

---

# How to Become a Member

---

Membership of the Charles University Alumni Club is open to all graduates of all seventeen faculties of Charles University. Whether you obtained a bachelor's, master's or doctoral degree at the Charles University, whether you graduated yesterday or years ago, the university-wide Alumni Club is just the way for you.

You can combine membership of the CU Alumni Club with membership of a faculty club.

## 1. Register using the form

Please fill out the registration form carefully. This will avoid complications and shorten the time needed to verify your details.

	<b>REGISTRATION</b>
--	---------------------

Please note that you become a member of the Charles University Alumni Club after the Alumni Club coordinator verifies your registration. In any case, your registration will be confirmed or denied by email. If your registration cannot be accepted, you will receive an email explaining why we cannot accept your application (e.g., you are still studying or graduated from another university).

Every month we send an email newsletter to inform about everything important that is going on at the University and invite you to interesting events. You can also benefit from access to the University's libraries, utilise electronic databases and get discounts at our partners.

You will need to prove your CU Alumni Club card to claim some benefits, such as library loans and the use of CU services. If you are interested in getting a card, please read on.

## 2. Getting a CU Alumni Club Card

	<b>I) Issuing a plastic card</b>
--	----------------------------------

All you need to do is bringing your ID to one of the four pickup locations. You can find their addresses and more details here.

You can choose from two options when applying for a card:

	a) <u>Basic card</u> for a one-time fee of 200 CZK. You are entitled to the benefits listed <u>here</u> .
	b) <u>ALIVE card</u> for a one-time fee of 200 CZK + 320 CZK per year for renewal. You can claim the benefits listed in the link above + other benefits of the <u>ALIVE card</u> .

The validity of both versions of the card is limited to nine years. If you have an ALIVE card, the ALIVE licence must be renewed every year. This can be done in person at one of our card service centres (then you receive a holographic sticker) or in the Alive application.

If you lose your card, you do not need to re-register; you only have to request a duplicate.

	<b>II) Digital ID</b>
--	-----------------------

We are preparing an option for you to download your card to your mobile devices. This will be especially convenient for those who cannot pick it up in person at a branch, and it will save not only time but also money and the environment. When we are ready to make this option available, we will inform you on CU websites and in a newsletter.

**What is CAS?**

The Central Authentication Service (CAS) is used to verify your identity and relationship with Charles University. Some university applications may require you to log in via CAS – for example, when booking recreation centres at Charles University.

**What are CAS credentials?**

The login name is your personal number, which you can find under the photo on your membership card. Your password was generated when your card was issued and you had to change it within five days. This password must be changed every year for security reasons. Just before your password expires, we send everyone an email reminder about the expiry of their passwords. Please pay attention to this message and change your password in time!