

# TECHNICAL UNIVERSITY OF LIBEREC

## INFORMATION SHEET 2023-24

Full legal name of the institution: CZ: Technická univerzita v Liberci  
EN: Technical University of Liberec

ERASMUS Code of the Institution: CZ LIBEREC01

website: CZ: <https://www.tul.cz/>  
EN: <https://www.tul.cz/en/>

## INTERNATIONAL OFFICE

**Address:**

Technical University of Liberec  
Studentská 1402/2  
460 01 Liberec  
Czech Republic

**Welcome Centre** - building IC, ground floor

**Erasmus+ Office / International Office** - building F, 2nd floor

**Phone:** + 420 485 353 931

**General Email address:** [erasmus@tul.cz](mailto:erasmus@tul.cz); [international@tul.cz](mailto:international@tul.cz)

## VICE-RECTOR FOR INTERNATIONAL AFFAIRS

**doc. Ing. Kateřina Maršíková, Ph.D.**

Email: [katerina.marsikova@tul.cz](mailto:katerina.marsikova@tul.cz)

Phone: + 420 485 352 344

## ERASMUS+ INSTITUTIONAL COORDINATOR

**Michaela Andělová**

Email: [michaela.andelova@tul.cz](mailto:michaela.andelova@tul.cz)

Phone: + 420 485 353 931

## **CONTACT FOR INTER-INSTITUTIONAL AGREEMENTS**

**Email:** [erasmus@tul.cz](mailto:erasmus@tul.cz)

### **Ing. Viera Huličková**

Email: [viera.hulickova@tul.cz](mailto:viera.hulickova@tul.cz)

Phone: + 420 485 353 497

## **CONTACT FOR INTERNATIONAL STAFF MOBILITY**

**Email:** [erasmus@tul.cz](mailto:erasmus@tul.cz)

### **Ing. Viera Huličková**

Email: [viera.hulickova@tul.cz](mailto:viera.hulickova@tul.cz)

Phone: + 420 485 353 497

or contact the Faculty Coordinator:

<https://www.tul.cz/en/erasmus/incoming-international-students/ects-coordinators>

## **CONTACT FOR COMMUNICATION REQUESTS**

### **Michaela Andělová**

Email: [michaela.andelova@tul.cz](mailto:michaela.andelova@tul.cz)

Phone: + 420 485 353 931

## **CONTACT FOR STUDENT MOBILITY REQUESTS**

**Email:** [erasmus@tul.cz](mailto:erasmus@tul.cz)

### **Incoming students**

Bc. Daria Mlejnkova

Email: [daria.mlejnkova@tul.cz](mailto:daria.mlejnkova@tul.cz)

Phone: + 420 485 353 122

### **Outgoing students**

Hana Primas

Email: [hana.primas@tul.cz](mailto:hana.primas@tul.cz)

Phone: + 420 485 353 907

## NOMINATION INSTRUCTIONS FOR PARTNER UNIVERSITIES

For nomination please send e-mail to [erasmus@tul.cz](mailto:erasmus@tul.cz)

### **Deadline for nominations:**

-for winter semester and full year students: June 30, May 30 if the student needs a VISA,

-for summer semester: November 30, October 30 if the student needs a VISA.

## INFORMATION ABOUT APPLICATION PROCEDURE FOR EXCHANGE STUDENTS

**Website:** <https://www.tul.cz/en/erasmus>

**Courses taught in English:** <https://www.tul.cz/en/erasmus/incoming-international-students/course-catalogue>

**Application information:** <https://www.tul.cz/en/erasmus-2/incoming-students/erasmus-application-procedures-and-deadlines/>

Please choose courses only from the relevant faculty when filling in the online Learning Agreement. If you have any doubts please do not hesitate to contact your faculty coordinator. Let me stress that it can happen that our online registration system shows you another semester/language of instruction etc. than stated in the list of the courses. Please do not pay attention to this discrepancy and please follow the information stated in the list of the courses and just register the course.

### **Application procedure:**

1. Prepare your online Learning Agreement according to the instructions of your home university.
2. Sign your LA and share it with your home university Erasmus+ coordinator. Wait until the LA is checked and signed first by the coordinator from your home university and then by the TUL Faculty Coordinator. Once the Learning Agreement is signed by the TUL Faculty Coordinator, you will receive the notification via e-mail.
3. Follow the link from the notification e-mail and log in into the TUL study portal STAG. Fill in all the mandatory fields marked with an asterisk (\*) in your profile and save the changes.
4. Wait for the acceptance e-mail which will include all the necessary admission documents and further instructions. Students who have to apply for visa will receive several extra documents and some additional information along with this e-mail.

### **Language requirements:**

- level in English for English taught programmes: B1/B2 (see the Inter-institutional agreement).

We do not require any documents to prove your language level but if you do not fill in language level to the Learning Agreement we need to verify your language level.

### **Application deadlines:**

For winter semester and full year students: June 30, May 30 if the student needs a VISA

For summer semester: November 30, October 30 if the student needs a VISA.

## **Accommodation**

Accommodation is booked for all students automatically upon acceptance, no application is necessary.

## **Useful links**

**Academic calendar:** <https://www.tul.cz/en/students/academic-calendar/>

**ESN Liberec:** <http://www.esn-liberec.cz/>

**Welcome Days:** <https://www.tul.cz/en/erasmus-2/incoming-students/erasmus-welcome-days/>

**Accommodation:** <https://www.tul.cz/en/students/life-at-tul/acommodation/>

