
End of Semester

END OF SEMESTER

Exams

You are expected to complete all the assessments required and have your grades recorded in the SIS by the end of exam period.

Make sure when your final paper is due/ the exam is held.

If you have decided not to complete some of your courses, inform the teacher about it as soon as possible.

Submit your paper a good time in advance before the end of the exam period to allow the teacher enough time to review it.

Where to view your grades on the SIS

Under the SUMMARY OF EXAM RESULTS, you can check anytime whether your grades have been published already.

You find your (Czech) grade under the RES. column there.

EC = Number of ECTS

You may adjust your personal "user options" there to receive an automatic e-mail message that any of your grades have been recorded.

Your corresponding ECTS grades will be listed in your final Transcript, based on

Your Transcript of Records

You will get your Transcript from the FHS International Office once all your grades have been published on the SIS.

If you do not have all your grades on the SIS before your departure, we will send you your Transcript via email then.

Please check your Summary of Exam Results in the SIS and let us know once all your expected grades have been published so that we can issue your Transcript.

Your End of Stay Certificate to be signed

Come IN PERSON for the signature to the FHS International office at the very end of your stay. Come on a day close to your departure, depending on your travel arrangements.

Please arrange for a meeting via e-mail beforehand.

If you have not got any specific form from your home university, you may use the CU form available at our website.

We confirm the date of your last visit in the International Office as the **"end date" of your mobility.**

The first day of the Orientation is the **"star date" of your mobility.**

Rather than the official semester dates, the exact dates of your attendance/stay at Charles University, are important for calculating your Erasmus+ grant.

CONFIRMATION OF STAY CU form to download.

Exam period dates

2023/24

Winter semester: 8 January - 16 February, 2024

Summer semester: 20 May – 28 June, 2024