
Student Administration Office

Contacts

Phone:	+420 224 271 463
E-mail:	study@fhs.cuni.cz
Office:	1.01
Address:	Charles University, Faculty of Humanities Pátкова 2137/5, 182 00 Praha 8 - Libeň , Czech Republic

Office hours

You can visit us in our office **1.01** in the Faculty building (Pátková 2137/5). We are located on the ground floor right next to the entrance and the front desk.

MONDAY		1 PM - 3 PM
TUESDAY		1 PM - 3 PM
WEDNESDAY	9:30 AM - 11:30 AM	
THURSDAY		1 PM - 3 PM

What can we help you with?

The secretary of your study program is your key contact once you are enrolled at the Faculty. The secretary will answer any questions related to your studies and study program. Should you have any questions related to study plans, courses, course schedule, course registration, syllabuses, etc., please, contact the secretary of your study program.

However, some questions and requests should be addressed to the Student Administration Office which include:

- Confirmation of study
- Confirmation of graduation
- Change in personal information
- Tuition fees (payment details, instalment payments)
- Interruption of study
- Termination of study
- Individual curriculum

Before contacting the Student Administration Office, please, refer to our [FAQ section](#) .

If you are not sure who to contact, feel free to send your question to study@fhs.cuni.cz .

Student Administration Office Team

Nikola SKLADANOVÁ Admissions & Information for Prospective Students nikola.skladanova@fhs.cuni.cz Phone: 224 271 431 Office No.: 1.26	Marek ŠTURMA Admissions & Recognition of Foreign Diplomas and Degrees & Confirmations of Student Status marek.sturma@fhs.cuni.cz Phone: 224 271 463 Office No.: 1.01
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Departmental Secretaries

Veronika KUČABOVÁ

- Liberal Arts and Humanities
- veronika.kucabova@fhs.cuni.cz

Magdaléna ZÍKOVÁ

- Gender Studies
- Magdalena.Zikova@fhs.cuni.cz

Karolína JINDRÁKOVÁ

- Historical Sociology
- karolina.jindrakova@fhs.cuni.cz

Lenka VINTEROVÁ

- German and French Philosophy
- lenka.vinterova@fhs.cuni.cz

Payment information for the tuition fee (€ only)

Bank:	Komerční banka
Account Number:	51-1042010287/0100
IBAN:	CZ9101000000511042010287
SWIFT:	KOMBCZPPXXX