

more than 75 year long tradition

7 faculties

7 300 students

WELCOME AT UPCE



Take a Tour

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About the University

UPCE offers

- 50 study programmes in English
- top scientific teams
- well-equipped classrooms and laboratories

Chemists and economists, philosophers and historians, health professionals, transport experts, electrical engineers and computer scientists, and restorers study here.



[Get more information about the University](#)

Prof Libor Čapek, Rector

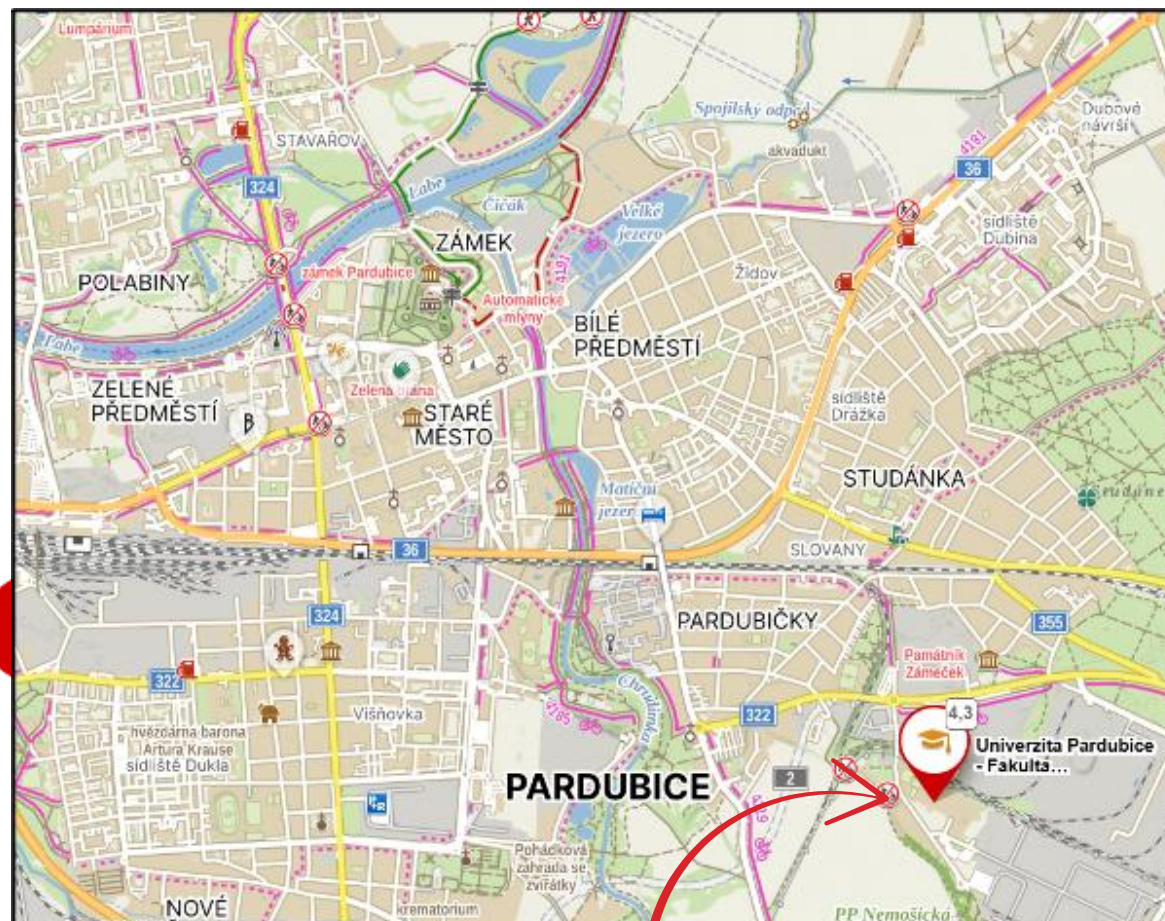
UPCE Campus



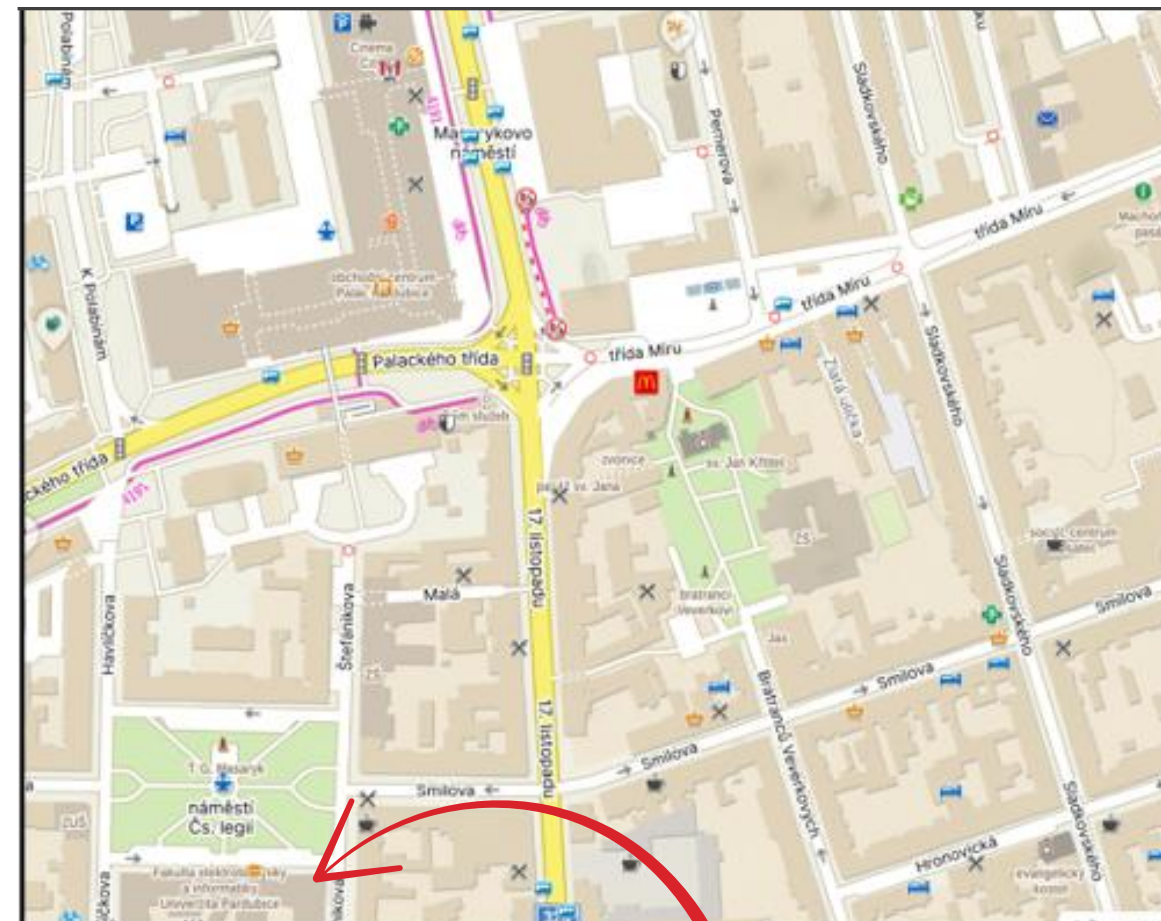
- Faculty of Arts and Philosophy (FF)
- Faculty of Chemical Technology (FChT)
- Faculty of Economics and Administration (FES)
- Faculty of Transport Engineering (DFJP)



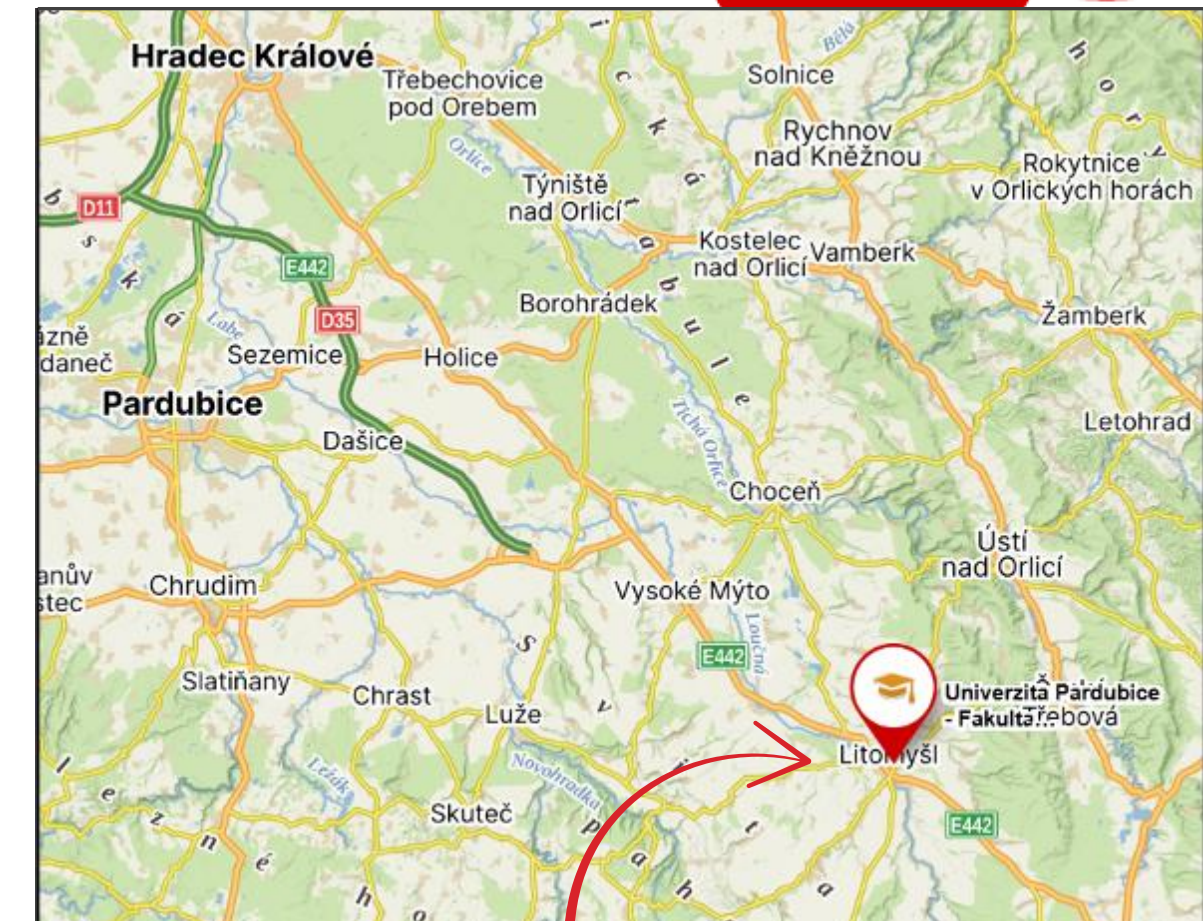
Faculties outside of the Main Campus



**Faculty of Health Studies
(FZS)**

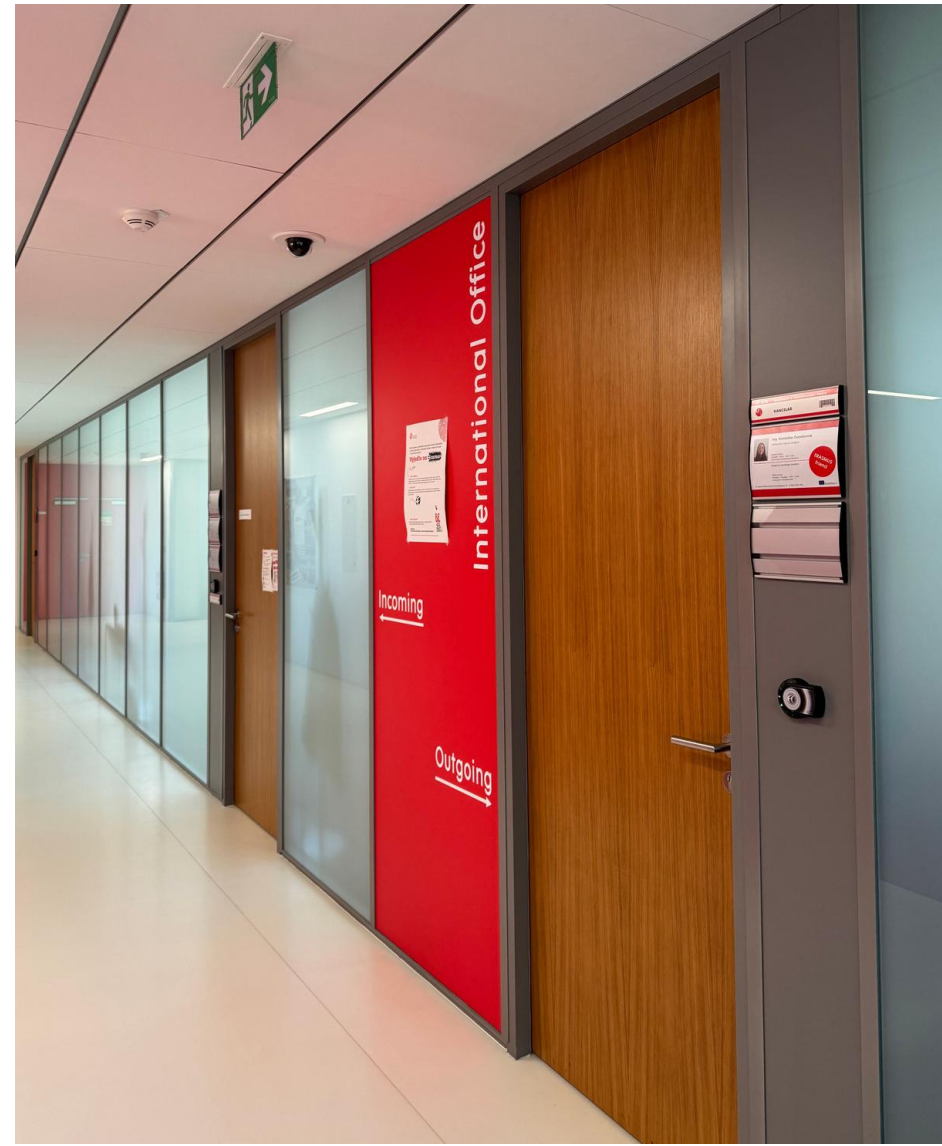


**Faculty of Electrical
Engineering and Informatics
(FEI)**



**Faculty of Restoration
(FR)**

International Office



**Věra
Albrechtová**

vera.albrechtova@upce.cz

Head of IO

**Martina
Votoupalová**

martina.votoupalova@upce.cz

Incoming students



Faculty Coordinators



**Jana
Voltrová**

Jana.voltrova@upce.cz

Economics and
Administration
FES



**Nela
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Transport
Engineering
DJFP



**Drahomíra
Ciberová**

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Health Studies
FZS



**Hana
Hrašová**

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Chemical
Technology
FCHT



**Michaela
Fišerová**

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Arts and
Philosophy
FF



**Milena
Štolfová**

Milena.stolfova@upce.cz

Electrical Engineering
and Informatics
FEI



**Pavla
Nováková**

pavla.novakova@upce.cz

Restoration
FR

Your Faculty Coordinator helps you with your studies at UPCE.



Accommodation

The Accommodation Coordinator will help you with

- enquiries and reservation
- accommodation rules
- payment

**Martina
Rösslerová**

iskam@upce.cz

ubytovani@upce.cz

Accommodation
Coordinator

[Get more information about the accomodation](#)

Erasmus Student Network

Register here

Strongly recommended !!

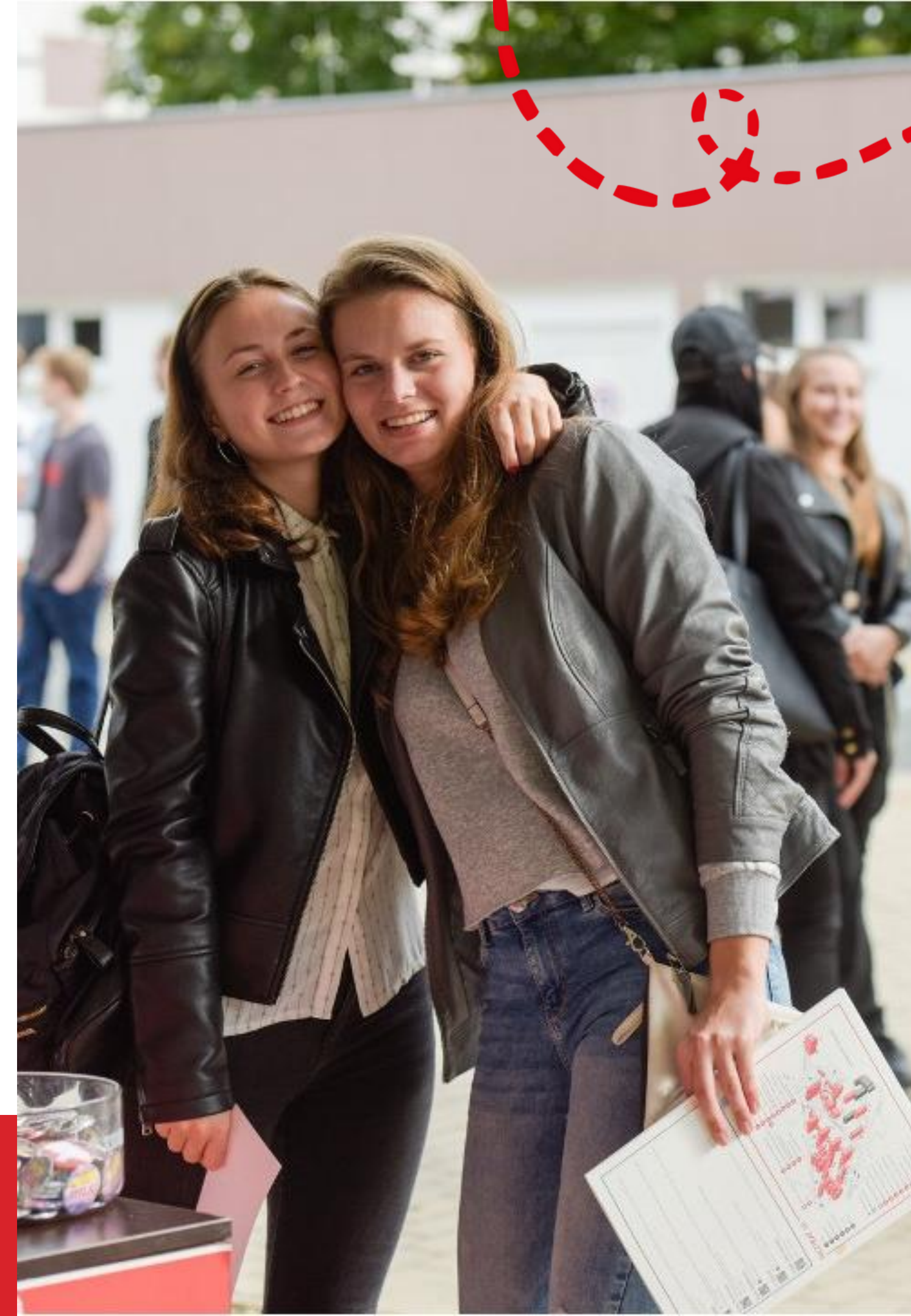


- get help at your arrival
- find your buddy
- have fun at get-togethers and other events
- go on trips



[@esnpardubice](#)

[Get more information about ESN](#)



Your Health – UPCE Healthcare club



UPCE HEALTHCARE CLUB OFFERS

- an initial medical consultation
- basic medical advice and treatment
- finding appropriate help within the Czech healthcare system
- assistance at doctors' appointments
- support regarding health insurance

CONTACT

healthcare@upce.cz

+420 724 878 439 (if urgent)

In emergency always call **112** – emergency medical service.

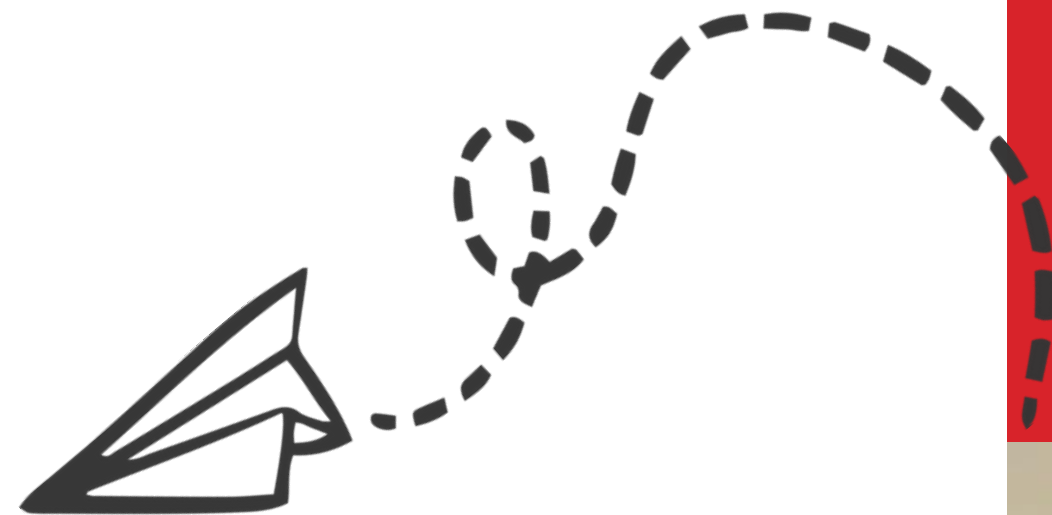


Health Insurance

- Holders of EU Insurance can register after their arrival at a Czech Insurance company for free (essential care only). You can do so, for example, at the insurance company VZP.
- After your arrival, you can register at their office in Pardubice: Karla IV. 73, 530 02 Pardubice.
- You have to bring following documents with you:
 - your ID,
 - your EU insurance card,
 - confirmation of study at UPCE.



Library



- come and borrow books, newspapers and journals
 - study
 - scan and copy
 - or just relax
-

Opening hours

Monday–Wednesday 8 am – 8 pm

Thursday 8 am – 6 pm

Friday 8 am – 4 pm



[Get more information about the library](#)

Transport

TIMETABLES IN PARDUBICE

TIMETABLES IN CZECHIA

The easiest way from the Prague Airport to the main train station in Prague (Praha hlavní nádraží) is to take EA bus line (Airport Express): the bus stop is in front of the Terminal 1 Arrivals hall. You can pay on the bus to the driver.

From Pardubice's train station you can get to the University of Pardubice campus by taking bus number 3, 33 or 17 (the stop "Terminál Univerzita" is in front of the University Library). Another possibility is bus number 30 and 16 (the stop "Univerzita" is located in the centre of the University campus). You can pay on the bus with your bank card by approaching the machine with your card.

Tickets for trains in Czechia are to be purchased online or at the train stations.

Tickets for regional buses in Czechia are to be purchased on the bus.



More information

Orientation week

The first week of your Erasmus stay
You will receive detailed information
by email.

Guidebook

Do you want to learn more about
UPCE and Pardubice? Feel free to
download our [Guidebook](#).





Student holidays

	Date	Description of holiday
Winter	September 28th	St. Wenceslas Day & Czech Statehood Day
	October 28th	Establishment of Czech state
	November 17th	Velvet revolution
	December 22nd – January 1st	Winter vacation
Summer	April 3rd – April 6th	Easter Holiday
	May 1st	Labour Day
	May 8th	Liberation from Nazis
	July 5th	Saints Cyril and Methodius Day
	July 6th	Jan Hus Day
	After June 29th	Summer Vacation

On those days, the university and some shops might be closed.



AFTER YOUR ARRIVAL

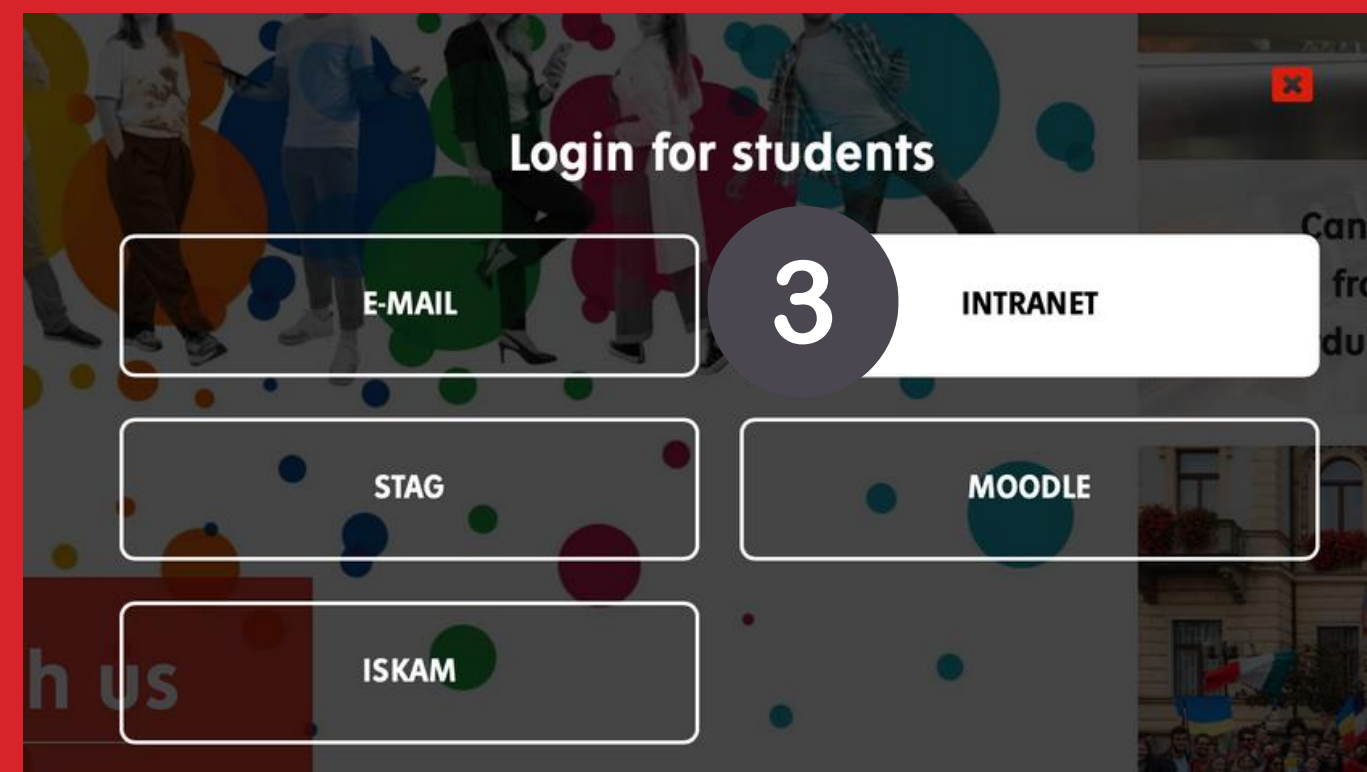
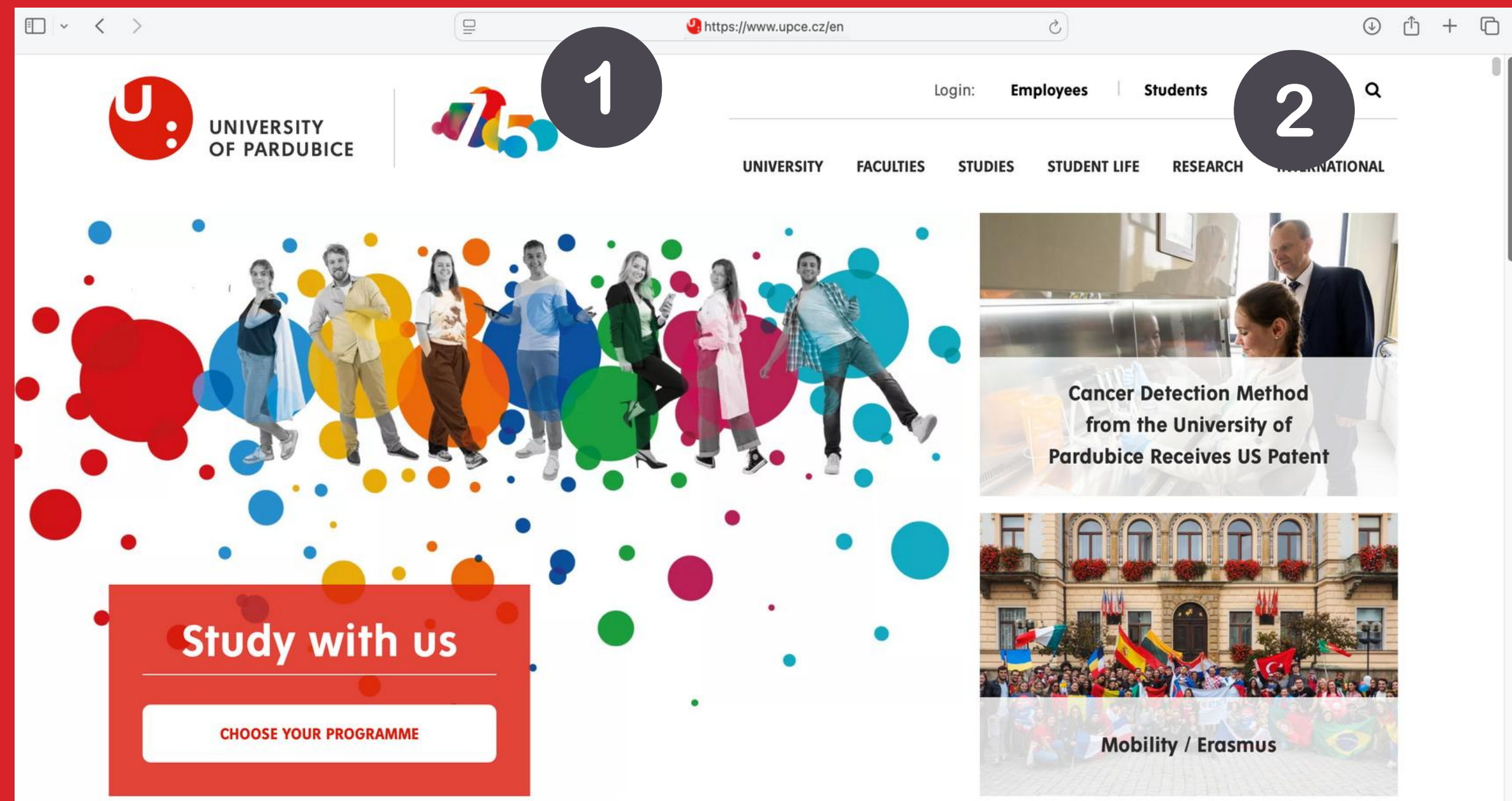


Revisit the following pages

Connect to UPCE systems

Following steps:

- 1) open link
<https://www.upce.cz/en>
- 2) click on "Students"
button
- 3) choose "Intranet" button
- 4) netID@upce.cz



Use your NetID@upce.cz from your student card and follow the instructions for the authentication.

Your password is written on the attached paper after the Czech word „heslo“.

5) go to student intranet

6) click on your name on the top

7) select „Eduroam password” in order to know your personal Wifi password

Wifi name: Eduroam

The screenshot shows the UPCE Student Intranet interface. A dark red sidebar on the left contains a 'MENU' with links to Study, SAFE UPCE, Library, Accommodation, Catering, Sports, Community Services, Regulations and Notices, and Language Centre. Below the menu are links to STAG portal, University e-mail, Office 365, ServiceDesk, ISIC Card, ALIVE Card, ISKAM, and University glossary. The main content area features a 'Contacts' widget, an 'Add more' widget, a 'News' section with articles like 'Volodymyr Yermolenko: Thinking in Dark Times' and 'Announcement of the 19th session of the Academic Senate of the University of Pardubice', and an 'Events' calendar. A user profile dropdown is visible in the top right corner.

5 points to the 'UPCE Student Intranet' header.

6 points to the user profile dropdown menu in the top right corner, which includes options like 'View profile', 'Edit profile', 'Log out', 'Vema portal', 'My data from other systems', 'Eduroam password', and 'User blocks settings'.

7 points to the 'Eduroam password' option in the user profile dropdown menu.

Food and Drinks on the Campus



Laborka

building HA
[@laborka_na_upce](https://www.instagram.com/laborka_na_upce)



Bistro Zastávka

building DB
[@zastavka_bistro_upce](https://www.instagram.com/zastavka_bistro_upce)



UPCE dining halls

building M
[Get more information about our dining halls](#)

Money

- get your cash on the campus
- exchange money
- open an account



Cashpoint



Exchange office



Banking info - page 10



SAVE FOR LATER



Checklist for the end of your mobility

At the End of your Mobility

- ✓ Talk to your **Faculty Coordinator**.
- ✓ Make sure that all your obligations are settled. This is proven in the **Final Record**.
- ✓ Make sure your **Transcript of Records** is uploaded into the Portal.
- ✓ Fill in the **Farewell questionnaire**. The link will be emailed to you.
- ✓ Ask your faculty coordinator to issue **Confirmation of Study Period**. This can't be done earlier than 3 days before your departure.



Contact Information



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International Office Coordinator
for Incoming Students

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+420 466 036 445

Email Address

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