

# M A S A R Y K U N I V E R S I T Y

## Basic Info about MUNI and the City of Brno

For applying students from partner institutions  
(except for Erasmus+ programmes)

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**Location:** Brno (city), Czech Republic (country), Europe

**Name of institution in local language (Czech):** Masarykova univerzita

**General university web site:** [www.muni.cz](http://www.muni.cz)

**International Office:** Centre for International Cooperation  
of Masaryk University (CZS)

**CZS Web site:** [www.czs.muni.cz](http://www.czs.muni.cz)

**CZS Web site for Partner institution students:** [www.czs.muni.cz](http://www.czs.muni.cz)

**CZS web pages lists with practicalities for incoming students:**  
[International Student Guide](#)

Centre for International Cooperation

Komenského nám. 2, 602 00 Brno, Czech Republic

**Phone:** +420 549 496 804

**E-mail:** [info@czs.muni.cz](mailto:info@czs.muni.cz)

[www.czs.muni.cz/en](http://www.czs.muni.cz/en)

# CONTACT DETAILS

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**Exchange Office:** Centre for International Cooperation  
**Tel.:** +420 549 491 106  
**Mail:** [info@czs.muni.cz](mailto:info@czs.muni.cz)

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**Director:** Violeta Osouchová  
**Tel.:** +420 549 495 878  
**Mail:** [director@czs.muni.cz](mailto:director@czs.muni.cz)

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**Mailing Address:** Centre for International Cooperation  
(for transcript of records) Responsible person (see below)  
Masaryk University  
Komenskeho nam. 2  
602 00 Brno  
Czech Republic

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## MU partner institution agreement contact details (non-Erasmus+ mobility)

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**MU partner institution manager:** Mr. Petr Boucník  
**Tel.:** +420 549 496 804  
**Mail:** [boucnik@czs.muni.cz](mailto:boucnik@czs.muni.cz)

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**Incoming (to MU) Exchange Student Contact:** Mr. Petr Boucník  
**Tel.: / Cell phone:** +420 549 496 804 / +420 775 882 662  
**Mail:** [boucnik@czs.muni.cz](mailto:boucnik@czs.muni.cz)

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**MU Outgoing Student Exchange Contact:** Mr. Petr Boucník  
**Tel.: / Cell phone:** +420 549 496 804 / +420 775 882 662  
**Mail:** [boucnik@czs.muni.cz](mailto:boucnik@czs.muni.cz)

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**Emergency contact:** [emergency@muni.cz](mailto:emergency@muni.cz)  
**Cell phone:** +420 777 448 686

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## MU Erasmus+ international credit mobility

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**Incoming (to MU) Exchange Student Contact:** Mr. Adam Hykl  
**Tel.:** +420 549 493 583  
**Mail:** [hykl@czs.muni.cz](mailto:hykl@czs.muni.cz)

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**MU Outgoing Student Exchange Contact:** Mr. Adam Hykl  
**Tel.:** +420 549 493 583  
**Mail:** [hykl@czs.muni.cz](mailto:hykl@czs.muni.cz)

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# GRADING SYSTEM \*

At Masaryk University, the ECTS grading system is used. The number of ECTS credits for each course reflects number of hours a student is expected to devote to the course per week (in the form of lectures, homework, reading, essays, consultations, etc.). The following scale of grades used at Masaryk University is a part of every transcript of record.

## Courses with the type of completion „zk“ (zkouška – examination) or „kz“ (klasifikovaný zápočet graded credit):

Grade designation	Grade	Value	Grade designation	Grade	Value
Excellent	A	1	Satisfactory	D	2,5
Very Good	B	1,5	Sufficient	E	3
Good	C	2	Failed	F	4

## Courses with the type of completion „k“ (kolokvium – colloquium) and „z“ (zápočet – credit)

Grade designation	Grade	Value
Requirements fulfilled	Pass	Pass or A
Requirements not fulfilled	Fail	Fail or F

**\* All the details above apply only to the MU – partner institution cooperation, not including the Erasmus+ international credit mobility or Erasmus+ programme countries**

**Note to MU grading system:** It is impossible to issue attachments to MU transcript of records with estimated equivalent evaluation/percentage rate used at student home university. Herewith, it is advisable to make sure there is a policy at home university that it enables student to convert the ECTS grades into the evaluation in use there.

# TRAVELLING

Before leaving home, students should advise host institution coordinator of the exact date and time of arrival (see official arrival date above). Brno has an excellent public transport system that serves the city and its surroundings. Directions and map locations of university buildings are available at [www.muni.cz/en/map](http://www.muni.cz/en/map) or [Google Maps](#).

## How to get to Brno

An easy way to get to Brno from Prague's International Airport (Praha Ruzyně) or from Vienna International Airport is by bus or train. Find the details at our web pages. A general website about the transport connection within the Czech Republic is accessible at [www.idos.cz](http://www.idos.cz). Find information there about all connections from Prague/Vienna to Brno or see our guidelines at [czs.muni.cz/en](http://czs.muni.cz/en).

# ACCOMMODATION AND RESIDENCE HALLS CHECK-IN INFORMATION

Type of housing mostly provided: two twin-rooms with ensuite bathroom and mini-kitchenette (fridge, sink and double hotplate) or a shared kitchen. See all the available halls of residence at [www.skm.muni.cz/en/accommodation](http://www.skm.muni.cz/en/accommodation). A **refundable housing deposit/reservation deposit** of equal to amount of a month rent (from USD 260/EUR 240 to USD 360/EUR 390 depending on the particular hall), should be paid partly on-line before students' departure for Brno in order to secure a bed at MU halls of residence (students will be informed by email two months in advance), partly as a security deposit paid within 10 days after arrival in Brno.

The reception desk at MU Halls of residence is open non-stop for students to check-in to MU residence halls, so any day or night time of arrival and check-in at dorms is possible (subject to change that will be shared with students in advance).

MU assists with the application for MU halls of residence. Students apply for accommodation within the on-line application (see above) where they indicate their approximate arrival/departure date.

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**Accommodation rent: USD 260/EUR 240–USD 360/EUR 390 per month**

**Bed linens and blankets are available for purchase at check-in. Laundry facilities provided.**

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## ORIENTATION WEEK PROGRAMME

When the student arrives in Brno he/she will be given a pack with an orientation week programme and information material about Masaryk University, Brno and the Czech Republic. The ESN MUNI Brno will arrange for a Czech student to wait for a foreign student at the place of his/her arrival in Brno. In addition to arrangements for registering for courses and obtaining all the various official documents, a typical orientation week includes tours of the university and its facilities, Czech language crash course, a welcoming snack with Masaryk University teachers and students and a tour of Brno.

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**There is a fee for participation in Orientation week (app. EUR 20/USD 22). Students are supposed to pay for the Orientation week on-line (they will be given the information from MU coordinator app. 1 month before beginning of semester).**

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More information on Orientation Week is available at [czs.muni.cz/en/student-from-abroad/international-student-guide/orientation-week](http://czs.muni.cz/en/student-from-abroad/international-student-guide/orientation-week)

# INTENSIVE CZECH COURSES

Intensive language courses are offered during the academic year in both semesters.

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**Dates of sessions:** throughout each semester

**Level of instruction offered:** all levels

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## **Note to Czech language courses – Additional information regarding language course:**

The semester Czech language courses are offered by the Department of Czech for foreigners at the Faculty of Arts or another course offered by MU Language Centre.

For more information about the department see

[czs.muni.cz/en/student-from-abroad/international-student-guide/czech-language-courses](https://czs.muni.cz/en/student-from-abroad/international-student-guide/czech-language-courses)

# TRANSCRIPT ISSUANCE

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**Semester 1:** after exam period

**Semester 2:** after exam period

**Full Year:** after the second exam period

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Procedure each student should follow in order to ensure timely processing of transcripts:

Masaryk University has an electronic system of registration of courses whereby transcripts are issued upon teachers' filling in the grades for the courses they taught. Each student can access his or her authenticated study agenda and check the state of the grade completion, i.e. see what grades are missing and contact the teacher concerned to load the grade in the system.

The student should make sure that he/she has cleared all financial arrangements with the host institution in order for the academic transcript to be sent to home university. The student should also make sure that results have been registered before returning home.

# UNIVERSITY FACTS

**Location:** Brno, Czech Republic, [www.brno.cz](http://www.brno.cz)

**City population:** 380,000 inhabitants

**Student population:** Masaryk University – 32,000, (the City of Brno student population: 70,000)

**Number of students from abroad:** around 7,000 in given academic year

# ESTIMATED EXPENSES

Students are responsible for all of their personal expenses including: fees not required of all participants (e.g. computer, language and science lab fees), books, local transportation, entertainment, etc. (It varies according to the conditions of particular partner institution agreement). The amount below is provided as a guide; the actual amount needed will vary depending on courses and personal habits. Your personal expenses per month are estimated at: 200–250 EUR (accommodation excluded).

## Average monthly expenses:

<b>On-campus housing:</b>	EUR 240/USD 260–EUR 390/USD 360
<b>Off-campus housing:</b>	EUR 240/USD 260–EUR 390/USD 360 (shared room)
<b>Food:</b>	150–200 EUR/160–216 USD
<b>Local Transportation:</b>	10 EUR/12 USD
<b>Personal (entertainment etc.):</b>	150–200 EUR/160–216 USD
<b>One time academic expenses (books etc.):</b>	0–40 EUR/0–43 USD in total

Exchange rates: CZK to EUR – 24–27 ([see current rate](#)); CZK to USD – 18–24 ([see current rate](#))

# LINKS TO FURTHER INFORMATION

## General Information on the CR

Czech Republic Tourism: [czechtourism.com](http://czechtourism.com)

Czech Republic Travel: [discoverczech.com](http://discoverczech.com)

Czech Republic website: [czech.cz](http://czech.cz)

European Travel Commission: [visiteurope.com](http://visiteurope.com)

Trains and Buses – you can switch it to English: [jizdnirady.idnes.cz/vlakyautobusy/spojeni](http://jizdnirady.idnes.cz/vlakyautobusy/spojeni)

Czech Weather Forecast: [www.chmi.cz](http://www.chmi.cz)

The Prague Post: [praguepost.com](http://praguepost.com)

Local time in the Czech Republic: [www.timeanddate.com/worldclock/czech-republic](http://www.timeanddate.com/worldclock/czech-republic)

Czech Republic at Wikipedia: [en.wikipedia.org/wiki/Czech\\_Republic](http://en.wikipedia.org/wiki/Czech_Republic)

## Czech and foreign authorities in the CR

Foreign Missions in the Czech Republic:

[www.mzv.cz/jnp/en/diplomatic\\_missions/foreign\\_missions\\_to\\_the\\_czech\\_republic](http://www.mzv.cz/jnp/en/diplomatic_missions/foreign_missions_to_the_czech_republic)

Czech Embassies Abroad: [www.mzv.cz/jnp/en/diplomatic\\_missions/czech\\_missions\\_abroad](http://www.mzv.cz/jnp/en/diplomatic_missions/czech_missions_abroad)

## General information on Brno and its sites of interest or culture

Brno Philharmonic: [filharmonie-brno.cz/en](http://filharmonie-brno.cz/en)

Brno Transit website: [dpmb.cz](http://dpmb.cz)

Brno Public Transport timetables: [jizdnirady.idnes.cz/brno/spojeni](http://jizdnirady.idnes.cz/brno/spojeni)

Official Brno website: [www.brno.cz](http://www.brno.cz)

Brno Tourist Information Portal: [gotobrno.cz/en](http://gotobrno.cz/en)

BrnoPolis: [brnopolis.eu](http://brnopolis.eu)

Brno Expat Centre: [brnoexpatcentre.eu](http://brnoexpatcentre.eu)

Brno Touristic Centre: [ticbrno.cz/en](http://ticbrno.cz/en)

Moravian Museum: [mzm.cz/en](http://mzm.cz/en)

National Theatre Brno: [www.ndbrno.cz/en](http://www.ndbrno.cz/en)

Moravian Gallery: [moravska-galerie.cz](http://moravska-galerie.cz)

Brno ZOO: [zoobrno.cz/en](http://zoobrno.cz/en)

Villa Tugendhat: [tugendhat.eu/en](http://tugendhat.eu/en)

Moravian Library: [mzk.cz/en](http://mzk.cz/en)

American Corner – Info USA Brno: [mzk.cz/en/study-rooms/foreign-libraries/infousa](http://mzk.cz/en/study-rooms/foreign-libraries/infousa)

Brno at Wikipedia: [en.wikipedia.org/wiki/Brno](http://en.wikipedia.org/wiki/Brno)

## Other places

Accommodation: [www.continentalbrno.cz/en](http://www.continentalbrno.cz/en)

Špilberk Castle: [www.spilberk.cz/en](http://www.spilberk.cz/en)

Mendel's Museum: [www.mendelmuseum.muni.cz/en](http://www.mendelmuseum.muni.cz/en)

Museum of Roma Culture: [www.rommuz.cz/en](http://www.rommuz.cz/en)

Lednice–Valtice Cultural Landscape: [en.wikipedia.org/wiki/Lednice–Valtice\\_Cultural\\_Landscape](http://en.wikipedia.org/wiki/Lednice–Valtice_Cultural_Landscape)

Southern Moravia: [www.south-moravia.info](http://www.south-moravia.info)

## Information on the Local Host

Masaryk University official page: [www.muni.cz/en](http://www.muni.cz/en)

Centre for International Cooperation of MU: [czs.muni.cz/en](http://czs.muni.cz/en)

International Students Club at MU: [www.muni.cz/studenti/studentske-spolky](http://www.muni.cz/studenti/studentske-spolky)