



Exchange Programme Information Sheet for *Erasmus* Partners University of Economics, Prague

Academic Year 2015 -2016

Address:	Vysoká škola ekonomická v Praze / University of Economics, Prague Oddělení zahraničních styků / International Studies Centres (International Office) nám. Winstona Churchilla 4, 130 67 Prague 3, Czech Republic	
Head of Department Telephone: Email:	Dana BRÁZDOVÁ (Ms.) +420 224 098 555, Fax: +420 224 098 597 brazdova@vse.cz	
INCOMING students issues: Telephone: Email:	Daniela SLÁMOVÁ (Ms.) +420 224 098 547, Fax: +420 224 098 597 exchange@vse.cz	Karolína KASLOVÁ (Ms.) +420 224 098 847, Fax: +420 224 098 597 exchange@vse.cz
Erasmus OUTGOING undergraduate students issues: Telephone: Email:	Jana KAŠNÁ (Ms.) Outgoing Students Coordinator +420 224 098 851, Fax: +420 224 098 591 jana.kasna@vse.cz	
University Website: Exchange Website:	http://www.vse.cz/english http://ozs.vse.cz/english/exchange-programme/	

ACADEMIC CALENDAR: Academic Year 2015-2016 (the academic calendar is similar every academic year)

Fall 2015: Orientation: 14 – 20 Sep 2015, Classes: 21 Sep – 18 Dec 2015 , End of semester: 4 Feb 2016
(all exams can be finished before Christmas)

Spring 2016: Orientation: 8 – 14 Feb 2016, Classes: 15 Feb – 13 May 2016, End of semester: 24 June 2016
(all exams can be finished before the end of May)

ORIENTATION/WELCOME WEEK:

First week of the semester, see dates above in the academic calendar – registration, introduction lecture, guided tour through the university campus, Opening Reception, Icebreaking Weekend, trips etc.

EXPECTED ARRIVAL DATE: 1-3 days before the semester. Attending the Orientation Week programme is highly recommended.

EXCHANGE NOMINATION DEADLINE: Nomination is carried out online through the university's **Integrated Study Information System** (InSIS, <http://insis.vse.cz/?lang=en>). Partner coordinators will be informed per e-mail when nominations for the respective semester are open.

Fall 2015: **May 1, 2015 (April 15, 2015 for non EU students)**

Spring 2016: **November 1, 2015 (October 1, 2015 for non EU students)**

EXCHANGE APPLICATION DEADLINE: Only nominated students can fill in online application, again through InSIS. Nominated students will be sent login information per e-mail.

Fall 2015: **May 30, 2015 (May 15, 2015 for non EU students)**

Spring 2016: **November 30, 2015 (October 15, 2015 for non EU students)**



Exchange Programme Information Sheet for *Erasmus* Partners University of Economics, Prague

HOUSING & DEADLINES:

All exchange students can apply for accommodation in the university dormitory within the on-line application; deadline: see above application deadline.

APPROXIMATE LIVING COSTS (the currency in the Czech Rep. is CZK – Czech crown, 1 EUR = 25-30 CZK):

On-Campus Accommodations:	13 000 CZK per semester (approx. 4 months)
Food:	5 000 CZK per month
Student Fees:	290 CZK (ID card)
Mandatory Insurance:	Price depends on type of insurance policy.
Local Transportation:	720 CZK per semester (3 months) for public transport in the whole Prague

LEARNING EXPECTATIONS:

Class Format:	Class formats vary by course (presentations, case analyses, lectures, discussions etc.)
Attendance:	Attendance is expected; in some courses attendance is required as a part of student's final grade.
Participation:	Class participation is a part of a student's final grade in many courses.
Grading:	

Grade	Points	
1	90 - 100	excellent
2	75 - 89	very good
3	60 - 74	good
4+	50-59	fail with the possibility of a repeat attempt
4	less than 50	fail

Course Load:	Recommended: 30 ECTS (European Credit Transfer System)
Course Catalogue:	For information on courses offered to exchange students please refer to our website: http://ozs.vse.cz/english/exchange-programme/campus-in-prague/list-of-courses/
Examinations:	Exam formats vary by course, usually written test during the last week of the semester.
Registration for courses:	Online registration through the InSIS (university's <i>Integrated Study Information System</i>), usually takes place from mid-June to late-August for the <i>Fall</i> semester and in January for the <i>Spring</i> semester; precise schedule and login information is provided to students directly in due time.

LANGUAGE OF INSTRUCTION:

English (a small number of courses taught in other languages – German, French, Italian, Russian, Spanish – may be offered)

Intensive Summer Language Course (ISLC)

For next academic year our institution will be organizing ISLC in August/September. For more information see <http://ozs.vse.cz/english/intensive-summer-language-course-islc/>. Due to change in Erasmus + programme, the courses will be paid. Erasmus students can ask their home institution for scholarship.

HEALTH INSURANCE:

Information to be provided by the Incoming Exchange Students Coordinator, check also with your local Czech embassy/consulate.

STUDENT SERVICES AVAILABLE:

- Academic Advising**
Provided to all exchange students through International Office
- Computer Services**
There are computers pre-set in English for all exchange students; wireless internet connection for laptops available throughout the university campus; Internet connection available in all dormitory rooms.
- On-campus facilities**
Library specialized in economic literature; computer labs; canteen; cafeteria; restaurant; sport centre etc.
- Buddy System**
Student organization supporting exchange program organizes sports and cultural events (inc. student parties) for all international students. Each international student may choose to be assigned a Czech Buddy – a Czech student who will help the international student in practical matters, pick him/her upon arrival, etc.
More information on <http://buddy.vse.cz>

ABOUT THE UNIVERSITY OF ECONOMICS, PRAGUE (Vysoká škola ekonomická v Praze, VŠE)

The University of Economics, Prague (VŠE) is the biggest public university of economics in the Czech Republic. The university was celebrating its 60th anniversary in 2013. VŠE has six faculties offering applicants a broad spectrum of study fields and branches in Bachelor's, Master's and Doctoral degree study programs. Five faculties are located in the center of Prague – the **Faculty of Finance and Accounting**, the **Faculty of International Relations**, the **Faculty of Business Administration**, the **Faculty of Informatics and Statistics** and the **Faculty of Economics**. The **Faculty of Management** is located in the town of Jindřichův Hradec. Studies at VŠE meet the requirements of the European Credit Transfer and Accumulation System (ECTS).

The university is highly appraised both in the Czech Republic and abroad. From 2014 to 2018, VŠE has been certified with the "ECTS label" and "DS Label" by the European Commission thanks to correct implementation of the credit system. Both certificates confirm the credibility of VŠE in terms of partnerships with universities abroad. VŠE is ranked by the **Financial Times** annually and has already been appraised for several years by the **Eduniversal Ranking** project as one of the best "business schools" in Central and Eastern Europe. Two Master's degree programs have been certified with **EPAS** accreditation by the European Foundation for Management Development (EFMD).

Currently, VŠE does have **about 20.000 students** and more than 700 academic staff. Two thirds of VŠE teachers hold doctoral degrees in their field. **Graduates of the VŠE** occupy important positions in the private, as well as in the public sector. Most of them go to different branches of industry and services, business, marketing, banking, public management, accounting, auditing, tourist trade, and to the field of information technologies.

The VŠE's **honourable title** of *doctor oeconomiae honoris causa* has been awarded to many important Czech and international economists, e.g. the Nobel Prize laureates Prof. Gary S. Becker, Prof. Dr. Douglass North, Prof. Milton Friedman or Prof. Robert A. Mundell.

Each semester approx. **400 international students** from all over the world study at VŠE in non-degree and degree programmes. As for the **degree programmes**, VŠE offers to international students several **master** (double/joint) degree programmes taught completely **in English** and many **doctoral** programmes **in English**. As for the **Exchange Programme**, VŠE does have more than 150 partners worldwide.

All **Exchange Students** do study in the one of the three university campuses which is situated near to the centre of Prague. The courses offered within the Exchange Programme Study Plan are taught by professors from different faculties and departments of the school. Moreover, special **intensive courses** taught by **international visiting professors** enrich the academic offer.

For more information and news about our school please refer to: <http://www.vse.cz/english>.