
CU Staff Welcome Centre

CU Point is here also for staff coming to Charles University from abroad. We shall help all who intend to stay for longer than three months with the preparation of their visa documents prior to their scheduled arrival, we shall attend to insurance arrangements, help with opening a bank account and also with temporary accommodation and finding a school for their children.

The goal of the Staff Welcome Centre is to ensure that all incoming academics and researchers as well as their families have the easiest possible start in a foreign country.




Visit us [here](#) !

We provide the following assistance to foreign researchers and academic staff members and their families:

- arranging visa and residency formalities before arriving in the Czech Republic
- searching for accommodation at university facilities and commercial accommodation
- arranging medical services, including health insurance for family members
- finding school facilities for children
- help with opening a bank account, registration in the Charles University library system, orientation in the university environment
- integration into Charles University (workshops, educational seminars, cultural encounters)
- other practical issues relating to life in the Czech Republic

We provide the following services to CU employees who are involved in employing foreigners:

- counselling and support during the process of employing foreigners
- free translations of relevant documents into English
- university share point for sharing good practices and translations of legal documents
- regular educational seminars relating to internationalization
- methodological and working documents and manuals

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