



INFORMATION LETTER 10.9.2021

Dear students, the start of the semester is approaching and we are sending you the last important information. We really appreciate your decision to become a student at the Faculty of Education of Masaryk University and thank you for your understanding and cooperation with the admissions process during the pandemic of COVID-19.

REGISTRATION OF COURSES/CLASSES :

It is important that you have registered for a courses. If you have not done it yet do it ASAP no later than **September 26**.

For more info, click [here](#)

You can use the following [Study catalogue](#) or the [MU information system](#) (**recommended**) to register for courses.

Even if you have already registered for courses, please **double-check** that you have registered for all compulsory courses. Also double-check the codes of the courses. This is very important.

Some of the classes might be already full of capacity. In that case it is necessary to ask for Permission/Exception. How to do it can be found in the section [Permission/Exception](#)

You can always mention International office.

We would also like to offer you brand-new course: **SO538 Global Learning and Social Justice** (5 credits) – for international students. If you would be interested in the course and it would not fit in your schedule, contact teacher for more options.

<https://is.muni.cz/auth/predmet/ped/podzim2021/SO538>

Some more courses can be found [here](#)

Remember that some courses have seminar groups. You must choose the one that does not collide with another of your courses. After you have successfully registered your courses, you will see your timetable in MUNI IS in the "My timetable" section.

You often ask us about Practice classes in your enquiries. The following table should help you to check which courses you should have registered.

Bachelor degree – mandatory and selective courses

Teaching Assistant for Foreign Self-paying Students	
Full-time students	
Third term	SZ6607 Practical Teaching Assistant – Tutoring 1 OR SZ6655 Practical Teaching Assistant – Assisting 1
Fourth term	SZ6686 Practical Teaching Assistant – Tutoring 2 OR SZ6685 Practical Teaching Assistant – Assisting 2
Fifth term	SZ6684 Practical Teaching Assistant – Assisting 3
Combined students	
Third term	SZ6632 Practical Teaching Assistant – Tutoring 1 OR SZ6636 Practical Teaching Assistant – Assisting 1
Fourth term	SZ6687 Practical Teaching Assistant – Tutoring 2 OR SZ6688 Practical Teaching Assistant – Assisting 2
Fifth term	SZ6689 Practical Teaching Assistant – Assisting 3

Master degree – mandatory courses

Teaching Practice for Foreign Self-paying Students	
Full-time students	
First term	SZ6700 Teaching Practice 1 SZ6641 Seminar on Teaching Practice
Second term	AJ6007 Teaching Practice 2 SZ6641 Seminar on Teaching Practice
Third term	AJ6008 Teaching Practice 3
Combined students	
First term	SZ6700 Teaching Practice 1 SZ6656 Practice Reflection
Second term	AJ6007 Teaching Practice 2 SZ6656 Practice Reflection
Third term	AJ6008 Teaching Practice 3

MUNI PED

FACEBOOK GROUP :

We have created for you Facebook group. Use it for contacting your classmates or for questions you have about classes etc. Please, use it.

<https://www.facebook.com/groups/798506250787773/>

STUDENT'S ID CARD :

Students of full-time studies at MU are issued the [International Student Identity Card](#) (ISIC). Combined studies students are issued a smart card which fully replaces all functions of the ISIC within MU.

[More info here](#)

FAQ

[What is ISIC Card](#)

[Card for full-time students](#)

[Card for combined students](#)

[How can I get my photo taken on a student card?](#)

FACULTY EMAIL :

By becoming a student, you have gained access to the university mail. Please use only university email to communicate with teachers. Please also check this email regularly as teachers will contact you.

[More info](#)

Please use only your university email to communicate with the international office and all lecturers. Don't use personal email.

VERIFICATION OF EDUCATION :

These days we are starting to verify your diplomas issued in a country different than the Czech Republic. This is necessary for your successful studies at the Faculty of Education.

Due to the overwhelming number of requests, we ask that you deliver your documents as a single pdf file through [Masaryk University's secure document server](#). Please do so even



though you have already sent the documents via email. This will help us to process your agenda more efficiently.

Your diplomas can only be verified once you have paid the [verification fee](#).

For more info see previous [informative letter](#) - section nostrification and verification.

INSTALLMENTS :

Your request for a payment plan has been forwarded to the Economics Department. The installment plan will begin the following month and will be divided into 9 installments, which is the maximum possible to pay the fee before the end of the academic year. The individual repayment schedule will be delivered to you by email in the University's information system.

However, many of you still have not ordered your tuition fee through the Masaryk University Business Centre. Without this, we cannot create a payment plan for you. Please order your tuition fee and do not make a payment if you are requesting installments.

[CZK](#)

[EUR](#)

[Conditions for refund](#)

START OF THE ACADEMIC YEAR 2021/2022 CONCERNING DELAYED VISA PROCESS

Failure to obtain a visa before the start of the academic year

I have been accepted to university but I can't come because I haven't got my visa yet, what can I do?

Due to the pandemic, most embassies were in limited operation or did not operate at all. Embassy operations are gradually being restored.

I will arrive after beginning of the semester:

The semester begins September 13. Your lectures start later. Teachers are familiar with the current embassy and visa situation and are willing to include you in their studies after the start of the academic year. At the same time, you must physically arrive at the University during **October** (by the end of the last calendar day). Unfortunately, this is not possible later.

It is important inform us about your late arrival. Individual approach is possible

I will not make it to arrive at the university during October:

If it is not possible for you to arrive within the next month (October), you can request a study interruption. Your studies would be resumed for the following academic year 2022/2023. In this case, you do not have to go through the admissions process again and everything will already be in place for your successful start. All fees and verifications will remain valid.

Unfortunately, start at February is not an option due to accreditation of study programme.

Contact us if this option applies to you and we will send you the appropriate form.

This year's admission procedure is greatly affected by the pandemic situation, which makes it very difficult to obtain a visa.

We have regularly tried to secure you an appointment at the embassy. At the same time, it is always necessary to comply with accreditation and legislation. The Faculty of Education at Masaryk University is looking for ways to support you as much as possible during this time. We appreciate your decision to become a student at the Faculty of Education.

ARRIVAL IN THE CZECH REPUBLIC :

For questions regarding quarantine in the residence halls, please contact [Accommodation service](#) of the MU directly.

<https://www.ped.muni.cz/en/current-students/study-guide>

INSURANCE :

You can contact the following insurance company to get a student discount on your insurance by providing documents, proof of study and filling in a form. The faculty will supply you with what is needed.

www.pvzp.cz

The website is also available in English.



Please remember to keep an eye on the PDF page for important information and news.
Section Current Students: <https://www.ped.muni.cz/en>

We look forward to meeting you and wish you a successful start of the school year.

International office of the Faculty of Education – Masaryk University

Do not hesitate to stop by in the international office. You can find us here:

Faculty of Education

Masaryk University

Poříčí 7/9, 639 00 Brno-střed