

## **Information Letter for Participants**

### **Czech Language Course for Compatriots 2026**

Dear Madam, Dear Sir,

We are pleased to inform you that you have been accepted to the Czech language course for compatriots, which will take place in Poděbrady from 13 July to 8 August 2026 (4 weeks, arrival on 13 July and departure on 9 August).

The following are provided free of charge for course participants:

- tuition
- accommodation
- meals
- transport to Poděbrady and back to Prague after the end of the course
- excursions including admission fees
- sports activities
- social evenings
- lectures

Course participants are provided with necessary medical care and will receive a transportation allowance.

**Classes will take place on the premises of Poděbrady Castle and will be delivered by experienced instructors from the Institute for Language and Preparatory Studies of Charles University. Classes will take place from Monday to Friday in the morning, while weekends, afternoons, and evenings are reserved for excursions, trips, lectures, and social/sports events.**

**Accommodation is provided at the course venue, in the Charles University accommodation facility at the ÚJOP Study Centre Poděbrady, Jana Opletala 77, 290 01 Poděbrady. You will be accommodated in double rooms with private bathroom facilities. Accommodation is reserved for course participants from Sunday 12 July to Saturday 8 August 2026.**

If you would like to arrange accommodation earlier or after the end of the course, please reserve it by email at [marika.constable@ujop.cuni.cz](mailto:marika.constable@ujop.cuni.cz). Accommodation beyond the nights covered by the scholarship is paid for by participants themselves on site.

**Meals: each participant will receive meal vouchers with a total value of CZK 300/day. The vouchers can be used in most grocery stores, restaurants, and cafés. Participants will also have access to a basic kitchenette in the accommodation facility.**

**Transport to and from Poděbrady:**

- Transport from Prague to Poděbrady will be arranged for participants on 12 July 2026 by bus in two departures, at 12:00 and 16:00, departing from [Hotel Krystal](#)

(the exact place will be specified). Please confirm your interest in transport to Poděbrady no later than 30 June 2026 by email to [marika.constable@ujop.cuni.cz](mailto:marika.constable@ujop.cuni.cz).

- Transport from Poděbrady to Prague will be arranged on 9 August 2026, also in two departures. The time will be specified according to participants' scheduling needs.
- If you are travelling independently, please proceed to the accommodation facility and check in. Your accommodation is reserved from 12 July to 9 August 2026.

**Visa obligation: If you live in a country that has a visa requirement with the Czech Republic, after receiving the Confirmation of Acceptance to the course, apply immediately for a Czech visa at the relevant embassy of the Czech Republic, as visa processing times may be quite long.**

**Medical care:**

1) Persons falling within the personal scope of Regulation (EC) No. 883/2004 of the European Parliament and of the Council on the coordination of social security systems, as amended, persons to whom Regulation (EU) No. 1231/2010 of the European Parliament and of the Council applies, and persons falling under other relevant European legal regulations. Health care will be provided to these persons in accordance with the applicable European legal regulations and within the specified scope.

2) Persons not covered under point 1) are entitled to necessary medical care, while the costs are covered in accordance with Section 180i(2) or Section 180j(4) of Act No. 326/1999 Coll., as amended. Necessary medical care means the provision of health care in connection with an acute illness or injury. The course participant shall present the Confirmation of Acceptance to the course to the health care provider, and the costs of the provided health care will be paid to the provider by the Department for Supervision of Health Insurance of the Ministry of Health.

3) In some cases, coverage of medical expenses may prove insufficient, and we therefore recommend arranging supplementary insurance for the duration of your stay.

**You will be introduced to the detailed programme during the welcome evening on Sunday 12 July 2026 at 19:00 in Aula B.**

**Placement tests for assignment to study groups based on your current knowledge of Czech will take place online approximately in mid-June. The exact date and instructions for completion will be sent to you by email.**

**Questions concerning classes, accommodation, and meals will be gladly answered by the course coordinator, Marika Constable, at [marika.constable@ujop.cuni.cz](mailto:marika.constable@ujop.cuni.cz).**

**Please confirm your participation in the course in the database without delay.**

**Please note that the castle does not have barrier-free access or an elevator, and the classrooms are located on the upper floors. The accommodation does not have barrier-free access, but it does have an elevator. Our afternoon activities**

**often require walking medium to long distances, and many are time and physically demanding. Please take this into account when deciding whether to participate.**

We wish you a safe journey and a successful stay in the Czech Republic.

## **Appendix 1**

### **FRAMEWORK PROGRAMME OF THE CZECH LANGUAGE COURSE FOR COMPATRIOTS 2026**

- Classes: 90 x 45 minutes
- Sports activity: 4x
- Full-day excursion: 4x
- Half-day excursion: 2x
- Lecture: 8x
- Cultural and social activity: 9x

Sunday 12.7.	Arrival and accommodation		Orientation
1. week	8:30 – 12:45	15 – 17	from 18
Monday 13.7.	Classes	Lecture	Welcome evening
Tuesday 14.7.	Classes	1/2-day excursion	
Wednesday 15.7.	Classes	Cultural evening	
Thursday 16.7.	Classes	1/2-day excursion	
Friday 17.7.	Classes	Film	
Saturday 18.7.	Full-day excursion		
Sunday 19.7.	Free time		
1. week	8:30 – 12:45	15 – 17	from 18

Monday 20.7.	Classes	Lecture	
Tuesday 21.7.	Classes	Social evening and sport	
Wednesday 22.7.	Full-day excursion		
Thursday 23.7.	Classes	Cimbalom, dance, lecture	
Friday 24.7.	Classes	Film	
Saturday 25.7.	Full-day excursion		
Sunday 26.7.	Free time		
1. week	8:30 – 12:45	15 – 17	From 18
Monday 27.7.	Classes	Lecture	
Tuesday 28.7.	Classes	Sport	
Wednesday 29.7.	Classes	Lecture	
Thursday 30.7.	Classes	Lecture	
Friday 31.7.	Classes	Lecture, workshop	
Saturday 1.8.	Sports day		
Sunday 2.8.	Free time		
1. week	8:30 – 12:45	15 – 17	from 18
Monday 3.8.	Classes	Lecture	Space observation
Tuesday 4.8.	Classes		Sport
Wednesday 5.8.	Classes	Warm-up + live music	

Thursday 6.8.	Trip	Černín Palace
Friday 7.8.	Classes + Crystal Bohemia excursion	
Saturday 8.8.	Room inspection and departure	

## Appendix 2

### SELECTED TRANSPORT CONNECTIONS TO THE ACCOMMODATION

#### 1. Prague Ruzyně Airport – Main Railway Station and Florenc

1. **Trolleybus 59: Václav Havel Airport Terminal 2 – Nádraží Veleslavín (approx. 17 min)** then metro line A: Nádraží Veleslavín – Muzeum and metro line C: Muzeum – Florenc (via the Main Railway Station stop)
2. **Airport Express (AE) bus: Václav Havel Airport – Main Railway Station** and then metro line C (entrance in the direction of Letňany): Main Railway Station – Florenc
  - Airport Express (AE) runs from 5:30 to 21:00 at 30-minute intervals, and the fare for 1 ride and one piece of luggage is approximately CZK 100.

#### 2. Prague Main Railway Station – Florenc metro line C (entrance in the direction of Letňany): Main Railway Station – Florenc

#### 3. TAXI in Prague

If you would like to use taxi services within Prague, please use only established companies. However, we recommend travelling by public transport (MHD), as taxi fares in Prague are often disproportionately high!

#### 4. Prague – Poděbrady

**Vlak:** Praha-Hlavní nádraží – Poděbrady

We recommend using the Hradečan or Krakonoš express train connection; the ticket price is approximately CZK 109.

#### 5. Car

If you are planning to arrive by private car, free parking is available near the dormitories.

##### Notes regarding MHD v Praze:

1. The basic fare in Prague public transport is CZK 50 (with one ticket, you may transfer any number of times; it is valid on the metro, trams, and buses); this ticket is valid for 90 minutes.

2. A short-term one-way ticket costs 39 CZK and is valid for 30 minutes.
3. Basic tickets can be purchased contactlessly by payment card at all metro stations and on all trams.

### Appendix 3

#### CONTACTS

<b>Course and classes</b>	
Mgr. Marika Constable	<a href="mailto:marika.constable@ujop.cuni.cz">marika.constable@ujop.cuni.cz</a>
<a href="#">ÚJOP Poděbrady Centre</a>	Charles University Institute for Language and Preparatory Studies Study Centre Poděbrady Jiřího náměstí 1/8 290 01 Poděbrady
<b>Accommodation</b>	
<a href="#">ÚJOP UK Dormitories Poděbrady</a> Pavel Konupka <i>(specific questions concerning accommodation, e.g. room equipment, etc.)</i>	Jana Opletala 77 290 01 Poděbrady <a href="mailto:pavel.konupka@ujop.cuni.cz">pavel.konupka@ujop.cuni.cz</a> +420 325 614 457
<b>Czech National Agency for International Education and Research (DZS)</b>	
<a href="#">DZS building</a> PaedDr. Olga Vlachová	Na Poříčí 1035/4 110 00 Prague 1 <a href="mailto:olga.vlachova@dzs.cz">olga.vlachova@dzs.cz</a> + 420 221 850 706/+ 420 724 019 229 <a href="http://www.dzs.cz">www.dzs.cz</a>
<b>Transport</b>	

Prague Public Transit Company (connection search) IDOS (connection search)	<a href="http://www.dpp.cz">www.dpp.cz</a> <a href="http://www.idos.idnes.cz">www.idos.idnes.cz</a>
Taxi service	e.g. <a href="http://www.aaataxi.cz">www.aaataxi.cz</a>