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# Registrar Office

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## Contacts

### Registrar Office

Faculty of Humanities, Charles University

Pátkova 2137/5

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**0.20**

+420 224 271 416

[podatelna@fhs.cuni.cz](mailto:podatelna@fhs.cuni.cz)

Data box identifier: piyj9b4

## Office hours

- Monday: 11:00 am - 02:00 pm
- Tuesday: 11:00 am - 02:00 pm
- Wednesday: 11:00 am - 02:00 pm
- Thursday: 11:00 am - 02:00 pm

- For analogue documents use the mailroom mailbox located on the first floor near the reception. If you need to file in person at the Registrar Office, please contact us first at [podatelna@fhs.cuni.cz](mailto:podatelna@fhs.cuni.cz) .

## Staff

### Roman Sukdolák, M.A.

*Head of the Registrar Office*

*Coordinator of Records Management Department*

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**Phone:** +420 224 271 416

Agendas:

- Administration of the Registrar Office
- Coordination of records management department

### Bc. Natálie TOMEČKOVÁ

*Officer of the Registrar Office*

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Agendas:

- Registration of incoming documents
- Mail distribution
- Errands to the Rector's Office

### Nina SLÁDEKOVÁ

*Officer of the Registrar Office*

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**Agendas:**

- Registration of incoming documents
- Mail distribution
- Errands to the Czech Post Office