„In the middle of every difficulty lies opportunity. “

Albert Einstein

INTRODUCTION
1. Tutors/coordinators for 1st and 2nd year.

**Tutor/coordinator in EP**

**1st year:**
PhDr. Zlata Pražanová, MBA  
Department of Public Health  
Main Building, 3rd floor  
Land line (office): 585632719
or  
Centrum of Telemetric Medicine (CENTESIMO)  
Main Building, 1st floor  
Land line (office): 585632711  
zlata.prazanova@upol.cz

**1st and 2nd years:**
Běla Erdösová, MD, PhD  
Department of Histology and Embryology  
Annex building, 3rd floor  
Land line (office): 58 563 2254  
bela.erdosova@seznam.cz  
+420739905557
Non-EU citizens I

**Foreign Police x OAMP** (Oddělení azylové a migrační politiky= Department of Asylum and Migration Policy),

Address: U Výstaviště 18, Přerov (20km from Olomouc)

This September:

- At **OAMP**, you were/will be given the term of the collection of the biometric data (long term residence), long term visa – a stamp in the passport,

- Taking biometric data (appointment needed) – all through registrars,

- **Foreign Police** Smetanova 14, Olomouc) **only** if you lodge in a **private** apartment – registration **within 3 days** (original address is a dorm in Neředín).
Non-EU citizens I

Next year:

• Application for the extension of the long-term residence permit or change long term visa to long term residence at OAMP

• Submit your application for a long-term residence permit extension 120 days at the earliest and not later than the last working day before the expiration of your current residence permit !!!

• For the long-term VISA bearers the deadline is 14 days before the expiration of your current residence permission (a stamp in your passport). Meet the deadline !!!
Non-EU citizens I

Taking biometric data (appointment needed):

• Sufficient funds – 85 800 CZK on your bank account and statement not older than 6 months:
  - Czech bank account – only account statement,
  - foreign bank account- account statement + credit card on your name

• Czech comprehensive health insurance (VZP, Slavia, Uniqa, Maxima...),

• Confirmation of student status (registrars),

• Confirmation of accommodation (registrars/lease),

• ID card collection (appointment needed) - 2,500 CZK to be paid (stamps available in any post office) - 1500 CZK at the submission of the application, 1000 CZK at the withdrawal of the electronic card

Appointments for OAMP in Olomouc always through Mrs. Jitka Melcová (58 563 2012) or Mrs. Jana Osmani, resp. (58 563 2017), for Přerov the appointment is not needed but it is better-timesaving.
Change of address

OAMP - new biometric card:

• duty stamp **1000 CZK**

• **notification** of new address both to the OAMP and registrars is MANDATORY!

It must be reported in person at OAMP within **30 days** and evidence of the lease must be given.
Change of address

Documents which must be ready for private apartment:

- original contract with owner of flat in paper form (in Czech language!!!),
- Your I.D as a student,
- Passport (EU citizens)
- Biometric card (Non-EU citizens)
Theft or loss of documents (pocket-picking, shop-lifting etc.)

- Biometric card – theft
  - notification to Česká policie/Czech Police or Městská policie/City Police,
  - the same if it happens abroad,
  - afterwards to OAMP – a police record required!

- Biometric card – loss
  - only to OAMP (you will fill in a form specifying if it was a loss or a theft)

In both cases: biometric data will be retaken the same day of the notification at OAMP–Přerov without an appointment (new card 4000 CZK !)

Watch your stuff!
If something like this happens - contact a tutor - ASAP!!!
Theft or loss of other documents

(credit card, ISIC, passport, etc.)

**Credit card** - block your bank account!

- ČSOB – 495 800 111
- Česká spořitelna – 800 207 207,

**ISIC - through registrars,**

**Passport – through your embassy in Prague, OAMP,**

**Always** carry your biometric card or passport (copy?).

ISIC is not ID outside university.
Municipal fee for the waste management

- if you arrived in September 2020 - 272,-CZK (proportional amount of the annual fee)

- annual fee for 2020 – 816,-CZK (may be changed in 2021)
Municipal fee for the waste management

A Dorm in Neředín:

Dear Palacky University in Olomouc Student,

If you are a foreign student granted a residency in Olomouc:
- who was legally granted a residency in the Czech republic, permanent or temporary for more than 90 days
- who resides in the Czech republic temporarily for more than 3 months
- who was granted an international protection or a temporary protection status

You are a payer of the municipal fee for the waste management system of collection, transport, sorting, treatment, and disposal of municipal waste in the City of Olomouc.

This fee is 660 Czech crowns for the whole 2017 year.

It is necessary to fill out the announcement form and bring to the Municipality of Olomouc, Economics department, Office of Municipal Fees, Palacky 14, Olomouc – the third floor and pay the fee. The precise amount of money will be calculated according to the presented filled out form and the evidence from Police Registration of Foreigners, concretely according to the beginning of fee of obligation in that year (in case of a stay for a period of time from the year, you pay a partial amount of money).

The fee is due May 31 of the year, or within 20 days in the month after the beginning of the fee obligation.

You may pay the fee cash or by a credit card at the municipal cash desk, Palacky 14, Olomouc or Hynaisova 10, Olomouc – we recommend this variant. You may also pay the fee by a bank transfer to the bank account number 19-1801731369/0800, variable symbol 1337, specific symbol – personal identification number (if granted) or your date of birth DDMYYYY with a note of your surname and first name.

If you come in person, we recommend to come with a person who will help you with the translation from Czech (official language).

Formulated by the Office of Municipal Fees, Economics Department, Municipality of Olomouc.
Municipal fee for the waste management

A private apartment:

[Image of people recycling]

[Image of a form for municipal fees]

PhDr. Zlata Pražanová, MBA, Department of Public Health and CENTESIMO, MF, Palacký University
Municipal fee for the waste management

You have received a partially completed form – “Announcement”

You have two options:

1) to pay by bank transfer and bring the completed announcement and confirmation of payment to the Study Department
Municipal fee for the waste management

2) - you will go **personally** to the office and pay cash in the Municipality Office:

- Palackého 14, 779 11 – First floor (v přízemí)
- Hynaisova 10

You will receive a written confirmation of payment *and you will keep it !!!*

No later than 31 May in the current year
Medical care

Acute condition, situation, injury, sudden illness

Emergency Income Department

building A

PhDr. Zlata Pražanová, MBA, Department of Public Health and CENTESIMO, MF, Palacký University
Medical care

General practitioners for English program students:

Clinic of respiratory diseases, **building H2**
Thursday + Friday - **Samuel Genzor, MD**

**Contact:**

**Only** !!!! through the tutors (dr. Pražanová, dr. Erdösová)

**Specialists:**
Depends on type of Health Care Insurance - as part of insurance or direct payment.

**Ask** the tutors (dr. Pražanová, dr. Erdösová) for help.
EU citizens

Medical care – Health Care Insurance

PhDr. Zlata Pražanová, MBA, Department of Public Health and CENTESIMO, MF, Palacký University
Medical care – Health Care Insurance for students from GB

Students from the UK should arrange a student EHIC.

All instructions can be found on the below website: https://www.nhs.uk/using-the-nhs/healthcare-abroad/moving-abroad/studying-abroad/?fbclid=IwAR1wB3V5LP5jcRWP01yy8HmuRFGkvFRS21JRYqXzc34d4T0LFJPyvl5Hr98

It is also mentioned on the Facebook group of the English program.

It will be necessary to provide a specific format of the certificate of study - to obtain the form, send an e-mail to:

jana.osmani@upol.cz
NON -EU citizens
(VZP, Slavia, Uniqa, Maxima...)

If you prepare to travel to the Czech Republic on an exchange residence or a language course, which does not last more than 90 days, then you can apply for acute and emergency insurance for students.

This insurance is meant for foreigners, who apply for short term visa and want to stay in the Czech Republic for no longer than 90 days. It covers the expenses for medical treatment connected to acute health complications or an accident.

This insurance type covers expenses of not only Acute and Emergency health care but also preventive and dispansory care and medical treatment connected to pregnancy and birth giving, dental care, prescribed medication and expenses of medical devices.

It is meant for foreigners, who apply for a long term visa and are willing to stay more than 90 days in the Czech Republic. This insurance type covers expenses of not only Acute and Emergency health care but also preventive and dispansory care and medical treatment connected to pregnancy and birth giving, dental care, prescribed medication and expenses of medical devices.

If you arrange health insurance for pregnant women it is always necessary to apply for Comprehensive health insurance with the package for pregnancy.
If you suffer from any health problems, chronic illness and take medications regularly don't be afraid to admit it during a medical examination at the Occupational Medicine Clinic at FNOL

Make sure:
- that you have a sufficient supply
- that you have contact with your specialist
- that you have the option of having your medicine prescribed by your specialist
- that the medicine can be sent from your home country
Packages, shipments

How to receive your beloved teddy bear, Mom's great cake, favorite book or warm clothes without any problems?
Packages, shipments

1) the content of the consignment **must not** be marked as a gift (it is subject to customs clearance and must be paid) but as personal belongings, things needed for study

2) request that the accompanying documentation will be sent electronically from the sender (from parents, relatives) to you

1) wait for notification - delivery of the shipment to the customs office, will by probably in Czech language – **DO NOT IGNORE IT!**

2) confirm that the shipment is for you and that you accept it – ASAP.

If not, the shipment is going to be send back to sender **within 21 days**

6) for confirmation you need in electronic form:

- passport scan (page with photo and number, validation, etc.
- certificate of study.

If you do not know what to do from point number 5, ask for help. Whom?

Your tutor!
Packages, shipments

Confirmation
Packages, shipments

AVIZO – oznámení o příchodu zásilky – do not ignore it, please!!!!!
How to address your teachers?

- Based on academic degrees or degrees obtained after graduation (Dr.)
  - Profesor - professor
  - Docent (associate professor) - professor
  - Odborný asistent (senior lecturer/assistant professor) - doctor
How not to get into unnecessary trouble

- Do not waste allowed absencies,

- Ask teachers for the specification of rules in the practicals,

- The inner rules can differ depending on the dpt., particularly in the subjects with labs (biology, chemistry),

- Classes are mandatory, substitutions allowed with the excuse beforehand
  (more complicated in dpt. with labs),

Do not hesitate to ask, ask, ask for help!
The most important rules of prevention:

- behave responsibly
- try to protect yourself - sleep, food, movement, good mood
- do not underestimate the symptoms
- follow preventive measures - mask, hand washing, 2 meters distance
Covid-19 protection

How to Wear A Face Mask

https://www.bing.com/videos/search?q=how+to+wear+face+mask+
Tour the hospital
Tour the Hospital

• It starts at **13:30 (1:30pm) today**
• It is **NOT** mandatory
• The maximum duration is 60 minutes,
• Meeting point - a large staircase in front of the old building,
• Guide? Try to guess....
Thanks for your attention