

Fill out the online application in a few easy steps

Center for Economic Research
and Graduate Education – Economics Institute
Founded in 1991 in Prague



Study

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How to Apply



- All application materials must be submitted through the online application form **by March 31 (23:59 CET)**.
- You will be applying at a centralized Charles University system and your application will be to the Faculty of Social Sciences, which we are part of.
- The following materials are required for an application to be processed. All materials must be submitted in English or accompanied by an English translation.

1) Online application form

In the Charles University system, the program has two versions registered under programme codes:
'0311TA050010' (*free*)
'0311TA050011' (*8000€, with scholarship options*)

The admission criteria, courses offered and completion requirements are identical in the two versions, with the level of tuition fees being the only difference between them.

[Online application form for the '0311TA050011' version](#)

[Online application form for the '0311TA050010' version](#)

↓↓↓ STEP-BY-STEP APPLICATION MANUAL ↓↓↓

[See how to fill out the online application in a few easy steps](#)

2) Curriculum vitae

Up-to-date information relevant to the application and program, approx. 1–2 pages


3) Statement of motivation

A statement in English describing in your own words your academic and research background, your interests and career goals, and how the program at CERGE-EI will help you meet your objectives. The length of the statement **cannot exceed 4,000 characters**. Please see the [Statement of Motivation Guidelines](#)

APPLY NOW TO
Master in Economic Research
(0311TA050010)

APPLY NOW TO
Master in Economic Research
(0311TA050011)

Master in Economic Research
(+420) 224 005 250
mer@cerge-ei.cz

**CHARLES UNIVERSITY**

Login

AdmissionEnter the SIS 3

[Admission](#) > [Search programme/branch](#) > Branch programme/details

Branch programme/details


If you apply for '0311TA050011' version, page(s) may look slightly different.


?


[Search programme/branch](#)


Branch programme/details


Master in Economic Research (0311TA050010)


 Faculty:


 Study programme:

 Form of study:

 Type of study:

 Language of instruction:

 Standard length of study:

 Application type:

[Faculty of Social Sciences](#)

?

Master in Economic Research (N0311A050010)

full-time

Master's (post-Bachelor)

Czech

2 years

Online

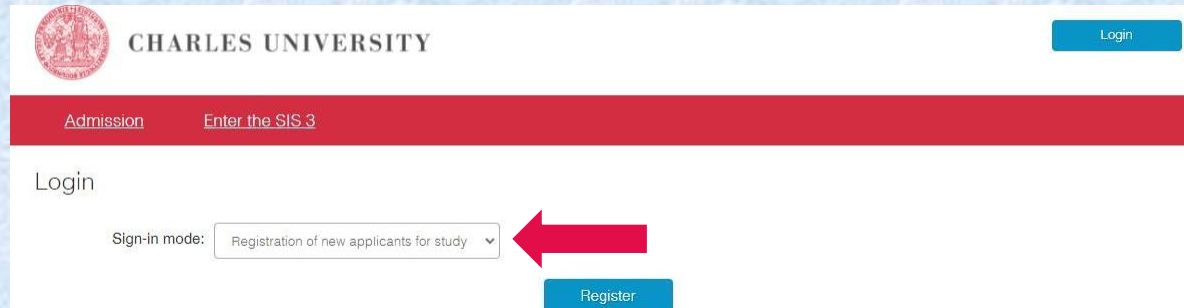
Apply for study

Application submission date

Keep „Czech“ as the language of instruction. All classes will be held in English anyway.

STEP ONE: REGISTRATION

- First, register and create a profile in the application portal.
 - You need a valid email address where the system will send a verification code.
1. Click on the "Create a new application" button.
 2. Select "Registration of new applicants for study" in the field "Sign-in Mode" and hit the "Register,, button.
 3. Enter your email address and hit the "Register,, button.



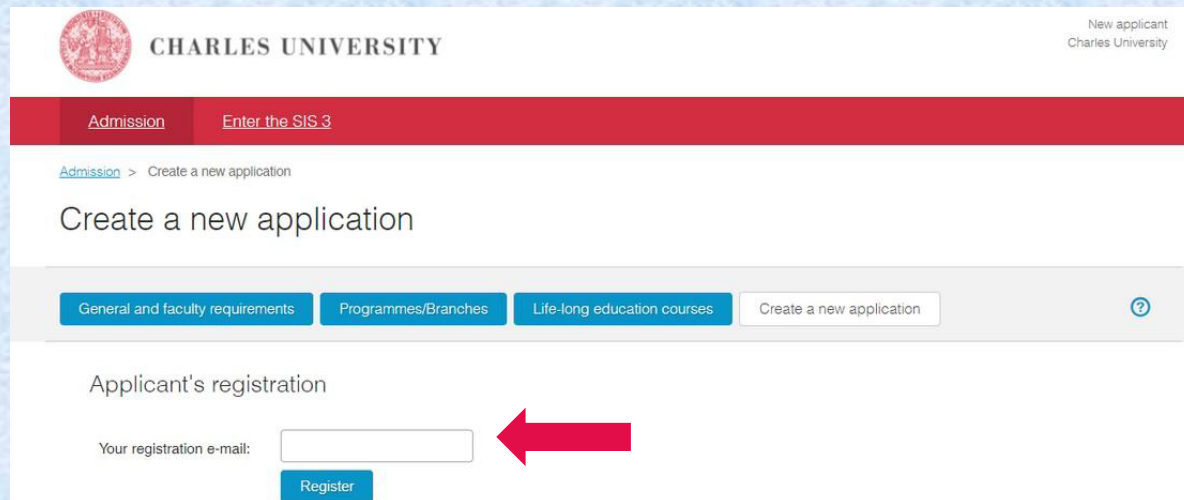
CHARLES UNIVERSITY

Admission Enter the SIS 3

Login

Sign-in mode: Registration of new applicants for study

Register



CHARLES UNIVERSITY

New applicant
Charles University

Admission Enter the SIS 3

Admission > Create a new application

Create a new application


General and faculty requirements Programmes/Branches Life-long education courses Create a new application

Applicant's registration

Your registration e-mail:

Register

- An email will be sent to the registered email address with a verification link.
- If you do not receive the verification email, you can generate it yourself by clicking on the "Send again" highlighted text.



CHARLES UNIVERSITY

New applicant
Charles University

[Admission](#) [Enter the SIS 3](#)

[Admission](#) > Create a new application


Create a new application

[General and faculty requirements](#) [Programmes/Branches](#) [Life-long education courses](#) [Create a new application](#) [?](#)

[?](#)

An email was sent to your email address **sakul79@gmail.com**. This email contains link to website, where you can enter password you will use to log in to the system (together with registration email as an user name).
It may take a few minutes to deliver it. If you received no such message, please click on [Send again](#).
If the link does not work, you can use alternative link and enter data for your first login. Whatever link you use, in the next step you have to enter your own password, which you can use repeatedly.
The links are only valid for a single use.

- The verification link in the email will direct you to a new page, where you will be asked to create a password for the Charles University online applications.
- Set up your password and click the "Save" button.


CHARLES UNIVERSITY
New applicant
Charles University

[Admission](#)
[Enter the SIS 3](#)

[Admission](#) > Create a new application

Create a new application

[General and faculty requirements](#)
[Programmes/Branches](#)
[Life-long education courses](#)
[Create a new application](#)
?

? Password cannot contain a space at the beginning and/or end.


Password setup

Your registration e-mail: fsvapplicant@gmail.com

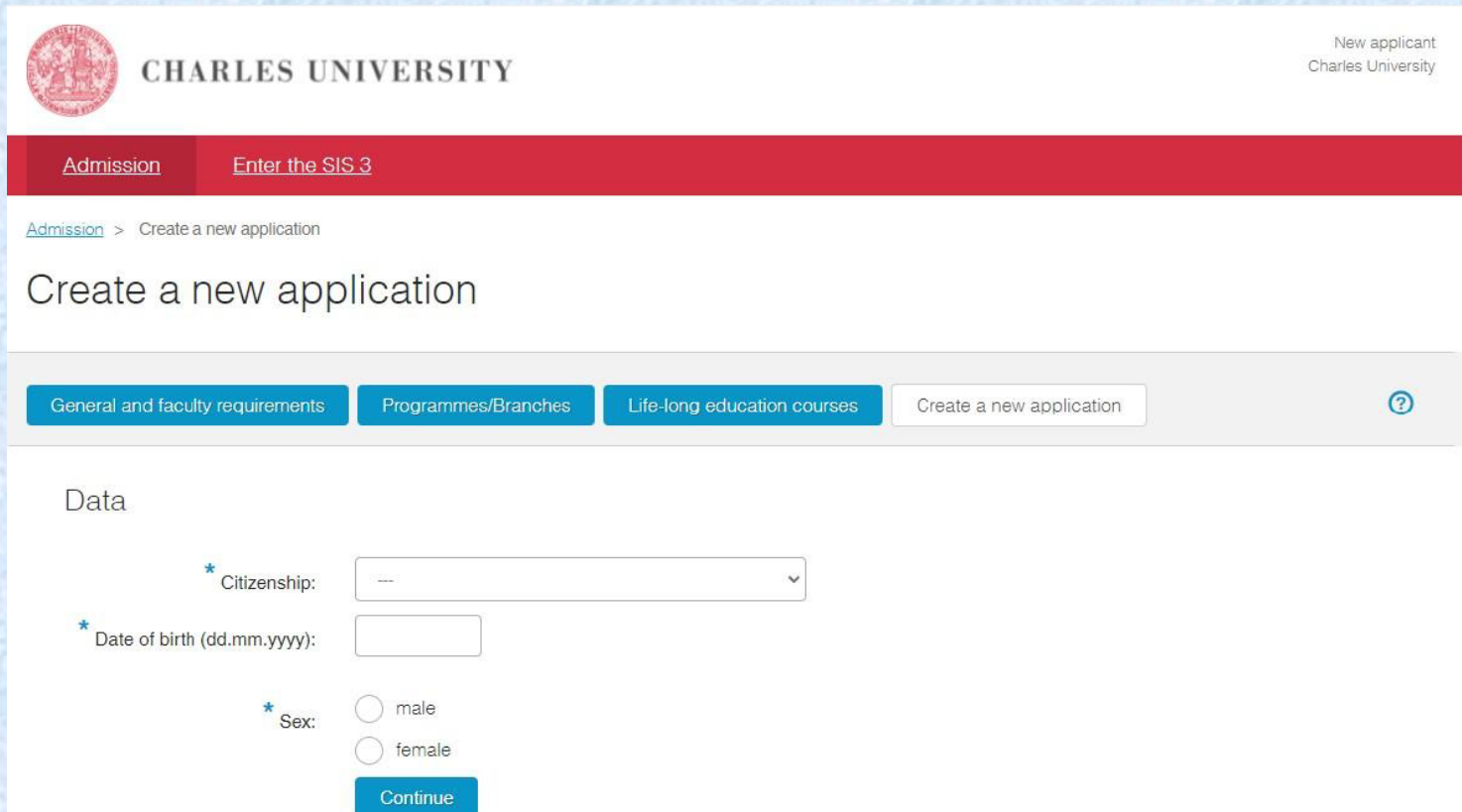
* Password:

* Confirm password:


[Save](#)



- Fill in the basic personal data that will allow the system to uniquely identify you when you log in again in the future, and click the "Continue" button.
- If you had ever studied at a Czech university before or stayed in Czechia for an extended period and have been assigned a Czech personal identification number, so-called rodné číslo (RČ), you will need to select the appropriate box.



The screenshot shows the Charles University admission application interface. At the top, the Charles University logo and name are on the left, and "New applicant Charles University" is on the right. A red navigation bar contains "Admission" and "Enter the SIS 3". Below this, a breadcrumb trail reads "Admission > Create a new application". The main heading is "Create a new application". A horizontal bar below the heading contains four buttons: "General and faculty requirements", "Programmes/Branches", "Life-long education courses", and "Create a new application" (which is highlighted). A help icon (?) is on the right. The "Data" section contains three required fields: "Citizenship:" with a dropdown menu, "Date of birth (dd.mm.yyyy):" with a text input, and "Sex:" with radio buttons for "male" and "female". A blue "Continue" button is at the bottom.

 **CHARLES UNIVERSITY**

New applicant
Charles University

[Admission](#) [Enter the SIS 3](#)

[Admission](#) > Create a new application

Create a new application

[General and faculty requirements](#) [Programmes/Branches](#) [Life-long education courses](#) [Create a new application](#) [?](#)

Data

* **Citizenship:**

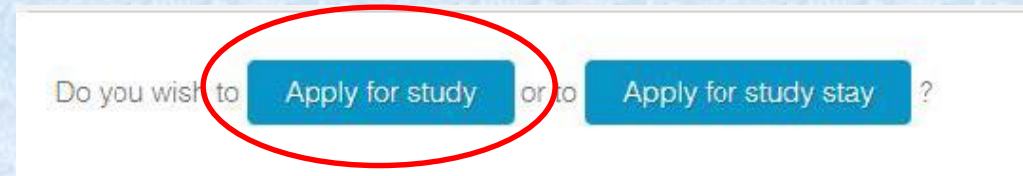
* **Date of birth (dd.mm.yyyy):**

* **Sex:** ☐ male ☐ female

[Continue](#)

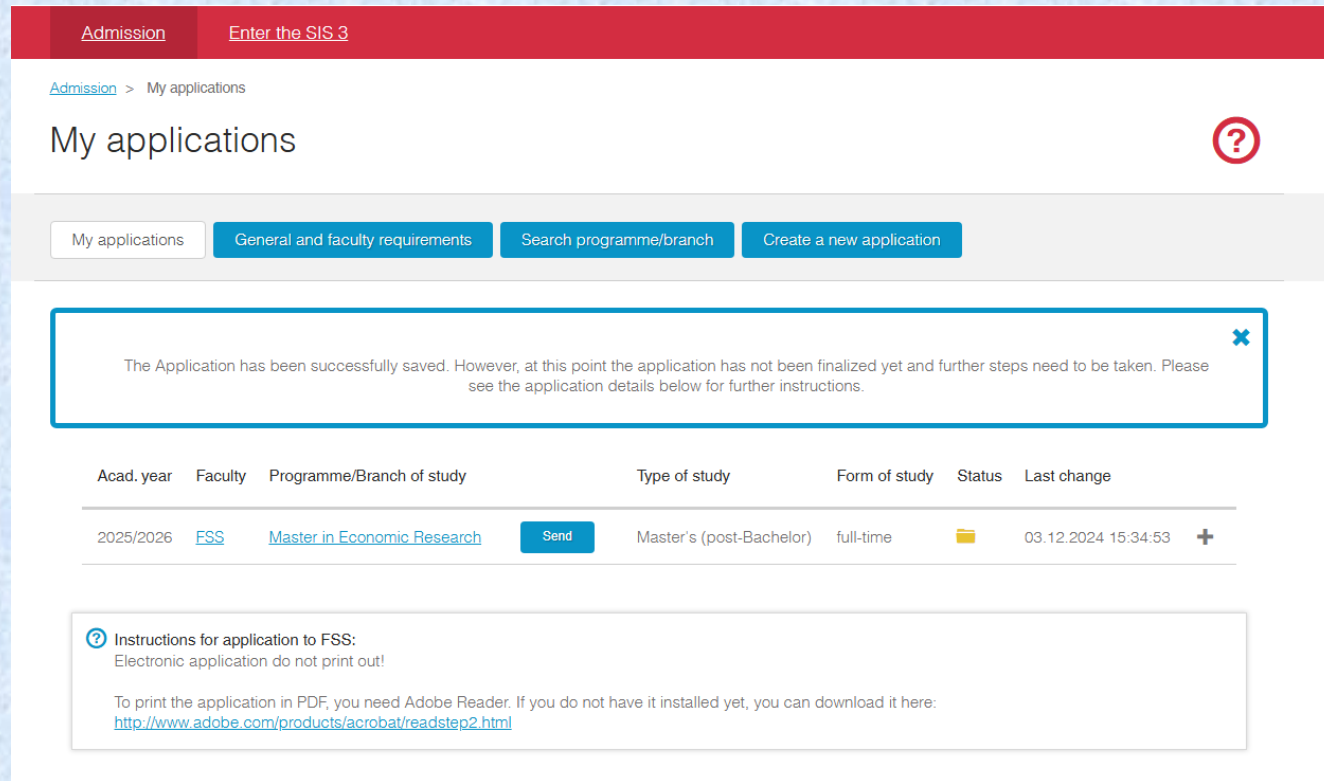
CREATE A NEW APPLICATION!

- First, choose to „Apply for study“. This option refers to a degree program, while „Study stay“ refers to a short-term Exchange program.
- Now you can create a new application. Select the Faculty (Faculty of Social Sciences), Language of instruction (Czech), form and type of study (Master or PhD), and the specific study program = Master in Economics Research. By hitting the "Create" button, you will create an application.
- Once you are registered, you can access your account via "Login by registration email." If you have already studied at FSV UK, you can "Login with CAS login/ username" using your login/ID number and password from your previous studies.

A screenshot of a web application for creating a new application. The header is red with "Admission" and "Enter the SIS 3" links. Below the header, a breadcrumb trail shows "Admission > Create a new application". The main heading is "Create a new application" with a red question mark icon. A navigation bar contains three buttons: "General and faculty requirements", "Search programme/branch", and "Create a new application". A light blue box contains a question mark icon and the text: "Choose the faculty, language of instruction, type, form, and branch of study, to apply for. Consult the menu above for detailed information on programmes." Below this, a form displays the following fields and values: "Faculty:" Faculty of Social Sciences (with a "Change" button), "Language of instruction:" Czech (with a "Change" button), "Form and type of study:" full-time, Master's (post-Bachelor) (with a "Change" button), and "Study programme/branch:" Ekonomický výzkum | NP_EV (N0311A050010) (with a "Create" button).

STEP TWO: FILLING THE APPLICATION FORM

- Make sure you read through the additional instructions carefully, as they may contain important information on how to fill in the application form appropriately.
- Fill in and save your application - you can save your application at any time and come back repeatedly to continue working on it.
- Make sure to fill your address fully and properly. This is the address we will use to send you your visa documents, should you be accepted



Admission Enter the SIS 3

Admission > My applications

My applications

My applications General and faculty requirements Search programme/branch Create a new application

The Application has been successfully saved. However, at this point the application has not been finalized yet and further steps need to be taken. Please see the application details below for further instructions.

| Acad. year | Faculty | Programme/Branch of study | Type of study | Form of study | Status | Last change |
|------------|---------|-----------------------------|---------------|--------------------------|-----------|---------------------|
| 2025/2026 | FSS | Master in Economic Research | Send | Master's (post-Bachelor) | full-time | 03.12.2024 15:34:53 |

Instructions for application to FSS:
Electronic application do not print out!

To print the application in PDF, you need Adobe Reader. If you do not have it installed yet, you can download it here:
<http://www.adobe.com/products/acrobat/readstep2.html>

FILL OUT THE APPLICATION FORM




- All fields marked with a blue asterisk must be filled in, and all attachments marked with a blue asterisk must be uploaded.
- Please note attachment names can be indicative only.
- You can upload multiple attachments under one field by hitting the "+" button.
- You can always review the application details when you log into the application system. And you can also edit the open application.

[Admission](#) > My applications

My applications

[My applications](#) [General and faculty requirements](#) [Search programme/branch](#) [Create a new application](#)













The Application has been successfully saved. However, at this point the application has not been finalized yet and further steps need to be taken. Please see the application details below for further instructions.

| Acad. year | Faculty | Programme/Branch of study | Type of study | Form of study | Status | Last change |
|---|---------------------|---|---|---|-----------|---|
| 2025/2026 | FSS | Master in Economic Research | Send | Master's (post-Bachelor) | full-time |  03.12.2024 16:38:53 |
| Language of instruction: Czech | | Standard length of study: 2 years | | Study programme: Master in Economic Research | | |
| Additional information: Payment instructions are not available before you save and submit your application. | | | | | | |
| Summary of the admission procedure:  Open | | | Progress of the admission procedure: Your application has not been submitted yet. When you are ready to submit your application, please hit the Send button. | | | |
| Application ID: 1242970 | | File number: | | | | |
| Application details | | Delete application | | | | |
| Edit application | | | | | | |
| Show the application as a PDF  | | | | | | |

LETTERS OF RECOMMENDATION

- Please ignore „*Letter of Recommendation*“ item in the „*Attachments*“ section and fill out your referees contact information using an online FORM instead.
- You can access the FORM via link in „*Additional instructions*“ section.
- We will request the letters of recommendation from the referees ourselves. Please, take note we disregard second and further resubmissions of the form.

Attachments

- * Copy of a university diploma:  
- * Curriculum Vitae:  
- * Motivation letter:  
- * Proof of English Language Proficiency:  
- * Transcript of Records:  
- International Certificate SAT, GRE or GMAT:  
- Letter of Recommendation:  
- Other document:  

1

Ignore this item

Additional instructions

Congratulations on choosing to study economics at CERGE-EI! We are dedicated to excellence and innovation in economics research and education.

CERGE-EI (Center for Economic Research and Graduate Education - Economics Institute) is a joint workplace of Charles University (Faculty of Social Sciences) and the Economics Institute of the Czech Academy of Sciences: <https://www.cerge-ei.cz>.

Contact us any time at our MA and PhD Study Affairs Office
CERGE-EI
Politických vězňů 7, 111 21 Prague 1, Czech Republic
phd@cerge-ei.cz

IMPORTANT INFORMATION:

Your referees will be asked to provide letters of recommendation directly to us. Please fill out their contact information using the following [FORM](#) before you proceed with this application.

All about our PhD study program: <https://www.cerge-ei.cz/phd-in-economics>.

See news & events for study applicants: <https://www.cerge-ei.cz/for-study-applicants>.

Receive news for applicants directly to your email. Sign up [HERE](#)

In the field Other document please upload attachment where you briefly describe your academic and research interests, including specific areas of economics or related fields you wish to explore during the PhD program. Highlight any key topics, questions, or issues that motivate your research aspirations.

2

Open the
FORM

Referees Information

Referees provide letters of recommendation directly to CERGE. Please fill out their contact information.

* Required

Applicant information

1. Name and surname as on your application *

Enter your answer

Next

Never give out your password. [Report abuse](#)

Microsoft 365

This content is created by the owner of the form. The data you submit will be sent to the form owner. Microsoft is not responsible for the privacy or security practices of its customers, including those of this form owner. Never give out your password.

Microsoft Forms | AI-Powered surveys, quizzes and polls. [Create my own form](#)

The owner of this form has not provided a privacy statement as to how they will use your response data. Do not provide personal or sensitive information. | [Terms of use](#)

Fill out the
information

3

STEP THREE: SUBMISSION OF THE APPLICATION

- Once you are ready to submit the application, hit the blue "Send" button. The system will ask you for your confirmation. Be careful; once you confirm the sending of your confirmation, you will **no longer be able to make any changes**.
- Once the submission is successful, the status will change to "Sent" and you will receive information regarding the payment of the application fee.
- Be aware the **payment** of the application fee is the final **mandatory step**.

is.cuni.cz says
It is impossible to change any data after submitting the application.
Are you sure to submit your application? Application that is not submitted is invalid.

OK Cancel

Logoff in 59:55

CHARLES UNIVERSITY

Admission Enter the SIS 3

Log off

Role:

Faculty of Social Sciences

Admission > My applications

My applications

My applications General and faculty requirements Search programme/branch Create a new application

| Acad. year | Faculty | Programme/Branch of study | Type of study | Form of study | Status | Last change |
|------------|---------|---|---------------|--------------------------|-----------|---------------------|
| 2025/2026 | FSS | Master in Economic Research | Send | Master's (post-Bachelor) | full-time | 03.12.2024 15:34:53 |

Instructions for application to FSS:
Electronic application do not print out!

To print the application in PDF, you need Adobe Reader. If you do not have it installed yet, you can download it here:
<http://www.adobe.com/products/acrobat/readstep2.html>

STEP FOUR: PAYMENT OF THE APPLICATION FEE CZK 920

- There are two options to pay the application fee: First online by a credit/debit card or second by bank transfer.
- For the online payment, hit the blue button "Pay by card online." The payment can also be accessed later through the details of your application.



This screenshot is illustrative only. Please, don't get confused by different programme & amount.

Thank you for submitting your application. In order to finalize it you will need to pay the application fee. Payment instructions were sent to your email address and can also be found below. For an online payment with credit card, please see the application detail below (using the plus sign on the right side).


Payment instructions for application No. 1005150

Faculty: Faculty of Social Sciences
Study programme/branch: International Relations


Amount: 820 CZK
Account number: 85033011
Bank code: 0100

[Pay by card online](#)

QR payment:



Variable symbol: 1005150
Specific symbol: 2022
IBAN: CZ58 0100 0000 0000 8503 3011
SWIFT: KOMBCZPPXXX

| Acad. year | Faculty | Programme/Branch of study | Type of study | Form of study | Status | Last change |
|------------|---------------------|---|--------------------------|---------------|---|---------------------|
| 2022/2023 | FSS | International Relations | Master's (post-Bachelor) | full-time |  | 03.02.2022 12:28:05 |

Instructions for application to FSS:
Electronic application do not print out!

To print the application in PDF, you need Adobe Reader. If you do not have it installed yet, you can download it here:
<http://www.adobe.com/products/acrobat/readstep2.html>

PAYMENT OF THE APPLICATION FEE IS MANDATORY

- The link will take you directly to a secure online payment portal where you can pay the application fee.
- Once the payment is successful, it will be marked in the details of your application.



This screenshot is illustrative only.
Please, don't get confused by different amount.

[← Back to e-shop?](#)

GP **webpay**

English [uk]

KB | SmartPay 3D Secure payment gateway

Card payment >

Safe card payment

Does your card permit online payment?

Your card number:

Card valid till (month/year): /

Verification code:

Pay

Summary of your payment

Merchant
Univerzita Karlova
Ovocny Trh 5
110 00 - Praha 1 (CZ)
www.fsv.cuni.cz/OT

Payment number
#000250000280535

Total
820.00 CZK

Powered by [Global Payments Europe](#) **GP** **webpay**

[How does it work?](#) | [Principles of secure payment by card.](#)

Created in cooperation with [MasterCard](#)

PAYMENT OF THE APPLICATION FEE IS MANDATORY

- For the payment via bank transfer, you should use the instruction listed in the details of your application.
- The specific symbol is the year of the admission process (i.e., 2022 for admissions into the academic year 2022/2023).
- The variable symbol is the number of your application.
- The payment via bank transfer from abroad can take significant time (up to ten days) to reach our bank account and to be paired with your application in our system. Please, follow the instruction thoroughly to enable quick pairing.

Additional information:

Please use the following information when making payment:

Amount: 820 CZK

Account number: 85033011

Bank code: 0100

Specific symbol: 2022

Variable symbol: 1005150

IBAN: CZ58 0100 0000 0000 8503 3011

When making payment from abroad please ensure to include your application number in payment description.

Bank address: Komerční banka a.s., Spálená 51, Praha 1,



This screenshot is illustrative only. Please, don't get confused by different amount.

PAYMENT OF THE APPLICATION FEE IS MANDATORY

The last step is carried out by our Admissions Team. We formally register your application. You will be able to see this in your application details as "Registered by the International Admissions Office." All applications with this status will be considered. Moreover, you will be notified by email anytime the status of your application changes.



This screenshot is illustrative only. Please, don't get confused by different programme & amount.

[My applications](#) [General and faculty requirements](#) [Programmes/Branches](#) [Life-long education courses](#) [Create a new application](#) [?](#)

| Acad. year | Faculty | Programme/Branch of study | Type of study | Form of study | Status | Last change |
|------------|---------------------|--|--------------------------|--------------------------|-----------|---------------------|
| 2022/2023 | FSS | European Politics and Society: Vaclav Havel Joint Master Programme | Progress | Master's (post-Bachelor) | full-time | 05.01.2022 00:07:11 |

Language of instruction: English

Standard length of study: 2 years

Study programme: European Politics and Society: Vaclav Havel Joint Master Programme

Payment state:

✓ Payment of 820 CZK was processed on 20.01.2022.

Summary of the admission procedure:

The application was registered by the Study Department

Progress of the admission procedure:

Your application has been submitted. In order to finalize it, please proceed to the application fee payment. If you have paid already it will show in the *Payment state section below*

Application ID: 992394

File number: UKFSV/5873/2022-1

[Application details](#)

[Show the application as a PDF](#)

[Personal data from a filed application](#) [?](#)

[Detailed information on admission procedure](#)

[Written requests \(0\)](#)

[Proof of education](#)

We wish you good luck with your application!

If you need assistance, you can reach us at: mer@cerge-ei.cz