



# HELLO!

## My name is Josef

and I'm here to help you avoid visa issues.

You can find me at [visa@isc.cvut.cz](mailto:visa@isc.cvut.cz)

## Intro: Important places

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### MINISTRY OF INTERIOR Department for Asylum and Migration Policy

- Handles **visa / residence permit** applications.
- **Hládkov 682/9, Praha**



### FOREIGN POLICE

- Handles **arrival registrations** to the Czech Republic
- Keeps track of your stay.
- **Olšanská 2176/2, Praha.**

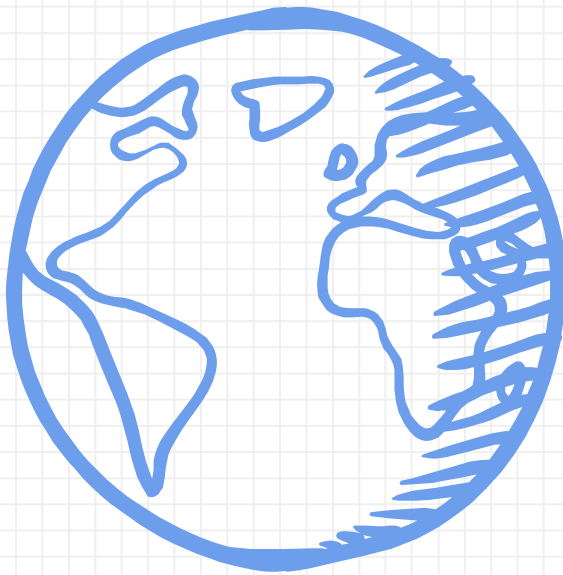


Schengen Area ≠ European Union ≠ Eurozone

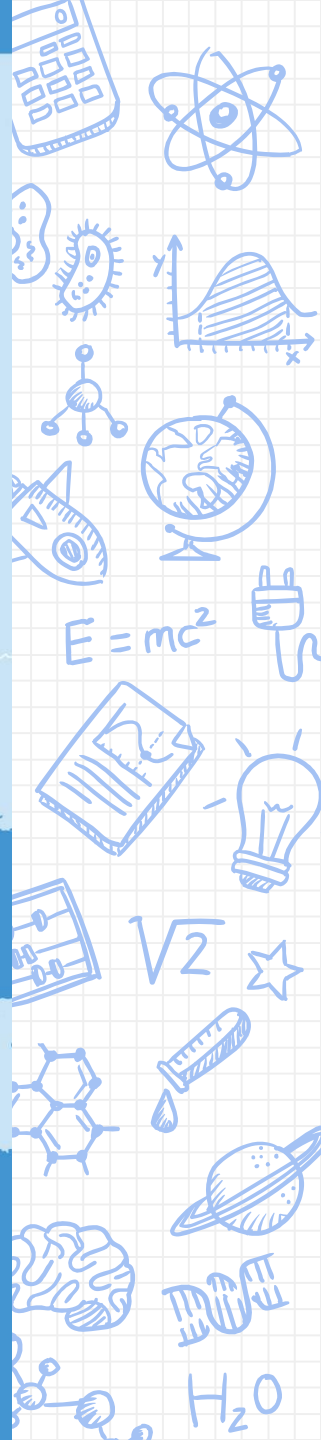


## European Dictionary

Eurozone ?



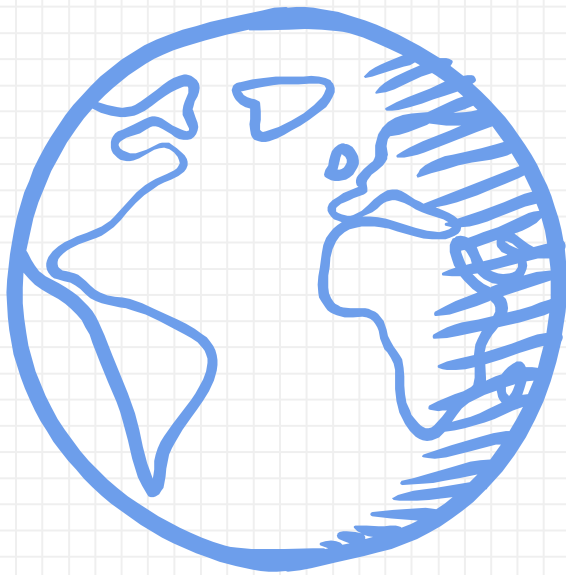
-  Euro area
-  EU Member States with an opt-out
-  EU Member States that have not yet adopted the euro





## European Dictionary

Schengen Area ?  
European Union?

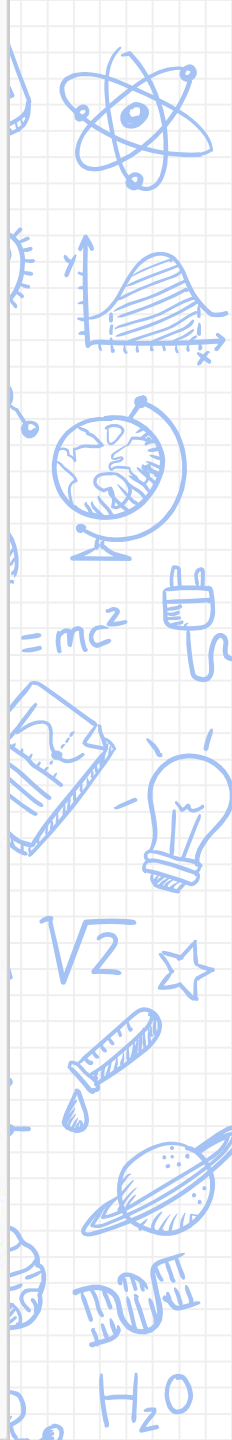


Schengen Area (EU)

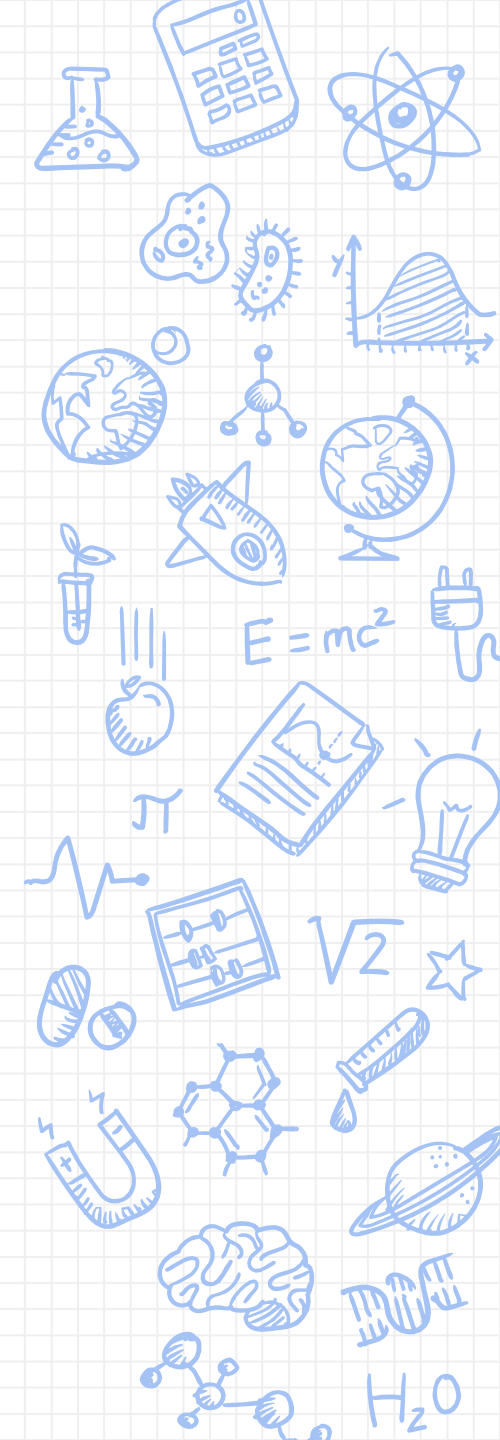
Schengen Area (non-EU)

Working to implement later

EU member states outside Schengen



EU / Schengen Area citizens



## AFTER ARRIVAL:

- If you have an EU insurance card, get it registered at a czech **health insurance** company (150 CZK fee) to obtain the same health service as citizens of the Czech Republic.
- If you rent a flat, make sure the landlord registers you at the foreign police.
- If you don't live in a dormitory or flat (friends, family,...):  
**register at the foreign police** within 30 days!



OD / FROM: ..... DO / TO: .....

2. JMÉNO / FIRST NAME:

4. DATUM, MÍSTO A STÁT NAROZENÍ / DATE, PLACE AND STATE OF BIRTH:

6. TRVALÉ BYDLIŠTĚ V CIZINĚ / HOME ADDRESS:

8. ČÍSLO CESTOVNÍHO DOKLADU / PASSPORT NO.:

10. SPZ MOTOROVÉHO VOZIDLA / CAR, LICENCE, NUMBER  
OF VEHICLE FACTORY MARK:

12. PODPIS CIZINCE (PO VSTUPU DO EU) / SIGNATURE OF ALIEN:

874-02

ŘSCPP č. 4/2002

You will fill a similar document when you accommodate in a dorm or a hotel.





Please fill for me form on the address:

[isc.cvut.cz/visa](https://isc.cvut.cz/visa)

## VISA INFORMATION

Fill out this form so the VISA Coordinator can get oriented about current state of your entry process.  
please use LATIN alphabet only...

\*Povinné pole

### FIRST NAME \*

given name

### OTHER NAME(s)

all names that follow your first name except the family name.

### FAMILY NAME(s) \*

### WORKING E-MAIL \*

the one mailbox that your frequently check

### NATIONALITY \*

please enter full name, no abbreviations

### I... \*

give answer that best fits your current status

- ☐ have VISA in my passport
- ☐ waiting for my VISA to be issued
- ☐ will come as a tourist, get Long term stay later
- ☐ do not have VISA, VISA declined, not issued.

### I CROSSED SCHENGEN AREA BORDER IN \*

Date from timestamp you should have in your passport (Date and Country)

### ENTERING DAY TO CZECH REPUBLIC \*

Den

Měsíc

2017

### DAY DURATION OF MY VISA \*



[illegible]

## Visa number

MULT

142

D/VC/

ASTA20161130000

## Most

**important value!**

## Visa codes

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- C / VF ... Short visa max 90 day-duration
- D / VC ... Long visa - best option
- D / VR ... Visa granted in order to take possession of a residence permit

**You have 3 working days to visit MOI office!!!**

- Other ... contact me !



[illegible][illegible][illegible]



- Counts from the day you entered Schengen Area/Czech republic – depending on your visa
- **Always check your day duration!!!**
- After expiration date your visa is not valid even if you have days left

## Extending your stay

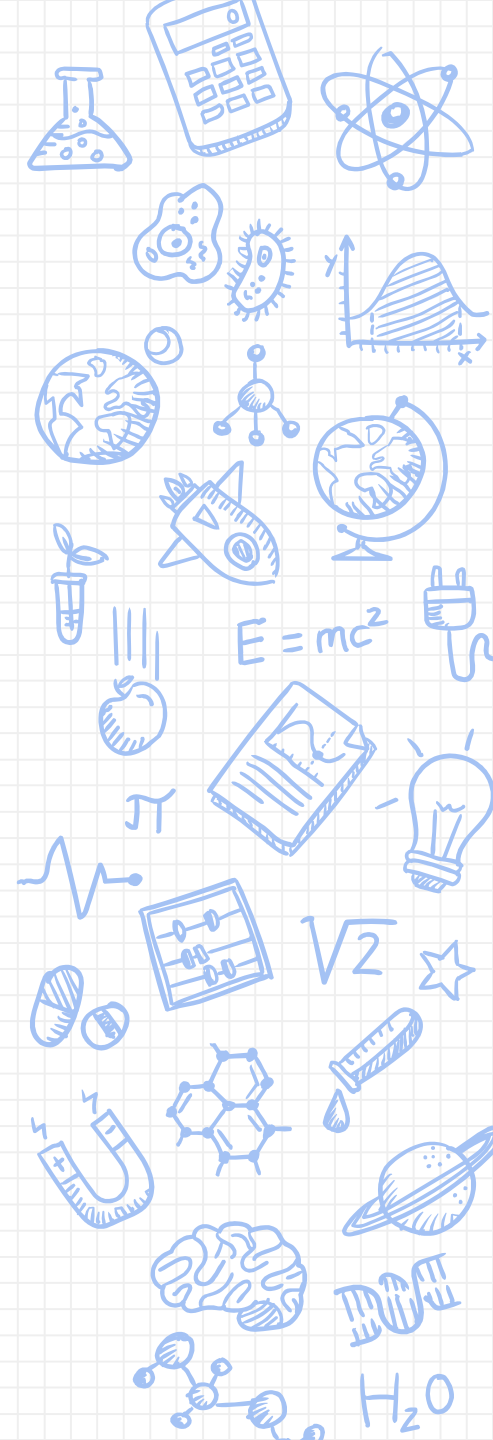
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When you want to stay longer than your “day-duration”:

You need to make an appointment at the immigration office (Ministry of Interior) and submit your application (90 to 14 days **before your visa expires – the appointment date itself**).

You can contact me (Visa coordinator) to help you arrange the appointment (at least 30 days before your visa expires). MOI office is overbooked!

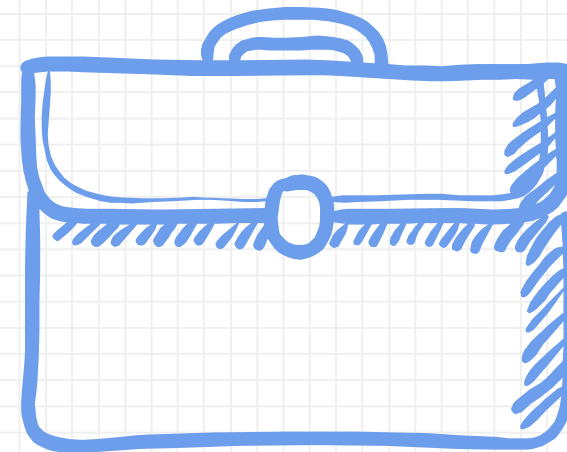
Ask your buddy to go to the MOI office with you.



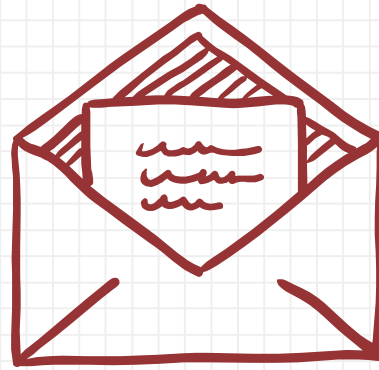
Always carry with you . . .

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- **Passport with visa**
  - make a **copy of your passport**; show the copy when asked for passport (in clubs etc.)
  - keep the original passport **safe on you/home**, show it only to police
  - Keep scanned version of **your complete passport (including visa pages)** on your USB flash drive/e-mail/Dropbox/...
- **Health insurance card**



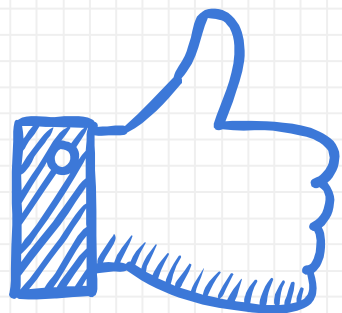
# Check your mailbox!



Police communicates via **mail** (letters), in **Czech** language.  
You can learn Czech at the ISC languages courses (for free),  
or ask your friends to translate your mails.

**Do not ignore** such mails!





# That's it!

Feel free to contact me regarding your visa issues:



**Josef Klesa**

ISC Visa coordinator

[visa@isc.cvut.cz](mailto:visa@isc.cvut.cz)