



UNIVERSITY
OF PARDUBICE

Fact Sheet

Contact Information

Name of the Institution	University of Pardubice (CZ PARDUB01)
Postal address	Studentská 95, 532 10 Pardubice, Czech Republic
University website	https://www.upce.cz/en/
Exchange students webpage	https://www.upce.cz/en/study/exchange-programmes.html
Contact for incoming students	Martina Votoupalová / +420 466 036 445 / martina.votoupalova@upce.cz
Contact for outgoing students	Ing. Štěpánka Vejrová / +420 466 036 496 / stepanka.vejrova@upce.cz
Contact for incoming staff	Ing. Libuše Cermanová / +420 466 036 508 / libuse.cermanova@upce.cz
Erasmus institutional coordinator	Mgr. Věra Albrechtová / +420 466 036 350 / vera.albrechtova@upce.cz

Contacts at faculties

Faculty	Name of coordinator	e-mail
Faculty of Economics and Administration	Ms. Barbora Pašková	barbora.paskova@upce.cz
Faculty of Arts and Philosophy	Ms. Michaela Fišerová	michaela.fiserova@upce.cz
Faculty of Transport Engineering	Ms. Nela Dosedělová	international.dfjp@upce.cz
Faculty of Chemical Technology	Ms. Hana Hrašová	hana.hrasova@upce.cz
Faculty of Electrical Engineering and Informatics	Ms. Nela Dosedělová	international.fei@upce.cz
Faculty of Health Studies	Ms. Drahomíra Ciberová	drahomira.ciberova@upce.cz
Faculty of Restoration	Ms. Jana Tmejová	jana.tmejova@upce.cz

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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):	B2 English Proficiency Level (any certificate or confirmation)
	Courses offered to incoming exchange students in the language of instruction	https://www.upce.cz/en/study/exchange-programmes/ects-catalogue.html
Nomination deadline	Winter semester: 30. 4. 2024 (visa students and students of Health Studies) 15. 6. 2024 (EU students) Summer semester: 30. 9. 2024 (visa students and students of Health Studies) 15. 11. 2024 (EU students)	
Application deadline	Winter semester: 10. 5. 2024 (visa students and students of Health Studies) and 30. 6. 2024 (EU students) Summer semester: 10. 10. 2024 (visa students and students of Health Studies) and 30. 11. 2024 (EU students)	
Nomination/application instructions	https://www.upce.cz/en/study/exchange-programmes/application-procedure.html https://www.upce.cz/en/nomination-form	
Academic calendar	https://www.upce.cz/en/upce/academic-calendar-20242025	
Accommodation	https://www.upce.cz/en/accommodation-and-catering	
Visa application procedure	<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 and the website of the Ministry of the Interior.</p> <p>If you need a visa, ask the Czech Embassy/Consulate in your home country about the procedure. Remember that you need documents from UPCE. Visa applications are processed usually within 60 days. It is not possible to apply for a visa from the Czech Republic.</p> <p>UPCE issues the following documents:</p> <ul style="list-style-type: none"> • Acceptance letter in Czech and English – after the final LA is approved and submitted. • Accommodation agreement – after the deposit is paid. <p>The documents are sent to the International Office of the sending institution.</p>	
Health insurance	https://www.upce.cz/en/study/ects-information/ects-information/insurance.html	
Other useful information	https://www.upce.cz/en/study/exchange-programmes.html	
ESN	https://www.facebook.com/esnpardubice/ https://www.instagram.com/esnpardubice/	

Assessment and grading scale

Grade	Grade in words (English/Czech)	
A	excellent	výborně
B	excellent minus	výborně mínus
C	very good	velmi dobře
D	very good minus	velmi dobře mínus
E	good	dobře
F	fail	nevyhověl
R*	course completed - no grade	předmět splněn
absolvoval s vyznamenáním	passed with honours	
absolvoval	passed	

