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1 Welcome to Brno

The decision to live and study in a foreign country always involves breaking new ground and means being prepared to face the unknown. Today international relations and academic exchange are more important than ever. Let us welcome you to the Czech Republic and to the Janáček Academy of Music and Performing Arts Brno as the host institution for your studies.

There are always a lot of problems involved in living and studying in a foreign country with different culture. To help you with your preparation and also during your stay, we have prepared this Practical Guide. It concentrates on practical aspects of life in the Czech Republic and in the town of Brno.

We wish you success and happiness during your study visit in the Czech Republic and we hope you will later look back on this period with affection.



2 General Information

about the Czech Republic and the city of Brno

2.1 The Czech Republic

The Czech Republic is situated approximately in the geographical centre of Europe and has an area of 78,866 sq. km. It shares borders with Poland in the northeast, Germany in the west and northwest, Austria in the south and Slovakia in the east. The population of the Czech Republic is approaching 10,500,000 and its capital and largest city is Prague (Czech: Praha). The country is composed of the historic lands of Bohemia and Moravia, as well as parts of Silesia. The Czech Republic has been a member of NATO since 1999 and of the European Union since 2004.

BASIC FACTS

Area: 78,886 km²

Population: 10,436,560 (2011 census)

Population density: 134/km²

Currency: Czech crown (CZK), 1 CZK = 100 hellers

Capital: Prague (Praha); population: 1,262,106

Official language: Czech

Religion: 58.3 % of the population is non-denominational, 41.7 % religious – incl. 38 % Roman Catholic and 2.5 % Protestant (according to the National Census of 2001)

Climate: Temperate, four seasons, combined ocean and continental climate, changeable in winter, warm in summer. Average daily temperature: in January, the coldest month, around -2°C; in July, the hottest month, +20 °C and higher.

Political system: pluralist multi-party parliamentary democracy with the Prime Minister as a Head of government. The Parliament is bicameral, with the Chamber of Deputies (200 members) and the Senate (81 members).

Highest point of elevation: Mt. Sněžka (1,602 m above sea level)

Lowest point of elevation: near Hřensko, where the River Elbe leaves Czech territory (117 m above sea level).

AVERAGE TEMPERATURES (PRAGUE)

Month	Average Sunlight (hours)	Temperature (°CELSIUS)				Average Precipitation (mm)	Wet Days (+0.25 mm)
		Average		Record			
		Min	Max	Min	Max		
Jan	2	-5	0	-23	13	18	13
Feb	3	-4	1	-28	18	18	11
March	5	-1	7	-14	22	18	10
April	6	3	12	-6	29	27	11
May	8	8	18	-2	32	48	13
June	9	11	21	5	36	54	12
July	8	13	23	6	38	68	13
Aug	8	13	22	5	36	55	12
Sept	6	9	18	0	33	31	10
Oct	4	5	12	-6	26	33	13
Nov	2	1	5	-10	18	20	12
Dec	1	-3	1	-21	13	21	13



The flag of the Czech Republic



The Czech national emblem

2.2 The City of Brno

With a population of 400,000, Brno is a city with long history and rich cultural traditions. Brno, the capital city of Moravia, came into being thanks to its position on merchant routes leading from the Alps to northern Europe. The history of Brno has a substantially central-European character (Czech and German elements merged together) and there is a clear influence from Vienna (the capital of Austria). Brno was given town rights in 1243 A. D. by King Václav I.

Brno is located in the south of Moravia, not far from Vienna. Brno is surrounded by beautiful countryside suitable for all kinds of sports – hiking, cycling, swimming, horse riding, etc.

A lot of historical monuments, houses, churches and castles can be found both in Brno and its surroundings. The Moravian Karst, with its famous caves and the abyss, is within easy reach of Brno. Brno is also close to the main folklore centres of Moravia, where traditions are still alive.



3 Janáček Academy of Music and Performing Arts (JAMU) and the theatre and music faculties

3.1 Janáček Academy of Music and Performing Arts (JAMU)

The Janáček Academy of Music and Performing Arts was founded in 1947. Its beginnings were preceded by efforts connected to the name of Leoš Janáček over many years, including the establishment of an organ school in 1881 and of the Brno Conservatoire in 1919. It was with the emergence of JAMU that Janáček's life-long striving to establish a college of arts which would develop the abilities of conservatoire graduates and other talented students was fulfilled. Although the founding professors were leading figures from the world of music (among them later the first rector of the academy, Ludvík Kundera), besides its Music Faculty, JAMU has always had a Theatre Faculty. The Janáček Academy has made its mark on the soul of the city by its abundant concerts and theatre activities, this is shown in the diligent care for the buildings which been offered for its use or which it has built. Today the Rector's Office is located in Beethovenova Street, while the classicist building of the Music Faculty on Komenský Square has been joined by the art-nouveau building of the Theatre Faculty in Mozartova Street.

The new building of the JAMU called **Divadlo na Orlí** (Theatre Orlí Street) was open in autumn 2012. The new theatre is situated very close to Astorka (JAMU accommodation centre and library). Thanks to the latest high quality stage technology equipment it enables students to be prepared for professional career in milieu appropriate with current world trends. Primarily the opera and musical acting students perform in the new theatre.

More information: <http://divadlonaorli.jamu.cz/>



The **Marta Theatre Studio** has undergone fundamental changes and is today one of the most modern and adaptable theatre spaces in Brno. The efforts of the school's management have been complemented by the opening of the ASTORKA Information, Education and Accommodation Centre in Novobranská Street. This has given students a modern, well-equipped library with a multimedia study room, a large performance hall and several practice rooms – and JAMU's own student accommodation with a capacity of 239 places. A wide range of facilities is joined by a new Theatre Orli Street, providing additional acting and rehearsal space, recording studios and classrooms.

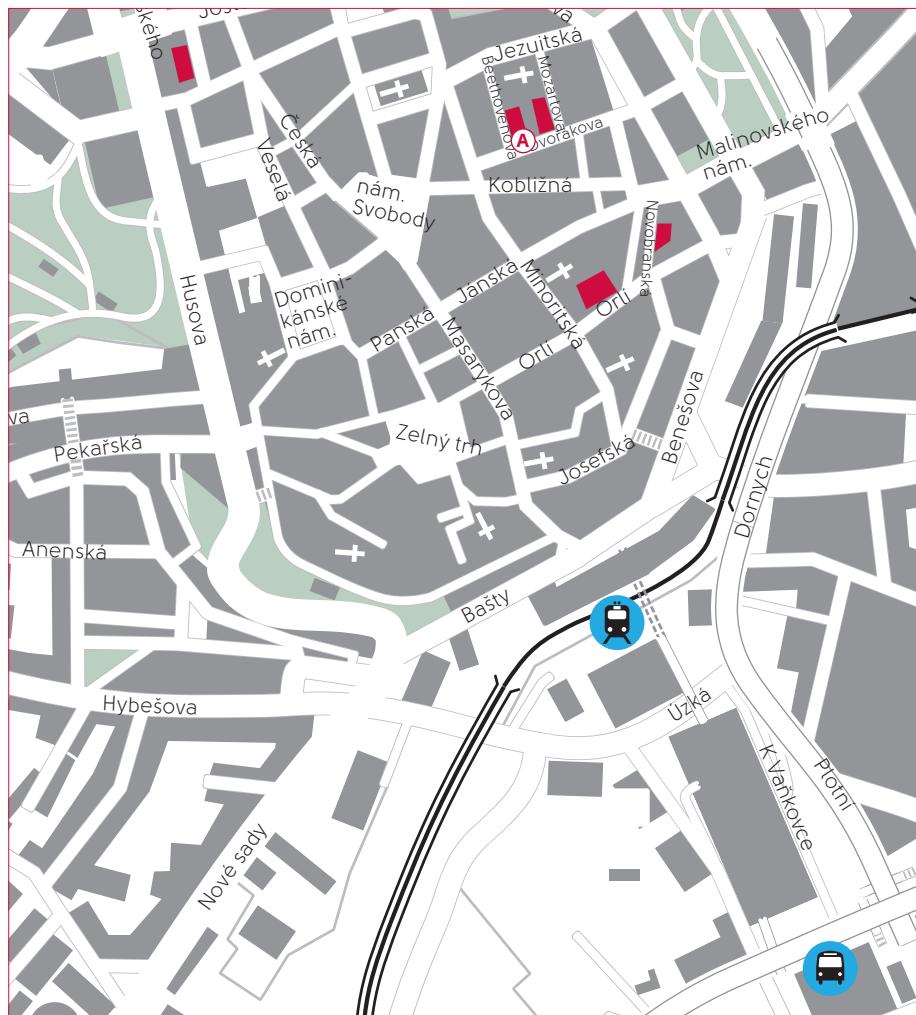
JAMU's innovative approach can be seen in its degree programmes in drama education for the deaf (unparalleled in Europe) and musical theatre (unique in the Czech Republic); its promotion of clown stage and film creation; its pioneering work in the use of drama in teaching; its ground-breaking electroacoustic music and multimedia programmes; and the Faculty of Music's unique Methodology Centres, which provide further education for graduates from conservatories, academies of music and the performing arts and faculties of education.

JAMU is known for its exciting student productions at the Marta theatre and those of its Chamber Opera, the frequent concerts of the of the Janáček Academy Orchestra as well as those given by individual students and teachers, and such high-profile annual international events as ENCOUNTER (an ambitious theatre school festival), a fun-filled festival of street theatre, the annual Leoš Janáček International Competition for leading young performers, the well-established International Music Master Classes, the prestigious International Double-Bass Convention and the unique biannual International Seminar for Doctoral Students in Drama. Lifelong learning programmes at both the Music and the Theatre Faculties are offered in English and German; for these, a tuition fee is charged. At present JAMU has almost 700 students at its two faculties.



LOCATION OF THE JANÁČEK ACADEMY OF PERFORMING ARTS BRNO (A)

Rectorate: Beethovenova Street 2 | 662 15 Brno | Czech Republic |



CONTACTS

Mrs Barbara Dostálová

Institutional Coordinator

Tel./Fax: +420 542 591126 (141)

E-mail: dostalova@jamu.cz

Mr Richard Fajnor

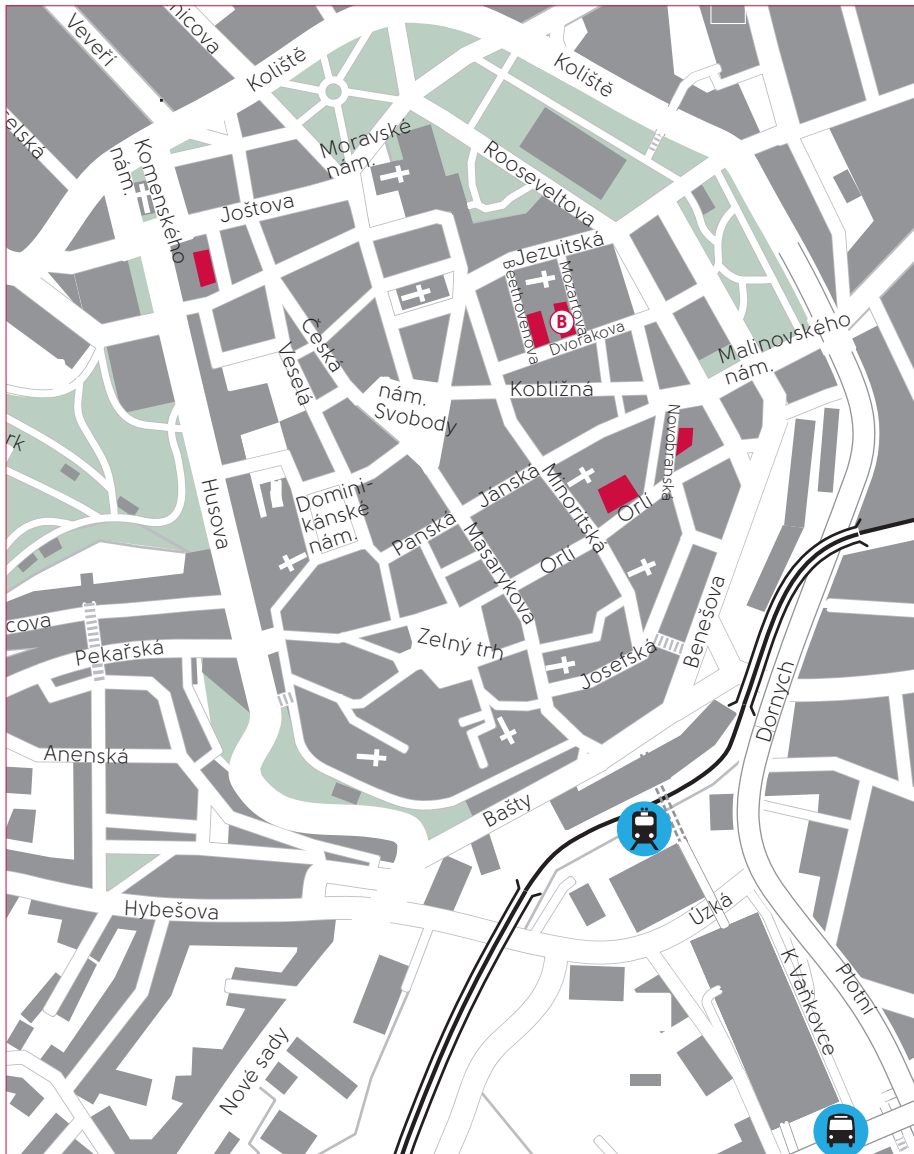
Vice-Rector for Foreign Relations and Quality Assurance

Tel.: +420 542 591114 | **Fax:** +420 542 591141

E-mail: fajnor@jamu.cz

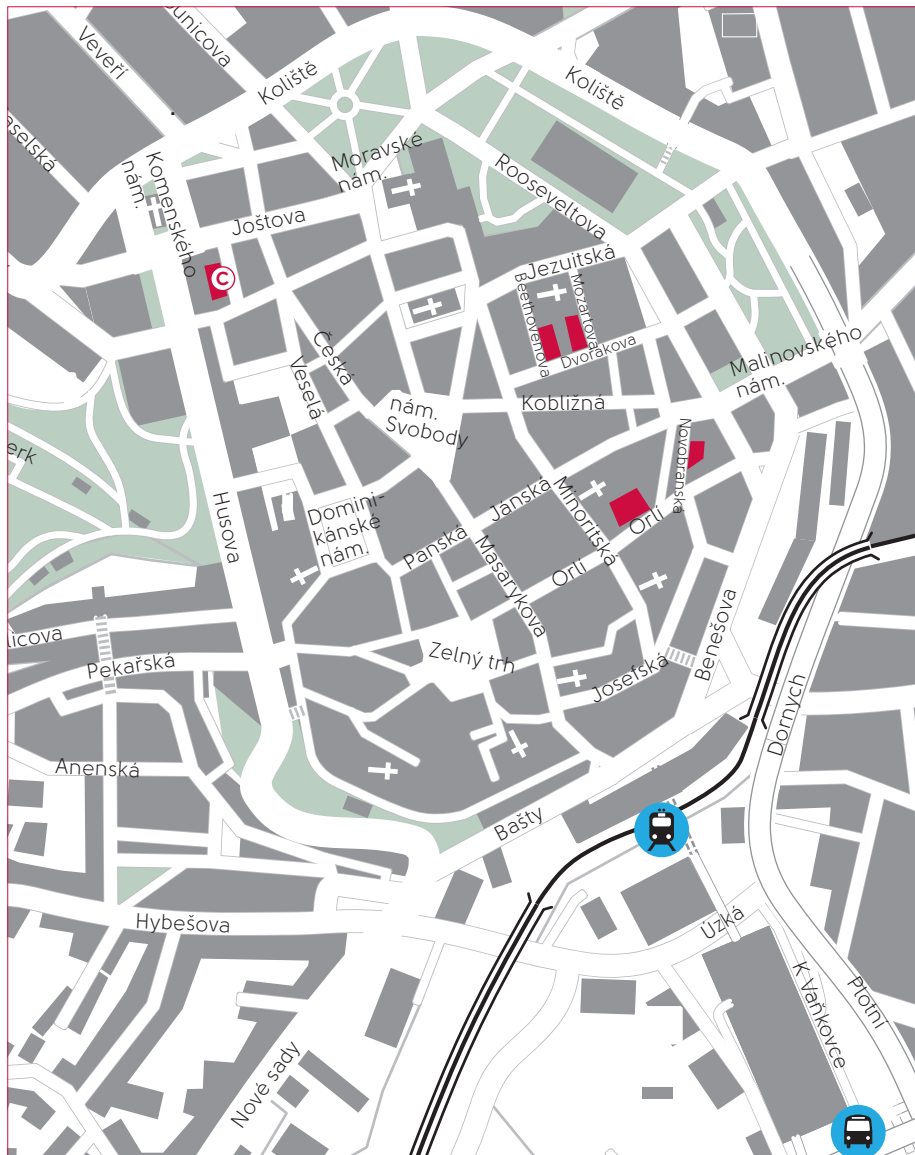
LOCATION OF THE THEATRE FACULTY (B)

The Theatre Faculty is situated in the centre of Brno at Mozartova Street 1, only a three-minute walk from the Astorka hall of residence for students (Novobranská Street 3) and a ten-minute walk from the main railway station. The Rector's Office is just round the corner (Beethovenova Street 2).



LOCATION OF THE FACULTY OF MUSIC ©

The Faculty of Music is situated in the centre of Brno in Komenského Square 6. The best way to get to The Faculty of Music is to take the tram No. 12 or No. 4 from the Main Railway Station and to get off at the "Česká" stop.



3.2 The Theatre Faculty

Studies at The JAMU Theatre Faculty are organized in the form of studios, in which attention and support are given to each student individually so that he or she can develop his/her talents.

The Theatre Faculty offers a three-year Bachelor's degree programme with the following specializations:

- Theatre Directing*
- Theatre Dramaturgy*
- Theatre Management focusing on Stage Management and Technology
- Theatre Management focusing on Production Management*
- Drama in Education*
- Radio and TV Dramaturgy and Scriptwriting*
- Scenography*
- Drama Education for the Deaf*
- Clown, Scenic and Film Creation (Physical Theatre)
- Audiovisual Creation and Theatre*
- Dance and Physical Theatre and Education

The Theatre Faculty is the only institution in Europe that provides a degree course in drama education for the deaf.

All of the above specializations with * can be continued in two-year Master's degree programmes.

Four-year Master's degree programmes are offered in **Dramatic Acting** and **Musical Acting**.

The Faculty also offers two-year Master's degree programme **Theatre Management focusing on Production, Theatre and Education** and **Lighting Design**.

At the Theatre Faculty a four-year doctoral programme **Dramatic Arts** is offered.

3.2.1 International Students

The JAMU Theatre Faculty offers no accredited courses in foreign languages. Since the faculty is becoming more popular among international students thanks to the ERASMUS+ programme, a one-semester or two-semester curriculum called "Bridging East and West" (BEW) was introduced in the academic year 2008/2009. BEW was established in order to create a performance project realized by international students whose knowledge of the Czech language is not sufficient to follow courses together

with JAMU students. The level of skills and knowledge of the incoming students may be different as well and BEW helps them to integrate into practical theatre production projects; The Faculty perceives the practical theatre production projects to be one of its greatest strengths.

3.2.2 "Bridging East and West" an Erasmus Student Exchange Programme

The Erasmus+ Student Exchange Programme "Bridging East and West" aims to create space for artistic and educational exchange between European guest students and the specific surroundings of the Central European cultural tradition and atmosphere. By implementing methods and experiences of Czech cultural practice in an internationally oriented artistic teaching process, the "Bridging East and West" programme is designed and developed within the process of collecting contributions from students of European theatre schools, constantly analysing their inputs, needs and preferences and framing them in the wider context of the Central European history of ideas and artistic uniqueness. The project is held during the winter and summer semesters for the following study specialisations of theatre studies:

Study specialisations at bachelor's and master's level from which applications for Bridging East and West are invited:

- Drama Acting
- Musical Acting
- Theatre Dramaturgy and Directing
- Radio and TV Script and Writing
- Stage and Costume Design
- Theatre and Education
- Physical Theatre
- Theatre Management
- Stage Technology
- Dance Pedagogy
- Drama in Education for the Deaf
- Lighting Design
- Audiovisual Creation and Theatre

We also have a four-year Ph.D. programme in the Czech language for students doing their research in the following areas: **Acting, Directing, Dramaturgy, Scenography, Theatre Management** and **Theatre and Education**. For Ph.D. students an individual research programme can be agreed for exchange purposes.

The foundation of the exchange study programme is composed of the following basic courses:

- a) **Performance Project.** We intend international students to cooperate with their Czech counterparts by working on a performance project and to explore the parameters of the theatrical operational milieu.
- b) **Brno Theatre Map** (former Research Project). We wish to give to international students a possibility to explore different kinds of Brno theatre and to provide basic information about the Czech theatre.
- c) **Czech for Foreigners.** Each semester two or three levels are open – Czech for Beginners, Pre-Intermediate and Intermediate level courses.
- d) **Based on student demand** and the study plans of particular BA/MA study programmes, other subjects of possible benefit to each study specialisation can be opted for. For more information please consult Bridging East and West brochure.

3.2.3 Language Courses

All international exchange students at JAMU are given two lessons of Czech language per week. Each semester two or three levels are open: Beginners Pre- and Intermediate level. This course is free of charge and can be a part of study plan. In the case of special interest, students can attend an intensive language course at the Faculty of Arts of Masaryk University, where a fee is charged.



3.2.4 Application Process

The closing date for applications to the Erasmus exchange programme for the next academic year is 15th April.

Before this date we ask applying students to submit the following documents:

- JAMU Application Form
- Transcript of Records
- Letter of Motivation
- CV
- Personal Photo
- Additional information (portfolio, personal website hyperlink, CD or DVD project presentation, pictures or DVD from performances, summary of research, etc.)
- Proof of knowledge of English – language certificate/diploma from internationally recognized tests such as CAE, FCE, TOEFL, or an official statement verified by the applicant's English teacher at home university that he/she has a knowledge of English sufficient for the following of lectures.

Please do not be concerned – it is not our intention to accept only students with native-speaker-level English. We need this information to help us with the structuring of performance and research project activities. After receiving all the applications, the entrance committee will decide on admissions. Recommended level of knowledge of English to study at the Thearte Faculty as an exchange student is at least B1 according to the Common European Framework of Reference (CEFR). Applicants are asked to give their skype ID number in the application form as JAMU teachers reserve the right to organise admission interviews via skype if they find this necessary. Applicants will be informed of whether they have or have not been accepted by 10th May.

For further information and actual content of the “Bridging East and West” programme, please contact the Theatre Faculty's International office:

Theatre Faculty – Janáček Academy of Music and Performing Arts Brno

International Office | Mozartova 1 | 602 15 Brno | Czech Republic

Tel.: +420 542 591307 | **Cell:** +420 733 127 614

E-mail: lahodova@jamu.cz

Webpage: <http://difa.jamu.cz/zahranicni-oddeleni/International-students>

Facebook: JAMU International

3.2.6 The Marta Theatre and "Setkání/Encounter" International Festival of Theatre Schools

The Marta Theatre is a facility of The Theatre Faculty, where students put on twelve new productions a year. These are also involved in an ongoing series of street theatre projects.

You can find more information about The Marta Theatre on its official website:

<http://www.studiomarta.jamu.cz/>

The major event organized each year by the Faculty is an international festival of theatre schools called Encounter, which attracts participants from Europe and elsewhere and has gained an enviable reputation for the quality and range of productions it offers. The Festival is usually held for 5 days in March/April and during these days about 15 student theatre groups from all over the world perform in Brno. The SETKÁNÍ/ENCOUNTER festival markedly enlarges the range of cultural events on offer in Brno and thus contributes to Brno reputation as a place of cultural significance. Each year the SETKÁNÍ/ENCOUNTER festival is organized by students themselves with the supervision of teachers of the JAMU Theatre Faculty. The team is composed in particular of students of the Theatre Management and Stage Technology Department. Students of other Theatre Faculty departments (Dramaturgy, Stage and Costume Design and Directing) also take part in the festival's organization.

More information about the SETKÁNÍ/ENCOUNTER festival is available on:

<http://www.encounter.cz/>



3.3 The Faculty of Music

The Faculty of Music is situated in the centre of Brno – at Komenského Square 6, just an eight – minute walk from the Astorka hall of residence for students (Novobranská 3), or a en – minute walk from the main railway station.

3.3.1 Accredited Study Fields

The JAMU Faculty of Music has Bachelor's and follow-up Master's degree study programmes in the Art of Music. All of the fields of study are accredited as Bachelor's degree study programmes (with a standard period of study of three years) and follow-up Master's degree study programmes (with a standard period of study of two years) with only few exceptions: specializations Sacred Music and Piano Pedagogy are accredited only as Bachelor's degree study programmes; specialization Piano and Piano Pedagogy is accredited only as a Master's degree study programme. From 2013/2014 the new interdisciplinary bachelor programme Audio Engineering is open. It is a result of the research project realized by the Janáček Academy of Music and Performing Arts in cooperation with DISK Multimedia company and Brno University of Technology (VUT), The Faculty of Electrical Engineering and Communication (FEKT VUT). The programme is accredited at the VUT, the artist classes are organized by the Faculty of Music, JAMU and the technical classes by FEKT VUT. Both universities offer perfectly equipped laboratories and studios in their new buildings. Starting from the academic year 2014/2015 the Faculty of Music has accredited the new study discipline - Historical Interpretation (Early Music) for both, Bachelor's and Master's degree. In the first year, specializations for lute playing, historical violin, violoncello, traverso and singing are on offer.



Study discipline	Length of study in each study programme		
	BcA.*	MgA.*	Ph.D.*
Orchestral Conducting	3G	2G	
Choral Conducting	3G	2G	
Sacred Music	3G		
Bassoon	3G	2G	
Clarinet	3	2E	
Composition	3E, G	2E, G	
Double Bass	3E, G	2E,	
Flute	3E	2E	
French Horn	3E, G	2E, G	
Guitar	3E, G	2E, G	
Harpsichord	3E, G	2E, G	
Historical Interpretation	3	2	
Jazz Interpretation	3E	2	
Multimedia Composition	3E	2	
Music Management	3	2	
Oboe	3G	2G	
Opera direction	3G	2G	
Organ	3E, G	2E, G	
Percussion Instruments	3E, G	2E, G	
Piano	3E, G	2E, G	
Piano Pedagogy	3 (part time)		
Piano and Piano Pedagogy		2	
Trombone	3E, G	2E,G	
Trumpet	3G	2G	
Tuba	3	2	
Viola	3E, G	2E, G	
Violin	3E, G	2E, G	
Violoncello	3E, G	2E, G	
Voice	3G	2G	
Interpretation and Theory of Interpretation			4E, G
Composition and Theory of Composition			4E, G
Music Production			4E, G

*E, G – discipline is accredited also in English and/or German

Courses of study at the Faculty are designed as full-time (except of Piano Pedagogy for BA, which is part-time). The basic forms of teaching are lectures, tutorials, seminars, special training, courses, individual tutorials, concerts and opera performances. Each course of study is a self-contained set of subjects arranged into semesters.

The Faculty of Music has accreditation to offer the Music Art PhD study programme in the following study disciplines:

Interpretation and Theory of Interpretation (Orchestral Conducting, Choral Conducting, Voice, Opera Direction, Piano, Organ, Harpsichord, Violin, Viola, Violoncello, Double Bass, Flute, Oboe, Clarinet, Bassoon, French Horn, Trumpet, Trombone, Percussion Instruments), Composition and Theory of Composition and Music Production.

Entrance requirements for all cycles (Bachelor's, Master's, PhD) are available at:

<http://is.jamu.cz/predmety/obory.pl?lang=en;fakulta=5451>

For study in the above-mentioned degree study programmes in the Czech language, no tuition fees apply. The fee for a study year in a foreign language amounts to 150.000,- CZK in academic year 2016/2017.

3.3.2 International Students Erasmus

Within the Erasmus+ programme, the JAMU Faculty of Music, co-operates with more than 30 institutions from all over Europe. After they have successfully completed the application procedure, Erasmus students are mostly accepted for one or two semesters, for the course of which they are involved in their chosen study programme with an emphasis on performance (lessons in the major subject, lessons with an accompanist, performance seminar, chamber music, orchestra playing, orchestral excerpts, etc.). All Erasmus students are given the opportunity to attend a Czech language course as well as to work on their research projects.

Application Process

The deadline for Erasmus applications is 15 April when applying for the whole academic year and for the winter semester. Applications for the summer semester are accepted until 15 November, but please take into account that all the places at Astorka (the JAMU hall of residence for students) may be taken by this time.

The following documents are required:

- Erasmus+ Application Form
- Learning Agreement
- Transcript of Records
- CD/DVD Recordings
- Curriculum Vitae

Upon receipt, application documents are assessed by teachers of the given discipline. The final decision on acceptance of an application is made by the Dean's Board on the recommendation of heads of departments. Students should be informed of the decision not later than 30 June through the international office of their home institution.

Language Courses

Apart from the courses offered by JAMU which are free of charge (each semester two or three levels are open – Czech for Beginners, Pre-Intermediate and Intermediate level) international students have the opportunity to attend intensive language courses at the Faculty of Arts of Masaryk University, for which there is a fee.

Lifelong Learning Programme

International students from all over the world are offered tuition within the Lifelong Learning Programme – there are no accredited courses in foreign languages. This type of study does not lead to a formal qualification, although the successful student will receive a certificate stating that he/she has completed the course. The contents of the course can be agreed on an individual basis in accordance with the student's wishes, but the basic components of the programme comprise of solo instrument playing, chamber music, playing in an orchestra, the study of orchestral excerpts and accompanied lessons. A Czech language course can be included in the study plan if the student is interested. The fee for this course is € 2,500 per semester for the full programme (8 lessons per week).

CONTACT

For further information you can contact international office of the Faculty of Music:

Ms Petra Koňárková

International Relations Co-ordinator

Faculty of Music | Janáček Academy of Music and Performing Arts

Komenského nám. 6 | 662 15 Brno

Tel. +420 542 591607 | Fax: +420 542 591633 | E-mail: konarkova@jamu.cz

part of the cultural life of Brno since then. During its fifty-five-year existence, it has performed more than 150 works from the repertoire of Czech and world opera. With its non-conventional dramaturgy, the Chamber Opera Studio is an interesting alternative to other music theatres in Brno. From autumn 2012 the performances of the Chamber Opera Studio have been presented on the stage of the Theatre Orli Street (Divadlo na Orli).

3.3.5 International Music Master Classes

The International Music Master Classes have been held at the Faculty of Music for 49 years. The main aim of the master classes is the promotion of Czech music and the presentation of Czech artistic interpretation. However, the master classes are focused not only on interpretation of works by Czech composers, but also on other works from the world repertoire. Each participant is guaranteed regular tuition and given the opportunity to perform at concerts. The International Music Master Classes are available in the following disciplines: piano, violin, double bass, flute, oboe, voice and chamber music (string quartet, piano trio, etc.). Participation is recommended for students and graduates from conservatoires and other music schools, students and graduates from music colleges and academies of music, professional musicians, and teachers at music schools.

Additional events (a sightseeing tour of Brno, a visit to the Janáček Museum, a visit to a traditional wine cellar with a folk music group, etc.) are part of the master classes programme.

For further information go to:

www.masterclass.jamu.cz

3.3.6 Leoš Janáček International Competition in Brno

The Leoš Janáček International Competition has been held annually by the Faculty of Music of the Janáček Academy of Music and Performing Arts in Brno since 1994. The competition is named after the famous Czech composer Leoš Janáček and is related to his work. Ten disciplines of string quartet, violin, piano, organ, violoncello, double bass, flute, clarinet, French horn and tuba take turns regularly in five-year periods. In 2016, the competition is announced for piano and organ and will be held in September.

The regulations, conditions, application form as well as results and photos from previous years, can be downloaded from:

<http://hfenglish.jamu.cz/leos-janacek-international-competition/>

4 Visa requirements and how to get to Brno

After we have confirmed your application and sent you a letter of acceptance, we look forward to welcoming you to JAMU in Brno. Prior to your departure please make sure you contact the Czech Embassy in your home country to ask for up-to-date information on whether or not it is necessary for you to have a visa.

4.1 Visa Requirements

4.1.1 Students from EU Countries

Students from the EU (plus Norway, Iceland, Liechtenstein and Switzerland) do not need a Czech visa. Citizens of EU countries should simply register with the Czech Foreign Police if they are staying in the Czech Republic for more than 90 days.

CONTACT INFORMATION FOR FOREIGN POLICE IN BRNO

Cejl 62b | 602 00 Brno | **Tel.:** +420 974 628 131 | **E-mail:** opabm@mvcr.cz

Office hours: Monday and Wednesday: 8:00 am–5:00 pm,
Tuesday and Thursday: 8:00 am–2:00 pm



4.1.2 Students from Countries Outside the EU

Please contact the Czech Embassy/Consulate in your country to obtain the latest information concerning student visa. Possession of a student visa is a condition for entering the Czech Republic and studying at JAMU. With regard to the fact that the whole procedure for obtaining a student visa can take up to 60 days, please consult your local Czech Embassy/ Consulate as soon as possible.

In order to apply for Czech visa, usually you must submit the following documents:

- A completed form “Application for a long-stay visa”.
- Two photographs: One photograph must be attached to the visa application. On the back side of the second photograph please write your full name and date of birth. Please see below a notice about the format of the photograph¹.
- A travel document: The travel document must be valid at least 90 days after the intended departure from the Czech Republic/Schengen area. Please make a photocopy of data pages of the passport and submit it with the application.
- Original or certified copy of a document issued by your home institution certifying your enrolment for studies at this school. The document must confirm that you were selected as an exchange student for academic semester (or year). If you receive a scholarship, it must confirm that you are going to receive a grant and in what amount. The document must state your full name, date and place of birth, signed and stamped by your school and be on official school letterhead stationery. Whether the original document is issued in English or other language, it must be translated into the Czech language.
- If scholarship is not granted to you, you must submit a bank statement, the minimum amount required is approximately 35, 000 CZK (approx. 1,200 EUR). The document must be translated into the Czech language.
- Original or certified copy of the letter of acceptance issued by the Czech university. This document must be in Czech language.
- Original or certified copy of the letter of accommodation issued by the Czech university. This document must be in Czech language.
- A record from the Criminal Register (or another such document) issued by the state whose national you are legalized by the Apostille. This document must be

1 Dimensions: 35 × 45 mm, must correspond to the citizen’s current appearance, taken in front view of the face with the size of the head from the crown to chin of at least 13 mm, in plain clothes, without dark glasses (except for blind people) and without a head cover, unless its use is justified by religious or medical reasons; in such case, the head cover must not obscure the face in a manner preventing the citizen’s identification (the “photograph”). A photograph required for the issue of an identity card must have a smooth surface and may be black and white or coloured. The portrayed person must have a neutral expression and his mouth must be closed, eyes must be open and hair must not be covered. If the citizen’s appearance has not changed, it is possible to use an older photograph; provided that it meets all of the above conditions (i.e. the ¾ profile used in older photograph may no longer be used).

translated into the Czech language along with the Apostille. The document must state your full name, date and place of birth. Please do not submit excerpts that do not have your date of birth.

- Travel medical insurance must cover the cost of emergency medical care, including medical evacuation or, in the event of death, repatriation of remains to the country.
- that has issued the applicant's travel document or to the applicant's country of residence. **The insurance policy must not exclude coverage for injuries and damage caused by the applicant's intentional acts, injuries and damage caused by fault or contributory fault on the part of the applicant, and injuries and damage caused by the consumption of alcohol, narcotic and psychotropic substances by the applicant.** The minimum coverage is **EUR 60 000** per one insured
- event without any co-insurance or co-payment.

Travel medical insurance may be purchased from:

- An insurance company licensed to sell such insurance in the Czech Republic
- An insurance company licensed to sell such insurance in any other Member State of the European Union or in any Contracting Party to the Agreement on the European Economic Area
- An insurance company licensed to sell such insurance in the country that has issued the applicant's travel document or in the applicant's country of residence.

Translations into Czech

The proof of travel medical insurance must be accompanied by a certified Czech translation of the insurance policy and general insurance terms and conditions, proving the existence of travel medical insurance, the scope of coverage, the amount of coverage (at least EUR 60 000), and proving that there is no co-insurance or co-payment. The applicant may be requested to present proof of insurance covering the entire period of stay in the Czech Republic.

Important Information:

- All documents must not be older than 180 days when presented to the Consulate General (except for the passport).
- Processing of student visa takes up to 60 days since the day of lodging the visa application. (If your study programme starts on February 10, you should not apply later than December 10).
- The translations into the Czech language are subject to verification.

Visapoint:

When you have all your documents ready, you must make an online registration for submission of the application. Please register for submission on the website *www.visapoint.eu*. In order to register, you need to possess an e-mail address. You can do the registration by yourself, but also by the inviting party or by any other person. Registration is free of charge. Submitting a registration does not mean that the visa has been or will be issued. Every applicant for a long-term stay over 90 days must be registered in VISAPOINT for submission of the application. Without proper registration, you will not be allowed to submit the visa application at the diplomatic mission, no interview will be held and the processing of the application will not begin.

MORE INFORMATION ABOUT THE LONG-TERM VISA CAN BE FOUND ON

Ministry of Foreign Affairs of the Czech Republic

http://www.mzv.cz/jnp/en/information_for_alien/index.html

Ministry of the Interior of the Czech Republic

<http://www.mvcr.cz/mvcren>

After your arrival in the Czech Republic you should register with the Czech Foreign Police within 3 working days.

CONTACT INFORMATION FOR FOREIGN POLICE OFFICE IN BRNO

Cejl 62b, Brno | Tel.: +420 974 832 421

Office hours: Monday and Wednesday: 8:00 am–3:00 pm

Tuesday and Thursday: 8:00 am–2:00 pm

The Foreign Police take responsibility for dealing with:

- Your reporting of your place of residence in the Czech Republic within the given statutory time period
- The verification of an invitation
- Issuing of short-term residence certificates or certificates certifying a legitimate right of residence in the Czech Republic (e. g. for marriage)
- Checks on the legitimacy of stays in the Czech Republic

There is also the **Department for Asylum and Migration Policy**, which is a regional office of the Ministry of the Interior. You should contact this office in case you wish to:

- Apply for an extension to a long-stay visa (applications for such visas should continue to be made to the relevant Czech embassies)
- Apply for a long-term residence permit or its extension
- Apply for permanent residence
- Apply for a certificate of temporary residence (EU citizens)
- Apply for a residency card for a member of your family (EU citizens) and its extension
- Report a change in your place of residence in the Czech Republic should you intend to reside there for longer than 30 days
- Apply for a certificate of residency (should you hold a long-stay visa, a long-term or permanent residence permit, or should you be an EU citizen or a member of their family, and should you reside only temporarily in the Czech Republic)

CONTACT INFORMATION FOR THE DEPARTMENT FOR ASYLUM AND MIGRATION POLICY

Hněvkovského 30/65, Brno | tel.: +420 543 213 313 or +420 543 214 316

Office hours: Monday and Wednesday: 8:00 am–5:00 pm
 Tuesday and Thursday: 8:00 am–2:00 pm
 Friday: 8:00 am–11:00 am (for appeal only)



4.2 How To Get to Brno

Thanks to its favourable geographical position you can reach Brno by train, bus or plane (from Prague, Bratislava or Vienna airport).

4.2.1 Plane

REGULAR DIRECT FLIGHTS TO BRNO

London/Luton–Brno

Eindhoven–Brno

London/Stansted–Brno

Munich –Brno

If you are arriving at Brno airport there is a bus connection to the city centre – bus No. 76 goes from the airport to the main railway station every half an hour and the journey lasts around 20 minutes.

VISIT:

www.brno-airport.cz

You can fly to Prague, Vienna (Austria) or Bratislava (Slovakia) and then continue to Brno by coach or train. Brno is an important European rail junction and is easy to access from various places of Europe. From the above-mentioned airport there is a good connection to Brno (from Prague and Vienna airports there is a direct bus connection to Brno).

VISIT:

Prague airport > www.prg.aero/en

Vienna airport > www.viennaairport.com

Bratislava airport > www.airportbratislava.sk

Vienna airport – Brno – Vienna airport, Prague airport – Brno – Prague airport
www.studentagency.cz

Vienna airport – Brno – Vienna airport
www.tourbus.cz

Bus and train connections to/from the Czech Republic and national connections
www.idos.cz

VÁCLAV HAVEL AIRPORT PRAGUE

Václav Havel Airport Prague (former called Ruzyně) is situated approximately 20 km north-west of Prague city centre. Transport between the city and the airport is possible by bus line No. 119, which runs at regular intervals from 5.00 a.m. to 12.00 midnight to its terminal at the Dejvická underground station on Line A. The journey takes 24 minutes. Transport is also possible by the Airport Express: Prague Airport – Prague Main Train Station (metro line C and connection to SC, EC, IC and EN trains); it takes around 35 min.

There is a bus stop at:

Terminal 1 | Terminal 2 (flights from Schengen countries) – in front of the arrivals hall

Buying tickets for public transport:

Public transport counters in the arrivals halls of Terminals 1 & 2 (from 7 am to 10 pm). Vending machines at bus stops (cash required). SMS ticket – The Prague Transit Company

Customers wanting to purchase an SMS ticket must not have Premium SMS services blocked (these can be activated free of charge by calling the operator's help line).

Ticket prices/Fares:

Basic Fare – 24 CZK – ticket can be used for up to 30min on all means of public transport. Basic Fare – 32 CZK – ticket can be used for up to 90 min on all means of public transport. Airport Express Fare – 60 CZK from the Prague Main Railway Station to the airport, 40 CZK from Dejvice metro/tram station to the airport.

PUBLIC TRANSPORT INFORMATION

Tel.: +420 296 191 817 (7:00 am–9:00 pm) more info: www.dpp.cz

4.2.2 Coach or Train

The Czech Republic has an efficient network of coaches and trains. If you travel from Prague, you can either take a coach or a train. There are several companies which provide a Prague–Brno bus service: Student Agency (www.studentagency.cz), Euro-lines, Tourbus, ČSAD (a network of coaches for the whole republic). All of them start their journey from the Florenc central bus station, which you can reach by the underground (Metro B or C). The journey takes 2 hours 30 minutes and it costs about 200 CZK (7 EUR).

Most buses from Prague arrive at the bus station called “GrandHotel” (close to the central railway station), 10 minutes' walking distance from the buildings of JAMU.

Some international lines arrive there, too. Other lines (especially ČSAD) arrive at the “Zvonařka” bus station.

The best way to get to the Theatre Faculty, the Rector’s Office and the Astorka hall of residence is by tram No. 1, getting off at the “Malinovského náměstí” stop, or to walk through the city centre. The best way to get to the Faculty of Music is to take the tram No. 12 or No. 4 from the main railway station and to get off at the “Česká” stop.

Trains leave from the Prague central railway station (Hlavní nádraží), which you can also reach by the underground (Metro C). The options for travel by train are: fast train, express train, SuperCity (SC), InterCity (IC), EuroCity (EC). Generally, travelling by train is more expensive if you do not have a special “customer card” or “Junior passport” and it takes 2 hours 23 minutes (SC train) or more. There is also a price reduction for two or more people travelling together. If you take a standard fast train, don’t be surprised by its unkempt interior. All international and local trains arrive at the central railway station in Brno, which is within walking distance of the Music Faculty (15 minutes), the Theatre Faculty and the Rector’s Office (both 10 minutes) and the Astorka hall of residence (5–10 minutes). To get to the Faculty of Music you can also take tram No. 12 or No. 4 and get off at the “Česká” stop; to get to the Theatre Faculty, take tram No. 1 (for details see the section above).



4.2.3 How To Get around in Brno

Brno has a very efficient city transport system – provided by trams, buses and trolley buses. Monthly passes (basic rate) cost CZK 550 (on presentation of a valid ISIC card, you buy a student monthly pass for CZK 275). Tickets are priced as follows: 2 zones / 15 minutes – CZK 20; 2 zones/60 minutes with transfers – CZK 25; 3 zones/90 minutes with transfers – CZK 27.

Monthly passes and tickets can be bought at the office of Dopravní podnik města Brna (Brno Public Transport Company), 18 Novobranská street, Brno (close to IVU Astorka, JAMU's hall of residence) from 6 am to 7 pm (Monday–Friday) and from 8 am to 3:30 pm (Saturday). Tickets are also sold in vending machines at tram/bus stops, by tram/bus drivers (a basic 90-minute ticket costs CZK 35) or at tobacconist's shops.

The time (in minutes) of a journey from one stop to another is indicated on the time-tables at tram, bus and trolley-bus stops (a small number next to the name of each stop). If you travel by public transport with your suitcase (bigger than 20×30×50 cm), you should also buy a concessionary 2-zone ticket for 10, 15 or 90 minutes (depending on the distance and connection).

VISIT:

<http://www.dpmb.cz>

When travelling by taxi in Brno, be very careful not to forget the following: use only official taxi cabs (name and licence number of the driver is on the car); sit in the front; before you drive away do not forget to ask how much you will pay per kilometre; be sure the driver is using the taximeter.

VISIT:

www.taxi-impuls.cz | www.lidotaxi.cz | www.brno-taxi.cz

Arriving in Brno

Before you set off for Brno, please inform the International Office of the date and hour of your arrival and your connection if you wish to be picked up by an International Office representative or student. He or she will be waiting for you at the railway/bus station and will accompany you to the hall of residence.

5 Facilities

5.1 Accommodation

IVU Astorka – JAMU’s information, education and accommodation centre – is situated at 3 Novobranská Street. It was designed by architects Zdeněk Makovský and Jaroslav Černý in the year 1997–1998. It is situated right in the historical centre of the city, not far from the Baroque Špilberk Castle, the Neo-Gothic Cathedral of Saints Peter and Paul, the Baroque St. Thomas’s Church, St. James’s Church and the Měnin Gate. There are centres of culture and entertainment as well as shopping centres in its immediate vicinity.

The accommodation centre has a hall, a reception desk and a lounge with a TV on each floor. Guests have at their disposal an atrium and a restaurant on the ground floor.

The accommodation centre operates an apartment system (double or triple rooms), with each apartment comprising a lobby, a bathroom with toilet and two rooms. The modern rooms are equipped with telephone, TV and fridge. WIFI Internet connection is available.

There is a laundry room in the basement and a fee is charged for its use (CZK 50,- per 1 one washing hour in one washing machine). The laundry keys can be picked up at the reception where the students write down a number of hours after each washing. At the end of month all the washing hours are counted and the total amount is added to the accommodation fee.

The building also involves the JAMU library, study and computer rooms for JAMU students.

The accommodation fee for Czech and exchange-programme students is CZK 2.780–3.110 (100–113 EUR) including TVA per month.

IVU Astorka is open daily from 5:00 am to 12:00 midnight. After midnight the building is closed and students can gain entry only on presentation of an accommodation card or valid passport/identity card.

If you wish to arrange accommodation at JAMU’s IVU Astorka hall of residence, please inform the International Office coordinator of your intention before 10 May.

A room in Astorka can be offered as a priority to exchange students who will be studying at JAMU for a longer period (min. 2 semesters), and sometimes an exception can be made. For other students JAMU arranges private accommodation at reasonable prices.

If you prefer to find private accommodation in Brno, please consult pages 55– 56 of this Guide.

5.2 Meals and Board

5.2.1 Student Cafeteria/Canteen ④

Students of JAMU can eat at the Masaryk University cafeteria, which serves inexpensive meals. The cafeteria is situated in the building of the Masaryk University Rector's Office at Žerotínovo nám. 9, close to the Faculty of Music of JAMU (entrance from Brandlova Street or Moravské náměstí square).

VISIT:

<http://www.skm.muni.cz/stravovani.php?akce=15&lang=en>



The canteen serves lunches and dinners. You can order lunch from a choice of approx. 10 meals one day in advance at <http://www.skm.muni.cz/stravovani.php?akce=10&lang=en> or from a more limited selection (there is always 1 vegetarian meal available) in the canteen without previous reservation. To make a reservation you will need an ISIC card or a special magnetic card issued by Masaryk University; this can be done in person at the student canteen or via the Internet. The office where you can obtain the special magnetic charge card or charge your ISIC card is situated

on the first floor of the same building as the canteen. To get the charge card, you have to show your JAMU student's card. The second alternative is the ISIC card, onto which you can deposit money directly. Money can be deposited onto the card at all cash desks in the canteen.

To order meals and to buy products from the supplementary sale, use the charge card. Lunches can be ordered until 2:15 pm one day in advance by means of the computer or the ordering boxes in the canteen or via the Internet.

The price of the meal ordered and the price of the products from supplementary sale are automatically deducted from the sum deposited on the card. The information display shows you the account balance of your charge card. If you have any doubt about the balance of your account, you can ask a member of staff for a printout of "the history of the diner's account".

The student's canteen situated on the ground-floor offers:

- Five kinds of meals: two meat meals, one non-meat meal, a vegetable meal, a low-fat meal (poultry or fish). Meals can be ordered up to one week in advance through the internet or at ordering points in student's canteens. These meals can also be purchased without ordering according to the daily offer.
- Meals made to order
- Soups, Salads, fruit, desserts

OPENING HOURS FOR LUNCHES AND DINNERS

Mon–Thu: 11 am–7pm

Fri: 11am–3pm

Lunches are distributed only till 2 pm.

The student cafeterias are not open on Saturdays, Sundays or holidays, on Fridays for dinners. The price of a lunch starts at CZK 30 (1.20 EUR).

5.2.2 Restaurants

Restaurants differ in quality. A meal in Asian fast-food restaurants is about CZK 70. Many typical Czech pubs offer midday meals at reduced prices (CZK 70–100 = 2.5–4 EUR). Meals "à la carte" are usually around CZK 100–200 (4–8 EUR). You can find McDonalds, KFC or restaurants of many ethnic groups (such as Chinese, Turkish, Syrian or Slovakian) in Brno. The price of a glass of beer (0.5l) is +/- CZK 25 CZK (1 EUR). There are also many Czech fast-food restaurants in the town centre.

For an up-dated lunch menu in Brno restaurants please see:

<http://www.lunchtime.cz/english/>

5.2.3 Shops and Supermarkets

Almost all supermarkets selling food and groceries are open between 7 am and 9–10 pm, seven days a week. Smaller grocer's shops and other shops close earlier, eg., 6 or 8 pm, and are also closed on Saturday afternoons and Sundays. One Tesco hypermarket located outside the town centre is open 24 hours a day, seven days a week. It has a free bus service which leaves from behind the down-town Tesco. The popular and very good "Zelný trh" vegetable market is in the town centre, too.

THE CLOSEST SUPERMARKETS TO BRNO DOWNTOWN

BILLA

(nám. Svobody 9) – situated at Omega house, Liberty square

Open: Monday–Saturday: 7 am–10 pm | Sunday: 8 am–10 pm

(Minoritská 10)

Open: Monday–Saturday: 7 am–9 pm | Sunday: 8 am–9 pm

ALBERT

(nám. Svobody 16) – situated at Rozkvět palace, Liberty square

Open: Monday–Sunday: 7 am–9 pm

situated in one of the biggest shopping centres in Brno – **Galerie Vaňkovka**

Open: 7 am–10 pm.

There is also Interspar supermarket in the new shopping called **OC Letmo** situated in front of the main railways station.

Open shopping centre: Monday–Saturday, 9 am–9 pm
Sunday, 10 am–8 pm

Open supermarket: Monday–Saturday, 7 am–9 pm
Sunday, 7 am–8 pm

TESCO EXPRESS

(Dominikánská 5) – in the **Velký Špalíček shopping centre** / Open: 7 am–11 pm

(Divadelní 603/1) – in front the **Old National Theatre** / Open: 6 am–10 pm

TESCO

(Dornych 4) – Tesco shopping centre is situated close to the main railways station

Open shopping centre: Monday–Saturday, 8 am–9 pm
Sunday, 9 am–8 pm

Open supermarket: Monday–Saturday, 6 am–9 pm
Sunday, 8 am–8 pm

5.2.4 JAMU library

The JAMU library is situated in Astorka (Novobranská 3), the same building as the accommodation centre. The library also has a photocopy service.

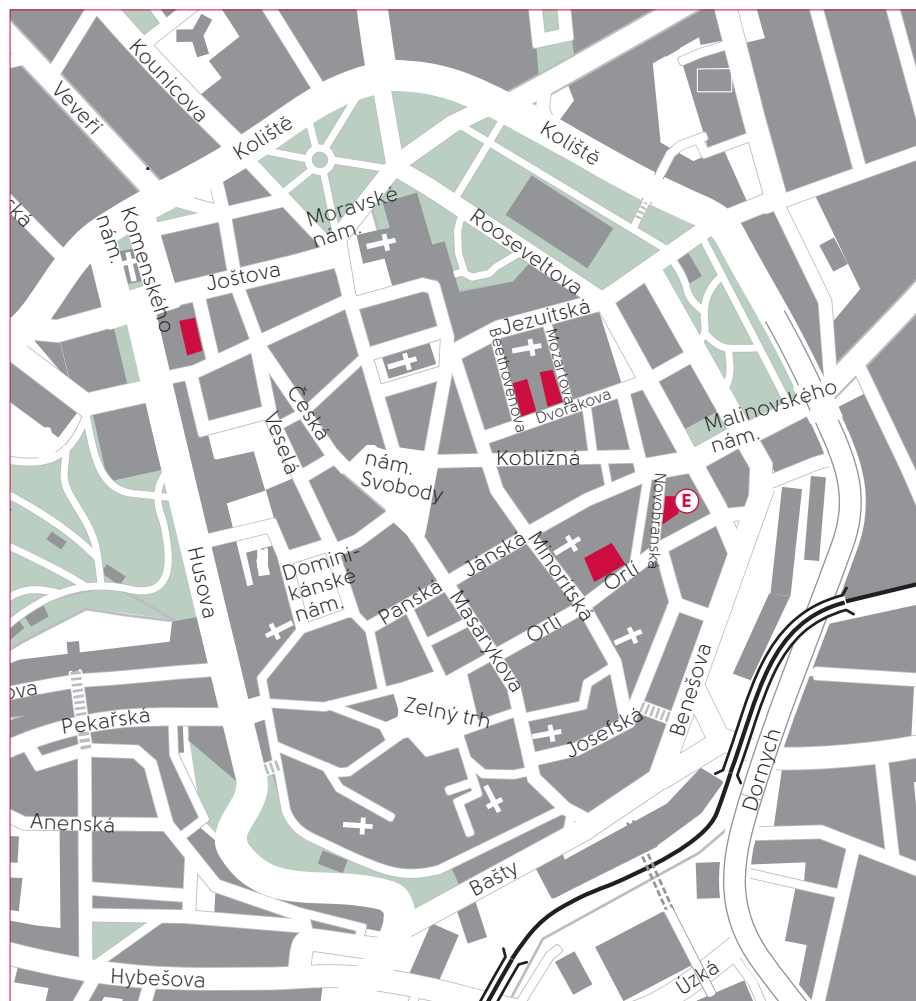
LIBRARY CONTACT DETAILS

Novobranská 3, 602 00 Brno | **Tel.:** +420 542 592 200 | **E-mail:** knihovna@jamu.cz

Opening hours: Monday-Tuesday: 10:00 am-6:00 pm

Friday: 10:00am-4:00 pm

Saturday, Sunday: Closed



6 Healthcare and insurance

Private and state healthcare facilities operate in the Czech Republic. The majority of them have agreements with the Public Health Insurance Company (VZP) on the provision and payment of healthcare. Since mid 2004 citizens from the individual EU member states who travel temporarily to another EU member state and hold a European Health Insurance Card (EHIC), are automatically insured, but they must register with a health insurance company as soon as they arrive in the Czech Republic. This basic insurance includes only urgent medical care. Students from countries outside the EU should arrange travel insurance which covers their study stay in the host country. The closest one to JAMU is Všeobecná zdravotní pojišťovna (VZP), which has its office at Benešova 10.

VZP CONTACT DETAILS

Tel.: +420 542 535 111 | **Fax:** +420 542 535 353 |
E-mail: informace72@vzp.cz www.vzp.cz/jihomoravsky

Office hours: Monday, Wednesday: 8.00 am–5.00 pm
Tuesday, Thursday, Friday: 8.00 am–3.00 pm

Since January 2008 all citizens have to pay an administrative fee of CZK 30 (1.1 EUR) when visiting a doctor; the administrative fee for a visit to Accident and Emergency is CZK 90 (3.3 EUR) and one requiring a stay in hospital CZK 100 (4 EUR).

TRAUMATOLOGY HOSPITAL IN BRNO

In case of emergency, the closest to JAMU

Úrazová nemocnice | Ponávka 6, Brno | **Tel.:** +420 545 538 538

EMERGENCY DENTIST SERVICE IN BRNO

Úrazová nemocnice v Brně | Ponávka 6, Brno | **Tel.:** +420 545 538 421

24-HOUR PHARMACIST'S

K.E.I. Pharma, spol. s r.o.

Koliště 846/47 | 602 00 Brno-Zábřdovice

Tel.: +420 545 424 829 | **Fax:** +420 545 424 823

E-mail: kei.bittner@quick.cz | <http://www.kei.cz>

Lékárna Na Koblížné – RNDr. Jiří Richter

Koblížná 28/7, 602 00 | **Tel.:** +420 542 212 110 | **Fax:** +420 542 212 110

E-mail: lekkoblizna@volny.cz | <http://www.lekkoblizna.cz>

Medical Care for Students of JAMU

PRACTITIONER

Irena Merlíčková, MD

Za divadlem 4, Brno | **Tel.:** +420 543 240 081

Opening hours:

Monday:	07:30–13:00
Tuesday:	07:30–12:30
Wednesday:	07:30–13:00
Thursday:	07:30–12:30
Friday:	07:30–12:00

GYNECOLOGIST

Petr Čík, MD, Ivo Sládek, MD

Zámečnická 1, Brno | **Tel.:** +420 543 241 137 | www.gynekologiemaxima.cz

Opening hours:

Monday:	09:00–18:00	(MUDr. Petr Čík)
Tuesday:	13:00–18:00	(MUDr. Ivo Sládek)
Wednesday:	09:00–18:00	(MUDr. Petr Čík)
Thursday:	13:00–18:00	(MUDr. Ivo Sládek)
Friday:	09:00–14:30	(MUDr. Petr Čík)
	15:00–18:00	(MUDr. Ivo Sládek)

Jihomoravské nám. 1, Brno | **Tel.:** + 420 545 218 854

Opening hours:

Monday:	08:00–11:30	(MUDr. Ivo Sládek)
Tuesday:	14:30–18:00	MUDr. Ivo Sládek
Wednesday:	09:00–17:00	MUDr. Petr Čík
Thursday:	09:00–12:00	MUDr. Ivo Sládek
Friday:	14:30–18:00	(MUDr. Ivo Sládek)
	10:00–15:00,	MUDr. Petr Čík

Upon previous arrangement.

STOMATOLOGIST

Zdenka Vávrová, MD

Purkyňova 93 (VUT residence, B04) | **Tel.:** +420 541 210 288

Opening hours:

Monday:	12:00–17:00
Tuesday:	07:45–15:00
Wednesday:	07:45–15:00
Thursday:	07:45–12:00
Friday:	07:45–12:00

PHONIATRICIAN

For students of the Theatre Faculty:

prim. Mojmir Lejska, MD, CSc.

Obilní trh 4, Brno | **Tel.:** +420 541 246 598

Opening hours:

Monday:	08:00–15:30
Tuesday:	09:00–17:30
Wednesday:	12:00–14:00
Thursday:	08:00–15:30
Friday:	08:00–12:00

For students of the Faculty of Music:

Radan Havlík, MD

Obilní trh 4, Brno | **Tel.:**+420 541 246 598

Opening hours:

Monday:	08:00–15:30
Tuesday:	09:00–17:30
Wednesday:	08:00–14:00
Thursday:	08:00–15:30
Friday:	08:00–12:00

All the above-mentioned physicians are private practitioners and they may charge a special fee in case of an international student's treatment. It is preferable to ask for a fee amount before the treatment. We recommend public hospitals and medical centres. The closest ones to JAMU are:

POLIKLINIKA ZAHRADNÍKOVA / HEALTH CENTRE ZAHRADNÍKOVA STREET

Zahradníkova 2/, 602 00 Brno | **Tel.:**+420 541 552 111 or +420 541 217 844

Fax: +420 541 211 319| **E-mail:** info@polza.cz | www.polza.cz

NEMOCNICE U SV. ANNY / ST. ANN'S HOSPITAL

Pekařská 53, 656 91 Brno | **Tel.:**+420 543 181 111

E-mail: info@fnusa.cz | www.fnusa.cz

7 Useful Information

IMPORTANT TELEPHONE NUMBERS

Emergency	112
Police	158
Fire Brigade	150
Ambulance	155
Municipal Police	156

STATE AND BANK HOLIDAYS

- 1st January** Restoration day of the independent Czech state (1993), New Year's Day
- variable** Good Friday and Easter Monday
- 1st May** Labour Day
- 8th May** Liberation day (1945)
- 5th July** Slav missionaries Cyril and Methodius's day (863)
- 6th July** Master John Huss Day (1415)
- 28th September** St. Wenceslas Day or Czech Statehood Day (935)
- 28th October** Independent Czechoslovak State Day (1918)
- 17th November** Day of struggle for freedom and democracy (1939, 1989)
- 24th December** Christmas Eve
- 25th December** Christmas Day
- 26th December** St. Stephen's Day (Boxing Day)

TIME ZONE

The Czech Republic is situated in the GMT +1 time zone, usually referred to as Central European Time (CET). The clocks are changed by one hour, creating winter time and summer time (GTM +2).

ELECTRICITY

Electric sockets in the Czech Republic are mostly 220 V and 50 Hz with 2 round-pin plugs.

EMBASSIES AND CONSULATES

In case of any difficulties you can contact your country's embassy. A complete list of embassies and Czech embassies all over the world is available on the Ministry for Foreign Affairs website (www.mzv.cz).

PUBLIC HOLIDAYS AND BUSINESS HOURS

On Saturdays, Sundays and bank holidays most banks and offices are closed. Ordinary shops also closed on Saturday afternoons and Sundays and public holidays, while supermarkets and shopping centres often stay open. It is no problem on these days to go to a concert, exhibition, restaurant or bar. In small towns most shops are open Mon–Fri from 8 am until 6pm, and only in the morning on Saturdays. In big cities shops may stay open until 9pm. Only a few small shops have a lunch break, usually between 12 noon and 1pm. Most big supermarkets are open from 7am to 10pm Mon–Sun.

TELEPHONES

The international dialling code for the Czech Republic is +420 (or 00 420). When you are calling from abroad, this must be dialled first, followed by the 9-digit number.

MOBILE PHONES

The Czech mobile network uses GSM 900/1800 standards and is widely available. There are three main providers: O2, Vodafone and T-Mobile. They all offer different price plans, information about which can be found on their websites: www.o2.cz, www.vodafone.cz, www.t-mobile.cz.

If you do not stay in the Czech Republic for a long period of time but still want a cell phone, a prepaid card is the right choice. They are offered by all providers and you can choose whether you only want the SIM card or a phone as well.

To get a prepaid card you usually have to pay around 200 to 500 CZK. A part of that money is your starting credit.

CURRENCY

The official currency of the Czech Republic is the Czech crown (CZK). 1 CZK = 100 hellers; coins in circulation: 1, 2, 5, 10, 20 and 50 crowns; bank notes: 100, 200, 500, 1000, 2000 and 5000 crowns.

TIPPING

Tips are not usually left by customers on the table. Should you wish to tip staff, add around 10 % to the bill or round it up. It is up to you what sum you tell the waiter you wish to pay when he brings the bill.

SMOKING

The Czech Republic has adopted a law limiting smoking. One of the main items of this is a ban on smoking in public places (on platforms, at stops, at the railway station, on public transport and in places of entertainment). Restaurant owners must provide an area for non-smokers (either a separate room or hours when smoking is not permitted and food is served).

TOURIST OFFICES IN BRNO

Radnická 2 and 8 | 658 78 Brno | **Tel.:** +420 542 427 150-151, +420 554 242 7111

E-mail: info@ticbrno.cz

Kapucínské náměstí 5 | 602 00 Brno

Tel.: +420 602 404 246 | **E-mail:** info2@ticbrno.cz

LEISURE TIME

Brno and its surroundings are rich not only in different museums, monuments, theatres, cinemas and clubs but also in beautiful countryside. You will find many sports facilities, three indoor swimming pools and many open-air swimming pools, tennis and squash courts and fitness centres.

MUSIC

Filharmonie Brno (Brno Philharmonic)

Besední dům | Komenského nám. 8 | www.filharmonie-brno.cz

Concert hall of the Faculty of Music of JAMU

Komenského nám. 6 | <http://hf.jamu.cz>

Concerts are free of charge for students of the Faculty of Music on presentation of a student or ISIC card. Tickets to concerts of the Brno Philharmonic are available in advance with a discount of 80 %.

THEATRES

Studio Marta – the theatre of the Theatre Faculty

Bayerova 5 | www.studiomarta.cz

Theatre at Orlí Street – JAMU official theatre

Orlí street | divadlonaorli.jamu.cz

Národní divadlo (National Theatre

www.ndbrno.cz | ticket sale: Dvořákova 11

– Mahen Theatre – Malinovského nám. 1

– Janáček Theatre – Rooseveltova 7

– Reduta Theatre – Zelný trh 4

Centrum experimentální divadla (Centre of Experimental Theatre)

Zelný trh 9 | www.ced-brno.cz

Husa na Provázku

Zelný trh 9 | www.provazek.cz

Hadivadlo

Poštovská 8D | www.hadivadlo.cz

Divadlo u stolu

Zelný trh | www.divadloustolu.cz

Divadlo Barka

Svatopluka Čecha 35a | www.barka.unas.cz

Městské Divadlo Brno (Brno City Theatre)

Lidická 16 | www.mdb.cz

Loutkové divadlo Radost (Radost Puppet Theatre)

Bratislavská 32 | www.divadlo-radost.cz

Buranteatr

Kounicova 22 | www.buranteatr.cz

Students of JAMU can get a discount on presentation a JAMU student card.

MUSEUMS

Muzeum města Brna (City of Brno Museum)

www.spilberk.cz

Muzeum romské kultury (Museum of Romani Culture)

www.rommuz.cz

Moravské zemské muzeum (Moravian Museum)

www.mzm.cz

Moravská galerie v Brně – Uměleckoprůmyslové muzeum (Moravian Gallery in Brno – Museum of Applied Arts)

www.moravska-galerie.cz

Technické muzeum v Brně (Brno Technical Museum)

www.technicalmuseum.cz

Students can get tickets at concessionary rates on presentation of a JAMU student or an ISIC card.



CINEMAS

Art | Cihlářská 19 | www.kinoartbrno.cz

Lucerna | Minská 19 | www.kinolucerna.info

Scala | Moravské nám. 3 | www.kinoscala.cz

Cinema City Velký Špalíček | Mečová 2 | www.cinemacity.cz

Cinema City Olympia | U Dálnice 777 | Brno – Modřice | www.cinemacity.cz

SPORTS

Boby centrum

(swimming pool, fitness centre, aerobics, tennis hall, squash, stadium, winter stadium)
Sportovní 2a | www.bobycentrum.cz/index.php/sport-a-volny-cas

Radost (aerobics, bowling, squash)

Cejl 52 | www.squashradost.cz

R. S. C. Squash (squash and sports centre)

Špitálka 37 | www.rocksportclub.cz/stranka.php?id=2&m=2

ZONE4YOU Moravská Slavia

Polní 16 | www.squashslavia.cz

Draken

Kraví Hora | www.draken.cz

INDOOR SWIMMING POOLS

Lázně Rašínova

(length: 18m, narrow width) | Ponávka

(small swimming pool) – Rašínova 12 | Tel.: +420 533 433 546 | www.lazne-rasinova.cz

Sportovní a rekreační areál Kraví hora

(2 new indoor swimming pools with lengths of 25 m and 15 m)

Kraví hora 974/1 | www.kravihora-brno.cz

Sportovní areál za Lužánkami (length: 50 m)

Sportovní 4 | www.bazenzaluzankami.cz

TJ Tesla (length: 25 m)
Halasovo nám. 7 | www.tjtesla.cz

Aquapark Kohoutovice (length: 25 m)
Chalabalova 2 | www.aquapark-kohoutovice.cz

Information about other sports facilities in Brno are available on:
www.bts.cz (in Czech only)

LIBRARIES

The JAMU library – at the Astorka centre
Novobranská 3 | knihovna.jamu.cz | www.jamu.cz/organizacni-struktura/knihovna/

The Jiří Mahen library
Koblišná 4 | www.kjm.cz

The Moravian Library
Kounicova 65a | www.mzk.cz/eng



8 Basic Words and Phrases in Czech

Yes = ano [ano]

No = ne [ne]

Please = prosím [proseem]

Thank you = děkuji vám [dyecooyi vam]

Good morning = dobré ráno [dobre rano]

Good afternoon = dobré odpoledne [dobre odpoledne]

Good night = dobrou noc [dobroh nots]

Hello = dobrý den [dobree den]

Good-bye = na shledanou [nas-khledanow]

What is your name? = Jak se jmenujete? [yak se ymenooyete]

My name is... = jmenuji se...[ymenooyi se]

Nice to meet you = Těší mě [tyeh-sheee mnyeh]

How are you? = jak se máte? [yak se mahte]

Fine thanks, and you? = děkuji dobře, a vy? [dyecooyi dobrzhe, a vi]

I understand = rozumím [rozoomeem]

I don't understand = nerozumím [nerozooeem]

Do you speak english? = mluvíte anglicky? [mlooveete anglitskee]

I don't speak (much) czech = nemluvím (moc) česky
[nemlooveem (mots) chehskee]



9 Some Important Links

GENERAL INFORMATION ABOUT THE CZECH REPUBLIC

Official website of the Czech Republic run by the Ministry of Foreign Affairs of the Czech Republic

www.czech.cz/en

Official travel site of the Czech Republic

www.czechtourism.com/eng/uk/docs/holiday-tips/news/index.html

Ministry of Foreign Affairs, including contact details of all embassies

www.mzv.cz

Visas and visa policy of the Czech Republic – information server

www.mvcr.cz

Information about Entry, Stay, Permanent Residence and International Protection in the Czech Republic

<http://www.mvcr.cz/mvcren/>

Ministry of Culture

www.mkcr.cz

Parliament of the Czech Republic

www.psp.cz

CITY OF BRNO AND SOUTH MORAVIAN REGION

Official websites of the city of Brno. Information on history, culture and surroundings of the town. Links to cultural, educational and other institutions.

www.brno.cz

Official websites of the Southmoravian Region

www.kr-jihomoravsky.cz/

Brno tourist office

www.ticbrno.cz

Cultural events in Brno

(programmes of theatres, cinemas, museums, galleries, cultural centres, clubs, etc. in Brno)

sms.cz/kultura/brno

<http://www.kamvbrne.cz/kultura-brno/kultura-brno-dnes.php>

<http://www.mestohudby.cz/>(all kinds of music in Brno)

Moravian Library in Brno

www.mzk.cz

Trade Fairs Brno

www.bvv.cz

Server of the Battle of Austerlitz region

www.austerlitz.org

The towns of Lednice and Valnice – a cultural heritage site supervised by UNESCO

www.jm-unesco.cz

INTERNATIONAL BRNO**An independent guide to the town of Brno (in English)**

www.brnonow.com

English in Brno (Facebook page for all english speaking people living in Brno)

www.facebook.com/groups/englishinbrno/?fref=ts

(other language versions available)

Useful information for newcomers to Brno (in English)

www.brnoexpats.com

ACADEMIC INFORMATION**Official websites of JAMU**

www.jamu.cz

JAMU International (Facebook page of the International Office of Theatre Faculty JAMU)

www.facebook.com/jamutheatre

Webpage about studies in the Czech Republic

www.studyin.cz

International student club at Masaryk University

isc.muni.cz

International student club at University of Technology

www.isc.vutbr.cz/drupal/

International student club at Mendel University

iscmendelu.cz

Czech National Agency for European Educational Programmes

www.naep.cz

Website of the Ministry of Education, Academic

Information server information on studies in the Czech Republic (for foreign students) and information on studies abroad

www.dzs.cz

ACCOMMODATION IN BRNO**JAMU dormitory**

astorka.jamu.cz

WHERE TO FIND PRIVATE ACCOMMODATION?

Please find below some links where and how to find a private accommodation in Brno.

Accommodation in Brno

The webpage containing useful information for foreigners in Brno including accommodation search/offer.

www.brnoexpats.com

The agency is providing the accommodation for the short-term and the long-term stay in private flats or Foreigners' residences and many other services.

www.foreigners.cz

The agency is providing the accommodation for the short-term and the long-term stay in private flats of Foreigners' residences and many other services.

<http://www.windpoint.cz>

The webpage to find a flat without being charged by a real estate company.

www.bezrealitky.cz/

Private residence in Brno

www.forstudent.cz

muni.studyzone.cz/reality

www.cityrealestate.cz

www.brno-ubytovani.wz.cz

Accommodation in the Czech Republic (Including Brno and Flatsharing)

www.chcispolubydlici.cz

www.espolubydleni.cz/podnajem-spoubydlici/brno

<http://cz.easyroommate.com/jihocesky-kraj/brno-spolubydlici/Listings/L>

www.kolej.cz (section Poptávky ubytování)

www.vejska.cz (section Diskuze)

www.studentreality.cz

Multilingual Flats in Brno on Facebook

www.facebook.com/groups/519918441355541/526380877375964/?notif t=group
activity

TRANSPORT

Information on Brno city transport

www.dpmb.cz

Brno airport

www.brno-airport.cz

Prague airport

www.prg.aero

Bus and train schedules in the Czech Republic and abroad

www.idos.cz

Travel agency providing bus connections

between Brno and Prague / Bratislava / Vienna and other European cities

www.studentagency.cz

NEWSPAPERS IN ENGLISH

The Czech Republic's top English-language newspaper

www.praguepost.com

Website that provides daily news in English on Czech politics, business and markets, sports, Prague events and other features on people and life in Prague

praguemonitor.com

Monthly publication focusing on lifestyle and business in the Czech Republic

www.prague-tribune.cz

International service of Czech Radio, offering a broad picture of life in the Czech Republic

www.radio.cz/english

Daily online newspaper covering all aspects of life in the Czech Republic

www.ceskenoviny.cz/news

Czech press agency

www.ctk.cz

OTHER

Czech Post Office

www.cpost.cz

Yellow Pages – telephone directory of the Czech Republic

www.zlatestranky.cz

Official site of **Czech National Bank**

www.cnb.cz

Theatre Institute in Prague, links to all Czech theatres

www.divadlo.cz

Maps of the Czech Republic

www.mapy.cz

Erasmus documentary about JAMU incoming students 2011/2012

<http://www.youtube.com/watch?v=As0-BMI7znc>

10 Contacts

JAMU ERASMUS INSTITUTIONAL COORDINATOR

Mrs Barbara Dostálová

Rectors office | Beethovenova 2 | 662 15 Brno | Czech Republic

Tel.: +420 542 591 126 | **Fax:** +420 542 591 141 | **E-mail:** dostalova@jamu.cz

Office: 1st floor, right passage, first room on your left

INTERNATIONAL OFFICE COORDINATOR AT THE THEATRE FACULTY

Ms Anna Lahodová

Theatre Faculty | Mozartova 1 | 662 15 Brno | Czech Republic

Tel.: +420 542 591 307 | **Cell:** +420 733 127 614

E-mail: lahodova@jamu.cz

Office: 1st floor, room No. 109

INTERNATIONAL OFFICE COORDINATOR AT THE FACULTY OF MUSIC

Ms Petra Koňárková

Faculty of Music | Komenského nám. 6 | 662 15 Brno | Czech Republic

Tel.: +420 542 591 607 | **Fax:** +420 542 591 633 | **E-mail:** konarkova@jamu.cz

Office: 1st floor, room No. 102a