

FRESHMAN GUIDE



Counselling and Career Centre  
UCT PRAGUE



IAESTE  
UCT PRAGUE



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## Welcome to UCT Prague!

You probably have plenty of questions: How's it going around here? What's in store for me? What do I have to do? Who can I turn to in various situations?

You'll find the answers:

- **In this handbook** (  First Steps – Freshman Guide) where we provide you with practical advice and tips explained in a clear and accessible manner, so you won't feel overwhelmed by expertise and regulations in the beginning.
- **On the website Study** (you will find link to it here in the text under the symbol  like this), where in the form of a FAQ we list more detailed information on each topic, relevant regulations, documents and contacts. From enrollment to studying, through study matters and administration, to tips on extra-curricular development. So explore it, bookmark it in your browser and use it!
- **From Tutors**, older students who provide assistance to their younger colleagues, especially freshmen, based on their own recent experience. They are trained in the key study-related matters. You can connect with them personally, through a Study Group Tutor, at social events, or via email ([tutori@vscht.cz](mailto:tutori@vscht.cz)).
- **On the internet.** It's a powerful tool, isn't it? Knowing how to find the right information is crucial. In this guide, we aim to help you a little: if we mention a website, simply type the keywords after the  symbol into a search engine and you'll find what you're looking for.

Wishing you best regards and much success in your studies!  
Love is chemistry, and chemistry is UCT Prague.

Authors of the Freshman Guide

**Finally,  
college!**

The concept of freedom is often associated with attending university. Certain classes may not require mandatory attendance, allowing you to decide whether you want to show up or not. The daily schedule isn't as packed, and you're not bound to be at your desk by 8:00 every morning. This freedom enables you to fit in part-time work, exercise, or social gatherings with friends during the afternoon. However, with great freedom comes great responsibility. While it's your choice whether you do your homework or get up for a class, it's also up to you how much you study and gain during your studies here at UCT Prague. And unlike in high school, where you might have been told not to worry about future plans, now you need to occasionally consider your path after graduation.

At the same time, it's important to note that the choice of school (or study programme) is not the most crucial decision in your life. During your academic journey, you have the potential to uncover your passions within both school and extracurricular activities. As you progress, your ultimate aspirations may evolve. The realm of possibilities is extensive, and higher education serves as a gateway to a multitude of opportunities. What truly counts is having the desire to explore, develop, and continually adjust your direction.

Also remember that academic achievements are not the sole measure of success. It's essential to approach challenges with resilience and reflect on the lessons you learn from them. Throughout your time at UCT Prague, you will experience both remarkable success and occasional failures. And this is okay – all the ups and downs are part of the journey!

If you are genuinely committed to your education, studying will likely demand a significant amount of time and effort. Let's be



honest, it's not always a walk in the park. Regular homework and effective time management are crucial, but it's equally important to prioritize your mental well-being, to engage in extracurricular activities, and to have a circle of supportive friends.

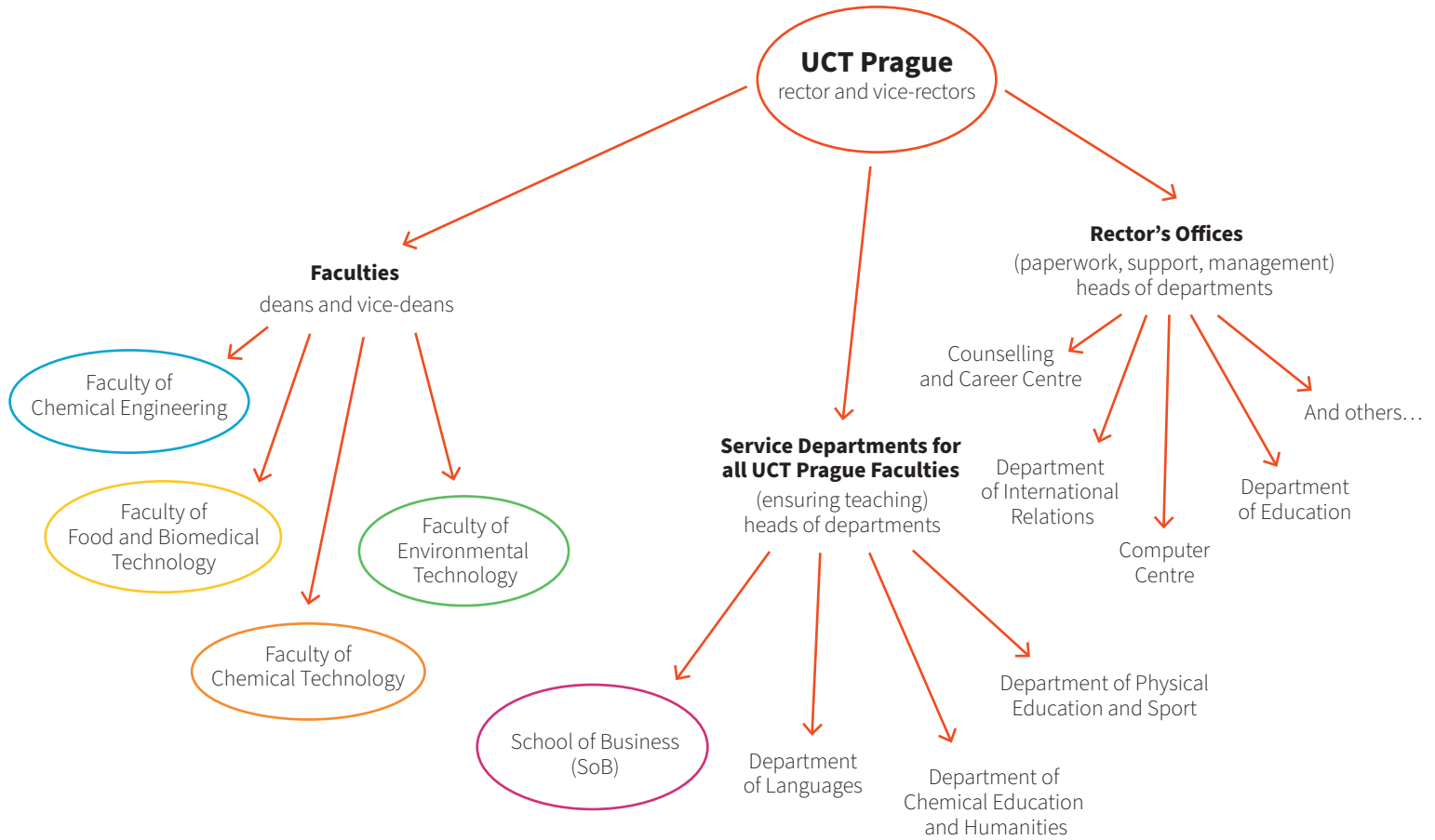
Take an interest in the people around you and build a network. It's a sure-fire path to success. The friendships you establish early on will make studying and working easier in the future. Collaborate with your peers, support each other, and celebrate milestones together. The bonds you form during these years can last a lifetime. Additionally, foster tolerance and the ability to listen to different opinions. Who could be more qualified than individuals with a college education to help bring unity to a fractured society?

**Tutor's tip:** Don't be afraid to network with elder students – in Tutors or other clubs, at university events and casual encounters. You'll get information from the first-hand from classmates who have already been through the same things at the university, and most importantly have done successfully. You never know when it will come in handy.

And what to do if you feel like you're not keeping up? That you're missing important information? Or a subject is giving you trouble? The key is not to be afraid to ask for help. There's always someone willing to help. Whether it's a Study Group Tutor, a senior student or someone from the Dean's office. The chapter *Need help?* may give you more tips on who to contact when. And remember, every problem is solvable.


In terms of information, much of the key messages can be obtained simply by just checking the school e-mail, so read it carefully.

# Structure of UCT Prague in a nutshell



# Student rights and responsibilities

As a university student, you bear many responsibilities alongside various rights. All of these are outlined in official documents such as the Study and Examination Rules, the Code of Discipline for Students, Scholarship Rules of the UCT Prague or the Code of Ethics. As a student, you are required to follow the prescribed documents, and you can claim your rights according to them as well.

We therefore strongly advise that you familiarize yourself with them to some extent (  Studying – Internal Regulations and Documents).

## When and how to excuse your absence?

As mentioned earlier, college gives you a great deal of freedom. In simple terms, it's only your concern whether you attend classes, if you've overslept or if you need to take a short break. However, there may be instances where you need to provide an explanation or excuse yourself.

### **Excusing your absence is necessary/appropriate in the following situations:**

- When you're unable to attend mandatory classes with compulsory attendance (such as seminars, labs, PE) due to

a legitimate reason (not simply because you didn't feel like getting up!) – make sure to keep an eye on the permissible number of absences when you need to withdraw.

- From an exam you have enrolled in unless it's no longer possible to do so in SIS. Apologize directly to the teacher listed in the SIS in the column „teacher“ for the exam; otherwise you risk having the exam marked as an „F“.
- When you're unable to attend an arranged appointment.

### **What is the best way to excuse your absence?**

Ideally, you should send an email to the person (see below) with an apology and a brief explanation of the situation (the teacher is not interested in long essays). In some cases (e.g., labs), the teacher might require, for example, a doctor's note to acknowledge the excuse.

### **When is it unnecessary to excuse your absence?**

There is no need to apologize if you need to use the restroom or if you have to leave the lecture early. Simply get up quietly and exit the room. Similarly, if you arrive late to a lecture, quietly take your seat and focus on the lecture without offering an apology.


## **How to write an email correctly?**

The most common and often the most preferred form of communication at the university is by email. You need to be careful about the content and structure of the text. Having your best interest in mind and to prevent you from looking foolish, below are a few email composition suggestions.

**You are required to use your assigned school email address to communicate with the school.**

Avoid using private email accounts, as receiving a response is unlikely. This is because teachers cannot verify if they are genuinely communicating with the student, and such messages often get caught in spam filters.

If you want to solve a problem within the course, contact your teacher first. They will guide you to other relevant people if necessary. The recommended sequence for email communication is as follows: lecturer → guarantor of the course → guarantor of a programme of study → Vice-Dean for education → Vice-Rector for education – the latter should be the last person you write to in case of an emergency. If for some reason you don't want to write to your teacher (something doesn't suit you), you can go straight to contact the guarantor of the course.

**Tutor's tip:** You can find the email address (or phone number) of teachers and staff in the school phone book ( [vscht, phonebook](https://www.vscht.cz/phonebook)).

**How to write a good email?**

- Beware of spelling! If you don't excel in English/Czech, turn to your nearest „grammar Nazi“ or the internet.
- Insert a space between paragraphs to make the text easier to read. At the same time, it helps to structure the email according to the points you would like to discuss.
- If you want to link to a website and the URL is too long, use websites that offer shortening it, or you can also attach the link as a hyperlink directly in the email.

If you don't receive an immediate response to your email, don't despair! Teachers are often very busy and may take several days to get to your message (that's why it's good to solve everything in time, so that the other person has time to answer you). If you need to resolve a problem quickly, see the teacher in person.

**When you're supposed to address your teacher in an email but they have a thousand titles and you don't know which one has priority.**





Recipient:

Subject:

### Subject

A very important part! Based on the subject of the email, the teacher can assess whether to respond immediately or not. If you don't fill in the subject, the email might be flagged as spam and the teacher may never reply.

### Greetings

Instead of a generic greeting, address the recipient by their title. This will prove your knowledge of the teacher's title and ease the following communication, e.g. "Dear Professor/Doctor/Vice-Dean" and so on (*see below*).

### Main message

Describe what you are asking for. Stick to the rule "the shorter, the better". Keep in mind that the reader of your message may be quite busy and might not want to read long messages. If a short version is not possible, try to pinpoint the most important facts at the end.

### Regards

End your email with a polite phrase like "Kind regards" or "I look forward to meeting you".

### Signature

Last but not least, sign the email with your full name and your study group number.



**Send**

# How to address teachers?

Your future teachers, often academic staff, usually have several academic titles. Addressing the lecturer correctly is more important than it might seem at first. Of course, in the beginning you probably don't know much about the tangle of titles and rules, so let's try to make some sense of that.

An administrative position takes precedence over the academic title ("Rector", "Dean", "Vice-Dean" etc., has priority over, for ex., "Doctor").


If a teacher has more titles, you should always call them by the most important one. By importance: Professor, Associate Professor, and Doctor or Assistant Professor. We do not address the titles Bc. (Bachelor) and CSc. (Candidate of Science), we use other academic titles.

**Tutor's tip:** Tutor's tip: If you're stuck, try [titulator.cz](https://titulator.cz) (only in Czech language but it can still be helpful), where, after entering all the titles of the person in question, you can learn how to address him/her correctly. At the same time, don't be afraid to address the teacher with a simple „Hello“ if you already know who you're dealing with. Not everyone is a title person.




**What to  
do before  
the first  
lecture?**


# Enrollment in the first year

Enrollment in the first year usually takes place in the first or second week of September (for study programmes in English). You will be informed about the exact date, time and what to bring with you via email by the admission officer; the documents required for enrollment can be also found on the website (  [First Steps – Enrollment in Studies](#) ).

By enrolling, you become a student, then matriculation awaits you in September – a short ceremony as an official welcome to the school. You must come dressed formally, so don't forget a suitable outfit at home if you are coming from far away and live in the dormitories. You will receive detailed information by email in due course.

**Tutor's tip:** All important dates of the academic year can be found in the Academic Calendar (  [Studying – Academic Calendar](#) ) or the document Organisation of the Academic Year.

## What else do you have to arrange?

For details on the following points, where and how to arrange them, please, check the website  [First Steps – Enrollment in Studies](#).


- ☒ *for your satisfaction, you can check off each completed task*
- ☐ get a student identification card (ISIC or UCT Prague card)
- ☐ change your password for the computer network of UCT Prague
- ☐ enter your Czech bank account number in the Study Info System (SIS)
- ☐ check your timetable in SIS and enroll in a PE class

### **Arrangements that will make your studies/life easier:**

- ☐ register at the Foreign Police (only if you are not staying in the dormitories)
- ☐ get a confirmation of your student status (for your student bank account, public transport card, etc.)
- ☐ register at the National Library of Technology (NTK)
- ☐ arrange a student long-term public transport ticket
- ☐ join the Orientation Week organised by Erasmus Student Network (ESN)
- ☐ enroll in a Czech language course
- ☐ join the Culture Course
- ☐ download the Emil app to avoid getting lost in school
- ☐ join official Facebook groups (faculty, freshman)

**Student identification card** allows you access to the UCT Prague buildings, computer classrooms and, after registration to the National Library of Technology, also allows you to borrow books or use the printer. It also serves as a convenient payment method in the canteens, where you can load credit onto it. Furthermore, the card grants you access to student discounts. You can arrange your student ID in the Card Centre (S06 – Dejvice, basement of the building B next to Carbon).


There are two options available: the UCT Prague student card, which is free, or the international ISIC card for a fee. The ISIC card provides not only student discounts in the Czech Republic but also abroad (check the complete list of discounts in the ISIC mobile app). Its validity extends until the end of the following calendar year, and you can then renew it at the Card Centre. There is a fee for extending the validity of the ISIC card.

The current opening hours of the Card Centre and all additional information can be found on their website ( [vscht](https://www.vscht.cz), ID cards).

**Czech bank account number** is required. You can open a student's bank account in almost any bank in the Czech Republic completely for free. Your account number should be entered into the Educational Info System (SIS).


**Study/Educational Info System (SIS)** is an information system that contains most of the data related to studies, both from the perspective of students and from the perspective of teachers and other school staff. By accessing SIS, you can view your timetable, register for elective courses and exams, check your grades, and much more. It's worth noting that the information related to each course within SIS undergoes an annual update in September.


Once you become a student, it's important to access SIS exclusively through this address: <https://student.vscht.cz/eng/index.php>. This ensures that you gain access to all the necessary tabs within the system, such as the timetable and study group. You can also make yourself visible to other students on the Personal data tab – so that you can find each other. This is useful, for example, when you need to contact another student.

Even for older students, SIS can sometimes present a challenge. If you have troubles with SIS, try guidelines on the website  First Steps – Study Information System or contact Tutors, they are happy to help.

**School login and password** is distributed by the Department of International Relations or Computer Centre. Your username will typically consist of an abbreviated version of your surname followed by the initial letter of your first name. This username will accompany you throughout your academic journey. However, it is crucial to change your initial password using the email app found at: <https://mailex.vscht.cz>.

By following this process, you will establish a new password that can be used for future logins to SIS, school Wi-Fi, and other relevant platforms.


For precise instructions on how to complete password change and to obtain further details, please refer to the guide at the Computer Centre website  First Steps – IT.

**Registration at the Foreign Police** is obligatory for those who are not staying in the dormitories (or hotel, hostel). You must visit the Foreign Police Office. Find more information on the website  First Steps – Enrollment in Studies.

Those of you who will be accommodated in the dormitories right after your arrival, do NOT have to do the Registration at the Foreign Police, the dormitories will do the registration automatically for you.


## **Registration for the National Library of Technology (NTK)**



is free for UCT Prague students and can be done directly in the library. You will need a valid passport or identity card and your student card (ISIC or UCT Prague card). This card you then use for entry and borrowing books. Moreover, you need to show proof of residence (official residence permit, valid lease agreement, dormitory card, paper from the foreign police, telephone or electricity bill), which mentions your name and your address.



If you want to save time, pre-register first ( [ntk, preregistration](#)). Then come to the library within 30 days to complete the process.

**The Orientation Week** is held by the Erasmus Student Network (ESN). It is organized for Erasmus students as well as for degree-seeking students, thus you are sincerely welcome to join! There are Welcome party, Czech cultural evening, Prague discovery game, trips outside of Prague and many more prepared for you!

**The Culture Course** provides insight into culture shock, culture fatigue, how to think about culture when you're a foreigner, or how to make the most of your time in a foreign country despite challenges.

**The Emil app** is university application where you can access your timetable with links to specific rooms or the school calendar. Additionally, it provides maps of UCT Prague buildings, and even canteen menus. The Emil app is available for both iOS and Android devices, and also as a desktop version ( [vscht, emil](#)).

**Dormitories of UCT Prague** are located in Jižní město (Prague 4). All information about the halls of residence can be found on the website  [First Steps – Accommodation](#); we also publish a separate guide called Housing ( [vscht, pkc, housing](#)).

**Public transport long-term ticket** will make your life in Prague easier and there is a significant discount for students. Either get a “Lítačka” card (you can do this online or via mobile app,  [litacka](#)), which you then top up (you can do this online as well), or get a classic card at one of the ticket offices, for which you then buy paper coupons ( [pid](#)). You just need a valid student ID card or Study Confirmation to claim your discount in person or online.

**Tutor's tip:** The annual student pass can only be purchased between August and October. However, you can buy monthly or quarterly passes throughout the year.

**Textbooks  
and study  
materials**



You can find all the links clearly listed on the website



Studying – Study Materials.

Before you start frantically buying all the textbooks and other study materials:

- read the **course syllabus** in SIS, where you will find basic information: the content and aim of the course, study literature, hourly course allocation, credit points evaluation, form of teaching (lecture, seminar, etc.) or form of ending (exam, test, etc.).
- go to the **first lecture**, where the teacher will give you all the information you need about the course, including current study literature. Very often you will receive recommendations for particular websites (you can also ask for it).


**Tutor's tip:** Before you start studying for exams, check that the content of the literature matches the scope of the course – the syllabus. If not, then check the study materials listed in SIS/e-learning to see if you have the current edition.

**Textbooks** include the full range of the curriculum needed to pass the exam. Where can you get them?

- e-learning, downloadable (if they are from the UCT Prague publishing house)
- textbook shop in NTK
- book loan in NTK
- textbook exchange organized by Tutors (in the 1st/2nd week of the semester)
- from older students/friends (Burza skript VŠCHT group on FB)

**Lecture notes** are an important part of the study literature because you have an overview of what the lecturer has lectured on and what he or she is likely to test. Therefore, write your notes carefully.

**E-learning** is a web-based interface where teachers upload e.g., study literature, presentations and sometimes homework or exercises to practice.

You log in with your school login, then you can browse through the subjects ( [vscht, e-learning](#)). The information in it is always updated with the beginning of the new academic year (if you look earlier, it is possible that you will come across old data). Moodle used to play a similar role, but now it is rarely used anymore.

**Tutor's tip:** It's useful to print out the presentations before the lectures and make notes on them.

**MS Teams** allows you to communicate with your classmates or Study Group Tutor (or even your lecturers) both via video conferencing and private chat. You can also share files for group work or submit assignments.

Access is available to anyone with a UCT Prague login. If the class is online, it's usually held here.

**Free software** offered by the university will make your future work easier. For example, they can help you draw chemical formulas (ChemDraw), manage citations in scientific texts (EndNote) and more. Most of them you'll learn about in the Computer Practice course. For an overview of the software, what it will be useful for and how to use it, see the Computer Center website.

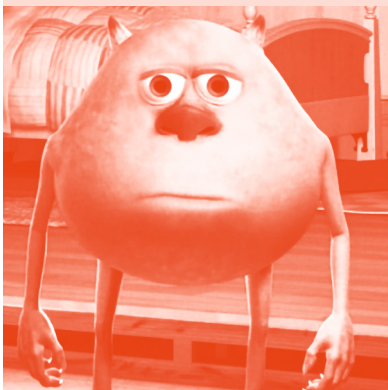
**CESNET services for students** offer cloud storage (up to 100 GB), fast file sharing and storage (up to 500 GB, for example, if you need to send a file that doesn't fit in an email attachment), online meeting facilitation, or computing and data resources for solving demanding computing tasks.

They also provide eduroam, shared academic Wi-Fi in the country and abroad (you log in with your school email and password).

**Tutor's tip:** Tutoring can help you to complete your knowledge, the tutor database is managed by Tutors. As with many things, the most important thing is not to be afraid to ask and to address any gaps in your studies in a timely manner. Otherwise, problems just pile up.

**Mom: \*tells me to stop drawing zigzags and start studying\***

**Me who studies organic chemistry:**



# Glossary

Whether the lecture takes place in school or online via MS Teams, you definitely will come across these terms during your studies.

**Lectures** explain the theory of the given course. Attending the lectures is not compulsory, but it's more than recommended. During the first lecture, you'll learn all the information needed to complete the course. Lectures usually take place in large lecture halls.

**Seminars** provide space to practice the theory you learned in the lecture (calculations, graphing, etc.). Listen carefully during the first lecture to find out what are the requirements and whether the attendance is compulsory. In each case, it is highly recommended not to miss the seminars since it is a great opportunity to practice the gained knowledge and ask questions.

**Laboratories**, yes, finally, some experiments! In laboratories, you'll try out chemistry in practice, which is very important. Therefore, attendance is always mandatory. To participate in laboratories, you always must have the corresponding course completed (General and Inorganic Chemistry I – Inorganic Chemistry: Laboratory I, etc.). The only exception is the Chemistry Study Programme, which has inorganic laboratories in the winter semester.

**Credit points**, also known as ECTS, are basically points that you earn during your studies based on your study plan. For each course you complete you earn a pre-defined number of credit points, which corresponds to the difficulty of the course (time spent in lectures or seminars, exam preparation, etc.). In SIS you will see a list of the courses you have to pass and the total number of credit points you will receive if you successfully complete everything.

**Course-credit (C/Z)** is one of the forms of completion of the course. Credit is usually awarded for continuous, so-called credit tests, upon obtaining a predetermined number of points. Note that a credit is often a condition for taking the exam (i.e. if you don't have a credit, you can't take the exam).

**Marked course-credit (MC/KZ)** is a „passed subject” without the exam. You can receive this by fulfilling study obligations during the semester, for example, by completing laboratories, developing a project, or completing tests during the length of the course.

**Tutor's tip:** What if you did not get enough points from the test? Don't give up and go have a look at the test. Learn what mistakes you made and discuss it with the teacher, so you can improve next time.

**Comprehensive test** is your chance in case you did not get enough points in the credit tests to gain Course-credits. It is usually taken during the exam period. The problems are chosen from the whole semester, so it's usually more difficult to prepare for. But watch out, not all courses offer comprehensive tests!

**Tutor's tip:** Study continuously and try to get credit points through the credit tests written during the semester. The comprehensive test is really just a life preserver.

**Exam (Ex/Zk)** is often composed of both written and oral parts. Unless otherwise stated, you always take exams with your lecturer. You have a total of three attempts at the exam, if you fail three times, you have to retake the course (see the chapter *Retaking a course*).

Lecturers often also offer exams in the so-called pre-term, i.e., in the last week of the semester. Be sure to take advantage of these early options to take the exam, it will come in handy during the exam period!

If you are registered for the exam, wait too long, and find that it is no longer possible to cancel your registration, please write an email stating the reason to either the lecturer or another contact person listed in the SIS (exam dates).

**Grading** at the university is either verbal or with letter:

A = Excellent, B = Very Good, C = Good, D = Satisfactory, E = Sufficient, F = Fail; you will also come across a numeric equivalent where 1 is the best (A) and 4 is the worse (F). You will always find out your exam grade in SIS, where teachers are obliged to enter them.

For your peace of mind, you can also get an index and ask the teacher to write your grade down this way as well. The index is a paper notebook for grades and other information; available for purchase in the main Respirium (Building B).

**Tutor's tip:** Do not take an unnecessarily long break at the beginning of the exam period and do not postpone the difficult exams until the last week. Otherwise, you will not be able to use all your possible exam attempts (3).

**Grupíček** is a tab on the main page of SIS, where you can find your results from credit tests and exam tests. After clicking on it, you should see a list of your courses – then you just have to choose which one you'd like to view.

**Prerequisites** are courses that you must have completed in order to take (and even schedule) a follow-up course in the next semester/year. They ensure that you have some basic knowledge for the next course, e.g., to take Inorganic Chemistry Labs, you must have completed General and Inorganic Chemistry I and Chemical and Balance Calculation, which are prerequisites.

You will always find out the prerequisites for the courses in SIS, so make sure you check each semester that you have the prerequisites for the courses you will take next. Some courses do not have prerequisites and you can enroll for them at any time.

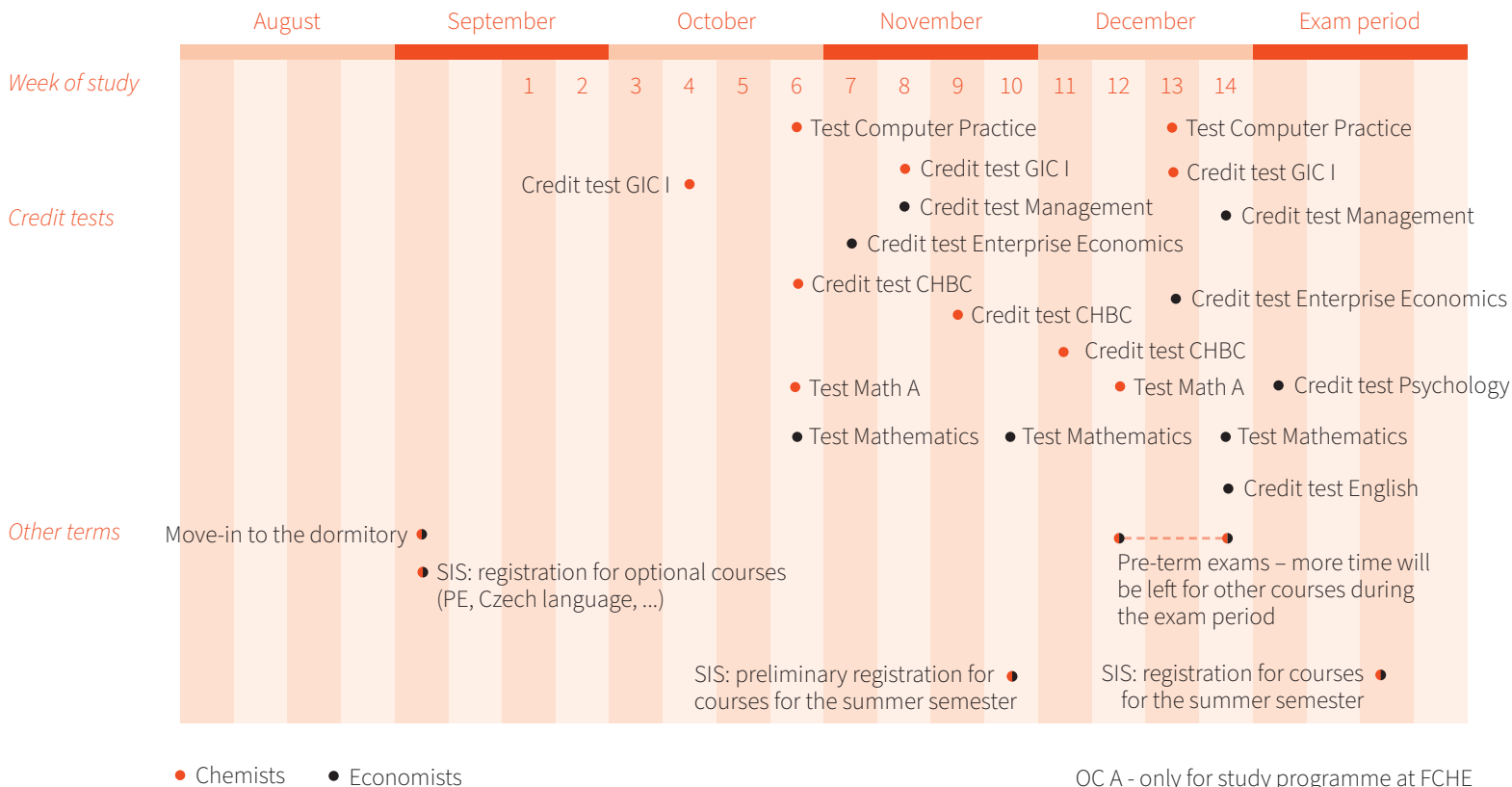
**Pre-enrollment** takes place in the second half of each semester, and this means that you have to pre-enroll for compulsory-elective courses in SIS. The purpose is for teachers to get an idea of participation and to be able to open a sufficient number of parallels. Don't worry, you can change your choice to a different course until the official registration begins.



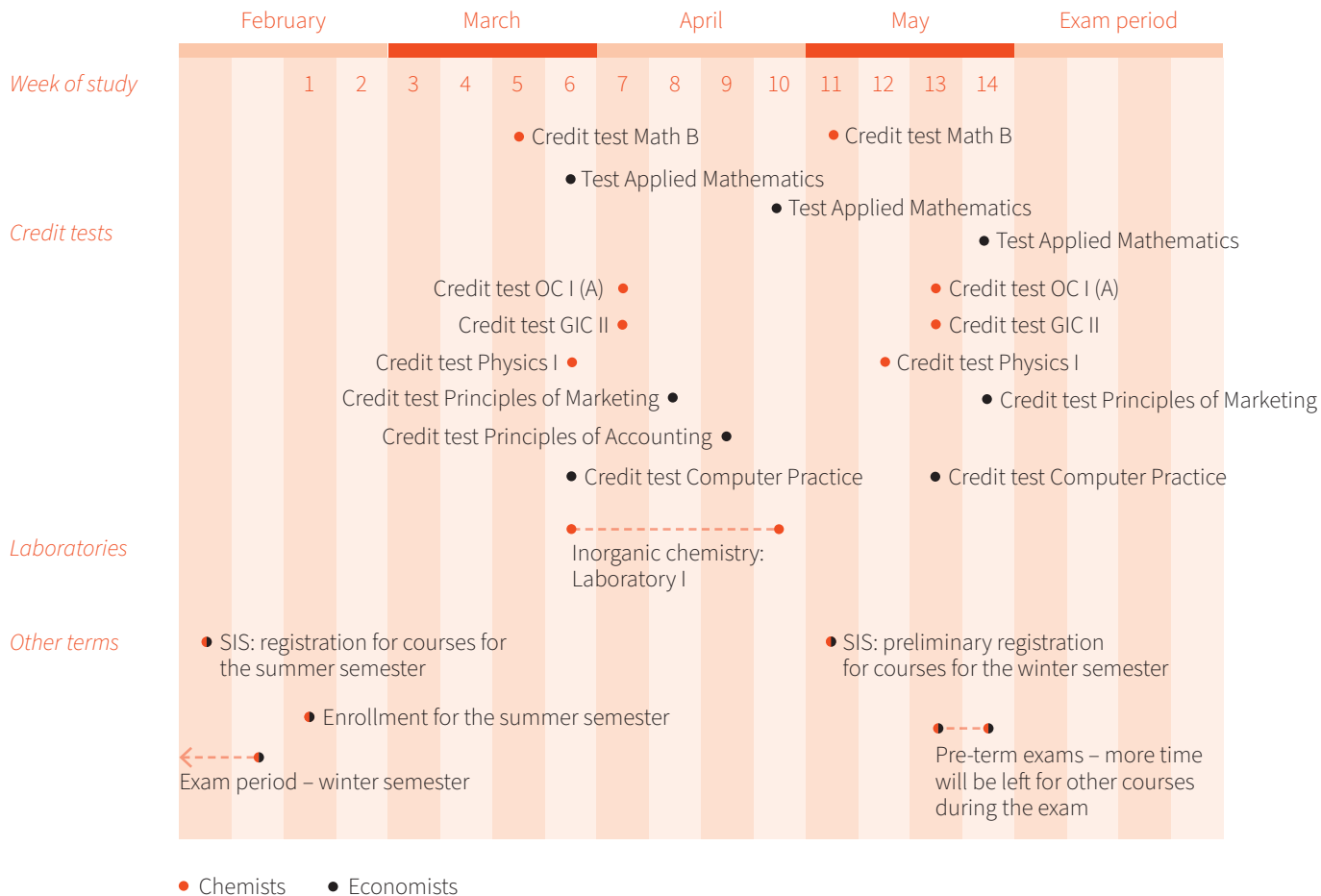
**Fulfilling  
study  
requirements**

# Timetable for the winter semester

You will find here an overview of the credit tests and other requirements for the winter and summer semesters. But beware! Everything is approximate, the exact dates will always be given to you by your lecturer/teacher.



# Timetable for the summer semester



# Common core of studies

At UCT Prague, all students of chemistry bachelor degree programmes take courses of the so-called common core of studies. Why do you have so many “unnecessary” courses? The goal of UCT Prague is to educate you not only to be an expert in your field but to be versatile. To be able to understand the connections between the different disciplines, it is necessary to go through all the core subjects. In addition, these subjects deepen the connection between bachelor’s and master’s degree programmes and their specialisations.

And why do you have so much maths? Now mathematics may seem like a completely useless thing to you, and you’re thinking: “What am I going to use it for?”. But mathematics makes up 80% of the subjects at the university. Without mathematics, you won’t be able to calculate even basic examples in physical chemistry, chemical engineering or even statistics.

In addition to the common core, there are of course courses specific to your study programme, which will only increase during your studies – there is something to look forward to.

## What does it take to complete a course?

In order to complete the subject, it is usually necessary to obtain a course-credit and pass an exam, even if some subjects do not require one or the other.

You usually get the course-credit for a sufficient number of points in the credit tests, the form of the exam varies from subject to subject.

Basic information about individual courses (number of credit points, form of examination, prerequisites, etc.) is always available in SIS, while more detailed information or recommended literature is often uploaded by teachers to e-learning. At the same time, everything essential is always said in the first class, so come along! If something is not clear, ask your teacher.

Please note that the information in SIS and e-learning is **updated in September**, before the start of the academic year. If you look in the systems earlier, you may read information valid for the previous year.

**Tutor's tip:** Wear formal clothes to your exams. Bring your ID card, plenty of pens, blank papers if necessary, and everything you've managed to learn. Leave cheat sheets and all your nervousness at home!

## What courses do you have to complete?

In order to progress to the second semester, you must earn at least 15 credit points (ECST) in the first semester for compulsory and compulsory-elective courses. It is therefore recommended that you complete at least one of the major courses, either

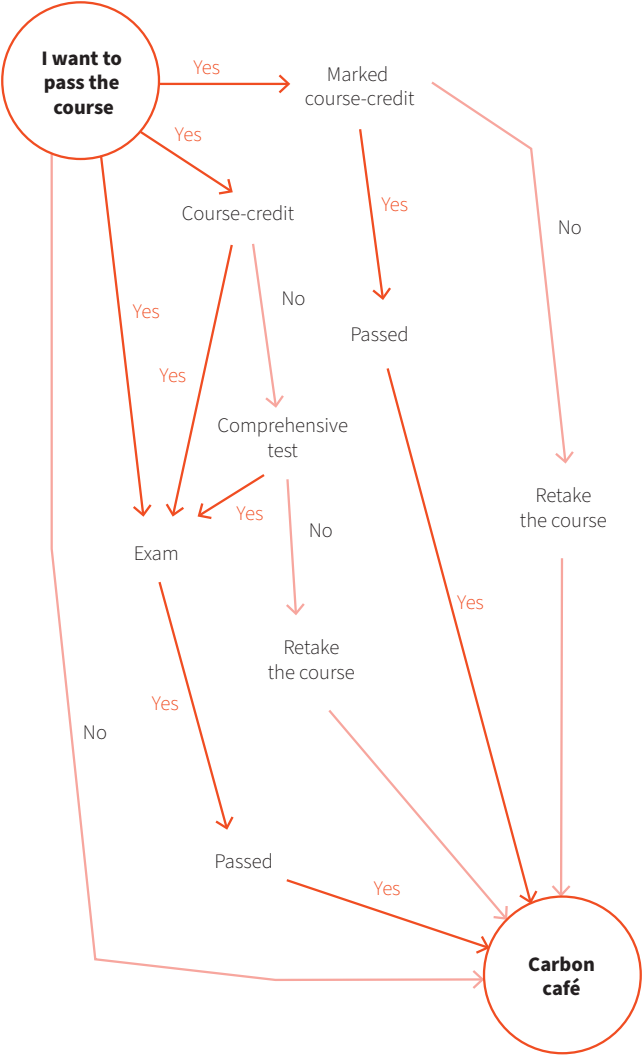
Mathematics A or General and Inorganic Chemistry (chemistry students) / Business Economics (economics students) Ideally, complete both. Don't forget the prerequisites for the subjects in the next semester (see *Glossary*).

The compulsory and compulsory-elective courses are determined by the study programme you are studying. The timetable is fixed, changes can be made only in exceptional cases; you can find your timetable in SIS.

The biggest challenge at the beginning of the studies will be the amount of the study load. There is really a lot of it (such a small graduation) in a relatively short time. So don't underestimate it and learn effectively.

**when you accidentally drink acid  
but immediately also drink alkali  
to neutralize it**







**Tutor's tip:** You should spend at least a few days studying before each test or exam. Going to an exam totally unprepared is pointless and, in most cases, you will have to go again. Go to bed early the night before the exam. In the morning, revise what you are least good at and hurray!

**PE classes** Students of chemistry majors must earn a minimum of 4 credit points in physical education during their undergraduate studies (1st to 5th semester). For economics major students it is 2 credit points from physical education. What sport you choose is up to you, just schedule it appropriately.

Don't forget that physical education is taught all over Prague, so even commuting will take some time. Allow yourself more time to come to the first class so that you can find everything in peace.

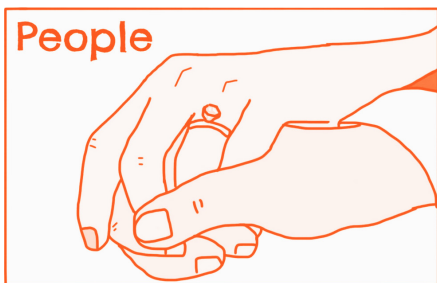
Exercise can be difficult in different ways, if you are not sure about the difficulty, ask tutors or older students about their experience, or write directly to the teacher ( [vscht, ktv, information about physical education](#))!

**Language and other classes** You can also register for any other elective courses that interest you from the list of optional subjects. We recommend that you enroll in the Czech language course, or another language is sometimes possible after agreement with the Department of Languages ( [vscht, kj](#)). However, remember that you have to plan everything well so that you don't have too much, and your priority should be the compulsory subjects. Therefore, we recommend that you register for elective courses in the second year of studies for example.

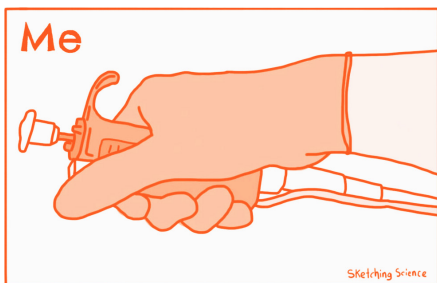


**Tutor's tip:** If you have any problems during your studies (family, health, etc.), don't hesitate to start dealing with them as soon as possible. Get in touch with your Study Office, they will advise you on what to do next. There are options such as extending the exam period, staggering your year or even suspending your studies.

**People**



**Me**



Sketching Science

*SPECIAL INFORMATION FOR CHEMISTRY STUDENTS,  
ECONOMICS STUDENTS SHOULD CONTINUE ON PAGE 45.*

### **Inorganic Chemistry: Laboratory I**

The scarecrow and the anticipation of freshman year. It's finally getting to practice, but it's not exactly fun.

The laboratory practice is scheduled for five consecutive days (e.g., Wednesday through Tuesday). Working hours are 8:00–18:00. During this time, the student should dedicate to the laboratory practice. Leaving the laboratory for other study duties (such as lectures or seminars) is not permitted. The course cannot be discontinued, students need to attend all five days. Failure to come to the course without an excuse will be classified „F“.

Caution! To register for the laboratories, you must have two courses completed: General and Inorganic Chemistry I and Chemical and Balance Calculation. Enrollment is done through the SIS as registering to an examination.

Laboratories are completed as a marked course-credit. For the grade, laboratory work, results from tests during the course, and the final test are considered. You must obtain at least 50% of points from the tests.

The tests, written every morning before the work starts in the laboratory, consist of basic chemical calculations, preparation for a given laboratory day, and knowledge acquired on the previous laboratory day. In the first test, questions about the safety of work in the laboratory will also appear.

The final test is written outside the laboratory. This test summarizes what you have learned and verifies your knowledge of chemical calculations.


### **What to bring?**

- ☐ a lab coat
- ☐ a calculator and writing utensils (permanent marker)
- ☐ your own notebook or lab diary (can be bought pre-printed in the NTK bookstore)
- ☐ laboratory manuals, textbook
- ☐ matches
- ☐ a piece of cloth and a sponge
- ☐ scissors

**What to wear?** You have to come to the laboratory in suitable clothes and shoes. That means long pants, a laboratory coat made of non-flammable material and closed comfortable shoes. If you have long hair, don't forget to tie it back. For safety reasons, contact lenses should not be used in laboratories.

**Where to get information?** You will need textbooks, where you'll find lab assignments for each day. You can find other materials in e-learning in the course "Inorganic Chemistry: Laboratory I", where you will find safety videos and video instructions for each task.

**What to do if you can't make it?** If you cannot attend the labs for a serious reason (e.g., illness), write an email to the supervisor in time, apologize and then arrange an alternative date. If you don't show up to the labs without an excuse, or if you don't pass the interim tests, you have to repeat all the labs again in the following academic year.



**Older students  
full of wisdom**

**Lost freshman  
at the UCT  
for the first time**



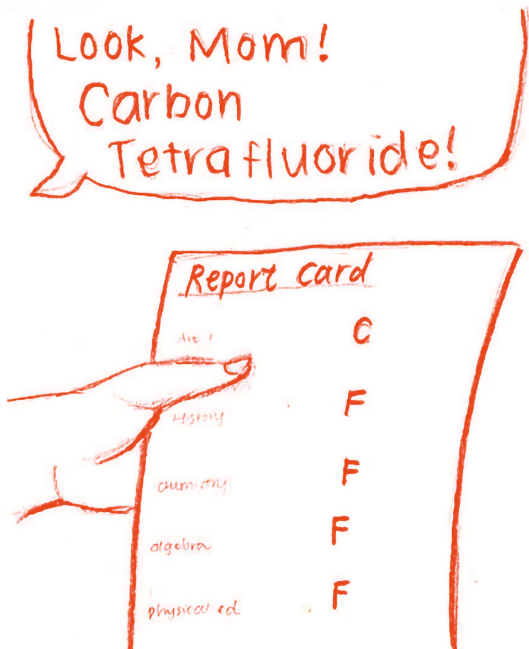
**How can I pass  
Mathematics A?**



**I am only a kid,  
dammit!**

# Retaking a course

If you do not get the course-credit or fail all three attempts of the exam, you must retake the course by enrolling in the course in the next semester in which it is taught. If you pass the credit tests but do not pass the exam, you can have the course-credit recognized in the following semester. But be careful because not all courses allow this. Therefore, write the course supervisor an email, and maybe you'll succeed. Each course can be repeated a maximum of 3 times.



# Enrollment in the next semester/year

**Enrollment in the next semester** To enroll in the next semester, you must obtain at least 15 credit points (ECTS) from compulsory and compulsory-elective courses in the previous semester (we recommend you complete at least Mathematics A or General and Inorganic Chemistry I / Business Economics).


**Enrollment in the next year** To enroll in the next year, you can miss a maximum of 15 credit points (ECTS) out of  $30 \times n$  credit points, where  $n$  is the number of completed semesters. For example: at the end of the 1st year (i.e., the 2nd semester of study) you must have completed at least 45 credit points (ECTS) ( $30 \times 2 - 15$ ).

**Tutor's tip:** You need 180 credit points (ECTS) to complete your bachelor's degree! Not always can you obtain them from compulsory courses though. Therefore, make sure to count beforehand how many credit points will you get from these courses at the end of each semester and, if needed, enroll in an elective subject. All courses can be found in SIS.

## How do I enroll in the next semester/year?

- ☐ You have met the conditions for enrollment.
- ☐ You have registered for required and optional courses in the SIS for the next semester.

Enrollment is done electronically through SIS. The Study Office will inform you about the process of enrollment in the next semester, check your school email regularly. If you don't receive any information, don't be afraid to contact the Study Office or a Tutor.

You can also find information on the website  [Studying – Enrollment in the Next Semester/Year of Study.](#)

**Inquiry (feedback polls)** At the end of the semester you have the opportunity to evaluate your lecturer via feedback polls in SIS. Feedback polls are very important, as thanks to your evaluation the lecturers can improve/change their teaching, or they can make sure that their methods are acceptable with the students. This information can be helpful to other students, too. In the evaluation, 1 is the best, 5 is the worst.

The feedback polls can be anonymous depending on which signature you choose:

- Anonymous – evaluation is completely anonymous.
- Anonymously signed – your year and study programme will be shown.
- Signed – your name, year and study programme will be shown.

## Didn't get enough credit points?

If you don't earn enough credit points (ECTS) in the compulsory and compulsory-elective courses and you don't meet the requirements to enroll in the next semester, you will have to drop out. If termination is really necessary, do not delay it too much; otherwise, you have to pay your tuition fee.

For more information about termination of studies visit

 [Studying – Termination/Suspension of Study.](#)

**UCT  
Prague  
buildings  
and  
facilities  
for  
students**





UCT Prague has four buildings. The larger ones, A and B, are located on Technická Street (no. 3 and 5) and a smaller building C in Studentská Street no. 6. The fourth building is in Holešovice – Prague 7, in Jankovcova Street no. 23 and it houses mainly the UCT Prague School of Business.

## Classrooms in Dejvice

Classroom labels indicate in which building (A, B or C) and floor (S – basement, 0, 1, 2, 3, 4) it is located. For example, room B32. Whether to go right or left from the main staircase you can find out on the chart opposite the staircase. In building A, you can also come across rooms with different letters (F–P), these are in crosswise hallways (example: lab H02).

Large auditoriums AI, AII, BI, BII are located directly opposite the entrance to the buildings, or one floor up the main staircase. Lecture room BIII is located at the side entrance to building B (Studentská street).

It is very useful to use the VSCHT navigator app ( [vscht, maps](#)) or VSCHT Emil ( [vscht, emil](#)), as these can show you where the classroom is located and will save you time. Not only in chemistry, but also in classroom labels, you will find exceptions confirming the rule. These are, for example, classrooms B24, B35, BS1, A31. In Emil, these rooms have a specific description of how to access them. You can find it by clicking on the room in the app. Don't be afraid to explore the school, you will gradually discover many shortcuts and hidden places.

The shortest path from one classroom to another can also lead through the courtyards (A: near the Apse, B: near the chimney). You can also find a bicycle storage room in the courtyard of building B (the key can be borrowed from the gatehouse).

## **Building C**

The third Dejvice building is located in Studentská street (see map at the end of the handbook). Go through the unmarked green gate steps to the left and you are at the entrance. The Department of Mathematics, Informatics and Cybernetics is mainly located in there. You can also find the school doctor there.

## **Klokner Institute/Zikova**

The so-called Klokner Institute or 'Zikova' is located in the back part of the building B. You access it either through the entrance from Zikova Street or from the corner of Zikova / Šolínova Streets (opposite the bus stop). Access is also possible through the 3rd floor of building B (from the main staircase to the right and then down the stairs) or via the back bridge from building B.

Study Offices, Rector's Office, other school management offices and also some classrooms (e.g., B14, B25) are located in Zikova. You will also find the classes of the Department of Languages here – go up the main staircase to the 4th floor and turn right.

## **Extension X**

There is also an extension X in building B that you can get to from the 3rd floor – from the main staircase go left and keep going straight until you get there. You can get there also by an elevator (go to the 3rd floor), which is located at the side entrance of building B, or up the stairs to the left of auditorium BIII. In

extension X, you will find the Department of Chemical Education and Humanities, the Department of Physical Education and Sport and some university clubs offices (IAESTE, ESN, etc.).

**Tutor's tip:** All students and teachers know that the school can be a real labyrinth. So don't be afraid to approach anyone in the hallway and ask for directions! Or you can try to find your room the day before.

## Classrooms in Holešovice

The building in Holešovice is far from the Dejvice labyrinth. It has four floors and it's easy to find your way around. The classrooms are always marked with the floor number and a letter depending on which classroom it is – e.g., 1A, 2B, 3C. The Study Department is on the 3rd floor, and the Management Department is on the 3rd and 4th floor.

## Interesting places (not only for studying)

There are several places at UCT where you can study or spend time before the next lecture.

In **Building A**, you can sit or charge your laptop in front of the entrance to the large AI and AII lecture halls, while „Apsida“ offers a quiet sitting area in the school yard.

In **Building B**, you will find “Respirium” on the ground floor (to the right of the main entrance) and new smaller “Respirium” with couches on the first floor of the Klokner Institute. Furthermore, on the 3rd floor, you will find a classroom to reserve (K1), which you can use, for example, to quietly work on projects with your classmates. If you want a breath of fresh air between lectures, check out the courtyard by the chimney.

Toilets can be found on every floor of every building. In Building A, the ladies’ room closest to the entrance are on the left side of the turnstiles, and the men’s room on the other side. In Building B, it’s the other way around. There are also showers in each building for your use.


In the **Holešovice building**, you will find tables on every floor where you can sit with your laptop, eat or chat with friends. On the 3rd floor, you can heat up food in the microwave or make tea – there are mugs and a reservoir with hot water.

How to get to these places and other tips find on the web

 Studing – Campus Facilities.

## Where to eat/drink?

### Canteens and buffets in Dejvice

In Dejvice you can eat in two canteens, which belong to the Czech Technical University (CTU). You can pay there using your ISIC/UCT Prague card (hereinafter referred to as “ID card”), to which you deposit money at the cash desk in the canteens. You have one joint account in these canteens. You can find the opening hours and menus on their website ( cvut, canteens, menus), in the Canteens of the CTU app or in EMIL.

- **Studentský dům Canteen or „The Red“** It is located behind the Faculty of Architecture of the Czech Technical University, 300 meters from our school. It offers 6 meals every day, of which at least one is always vegetarian.
- **Technical Canteen or „The Blue“** The renovated canteen, located directly opposite the tram stop “Lotyšská”, offers a wider selection of desserts and snacks. It is popular and therefore busy at lunchtime, if you go in a large group, you probably won’t be able to sit together. You can even have breakfast here between 7:30 am and 10:00 am.

What about in the dorms?

- **Volha College Canteen (UCT Prague)** It is located in the dormitory area in “Jižní město”. It is entered either through the back entrance of the Volha dormitory or through a glass door from the lobby. The same system of payment with your ID card applies there, but the money account is not the same as the CTU account. Therefore, you need to charge your credit in this canteen separately.


**Tutor’s tip:** In order to get a student discount on lunch, you must pay with your ID card, which you can top up either in cash directly in the canteen or, for the CTU Canteen, via the “Strávník app” in which you can also check your account balance. Otherwise, you can pay for your meal in cash or by debit/credit card, but without the discount.

**Carbon Café** At the B building’s porter, go down the stairs, turn right and then down the stairs again. You can get a coffee, a pastry, or even a beer here. The advantage is that it’s right in the school building, so you don’t have to walk far!

**Buffets in the school** There are two buffets in the school. One in building B, just behind the main entrance, and the other – U Miláčka in building A. To get to “U Miláčka”, head to the right past the turnstiles in Building A, then follow the hallway to the side staircase. You can buy a caffeine boost and some goodies here.

**Cafe Prostoru** Across from Building A in the NTK building is Cafe Prostoru, where you can have a coffee, soda, beer or something good to eat.

## **You won't be hungry in Holešovice either**

There are several businesses in the vicinity of the school building that offer discounts for students with ISIC/UCT Prague card, and you can find many other interesting spots on the Studentské Holešovice map ( [maps, studentske holesovice](#)).

**Čtyřka** (Komunardů 30) Located near the LaFabrika Theatre, it offers Czech and international cuisine at affordable prices (10% discount).

**Il Bistro** (Jankovcova 1566) Excellent international, mostly Italian cuisine (15% discount).

**Jez Kantýna Libeňák** (Jankovcova 2) Ready meals, soups, salad bar and dessert – go for lunch, with ISIC card you are entitled to a 10% discount.

**Naše Toustárna** (Dělnická 1565) Toasts of all kinds made from homemade ingredients and delicious coffee (10% discount).

**Phill's Twenty7** (Přístavní 27) Cool bistro with delicious international cuisine (10% discount on takeaway and outside lunch times [11am-3pm]).

**Phill's Corner** (Komunardů 26) The second branch of Phill's Twenty7 offers breakfast, lunch, or an afternoon coffee (10% discount on takeaway).

**VNITROBLOCK** (Tusarova 31) You can not only eat here, but also sit with your laptop and prepare for seminars with good coffee.



**FIRST TIME GOING TO THE BUILDING C, EXTENSION X,  
MINERALOGICAL COLLECTIONS OR THE A BASEMENT**


**I AM GOING ON AN  
ADVENTURE**

**Need  
help?**





What and how the University can help you is written down in the individual Internal Regulations and Documents (see the chapter *Student rights and responsibilities*).


For individual questions and necessary documents look at the web  [Studying – I Need Help](#).

## Do you need to sort out study matters?


Each faculty has its own Study Office, Department of Economics and Management has a Study Department. These basically function as the office where you will handle all student affairs with your study officer.

For example, you'll deal with the following matters:

- study confirmation
- enrollment in the next semester
- individual study plan
- interruption/termination of studies
- request to transfer to another study programme


**A study officer** will be in charge of you at the relevant office. It is advisable that you **make all arrangements for your studies in a timely manner** and respect office hours. But before you go to the Study officer check if your question is already explained on the website  [Study](#). Don't be surprised if the Study officer isn't completely enthusiastic and nice if you come with a question that's hanging out there on the main page... Also, don't forget to


keep an eye on the office bulletin board and especially the school email, where useful information appears throughout the semester.

You can find out who your study officer is and when office hours are scheduled at faculty/department website  Studying – Study Offices and Contacts.

The Study Offices are located on the 1st floor of Building B (Klokner Institute/Zikova), the Study Department of the Department of Economics and Management can be found in the building in Holešovice (Jankovcova 23) on the 3rd floor.

**Or ask the Tutors!** Tutors, senior students who have already gone through all the formalities a few times during their studies and are specially trained to help students, can assist you with:


- SIS and subject orientation (check the guideline on the website  First Steps – Study Information System)
- study regulations (what are your rights and obligations)
- subject tutoring
- orientation in the school and its processes
- involvement in extracurricular activities

They can give you advice by email ([tutori@vscht.cz](mailto:tutori@vscht.cz)), or you can meet them in person during the Orientation Week. Check their website to see what they can offer you  Studying – I Need Help.

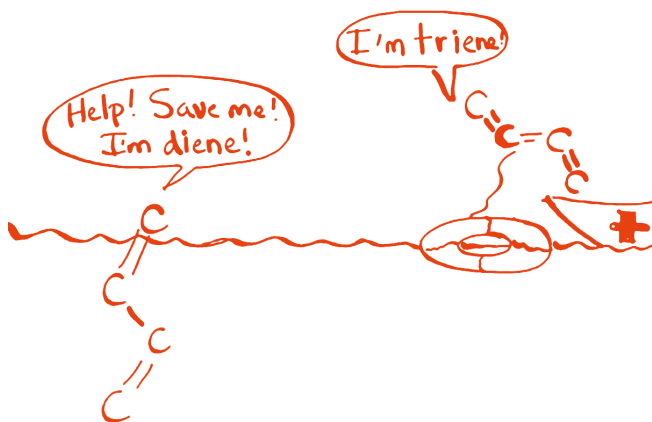
Don't be afraid to contact your Study Group Tutor either. At the beginning of the freshman year, study group is assigned one student from a higher year who studies at the same faculty as you. He will be your partner who will advise, help and give you a lot of not only study tips.

**Tutor's tip:** Even if you feel like your question is trivial, ask. It's better to be early than late. Because even the nicest study officer cannot bend the school regulations for you, and if you don't try to solve your issue in time, you may not figure it out at all. So don't worry and ask, no one will rip your head off! Keep in mind, though, that not everyone may be available as soon as you remember, and the response may take a while/few days.


## Looking for tutoring?

If you're not good at a subject, for whatever reason, try to make up the gaps and get a tutor. Don't hesitate to look at the database of tutors (usually older students from UCT Prague who know exactly what the subject is about) managed by Tutors  Studying – I Need Help.


Don't forget to deal with everything in a timely manner, preferably as soon as you feel a hitch. The day before the exam, there's no one to save you.



## Having trouble studying? Do you have special needs?

Everyone can study at UCT Prague regardless of the obstacles arising from their health condition. Whether you know that you have problems with dyslexia, for example, or you just feel that you are not keeping up, turn to the Counselling and Career Centre, which helps all students with special needs (SSN)  [Studying](#)  
[– I Need Help.](#)

# Is it too much for you?

Studying (and life itself) can sometimes lead you to a situation that can feel unpleasant and difficult to handle or deal with. Problems during studies and challenging exams in your personal life are solvable. If you feel like you need to talk to an expert about your problems, you can arrange a consultation with the school psychologist. You can discuss your situation together and look for a suitable solution. How to sign up for consultation look at the website  [Studying – I Need Help.](#)


Counselling is also open to everybody who has been subjected to any form of discriminatory behaviour (sexual, gender, racial related, or any other), whether by fellow students or school staff, *see below.*

## Can you get a scholarship?

UCT Prague provides various scholarships to students. Ask your study officer or contact the Department of International Relations to help you.

**Exceptional scholarships for students in difficult financial situations** are intended to help with solving an acute social situation. The application is submitted to the Department of International Relations, together with a Transcript of Records and two Letters of Recommendation; all applications are assessed by the Vice-Rector for External Relations and Communication.


**Excellent study results scholarship** is given to the students with excellent study average (1.00–1.80). The application is submitted to the Department of International Relations, together with a Transcript of Records and two Letters of Recommendation; all applications are assessed by the Vice-Rector for External Relations and Communication.

There are also other possibilities and opportunities for financial aid. More information including deadlines and application forms can be found at the website  [Studying – Financial Support for Students](#).

## **Have you experienced inappropriate behaviour?**


UCT Prague fully supports positive relationships in the university environment, respect for others, a collegial, open and balanced way of acting and communicating. The academic community and employees respect and adhere to the Code of Ethics of UCT Prague. Joint efforts for a cultural, fair and friendly environment, and rejecting all forms of behaviour that violate human dignity, including discrimination, aggression, coercion, intimidation or other forms of bullying, is essential.

If you encounter inappropriate behaviour and a contradiction with the university's ethical principles, do not be afraid to speak up. It can be, for example, interpersonal conflict, humiliating behaviour, unfair treatment or assessment, bullying, etc. during educational or creative activities as well as during other activities. The situation can also be reported anonymously.

All the information and procedures on this topic can be found on the website  Studying – I Need Help.

## How to avoid plagiarism?

What is plagiarism? Plagiarism is „the representation of another author’s intellectual work, borrowed or imitated in whole or in part, as one’s own“ (source: ISO 5127-2003). In other word, if you present another author’s idea (whether written, visual, spoken) in your work and do not properly acknowledge the source, you are committing plagiarism. You are violating the rules of scientific ethics and copyright law.

When citing intellectual works in your own texts (term papers, theses, etc.), it is always necessary to cite them properly. You can find out how to cite on the web with a bit of googling, or you can learn how to do it in NTK. This will be especially important later when writing your bachelor’s thesis (and beware, each faculty has its own rules and uses a different „citation standard“);  Finishing Studies – Writing the Final Thesis.

Please keep this in mind even if you want to record a lecture – always ask the teacher if he or she is comfortable with it.



# Can you use AI to write your texts?

You can use text editing and authoring software tools, i.e., artificial intelligence, to write your texts. Whether it's simple assistance (e.g., translators, spelling and grammar checkers, etc.) or complex artificial intelligence (e.g., Open AI in the ChatGPT implementation), texts created by software tools are considered as input only and **the responsibility for the result is always entirely with the author who processes the text, i.e., you.**

Always verify AI outputs (claims, references, etc.) because AI can and does get confused! If you want to use more complex AI, get to know the issues of these tools in more detail beforehand (they can certainly serve you well, but they have their bugs and loopholes).


Documentation produced by software and AI is not considered original work and does not need to be directly cited. However, it is necessary to mention in the work that the tools were used (which ones, to what extent, in which parts of the text).

**I'm  
studying,  
so what's  
next?**

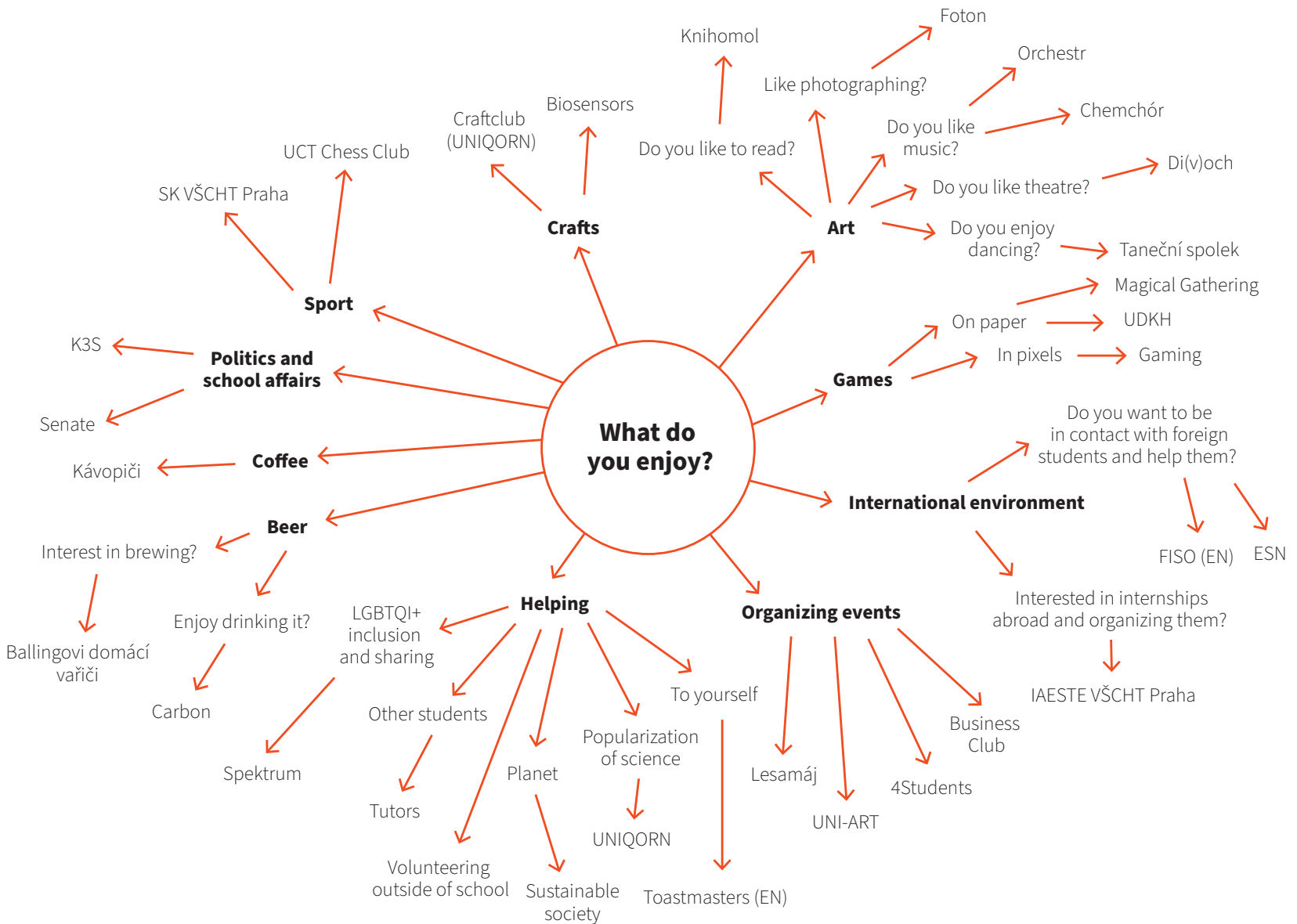
Presentation in front of the class, communication in a foreign language, working on a group project and agreeing with others, planning duties and the sequence of exams... At first glance, it seems that these things are quite trivial compared to chemistry, but usually they're not. Soft skills, as all these „small“ skills are collectively referred to, are and will be an important part of your everyday life, so it's good to work on them constantly. You can look around for options even in freshman year, but you will probably have more space for these activities later.

## University Clubs and Academic Senate


To pursue some extra-curricular activity, whether it be singing, climbing or playing chess, is always a nice break from study duties and opportunity to make new friends. At UCT Prague, you can benefit from a number of university clubs for that matter, we have created a *simple scheme* for you according to your interests.


For more information about clubs, visit their website ( [vscht, aktivni](#)). If you're interested in any of them, don't hesitate to contact their leader! It is also possible to start your own club and pursue a previously “uncovered” topic.


Please note, that most of the clubs use Czech language for communication, however, it should not stop you from getting in touch with them or participate on the activities they organise for public.



**Tutor's tip:** You don't have to join the club as a permanent member right away. If you're interested in an activity but can't/won't commit to it right now, at least go to one of the organized events, which are often open to the public. Invitations usually come in the school email, or you can find them on social media.

**K3S (Collegium of Student Senates and Clubs)** Active students, whether they are student senators or representatives of clubs, meet in K3S. The main importance of K3S is to unite student forces in the realization of common interests ( [vscht, k3s](#)).

- Every year K3S organizes the Šípek University Championship to decide the best faculty/department in various disciplines. A team led by a captain competes in events such as tug-of-war, dragon boat race and chess tournament. Anyone can participate; if you want to be a member of a team, contact the captain ( [vscht, sipek championship](#))!


**The Academic Senate of UCT Prague and the Academic Senates of the Faculties** are involved in or directly decide on many events at the school. They elect the rector and deans, approve internal regulations, have a say in the management and equipment of the school, defend the rights of the members of the Academic Board and are the mediator between students and the management, etc. Members are active students and academic staff. If you have the desire and motivation to make a difference or push for something, go for it ( [vscht, senate](#))!

# Courses

The **Counselling and Career Centre of UCT Prague** organises courses and workshops on various topics that may be useful in your life, right in the school. Choose what interests you, whether it's time management, communication skills, financial or legal literacy or relaxation and stress management. It also offers lectures with company representatives or the opportunity to try your hand at a case study. Everything is free of charge; all you have to do is sign up early. However, the majority of courses are in the Czech language.

You can also benefit from the **National Library of Technology's offer**, which you can use especially when writing professional papers – they will teach you how to structure your work appropriately or how to handle citations like a pro; you can also arrange an individual consultation.

At **Maker Institute workshops**, you can take a break from theory and get hands-on – for example, you can learn how to work with a 3D printer and various other technologies, participate in creating social impact projects using technology, or even become a trainer yourself!

Find more information, current offer and registration at the website  [Studying – I Want to Develop Outside of My Field of Study.](#)

Don't be afraid to get involved in other activities outside of school if you're interested... Language courses, art courses, everything counts! Just always make sure the course is of good quality – read reviews, ask around, or see if anyone has experience with the provider.

## **...and then what next?**

Study and study hard. The basics you learn in your freshman year, whether it's factual knowledge or how to acquire it (by which we mean things like effective studying and a style that suits you, good time-management, or the right way to turn your brain off and relax), will be used throughout your studies and beyond. It's not for nothing that employers like to choose graduates of UCT Prague – they know that they are capable, organised people with an eye for detail and logical thinking.

In your freshman year, it's important to master... the freshman year. In later years, you can focus on gaining more skills or go abroad and gain invaluable inspiration for life. There are other guides to help you with that.

**Good luck for now!**

# Campus Dejvice map



UCT Prague



Bus



Tram



Subway



Buffet



Cafe



Cafeteria



Sport place



Library



Swimming pool



Parking



School doctor

## Other institutions

|            |  |
|------------|--|
| NTK        | National Library of Technology                           |
| IOCB       | Institute of Organic Chemistry and Biochemistry          |
| CTF CU     | Catholic Theological Faculty                             |
| ČVUT FSV   | Faculty of Civil Engineering                             |
| ČVUT FS    | Faculty of Mechanical Engineering                        |
| ČVUT FEL   | Faculty of Electrical Engineering                        |
| ČVUT FA    | Faculty of Architecture                                  |
| ČVUT FIT   | Faculty of Information Technology                        |
| ČVUT CIIRC | Czech Institute of Informatics, Robotics and Cybernetics |
| ČVUT MUVS  | Masaryk Institute of Advanced Studies                    |





## Job offer

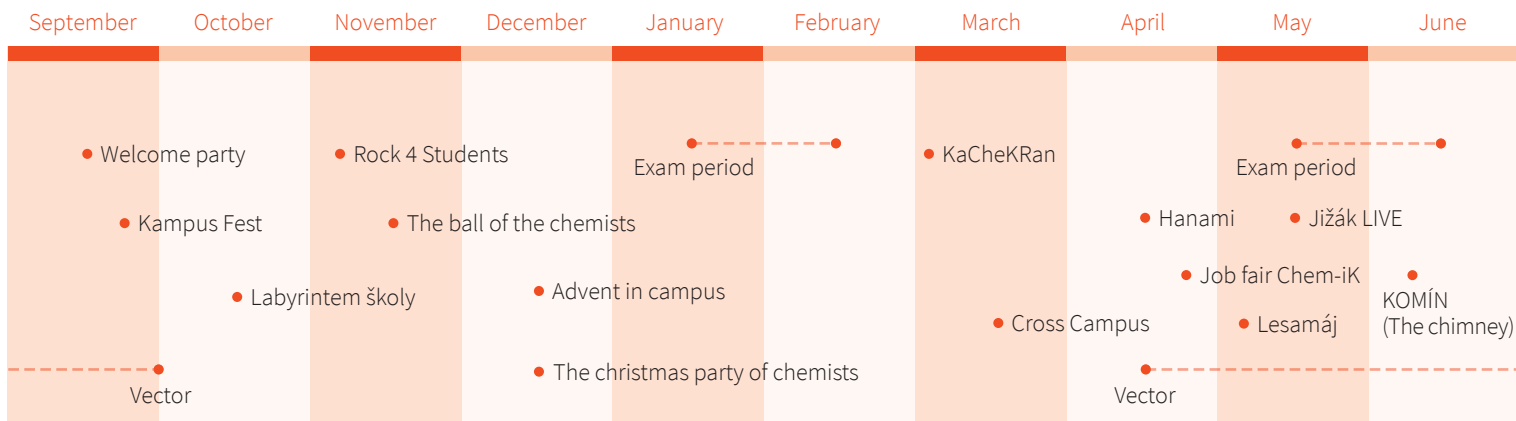
**We value team work  
and soft skills as much as  
qualification in the field**



*Me, getting flashbacks  
from Uni, when  
I decided to only  
study chemistry.*



## Overview of UCT Prague events



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