

FM TUL

A group of four diverse students (two men and two women) are smiling and looking at the camera. They are in a chemistry classroom, with a green chalkboard in the background filled with chemical formulas and equations. The students are wearing backpacks. One woman in the foreground is holding a green notebook. A microscope is visible on a desk in the bottom right corner.

STUDENT GUIDE
FOR INCOMING
STUDENTS

WWW.FM.TUL.CZ/EN

Coordinator of International Cooperation:
Ing. Simona Kuncová

Faculty of Mechatronics, Informatics
and Interdisciplinary Studies
Studentská 2, 461 17 Liberec 1, Czech Republic

E-mail: study.FM@tul.cz
www.facebook.com/FMTUL



ABOUT
THE FACULTY

The Faculty of Mechatronics, Informatics and Interdisciplinary Studies was established in 1995 as a faculty focused mainly on fields combining technical disciplines (electronics, control, measuring) with informatics and natural sciences (mathematical modelling). Its original name was the Faculty of Mechatronics and Interdisciplinary Engineering Studies. Since 1. 10. 2008 the Faculty has changed the official name.

At present we provide education at all university levels – from Bachelor's to Doctorate – and the faculty has accreditation rights to perform habilitation procedures and procedures for the appointment of professors in the fields of Technical Cybernetics and Applied Sciences in Engineering. In addition to teaching, the faculty is heavily involved in science and research. The cornerstone of its internal structure are its institutes, which provide the scientific, research and educational activities. Currently, the faculty has approximately 150 employees and around 500-600 students study its fields.

The goal of the faculty is to offer advanced interdisciplinary studies to young people interested in technology, which lie on the boundary of classical disciplines, and those structure responds to developments in modern engineering, informatics and natural science technologies. The concept of mechatronics was established in 1969 in Japan, originally as a combination of the words mechanics and electronics in the field of digital control of electric drives of robots and machine tools. Currently controlled mechatronic systems are assigned with a certain intelligence (artificial, material) and maturity of structure. But Science also provides high technology field of nanotechnology (nanomaterials).

Fully equipped modern laboratories and informatics resources are provided for course work and the faculty continues to invest in their development. From the first day of their studies, students have access to high-speed wired and wireless Internet and can make use of the extensive services of the



university library. This dynamically developing faculty offers a modern concept of education, which is often provided in collaboration with foreign universities. Ambitious students have the opportunity to obtain a dual degree diploma.

University graduates easily find work in industry, software and AI-oriented companies, and have the potential to compete internationally.

The faculty is accredited by the European Federation of National Engineering Associations (FEANI) and based on the accreditation procedure it was included with all of its degree courses in the FEANI Index on the 13th of November 1996.

BEFORE
YOU ARRIVE

IF ONE IS TO BECOME HUMAN,
ONE MUST BE EDUCATED.

— Jan Ámos Komenský – writer

Now that you've been accepted as a Technical University in Liberec (TUL) student, you'll need to know a few things about studying in Czech republic and at TUL – before you leave home...

VISA INFORMATION

All students who need a visa for their study stay at TUL must receive an acceptance letter from the faculty. If the student has duly documented all the documents necessary for his / her admission, a decision on admission to the study is issued to him / her. It includes a field of study, start date, possible financing and more. If this is not the case, the student will receive a so-called pre-acceptance letter, where these facts will be stated and the date of enrollment in the study will be included.

All information is communicated to the applicant through the study department or the faculty coordinator for foreign students.

We recommend that you review the information about tourist and student visas on the ministry website.



Non-EU citizens who are applying for a visa for a stay of over 90 days should provide proof of medical travel insurance in the scope of comprehensive healthcare. As of August 2nd, 2021 the Law Concerning the Residence of Foreign Nationals specifies that the insurance may be concluded exclusively with Pojišťovna VZP, a. s.

TUL foreign incoming students are entitled to discounted VZP insurance premiums. To conclude a discounted comprehensive medical insurance please visit one of the following links.

Foreigners Comprehensive

Medical Insurance **EXCLUSIVE – 10 % discount**

Foreigners Comprehensive

Medical Insurance **PLUS**

ABOUT

The University Health Care Centre is located at the campus Husova, near the Dining Hall in the building marked F. International students and staff are advised to ask a Czech speaking person for assistance when going to visit the physician for the first time (if you don't know anyone, write an e-mail to international@tul.cz and you will be helped). Don't forget to take your insurance card with you!

CAMPUS DOCTORS

GENERAL PRACTITIONER

MUDr. Dagmar Švorcová

Phone: +420 485 356 923

DENTIST

MUDr. Alexander Pimakhin

Phone: +420 774 443 828

HALLS OF RESIDENCE DOCTORS

GENERAL PRACTITIONER

MUDr. Petra Lajžnerová

Phone: +420 607 888 930

Block F | www.vitalpraktik.cz

It is necessary to make an appointment every time you visit the doctor. Please use the internet reservation system:



For patients with login
(registered at the
doctor's office)



For patients
without login

LIBEREC HOSPITAL

In a major emergency, visit the Liberec Hospital.

Address: Husova 357/10, Liberec

Phone: +420 485 311 111

www.nemlib.cz

Emergency Telephone Numbers:

Call **155** or **112** (communication in English or German).

ACCOMMODATION

International students are guaranteed accommodation in the university's Halls of Residence and don't need to apply for any type of accommodation on their own. It is booked upon acceptance of the student at Harcov Residence Halls. The cost for students is **125 CZK / per day** www.tul.cz/en/students/life-at-tul/acommodation/ for a single bed in a double room. A small kitchen and a bathroom are shared for each unit of two or three double rooms. There is no need to send a special application form or to register. **A deposit of 5,000 CZK is required at arrival in cash and in Czech crowns.** The student should announce the date and time of arrival by e-mail and pay accommodation from the beginning of the semester even if he / she arrives later.

THE ADDRESS OF HARCOV RESIDENCE HALLS

Koleje Harcov
(pronounced
[koleje hartsof])

17. listopadu 584
460 15 Liberec 15
Czech Republic

E-mail: us.koleje@tul.cz

**Opening Hours of the
Accommodation Services:**

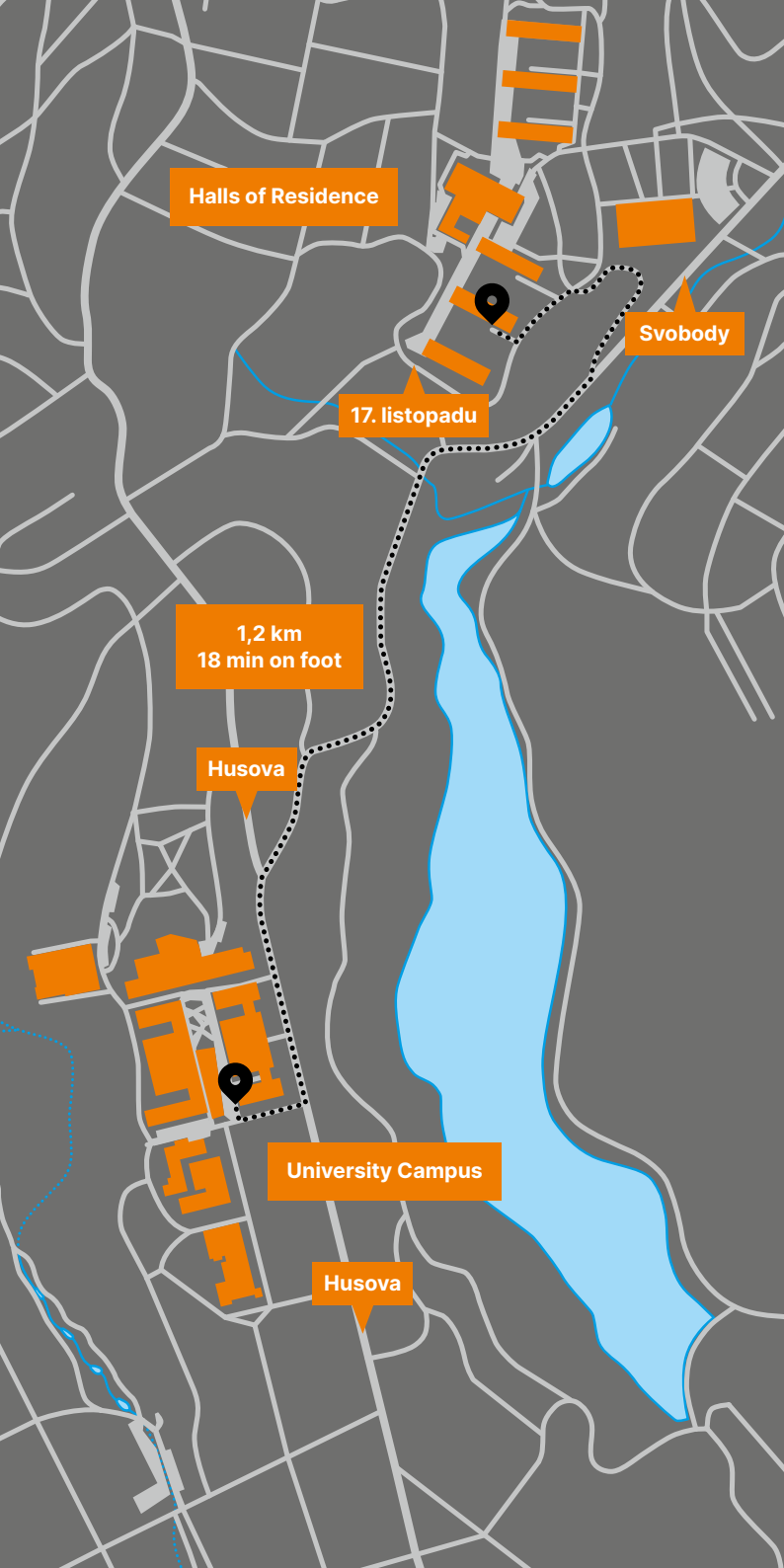
Mo – Th: 9 – 12 and 13 – 15
Fr: 9 – 12 and 13 – 14

Accommodation Officers at
blocks A-F are available:

Mo – Fr: 7 – 11:30 and 12 – 14



You'll find more information
on our website [www.tul.cz/en/students/
life-at-tul/acommodation/](http://www.tul.cz/en/students/life-at-tul/acommodation/).



Halls of Residence



Svobody

17. listopadu

1,2 km
18 min on foot

Husova

University Campus

Husova

WHEN YOU LAND
IN CZECH
REPUBLIC

You will probably land at Václav Havel Airport in Prague. Prague is the capital of the Czech Republic and the Vltava River flows through it. The so-called „Prague Hundred Towers“ offers a number of historical monuments, such as the medieval astronomical clock, Charles Bridge, Old Town Square and many others. 1.309 million people live in Prague.

The city of Liberec, where you will travel, is located in the north of the country and is surrounded by the Jizera Mountains. It has about 103,000 inhabitants and is thus the fifth largest city in the Czech Republic. Valuable architectural monuments include the Liberec City Hall, the Imperial Spa and the Wallenstein Houses. Although it is a developed and dynamic city with a developed industry and a population of one hundred thousand, Liberec lies on the edge of extensive forests and is literally a few steps from the center to nature. Perhaps that is why Liberec people have a bit of „Nordic“ hobbies: they love mountains and mountain sports, for which the conditions around the city are ideal, especially in winter. Every year, tens of thousands of domestic and foreign visitors join the inhabitants of the city, many of whom have loved the city so much that they come to Liberec regularly. However, the city surprises them not only with pictures of mountain winter beauty, Liberec is increasingly sought after by lovers of summer sports, especially cycling, for which there are ideal conditions around the city.

CZECH CURRENCY IS THE CZECH CROWN (CZK OR KČ = KORUNA ČESKÁ)

The exchange office is available immediately upon your arrival at the airport. Located in Terminal 1 for arrivals. You can follow the current exchange rate of the Czech National Bank at www.cnb.cz/en. You will also find many exchange offices in Liberec upon your arrival. However, beware, some may have higher fees.

SIM CARD OPTIONS AT THE AIRPORT

It is also possible to set up a mobile sim card from the mobile operator Vodafone at the airport. There is also a slot machine for sim cards. All this in the arrival hall of Terminal 2. In the offer you will find ideal variants of prepaid SIM cards, which are suitable for short-term and long-term visits to the Czech Republic.



www.vodafone.cz/en

HOW TO GET TO TUL FROM VÁCLAV HAVEL AIRPORT

There is a bus number 100 from the airport to Zličín, from where you can continue by metro line B to the Černý Most station. In Černý Most head down, next to the platform number 6 to take a yellow bus RegioJet or it is also possible to use the services of Flixbus (green buses).

You can usually buy bus tickets conveniently from the driver, at a newsagent's or at a city transport company. Bus tickets from Prague – Černý Most to Liberec can also be purchased online on this website:



www.studentagency.eu/en



www.flixbus.cz

YOUR
FIRST DAY
ON TUL

Inform your study officer or faculty coordinator about your arrival in the Czech Republic. Make an appointment with him at the study department, where you will be provided with the appropriate documents, a study card, a confirmation of arrival or your studies...

Your study number will also be generated for you. This will be part of logging in to the STAG student information system. In it you will have all the information about your study.

A study account with e-mail and access to the eduroam network will also be set up for you. Do not hesitate to contact the study department in case of difficulties. It is available to you here and will do its utmost for your course of study.

In case you have any problems, difficulties with living in the Czech Republic, do not hesitate to contact the faculty coordinator. It is here for you to make your stay here as close as possible and to help you integrate into your study life at TUL.

→ Study referent

Markéta Jánská

E-mail: marketa.janska@tul.cz

Phone: +420 485 356 800

→ Coordinator of International Cooperation /
Doctoral's studies

Ing. Simona Kuncová

E-mail: simona.kuncova@tul.cz

Phone: +420 485 356 790

ERASMUS STUDENT NETWORK – ESN

About

ESN Liberec is a nonprofit student organization at the Technical University of Liberec. ESN Liberec is part of Europe's largest student organization, the Erasmus Student Network.

ESN aims to enrich the local culture with the help of foreign students and, at the same time, make the stay of foreign students in the country more pleasant. It seeks to provide opportunities for cultural understanding and personal development on the principle of SHS – Students Helping Students.

The organisation in Liberec was founded in 2008. In 2011, it became an official member of the Erasmus Student Network. The active team includes 20 students, and the buddy program consists of 50 Czech buddies.

A key project of ESN Liberec is the buddy program. In this project, Czech students choose a foreign student and become their „buddy“. In the first days after the arrival of foreign students, they act as support and lend a helping hand. They help the foreign student settle in the dormitory accommodation and also arrange other necessary documents.



www.tul.cz/en/erasmus-2/esn-liberec

INTERNET ACCESS AT THE UNIVERSITY & MAIL DELIVERY

In the admission decision, if you are entering a standard study, you have a link at the bottom. This link will take you to the LIANE university network.

If you are traveling as part of an exchange stay for a study stay or internship, access will be generated from the ERASMUS office or from the faculty coordinator.

To be able to get access to Wi-Fi and EDUROAM in the dormitories, follow these steps:

1 Go to: liane.tul.cz

2 Switch to English in the top right hand side corner

3 Select Wi-Fi from the menu and click on it

4 Then select „How to connect to the Eduroam Wi-Fi authentication“ from the roll-down menu that now appears

5 Then select eduroam Configuration Assistant Tool

6 Select from the choice of languages offered in the top line (Jazyk).

7 Then follow the described steps to install it in your computer

MEMBERS & CONTACT INFORMATION



www.tul.cz/en/erasmus-2/esn-liberec

IN CASE OF TROUBLES...

Office Hours of Liane in the university building A

(Studentská 1203/5, Liberec, building C,
office number 01032 and 01012):

Mo: 10 – 11 and 14 – 15

Tu: 9 – 11

We: 10 – 11 and 14 – 15

Th: 9 – 11

Fr: 10 – 11

Office Hours of Liane at the dormitories, block B – basement (Halls of Residence at Harcov,

17. listopadu street, 584):

Mo: 17 – 19

Tu: 8 – 10

We: 8 – 10

Th: 17 – 19

YOUR STAY
IN CZECH
REPUBLIC
AND YOUR
OPPORTUNITIES
HERE

SPORTS FACILITIES

The Technical University of Liberec is proud of its excellent sports facilities. The offer is wide from bodybuilding to tennis, swimming, sauna and so on. You can go and try out for yourselves.

More information in English and the price list are available at the webpage of the Academic Sports Centre.

You will find the Academic Sports Centre next to the Halls of Residence in Harcov, close to the bus stop, in the building marked as M.

Address:

Akademické sportovní centrum TUL (Academic Sports Centre of the Technical University in Liberec)
asc.tul.cz

Katedra tělesné výchovy TUL
(Department of Physical Education)
Na Bohdalci 715, 460 15 Liberec

Contact person:

Mr. Jan Charousek
Phone: +420 485 355 144, +420 602 640 723
E-mail: jan.charousek@tul.cz



LIBEREC, THE CITY OF SPORTS

There are also numerous other sport facilities in Liberec, from the swimming pool and skate park to the Sport Park, etc. Study the overview of sport centres available in the town.

The city is home to the football club FC Slovan Liberec and the hockey club HC Bílí tygři.

Liberec and its surroundings offer great indoor and outdoor opportunities for all types of sport fans and sportsmen.



Sport Park:

www.sportparkliberec.cz



Sport Centers:

[www.visitliberec.eu/en/sport-a-turistika/
sportovni-centra](http://www.visitliberec.eu/en/sport-a-turistika/sportovni-centra)

MEALS AND SHOPPING

Food for Thought or Thoughts on Food? Food for thought is provided in lectures, food for stomach elsewhere around the campus.

The campus provides a number of opportunities for finding the meal that suits you. Vegetarian and gluten-free options are available on a daily basis in the dining halls. If you are looking for a larger supermarket, however, it is best to go downtown (bus or tram stop Fügnerova).

HOW TO ORDER YOUR MEAL IN THE CANTEEN?

Students must deposit money in their dining hall account using their ISIC or university ID card before ordering their first meal. This can be done in Harcov or in the Husova campus. The price of each meal is about EUR 1-3 and meals can be ordered up to one week in advance.

It is better to order your meal online, especially if you have special dietary requirements. Follow our short tutorial to learn how to place an order online:



[www.tul.cz/en/students/life-at-tul/
meals-and-shopping](http://www.tul.cz/en/students/life-at-tul/meals-and-shopping)

STATIONERY & CO.

In the shop next to the University canteen in building F, one can buy stationery, selected textbooks and TUL gifts, use copying facilities and get access to computers while waiting for the canteen to open or for the next class to begin.

HOLIDAYS IN THE CZECH REPUBLIC

January 1	New Year, Day of the Restoration of the Independent Czech State
Variably	Good Friday
Variably	Easter Monday
May 1	Labor Day
May 8	Victory Day
July 5	Cyril and Methodius Day
July 6	Master Jan Hus Burnt Day
September 28	Czech Statehood Day
October 28	The day of the founding of Czechoslovakia
November 17	Freedom and Democracy Day
December 24	Christmas day
December 25	Christmas Day
December 26	Christmas Day

CZECH WORDS YOU SHOULD KNOW

Beer	Pivo
Bus stop	Autobusová zastávka
Good	Dobře
Good afternoon	Dobré odpoledne
Good appetite	Dobrou chuť
Good evening	Dobrý večer
Good Luck	Hodně štěstí
Good morning	Dobré ráno
Goodbye	Na shledanou
Great	Skvěle
Hello	Ahoj
Help!	Pomoc!
How are you?	Jak se máš?
How much does it cost?	Kolik to stojí?
I need a doctor	Potřebuji lékaře
Lecture	Přednáška
No	Ne
Please	Prosím
Right / Correct	Správně
Seminar / Exercise	Cvičení
Thank you	Děkuji
Thank you so much	Děkuji velice
Train station	Vlakové nádraží
What 's happening?	Co se děje?
Where is?	Kde je?
Yes	Ano

USEFUL LINKS



FM TUL

www.fm.tul.cz/en



TUL

www.tul.cz/en



TUL

www.tul.cz/en/erasmus-2/incoming-students/ects-coordinators/



TUL

koleje.tul.cz



MINISTERSTVO ZDRAVOTNICTVÍ
ČESKÉ REPUBLIKY

www.mzcr.cz



MINISTERSTVO VNITRA
ČESKÉ REPUBLIKY

www.mvcr.cz/mvcren



MINISTERSTVO VNITRA
ČESKÉ REPUBLIKY

ipc.gov.cz/en

MOI'S OFFICES – Center for the Integration of
Foreigners for the Liberec Region



Dopravní podnik měst
Liberce a Jablonce n.N., a.s.

www.dpmlj.cz

Transport company of the city of Liberec



 **Liberec**

www.liberec.cz/cz/obcan/lang/en



VŠEOBECNÁ
ZDRAVOTNÍ POJIŠŤOVNA
ČESKÉ REPUBLIKY

cizinci.pvzp.cz

COMMENT

A large rectangular area filled with a uniform grid of small, light gray dots, intended for writing a comment. The grid consists of approximately 20 columns and 30 rows of dots.

COMMENT

A large rectangular area filled with a uniform grid of small, light-colored dots, intended for writing a comment. The dots are arranged in approximately 20 columns and 35 rows, creating a guide for handwriting.



WWW.FM.TUL.CZ/EN