philosophy	Ms. Klára Kudláčková	klara.kudlackova@upce.cz	Faculty of Transport Engineering	Ms. Hana Coufalová	hana.coufalova@upce.cz	Faculty of Chemical Technology	Ms. Jana Marková	jana.markova@upce.cz	Faculty of Electrical Engineering and Informatics	Ms. Olga Mitchell	olga.mitchell@upce.cz	Faculty of Health Studies	Ms. Zora Nováková	zora.novakova@upce.cz	Faculty of Restoration	Ms. Lenka Macháčková	lenka.machackova@upce.cz
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Accommodation :	https://www.upce.cz/english/study/exchange-programmes/accommodation.html																								
Immigration (visa) :	<p>Students coming from EU countries do not need visa. Other international students can get information about visa application procedure at the Czech embassies or consulates in their home countries or they can consult the website of the Ministry of Foreign Affairs of the Czech Republic. To be able to get the visa confirmed after your arrival at Immigration department, you must be insured for the whole period of your stay. We recommend you to administrate the health insurance in your country before departure.</p> <p>If you need VISA, ask at the Czech Embassy/Consulate in your home country about procedure; remember than you need the forms from us and Visa applications should be submitted to the Embassy at least 60 days before the planned date of departure. It is not possible to apply for the visa in the Czech Republic.</p>																								
Health insurance :	https://www.upce.cz/english/study/ects-information/ects-information/insurance.html																								
Other useful information :	https://www.upce.cz/english/study/ects-information/ects-information.html																								