

## RELOCATION GUIDE



We recognize how challenging it can be to relocate to a new country to take new employment. To assist you with to handle more effectively changes and manage possible issues and problems, the Human Resources and International Relations office of the National Institute of Mental Health offer a comprehensive relocation guide where you can find a lot of important information that you should consider to facilitate the relocation and early adaptation period.

### GETTING STARTED

- Visa – Euraxess
- Nostrification (in Czech) – validation of foreign university education and qualifications
- Accommodation
- Bank information
- Mobil operators
- Salary calculation
- Medical Care
- Cost of Living
- Public Transport
- Entertainment
- Education
- Orientation at NIMH
- Emergency
- Driving in Czech Republic

## EURAXESS

The website EURAXESS provides information and assistance to employees who are coming to work in the Czech Republic, or who are moving to work in another European country. All relevant information can be found via this portal and at the EURAXESS Centres, with the names of contact points in our national network. This portal also contains practical advice concerning professional and daily life in the Czech Republic, as well as information on job and funding opportunities. Our service centers help researchers and their families to plan and organize their relocation to Czech Republic and other countries, providing assistance in all matters related to mobility. All services provided by the EURAXESS Network are free of charge. <https://www.euraxess.cz/>

## NOSTRIFICATION- validation of foreign university education and qualifications

As a state institution managed by the Ministry of Health, the NIMH is obliged to confirm the validity of the education degrees of new recruits. For the validation of foreign university degree and all relevant information, please visit to the website below:

<http://www.msmt.cz/areas-of-work/tertiary-education/recognition-of-foreign-higher-education-in-the-czech?lang=2>

## ACCOMMODATION

Prague and all larger cities in the Czech Republic boast a wide range of furnished and unfurnished housing ranging from centrally-located apartments to spacious villas in leafy suburbs. Many real estate agencies offer relocation services for a charge of one to two months' rent. Once renting a flat there is a charge of two to three months' rent as a deposit. Also, to secure any deal with any rental agency, the written lease agreement is a necessity. The rental prices of residential premises can vary widely depending on the city, location, size, and quality. Apart from paying monthly rent, you will be also charged in addition electricity, heating, water, and garbage. The rent varies depending on size, location and how the apartment is equipped. It can be anything from cca(?) 15000 CZK per month excluding the bills.

You can search for accommodation online, e.g. here:

- <https://www.facebook.com/groups/PragueRoom/>
- <https://www.facebook.com/groups/PragueAccommodation/>
- <https://www.bezrealitky.cz/>
- <https://www.expats.cz/praguerealestate/>

## SETTING A BANK ACCOUNT

You can open a bank account of your own on condition that you are 18 years old – except for a few specific circumstances. These include opening a student account that can set from 15 years of age in the presence of a statutory representative. Foreigners will be likely asked to submit a permit to stay in the Czech Republic in order to open a bank account. For further information, please visit:

<https://translate.google.com/translate?hl=en&sl=cs&u=http://www.banky.cz/&prev=search>

## MOBIL OPERATORS IN CZ



## SALARY CALCULATION

When moving to another country, one of the most frequent and important question asked is: *What will my Net salary be per month?*

For all necessary information related to this matter, please visit the website below. Using a google translator, all the information can be accessed in English.

<https://www.vypocet.cz/cista-mzda>

## MEDICAL CARE

The Czech healthcare system is excellent and affordable and is inspired by the European tradition, founded on public services and financed by predominantly public means. Czech physicians the same quality as in Western European countries. Your health insurance will be covered by an Employer (NIMH). Your family members will need to purchase private health insurance since health insurance is obligatory in our country. The cost could vary from approx. 15000 CZK /year/person for basic coverage. To find out more about, what is covered by public health insurance please click here:

<https://www.euraxess.cz/czech-republic/information-assistance/health-insurance>

## EDUCATION

In the Czech Republic, the majority of schools are public and Czech language is the spoken language. We offer also a selection of private' schools and creches for English, German, Russian and French families at their preference. The NIMH does not cover the costs related to schooling.

### **Some of the International Primary/Secondary Schools:**

International School of Prague <https://www.isp.cz/> English

The English College <https://www.englishcollege.cz/> English

International School of Prague <https://www.nordangliaeducation.com/> English

Riverside School <https://www.riversideschool.cz/> English

Deutsche Schule <http://www.dsp-praha.org/> German

Lycée Français de Prague <https://www.lfp.cz/> French

Russian Embassy School in Prague <http://www.ruschool.cz> Russian

### **Kindergartens**

Bumble Bee <https://www.bumblebee.cz/> English

KIDS Company <http://kidscompany-praha.cz/>, English/German

### **Primary schools**

Die Grundschule der deutsch-tschechischen Verständigung <http://www.gtmskola.cz/>, German

Park Lane International School <https://www.parklane-is.com/> English

## **DRIVING IN CR**

In general, if you hold a driving license issued by EU country, you can drive in the Czech Republic. If not, some foreign driving licenses can be replaced by the Czech driving license. If it is not possible to replace the driving license and its holder intends to drive vehicles in the Czech Republic, they must take the courses and training in a driving school, pass an examination of professional qualifications to drive motorized vehicles and then apply for the issuance of a driving license. Alternatively a foreign national can drive based on their valid foreign driving license accompanied by an International driving license. For more information visit: <http://www.mvcr.cz/mvcren/article/information-for-foreigners-in-the-czech-republic.aspx>

If you would like to know and read more about our country “Czech” out this link <http://www.czech.cz/en>

## **HOW TO GET TO NIMH FROM AIRPORT**

Prague is the capital city of Czech Republic and is accessible by air. The main city Airport (Vaclav Havel International Airport) is located in the west side of the city.

The NIMH is located in a small suburb of Prague called Klecany, in the north of the city.

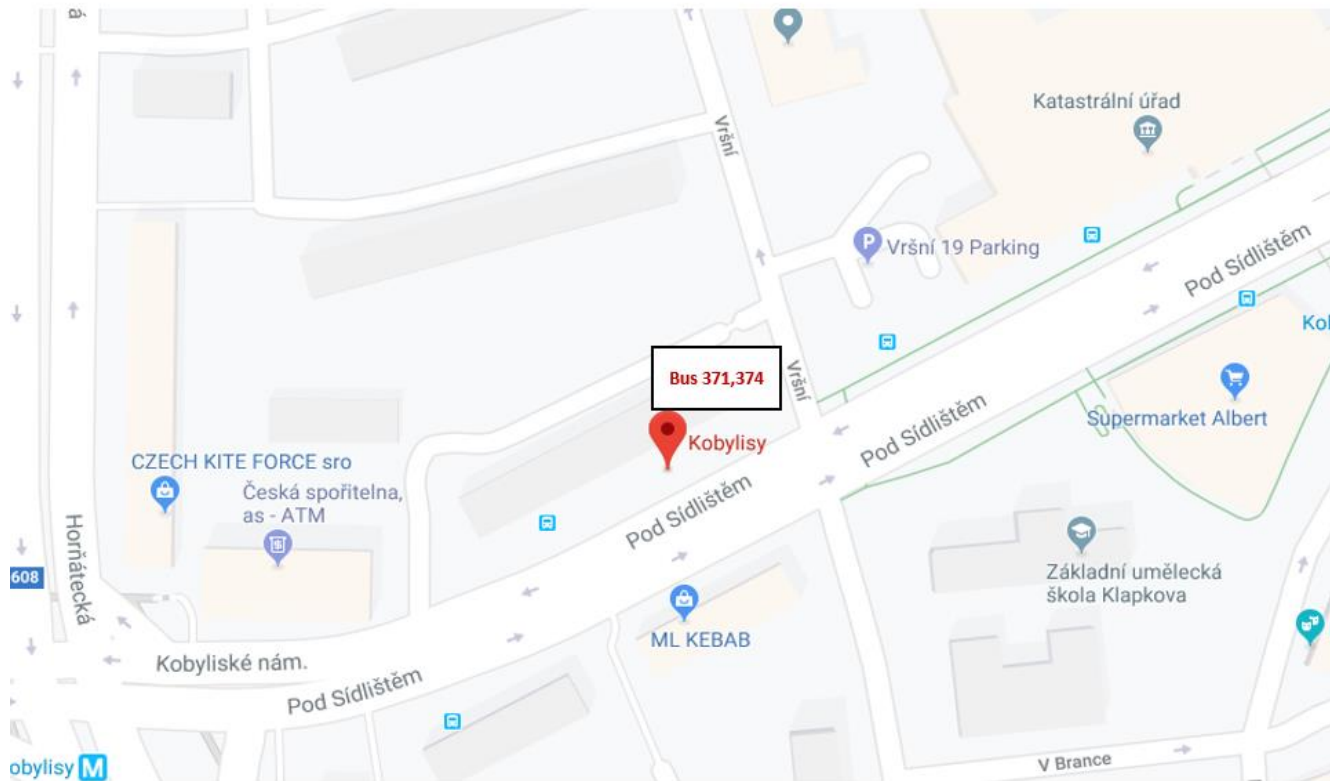
the To reach from the Prague airport to Klecany, you take a bus no. 119 and go to Veleslavín.

From there you take a subway (metro, tube) to Muzeum station (Green Line). At Muzeum, you change the train to the red line to Kobylisy.

From Kobylisy regular busses no. 371, 374 bring you to the bus station Klecany u Hřbitova, 5 minutes walking distance to the NIMH

Public transport from Kobylisy runs at intervals 10 – 15minutes morning and 30 minutes after noon.

## BUS SCHEDULE



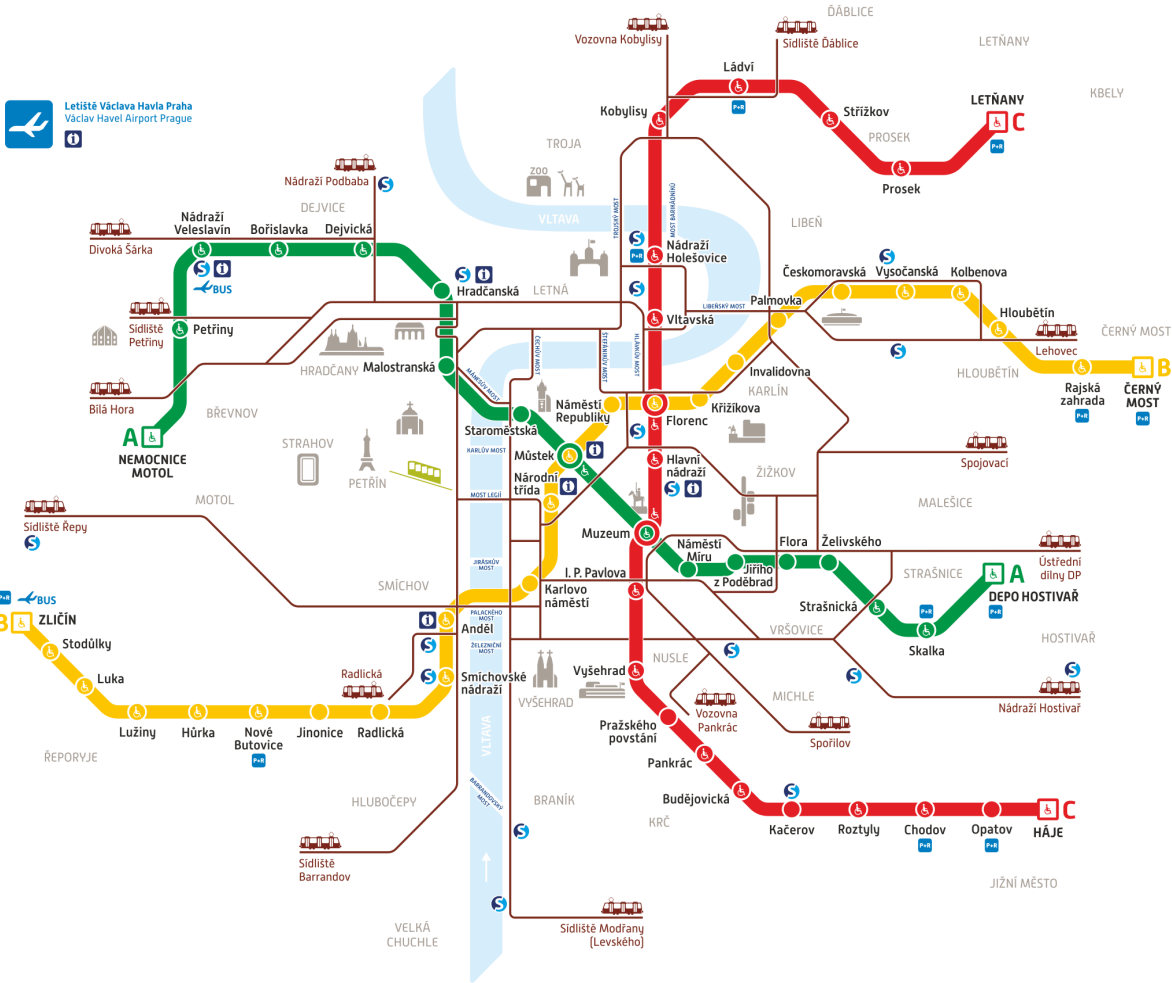
<https://idos.idnes.cz/en/vlakyautobusymhdvse/spojeni/>

## PUBLIC TRANSPORT

The Prague Integrated Transport System includes trains, trams, metro, funicular and boat transport. Once having a ticket <https://www.dpp.cz/en/fares-in-prague/>, do not forget to stamp it at validator boxes either in the carriage or the entrance of the metro station. Purchasing family tickets for the yearly pass for 3650 CZK or single-ride tickets are possible.

For more information, pls check: <http://www.dpp.cz/en/>

How do I get the “Lítačka” Card: <https://karta.litacka.cz/en>



Time schedule for subway is 5am -12pm /7 days a week

## ORIENTATION AT NIMH

<https://www.nudz.cz/en/>

What you can eat in NIMH?

Café shop is open daily 8am – 6pm

Canteen is open Mo – Fri 11am - 1pm, where you can choose from 4-5 main dishes.

More information can find <https://www.nudz.cz/> [intra-net](#) [/Jidelna](#) [bar/](#)



## LIST OF HOLIDAYS IN CZ FOR 2020

This is the nonworking days. Stay home and relax. 😊

### LIST OF HOLIDAYS IN CZECH REPUBLIC IN 2020

Day	Date	Holiday Name	Type	Comments
Wednesday	Jan 01	Restoration Day of the Independent Czech State	National Holiday	
Friday	Apr 10	Good Friday	National Holiday	
Monday	Apr 13	Easter Monday	National Holiday	
Friday	May 01	Labour Day	National Holiday	International Workers' Day
Friday	May 08	Liberation Day	National Holiday	
Sunday	May 10	Mother's Day	Not A Public Holiday	
Sunday	Jul 05	St Cyril and Methodius Day	National Holiday	
Monday	Jul 06	Jan Hus Day	National Holiday	
Friday	Aug 21	Day of Memory	National Holiday	
Monday	Sep 28	St. Wenceslas Day	National Holiday	Day of the Czech statehood
Wednesday	Oct 28	Independent Czechoslovak State Day	National Holiday	National Day
Tuesday	Nov 17	Struggle for Freedom and Democracy Day	National Holiday	
Thursday	Dec 24	Christmas Eve	National Holiday	
Friday	Dec 25	Christmas Day	National Holiday	First Christmas Holiday
Saturday	Dec 26	St. Stephen's Day	National Holiday	Second Christmas Holiday

## ENTERTAINMENT

Prague and many cities in the Czech Republic are famous for their architectural heritage, with an impressive 12 sites recognized as part of the UNESCO World Heritage List. Prague is a very well known site for its history and monuments which include: Prague Castle, National Museum, National Theatre, Charles Bridge, Jewish Town, etc. Prague can also offer you great social and entertainment life not just for adults but also for children. The second-biggest toy shop in Europe Hamleys was opened in 2016.

<https://www.czechtourism.com/home/>

<https://www.getyourguide.com/>

<https://www.praguemusic.cz/en/>

<https://www.prague.eu/en/events>

<https://goout.net/en/prague/festivals/>

## EMERGENCY

AMBULANCE call 112 or 155

IN CASE OF FIRE call: 150

POLICE call: 158

NEAREST HOSPITAL FROM KLECYNY is: Nemocnice Na Bulovce situated on Prague 8, Budínova 67/2. The Trauma Hospital has urgent care facilities for both medical and dental problems. During Mo – Fri working hours 7 pm – 6 am (weekend open 24hours). Phone contact for adults is 283 842 222 or 266 083 301, for children: 283 842 224.

Nemocnice MOTOL is one of the largest hospitals in the city situated on Prague 5, V Úvalu 84. MOTOL hospital has a special reception for gners foreigners.

Working hours Mo-Fri is 7 pm -7 am, during the weekends is 24hours open. Contact us 223 438 590 or 224 431 111.