



**FACULTY
OF SOCIAL SCIENCES**
Charles University

**ERASMUS+ PRACTICAL PLACEMENTS – selection of candidates for the academic year of
2017/2018**

Practical placements provide students with another opportunity to travel abroad within Erasmus+ programme. Selection proceedings will be held at individual institutes in late October 2017.

Applicant can use attached Excel table of contacts as possible contact points; however the institutions in the table do not provide guarantee to have places available for 2018. The applicant can also choose to secure a practical placement in an organization of their own choosing.

The applicants are expected to provide at least preliminary proof of communication and acceptance by their chosen organization.

Requirements for the selection: a current registration to the 1st year of bachelor's studies at the minimum or 1st year of master's studies at the minimum at the time the application is submitted; proficient language skills in accordance with the destination where the practical placement will be held.

The applicants will submit the following:

- Information about study results at the FSV (the results from the SIS are sufficient, however, please clearly indicate the GPA)
- CV in Czech or English (max. 1-2 pages)
- Brief motivational letter in Czech or English demonstrating how the practical placement relates to the study discipline (max. 1 page)
- Documentation of language proficiency (preferably a language certificate)
- Information about an estimated term of a practical placement, name of a pre-arranged organization and name, telephone number and email of a contact person

Deadline for the submission of all documents at the respective institutes is **Friday 20th October 2017 by the end of office hours** (please submit the applications to the coordinators listed below). The time and date of the interviews will be announced by the respective institutes in due time.

List of coordinators:

- Economic Studies: Mgr. Eliška Šerhanťová will provide more information on the programme
- Political Studies: Dr. Malvína Krausz Hladká will provide more information on the programme.
- International Studies: Ing. Magda Pektorová collects the applications; Šárka Navrátilová will provide more information on the programme.
- Sociology: Mgr. Terezie Hanzlíková will provide more information on the programme.
- Journalism and Communication Studies: Lea Ďuračová will provide more information on the programme.

Other conditions/notes- PLEASE READ CAREFULLY!



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ATTENTION! Due to limitations of the Rectorate webapps, it is not possible to go to a new company (i.e. one that isn't already listed in the accompanying table) earlier than **January 2018**.

We are asking the students not to begin an electronic application form in the rectorate's electronic application of ERASMUS+ programme at this time. It is required to submit all the documents in their paper form. The selected applicants will additionally complete their application in an electronic application.

Furthermore, we would like to notify the applicants of the fact that within ERASMUS+ programme their study abroad may total 12 months at the maximum on each level of studies. Erasmus+ practical placements are open to all the students registered in an accredited bachelor's, masters' or doctoral study programme, who will be properly registered for the studies at the FSV throughout the entire duration of the stay abroad. A practical placement may amount to 2 months (at the minimum) up to 12 months (at the maximum).

A practical placement may not be performed in the EU institutions, organizations governing the EU programmes or national diplomatic missions of home country abroad.

For Rectorate's general information on practical placements (in Czech only), see <http://www.cuni.cz/UK-8248.html>.

Nina Bílovská
Head, International Office
18th September, 2017