
Researcher

The steps that an academic must take after arriving in the Czech Republic differ depending on the anticipated length of the stay.

[Stays longer than 30 days](#)

[Stays longer than 90 days](#)

Stays longer than 30 days

If citizens of the EU/EEA or Switzerland would like to stay in the Czech Republic **for more than 30 days**, they must visit the respective foreign police office (determined according to the place of residence – a list of offices can be found [here](#)) **within 30 days** of entering the Czech Republic and announce their place of residence. Family members of an EU citizen also have the same obligation. This does not apply to foreign nationals when this obligation is fulfilled by an accommodation provider on their behalf (hotel, hostel, student dormitory, etc.)

EU citizens are required to announce any change of name, status, data in their passport, and in a document issued in accordance with the [Act on the Residence of Foreign Nationals](#) **within 15 business days**.

Stays longer than 90 days

With stays **longer than three months**, a foreign national from the EU may request [registration certificate](#) . This certificate **is not required** for staying in the Czech Republic, and it is up to the foreign national whether or not they request this document. However, foreign nationals receive a “birth number” together with the certificate, which is required by state and private institutions for many administrative acts. Applications are filed at the [respective office of the Ministry of the Interior](#) according to applicant’s place of residence.

Requirements:

- [application form](#)
- passport (or EU identification card)
- photo (35 mm x 45 mm)
- [document confirming accommodation in the Czech Republic](#) (accommodation agreement, lease agreement, sublease, proof of ownership of real estate)
- [fee](#)

The documents for issuing the registration certificate must not be older than 180 days, with the exception of passports, vital records, and photos of the applicant as long as they look like the applicant. Documents must be either the originals or certified copies of the originals. Passports and vital records must always be in the original. All submitted documents must be issued in Czech or Slovak or officially translated into Czech.

Applications are handled without undue delay or no later than 30 days after the commencement of proceedings.