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# Applicant for study at university

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## How to apply for accommodation at Charles University dormitories

1. Contact the faculty of Charles University with the request for reservation of accommodation at our dormitories.
2. Faculty of university, where you will be studying will apply for reservation of a bed at our dormitories.
3. Please do not contact us directly, reservation department will need the confirmation of your applications for studies from the faculty anyway.
4. Upon reservation of accommodation request, reservation department issue a reservation of accommodation with option of paying a long-term deposit of 5900,-CZK
5. Long-term deposit needs to be paid within 14 days. If the long-term deposit is not paid within 14 days, the reservation will be cancelled.
6. You will receive written confirmation of the payment of the long-term deposit by email.
7. The original accommodation contract for the purpose of obtaining a visa to enter the country, will be sent by the faculty of the university where you will be studying after the above has been completed.