CESP APPLICATION AND REGISTRATION FORM

Spring Semester 2018

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| **The Central and East European Studies Program (CESP) University of Economics Prague nam. Winstona Churchilla 4 130 67 Prague 3 Czech Republic** |
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**In order to apply and register for the CESP, we must receive the following materials:**

1. **The completed CESP application and registration form**
2. **A resume (curriculum vitae) about yourself**
3. **Your official university transcript**
4. **Two passport size photos**
5. **A 25 € (EUR) non-refundable application fee (or equivalent in other currency)**

**PLEASE FILL-IN ELECTRONICALLY, PRINT AND SIGN:**   
Please note that you may type only in the grey fields. In case the field contains a default text, click in the field and then you will be able to either choose a word from a list or overwrite the text.

PLEASE TYPE OR PRINT

**1. Last Name:      , First Name:      , Middle Name:**

**2. Sex:**

**3. Date of Birth (month/day/year):**

**4. Place of Birth (city, state):**

**5. Country of Passport and Passport Number:**

**6. Coordinating (Home) University:**

**7. Number of College Years Completed When Program Begins:**

**8. Academic Standing (cumulative grade point average and scale or rank in class):**

**9. Major Area of Study:**

**10.** **Your E-mail Address:**

**11. Your Permanent Mailing (Postal) Address**

**12. Name, Full Address, and Phone Number of Person (English speaking if possible) to Contact in Case of Emergency:**

**13. Do You Wish to Stay in the University Dormitory – DOUBLE room?** (price per semester is EUR 650)

**Do You Wish to Stay in the University Dormitory – SINGLE room ?** (price per semester is EUR 1,050)

**14. Are You a Vegetarian?**

**15. This Space is Reserved for Any Additional Information You May Wish to Add:**

** I am interested in co-operation with the Buddy System – a Czech student organization at the University of Economics Prague. (They will send you an e-mail and offer you a Czech student who will pick you up at the airport and help you with potential problems in a new environment. For details please visit** [**http://buddy.vse.cz**](http://buddy.vse.cz/)**)**

**The program fee is 3,240 € (EUR) per semester. This price includes the scholastic tuition, materials expenses and double room accommodation fee for the university dormitory. The total per semester with accommodation in a single room is 3,640 € (EUR).**

**It does not include costs for cultural events, meal expenses or local and international transportation. If you are going to provide your own housing, the tuition fee is 2,590 € (EUR).**

**The program fee is charged on a per-semester basis and must be paid before the program begins.**

**You can pay the program fee by** [**credit card via on-line**](http://cesp.vse.cz/admission/tuition/pay-on-line/) **form on our website (http://cesp.vse.cz/admission/tuition/pay-on-line/)**

**or by bank-to-bank transfer into the following account:**

* **Bank Name: Czech Savings Bank Prague**
* **Bank Street Address: Olbrachtova 1929/62**
* **City: Praha 4**
* **Zip Code: 140 00**
* **Country: Czech Republic**
* **IBAN: CZ2108000000000001828782**
* **SWIFT: GIBACZPX**
* **Beneficiary Name: University of Economics, Prague**
* **Beneficiary Account Number: 1828782/0800**

**All transaction fees are to be paid by the applicants.**

**The application deadline is December 1 for the Spring semester and June 25 for the Fall semester.**

**The application form has to be delivered to CESP office before the deadline.**

Course Selection = Final Course Registration:

**The maximum of courses that are included in the tuition is four.**

**This course selection (Course 1 - 4) is considered as your final course registration. You will be allowed to change your course registration only in case there is a scheduling conflict or the selected course is cancelled. In this case your Alternate courses 1 - 3 will be used.**

**We highly recommend you to check with your academic advisor at your home institution which courses will be approved and which will fit to your major field of study before filling the course selection form.**

**Please indicate alternate courses in order of your preference. Do not use any of your first-choice courses as alternate selections.**

**The list of courses and syllabi can be found at** [**http://cesp.vse.cz/academics/courses**](http://cesp.vse.cz/academics/courses) **CESP course registration policy can be found here:** [**http://cesp.vse.cz/academics/registration/**](http://cesp.vse.cz/academics/registration/)

* **Courses IP\_310 Product Brand Marketing and IP\_340 International Marketing Communications cannot be taken together, students may register either Product Brand Marketing or International Marketing Communications.**
* **Courses IP\_312 International Strategy and IP\_314 International Management cannot be taken together, students may register either International Strategy or International Management.**

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| **Course 1** |  |
| **Course 2** |  |
| **Course 3** |  |
| **Course 4** |  |
| **Alternate course 1** |  |
| **Alternate course 2** |  |
| **Alternate course 3** |  |

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| Date |  | Signature |  |

**I, the undersigned, have read the CESP pamphlet (or website), including the section on safety and security, and have completed the application and registration form honestly. If accepted, I hereby agree to be registered in the CESP program and agree to pay the relevant fee in full before the semester begins**.