Basic visa information for students at the ILPS Charles University

'This document is only for information. Only the text of the law or by-laws is binding.'

The legal enactment which legislates the conditions for entry and residence in the Czech Republic, is law no. 326/1999 Sb., concerning the residence of foreigners in the Czech Republic, whose last ammendment is affected by a raft of changes. More information is available on the following websites: Ministry of Foreign Affairs www.mzv.cz (information for foreigners) and Ministry of the Interior http://www.mvcr.cz/mvcren/article/immigration.aspx (public services - information for foreigners). There you can find the full text of the above-mentioned law with the recent changes clearly marked. For more information you can contact your nearest Embassy or Consulate General of the Czech Republic.

Study the following for basic introductory information:

'One-year preparatory courses for an accredited study programme at university' (Czech language + professional subjects) are held in Poděbrady, Mariánské Lázné, Liberec, Prague-Krystal and Prague-Hostivař study centres.

'Intensive Czech language courses' (5, 7, 10 or 12 months) are held in Prague-Albertov study centre.

All students (who are not EU citizens) who attend a course at the ILPS CU lasting more than 90 days (applies to 'one-year preparatory courses for an accredited study programme at university' + 'intensive Czech language courses') are obliged to apply for a long-term visa or long-term residence permit to the Czech Republic.

ATTENTION!! From now on an online reservation system of the Ministry of Foreign Affairs of the Czech Republic „VISAPoint“ allows students to make an appointment just for the long-term visa or long-term residence permit (without stating the purpose of stay). The purpose of your stay in the Czech Republic is mentioned in the visa application form ONLY. Students of the 'intensive Czech language courses' can ONLY apply for the long-term visa (the purpose of their stay written in the black form is „other“) and students of the one-year preparatory course for an accredited study programme at university can apply both for the long-term visa or long-term residence permit (purpose of stay is „study“).

(1) An application for a LONG-TERM VISA (black form can be downloaded here http://www.mvcr.cz/mvcren/article/application-forms.aspx)
- can be submitted both by students accepted to the one-year preparatory courses for an accredited study programme at university and intensive Czech language courses', provided the duration of the course is longer than 90 days. However, only students accepted to the one-year preparatory courses for studying in an accredited study programme at university (this course corresponds to the definition of studies in accordance with §64 law concerning the residence of foreigners) put as purpose of stay „studies“. Students of other courses, such as the intensive Czech language courses (without preparation for university) put as purpose of stay „other“.
- Validity (duration) of the visa
  In accordance with the ammendment to this law (updated on 18.12.2015), the maximum duration for such a visa is 12 months.
  ALBERTOV – Students of 5, 7, 10 or 12 month intensive Czech language courses at the Albertov study centre can get the long-term visa for 5, 7, 10 or 12 months.
  Attention! New office for students in Prague has been opened in HLÁDKOV. Please note that just students who arranged appointments in advance can visit this office.
- Obligation to attend an interview at the Embassy of the Czech Republic in person!
- Registration with the Foreign Police upon arrival
  All students are obliged to register with the Foreign Police within 3 working days upon their arrival to the Czech Republic. More information at the study centre or contact Central Study Department in Prague.
- Insurance for this visa
  To gain this kind of visa, you must present a document proving possession of at least the one-year Basic Health Insurance (lower limit for insurance claims must be at least 60,000 EUR) for the duration of your stay (or rather, for the duration stated on the visa issued to you, i.e. up to 12 months). This insurance can be arranged via the IMLS CU (see http://ujop.cuni.cz/en/health-insurance-for-foreigners).
  Warning! For the subsequent period of extended residence, it is necessary to arrange the one-year Comprehensive Health Insurance. (this kind of insurance can also be arranged via the ILPS CU).
- Time required to process the visa from the date of submitting an application
  The time required to process this type of visa - for the purpose of „studies“ - is 60 days (nevertheless it is good to have a certain leeway, as, during busy periods, the time required to process the visa can be somewhat longer). The time required to process this type of visa - for the purpose of „other“ - is 90-120 days!
- Movement within the Schengen area
  Students who come to the Czech Republic with this type of visa also have the opportunity to enter other states in the Schengen area, however for a maximum of 90 days within 6 months.

(2) An application for LONG-TERM RESIDENCE PERMIT (green form can be downloaded here http://www.mvcr.cz/mvcren/article/application-forms.aspx)
- can ONLY be submitted by students with a place on the one-year preparatory courses for studying an accredited study programme at university' (this course corresponds to the definition of studies in accordance with §64 law concerning the residence of foreigners).
- Validity (duration) of the long-term residence permit
  Long-term residence permit is granted for 12 months.
- Obligation to attend an interview in person! The interview is in Czech!

When applying for a long-term residence permit, the applicant must attend a summons to present himself/herself for an
Interview in person at a Czech embassy. The interview will take place in Czech (or in English – please check the information with the nearest Embassy or Consulate General of the Czech Republic!!) and if the applicant does not speak Czech, then he/she must organise an interpreter himself/herself (on his/her own expenses)!

Registration with the Department for Asylum and Migration Policy (OAMP) upon arrival
The registration with the Department for Asylum and Migration Policy (OAMP) is usually organised (but not always!) by the study centre (more information upon arrival at the study centre). All students who have been issued with a long-term residence permit initially receive a visa valid for 60 days in their passports (D/VR/23/…). Within 3 working days upon arrival students are obliged to present themselves in person for registration with the Department for Asylum and Migration Policy (OAMP) to provide biometric data and a signature intended for digital processing. Students are invited to collect the residence card within 60 working days (at the latest). Issuing the residence card costs 2500 CZK.

Insurance
To gain a visa or residence permit you need to present a document proving possession of at least the 'one-year Basic Health Insurance' (lower limit for insurance claims must be at least 60,000 EUR) for the duration of your stay (or rather, for the duration stated on the residence permit issued to you, i.e. up to 12 months). This insurance can be arranged via the IPLS CU (see http://ujop.cuni.cz/en/health-insurance-for-foreigners ). However, we recommend our students to arrange the 'one-year Comprehensive Health Insurance'.

Time required to process the long-term residence permit from the date of submitting an application
The procedure for processing a long-term residence permit complies with Czech administrative regulations. The administrative procedure may be disrupted in the event that the Ministry of the Interior requests further supporting documents or if legalised documents are missing, etc. Therefore it is important to take into account that the time required to process the application (60 days) may be longer than expected so the whole process can take 3-5 months!! Students applying for long-term residence permit should consider submitting their application well in advance (ideally at least 4 months before the start of the course).

Movement within the Shengen area
A long-term residence permit is also valid for entry to other states within the Shengen area, however for a maximum of 90 days within the course of half a year.