

# Electronic online registration 21/22: 1<sup>st</sup> year students

## 1. Login to the Academic Information System AIS2.

The screenshot shows the AIS2 website interface. At the top, there is a navigation bar with links for 'AiS2', 'Support AIS', and 'Privacy policy', along with language options 'SK' and 'EN'. A banner below the navigation bar features the AIS2 logo, a 'beta - skoliaca verzia neobsahuje aktualne udaje' warning, and the Comenius University in Bratislava logo. The main content area includes a 'User login' section with a 'Sign In' button, a 'Browser test' section with a 'Run test' button, and a 'Project AiS2' section with descriptive text. A central graphic with four circular images is annotated with callouts: 'tradícia' (tradition) pointing to a stack of stones, 'unikátnosť' (uniqueness) pointing to a colorful abstract shape, 'akademické zázemie' (academic environment) pointing to a student working on a laptop, and 'akademické zázemie' (academic environment) pointing to a student working on a laptop.

## 2. How to check the date intervals?

The screenshot displays the AIS2 system interface. On the left, a sidebar menu lists various applications, with 'Date intervals' highlighted by a red arrow. The main content area shows a table of actions, with 'Electronic registration' (action 34) highlighted by a red arrow. Below the table, the 'Date restriction of action' section is visible, showing a table with columns for 'Ac. Year', 'Since date', 'Until', and 'Date'. The 'Ac. Year' column is highlighted by a red arrow, and the '2021/2022' entry is selected. The 'Set of studies' section on the right shows 'FA/A - zahraniční' and 'Študijné programy: FA/A'.

D. a.	Date action	Abbreviated description	Time	Set	OI
26	Signing up for/cancelling evaluation dates - winter term	Signing up for/cancellin...	A	A	
27	Signing up for/cancelling evaluation dates - summer term	Signing up for/cancellin...	A	A	
28	Signing up for/cancelling a schedule - winter term	Signing up for/cancellin...	A	A	
29	Signing up for/cancelling a schedule - summer term	Signing up for/cancellin...	A	A	
30	Confirmation of accommodation application	Confirmation of accom...	A	A	
31	Include students in schedule by the teacher - winter term	Include students in sche...	A	N	
32	Include students in schedule by the teacher - summer term	Include students in sche...	A	N	
33	Thesis evidence in EZP	Thesis evidence in EZP	A	A	
34	Electronic registration	Electronic registration	A	A	
38	Submitting appeal for accommodation application	Accommodation applica...	N	A	

Ac. Year	Since date	Until	Date
2021/2022			
2021/2022			
2016/2017			
2015/2016			

## 3. How to check current study plans?

Pharmacy:

[Recommended Study Plan for the students enrolled from 01. 09. 2019](#)

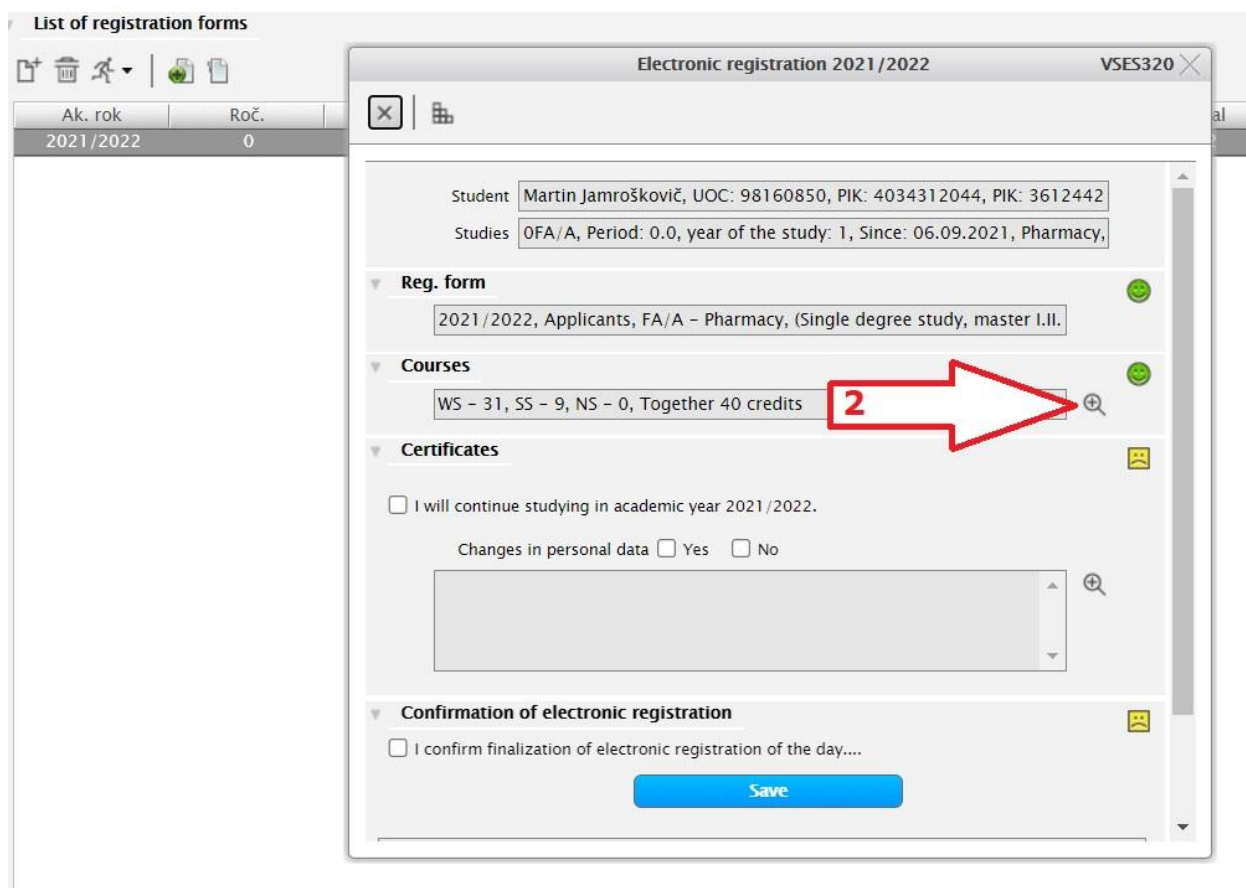
#### 4. How to create electronic registration?

Start:

1 - in the bookmark „Registrations forms“ choose „Create electronic registration“



2 - Selection of subjects for the registration form



### 3 – Select appropriate course list category

Before adding subjects to your list, consult the recommended study plan

[Recommended Study Plan for the students enrolled from 01. 09. 2019](#)

### 4 - Add courses from the study plan (compulsory courses are already added)

Complete your study plan for **the whole academic year** (both winter and summer semester)

Select courses with summary credit value between **min. 40 and max. 60 credits**

You can recheck your selected courses

Your selected courses are saved 😊

### 5 - SAVE the selection

The screenshot shows the 'Enrollment of the courses, credits' page in Google Chrome. The browser address bar shows the URL: `ais2-beta.uniba.sk/servlets/WebUIServlet?appClassName=ais.gui.vs.es.VSES213App&kodAplikacie=VSES213&paramName=VSES213App16...`. The page title is 'Martin Jamroškovič [beta - skoliaca verzia neobsahuje aktualne udaje]'. The student information section shows: Student: Martin Jamroškovič, UOC: 98160850, PIK: 4034312044, PIK: 36124420750659588; Studies: 0FA/A, Period: 0.0, year of the study: 1, Since: 06.09.2021, Pharmacy, (Single degree study, master I.II. deg., full time form); Reg. form: 2021/2022, Applicants, year of the study: 1, A - Pharmacy, (Single degree study, master I.II. deg., full time form). The 'Courses' section has two tabs: 'Courses' and 'Credit overview'. The 'Part of registration form' section shows a tree view with 'FA/A' expanded, containing 'SC - Study sections' (with 'A - Compulsory courses', 'B - Compulsory elective courses', and 'C - Elective courses') and 'SS - State exams' (with 'A - Compulsory courses'). A red arrow labeled '3' points to this tree view. The 'Registration form courses' section shows a table with columns 'abbr.', 'Name', 'Credit', 'Range', and 'Completion'. A red arrow labeled '4' points to a dropdown menu with options: 'Add course from study plan', 'Add course from course list', 'Add not completed course', and 'Add recommended course'. A red arrow labeled '5' points to a red 'X' button in the top left corner of the page. The 'Study programme attributes' section shows a table with columns 'Abbreviation', 'Name', 'Credit', and 'Notes'. The table contains three rows of data.

Abbreviation	Name	Credit	Notes
SC - B - FAAA-...	FaF/Predmety ...	0	povinne volitel'...
SC - B - FAAA-...	FaF/Predmety ...	0	povinne volitel'...
SC - B - FAAA-...	FaF/Predmety ...	0	povinne volitel'...

6 - Confirm your will to continue studying in the next academic year 2021/2022

7 - Confirm your personal data; any changes must be listed

Electronic registration 2021/2022 VSES320

Ak. rok 2021/2022 Roč. 0

Student [redacted]

Studies [redacted]

Registration form  
2021/2022, Applicants, FA/A - Pharmacy, (Single degree study, master I.II.)

Courses  
[redacted] - 31, SS - 9, NS - 0, Together 40 credits

Certificates  
 I will continue studying in academic year 2021/2022.  
Changes in personal data  Yes  No

8 - Choose your mandatory fee – 7 500 EUR

9 - Confirm finalization of electronic registration

10 - Finalize electronic registration - individual items will be checked and if filled in correctly a green, emoticon "😊" will appear - registration will be send to the Study department

11 - Here you will see the confirmation of el. registration by the Study department

Study fees  
student has to have all mandatory charges and at least 1 charge from  
 štúdium v cudzom jazyku 7500,00 EUR, mandatory fee

Confirmation of electronic registration  
 I confirm finalization of electronic registration of the day....

Finalize electronic registration

2021/2022, Applicants, FA/A - Pharmacy, (Single degree study, master I.II. deg., full time form  
Date of [redacted] 09.09.2021, Status: Confirmed, Confirmed by: [redacted]

Documents

**12** - You are **OBLIGATORY** to print, fill in, sign and deliver in paper form from the offered documents (personal delivery is not required) to the Study Department of Faculty UC by **September 30, 2021, at the latest**, otherwise your enrollment in the study part will be **CANCELED**:

1. Protocol of your Study plan
2. An enrollment fee (20 € an ISIC card + 18,50 € enrollment)
3. A Tuition fee payment conformation – **deliver at the latest by September 14<sup>th</sup>, 2021**

The screenshot shows a web interface with the following elements:

- Study fees**: A section with a green checkmark icon. Below it, a text line reads "student has to have all mandatory charges and at least 1 charge from a group among his charges". A checkbox is checked, with the text "štúdium v cudzom jazyku 7500,00 EUR, mandatory fee". To the right of this entry is a magnifying glass icon and a print icon, which is highlighted by a red arrow labeled "13".
- Confirmation of electronic registration**: A section with a green checkmark icon. A checkbox is checked, with the text "I confirm finalization of electronic registration of the day...". Below this is a button that says "Registration is finished".
- Registration details: A box contains "2021 / 2022, Applicants, FA/A - Pharmacy, (Single degree study, master I.II. deg., full time form)". Below that, it says "Date of registration 06.09.2021, Status: Confirmed, Confirmed by: Martin Jamroškovič".
- Documents**: A section at the bottom left with a document icon and a red arrow labeled "12" pointing to it.

### 13 – Print Payment Order

Student must pay the tuition fees by bank transfer to the faculty account according to the bank transfer orders generated by the AIS2 system after completing his electronic enrolment.

Please pay the tuition fees exactly as generated from AIS2.

The QR code can help you.

#### SEPA Príkaz na úhradu SEPA Payment Order



IBAN - číslo účtu platiteľa / Payers's Account Number		
IBAN - číslo účtu prijemcu / Beneficiary's Account Number		
Názov prijemcu / Beneficiary's Name <b>Univerzita Komenského v Bratislave</b>		
Mena / Currency <b>EUR</b>	Suma / Amount	Dátum splatnosti / Maturity date ..
VS - Variabilný symbol / Variable symt. : 070000	SS - Špecifický symbol / Specific sym. : 01000000	KS - Konštantný symbol / Constant symbol