
Information – COVID-19

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Tuition and Exams

Tuition and exams can be organized without limitations

From September 13 students no longer have to provide a proof of a clean bill of health in order to attend tuition and exams.

If social distancing of min. 1,5 meters is followed, respiratory protection can be removed during tuition or exams – however, the decision of allowing respiratory protection to be taken off lies with the relevant course instructor.

The organization of the winter semester 2021/2022 will depend on the development of the epidemiological situation. Based on the current state-wide measures, it is expected that tuition will take place in a standard mode, i.e. in person, in accordance with the accreditation. Guarantors of individual study programs can decide to incorporate elements of remote tuition into standard in-person operation. If someone cannot attend in-person tuition for well-founded and justified reasons, the course instructor will ensure hybrid tuition in order to allow all students to complete the course.

Academic ceremonies – graduation and matriculation

All academic ceremonies have to adhere to current hygienic and anti-epidemic measures.

Employee Testing

Employee testing is currently not mandatory – despite this, we ask all unvaccinated employees to test themselves regularly (at testing sites or via self-tests) in order to slow the potential spread of infection.

Testing is currently mandatory only for students accommodated at CU dormitories.

Respiratory Protection

Respiratory protection (respirators or other respiratory protection with min. 94% filtration efficiency) **has to be worn in all common spaces inside the Faculty/CU buildings.**

Respiratory protection does not have to be worn in offices shared by a fixed group of employees - however, respiratory protection has to be worn if a “third” person enters the office.

Dorms

Upon moving into dormitories, students must submit proof (in hard copy or electronic form) of one of the following:

- a) that they have been vaccinated against Covid-19, which they prove through a national vaccination certificate or a vaccination certificate issued in accordance with the European Union's EU Digital COVID Certificate Directive, provided that at least 14 days have elapsed since the completion of their vaccination schedule, or
- b) that they have recovered from Covid-19, and this has been confirmed in a laboratory, they have completed the period of isolation as mandated by the extraordinary measure of the Ministry of Health, and no more than 180 days have elapsed since their first positive test for the presence of antigens of the SARS-CoV-2 virus, or
- c) that they have taken an RT-PCR test for the presence of the SARS-CoV-2 virus, with a negative result, no later than 7 days ago, or that they have taken a rapid antigen test (RAT) for the presence of SARS-CoV-2 virus, with a negative result, no later than 72 hours ago.

If the student is unable to present any of the above documents upon moving into the accommodation, they must undergo - in a place reserved for this purpose - a rapid antigen self-test (RAT) (intended for use by a lay person) on entrance to the dormitory, the result of which must be negative.

The dormitories of Charles University have set aside separate rooms in indoor areas close to the reception at the building entrances for student self-testing. After performing a self-test, the student submits the result of the test (or a photo of the test) from a safe distance to an authorized person (porter/receptionist) or accommodation clerk. When performing the self-test, the student fills in the confirmation of the test (name, room number, date of test). They then present the confirmation at the dormitory reception. This form/test confirmation must be retained by the student at all times and presented at the entrance to the dormitory on request. Confirmation is valid for a period of 7 days.

If the test result is positive, the student must immediately announce this to the authorized person, or to the email koleje.bounce@kam.cuni.cz. The student is then obliged to undergo quarantine immediately, where they must wait for further instructions. The local public health office will be notified of the result of the test.

The accommodation office issues access cards as follows when students move from their summer accommodation or into a dormitory:

- If the student meets the condition mentioned above under letter a), they receive a green access card. The accommodation office sets the entry chip to the dormitory to unrestricted access.
- If the student meets the condition described above under letter b), they receive a green access card stating the date until which that green access card applies to them.
- If the student meets the condition mentioned above under letter c) or fails not meet any of the conditions and is obliged to test themselves regularly, they receive a red access card.

CU Dormitories and Canteens will offer antigen tests (RAT) for self-testing at dormitory receptions. Due to the large number of freely available COVID-19 sampling points, we prefer that students utilise these test facilities when arriving at the dormitory, and that they already have a valid negative test on arrival at the dormitory.

Any student who fails to prove that they meets any of the above conditions shall not be allowed to enter the dormitory, and their accommodation contract may be terminated.

How to log in to online instruction applications (MS Teams and Office 365)

- **On logging in MS Teams and any other Office 365 application, please follow the guidelines on Charles University website [here](#)**, use the British flag tab to switch into English. When **logging in for the first time**, please follow the guidelines of **[How to sign in the University Office 365 environment](#)** [here](#).

This is because MS Teams is an integral part of Office 365 and it does not use the email address you have listed in the Student Information System (SIS). MS Teams uses login that appears as PersonalNumber@cuni.cz. You can find your Personal Number in Personal Data on them main SIS website. Please note that only this method of logging in and no other will grant you access to all instruction materials in MS Teams and will secure smooth operation of online instruction.

- **Setting the forwarding function in your e-mail account:** All messages from your Teams pertaining to you respective courses, alerts on new conversations, assignments etc. are not sent to your email address listed in the SIS. Instead, they are sent to your email address that comes into existence automatically upon the configuration of your logging in to Office 365 applications (including MS Teams) and it appears as follows: PersonalNumber@o365.cuni.cz. Therefore it is vital that you set the forwarding function in this account correctly so that all messages generated within MS Teams are sent to the email address you use on regular basis, i.e. the email address you have listed for the SIS.

In order to set the forwarding function:

- i) open your email PersonalNumber@o365.cuni.cz in the Office 365 Outlook application by logging in Office 365 environment as mentioned above in point 1 or through <https://www.office.com/> . The Outlook application is to be found on the left-hand side of your screen.
- ii) In your Outlook email account go to Settings and then to View All Outlook Settings. In Mail, select Forwarding and enter your email address listed in the SIS. For details, see the manual [here](#) .

Only if you follow these guidelines you will receive all notifications about your respective Teams to your email account.

This manual was made by Mgr. et Mgr. Tereza Jiroutová Kynčlová, Ph.D., Mgr. Lubica Kobová, Ph.D., doc. Věra Sokolová, Ph.D. Thank you very much.

Students of foreign-language programmes

In order to allow all students to start their studies, we have facilitated remote registration through the Study Information System for applicants who have been accepted for study and cannot, for demonstrable, objective reasons, be physically present for registration. Applicants will be informed of this procedure by their faculties.

UK Point, Centrum Carolina advisory centres, Hostivař Sports Centre

CU Card Service Centres

All of the CU card service centres are open. Some of them may have limited opening hours. You can check the relevant opening hours on the [CU website](#) .

Centrum Carolina advisory centres

The psychological, social, legal and career advisory centres at the Carolina Centre continue to operate without restriction. Should you have any questions, please, do not hesitate to contact the University at info@cuni.cz .

Training centres and Hostivař Sports Centre

All training centres and the Hostivař Sports Centre are open in accordance with government regulations.

Faculty of Humanities Library and University Libraries

The Faculty library have to adhere to current hygienic and anti-epidemic measures.

Website: <https://knihovna.fhs.cuni.cz/KFHS-1.html>

Contact: knihovna@fhs.cuni.cz .

CU Libraries

Details on the functioning of individual CU libraries can be found on [their websites](#) .

Offer of e-resources

The offer of e-resources has been expanded to include free trials, the updated list can be found [here](#) .

CU students can use the [BookPort](#) service and other e-resources. Complex access to all CU e-resources is available via the CU [eResources Portal](#) .

All questions regarding book availability and library services can be addressed to the CU central library (e-mail: ukn@ruk.cuni.cz)

Contacts

If you have questions about the coronavirus epidemic, write to emergency@cuni.cz or call to +420 224 491 850 (Monday-Thursday 8.00-16.00, Friday 9.00-15.00).

If you have been ordered to stay in quarantine, your COVID-19 test came back positive or you have any questions, feel free to reach out to us via koronavirus@fhs.cuni.cz .

Links

- [Charles University - coronavirus: news and latest figures](#)
- [Measures adopted by the Czech Government against the coronavirus](#)
- [Covid-19 epidemic in the Czech Republic - Ministry of Health of the Czech Republic](#)

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