

Electronic online registration 21/22: 2nd- 5th year students

1. Login to the Academic Information System AIS2.

The screenshot shows the AIS2 website header with a red navigation bar containing links for [AiS2](#), [Support AIS](#), and [Privacy policy](#). The language selector shows **SK** and **EN**. Below the header, there is a blue banner with the AIS2 logo, a beta notice, and the Comenius University logo. A central diagram features four circles with icons representing **tradícia** (stacked stones), **unikátnosť** (microscopic view), **akademické zázemie** (students), and **univerzita** (building). The left sidebar contains a **User login** section with a **Sign In** button, a **Browser test** section with a **Run test** button, and an **Information portal AIS2** section.

2. How to check the date intervals?

The screenshot displays the AIS2 interface. On the left, the **Applications** menu is visible with red arrows pointing to **Date intervals** and **Study programmes**. The main content area shows a table of actions with the following data:

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	

Below the table, the **Date restriction of action** section shows a table with the following data:

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

3. How to check current study plans?

Pharmacy:

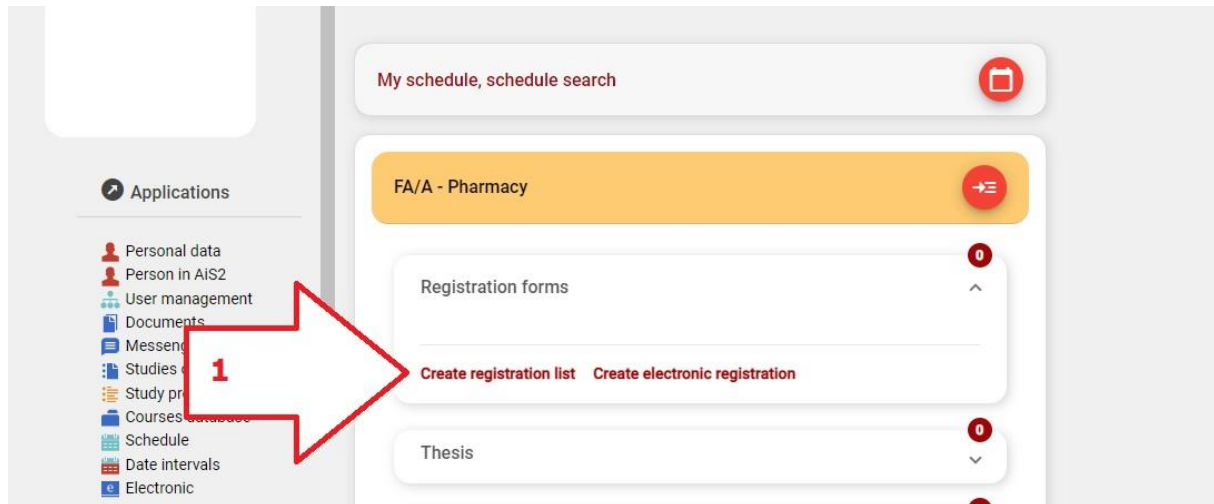
[Recommended Study Plan for the students enrolled from 01. 09. 2019](#)

[Recommended Study Plan for the students enrolled till 31. 08. 2019](#)

4. How to create electronic registration?

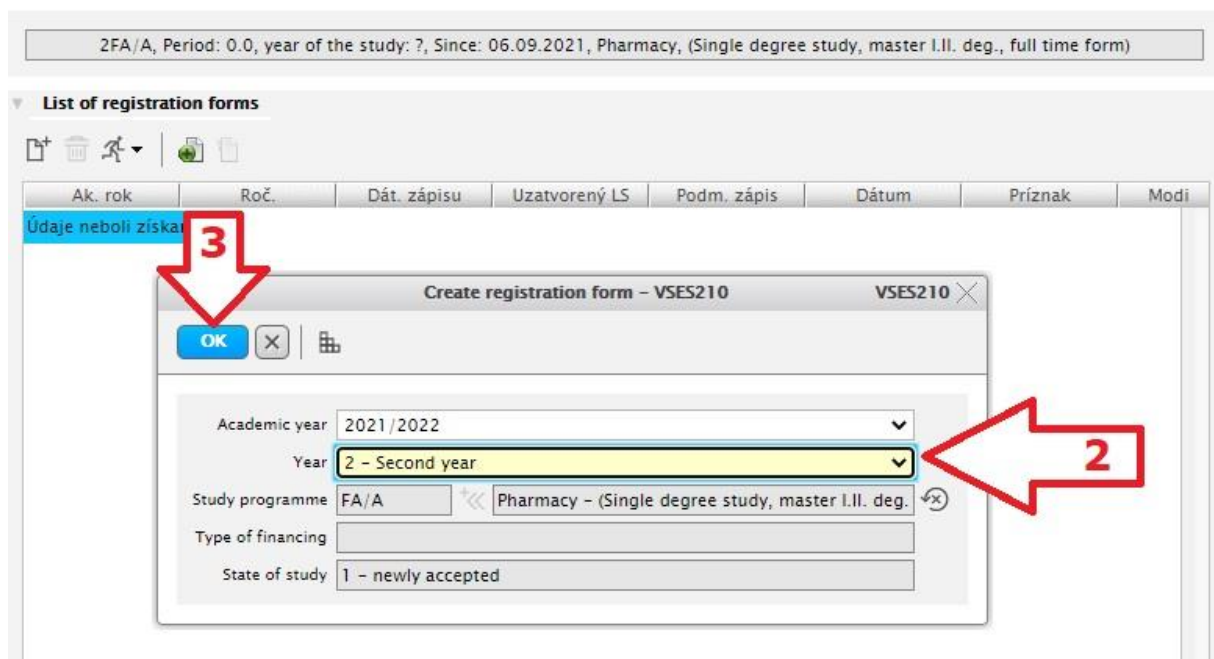
Start:

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

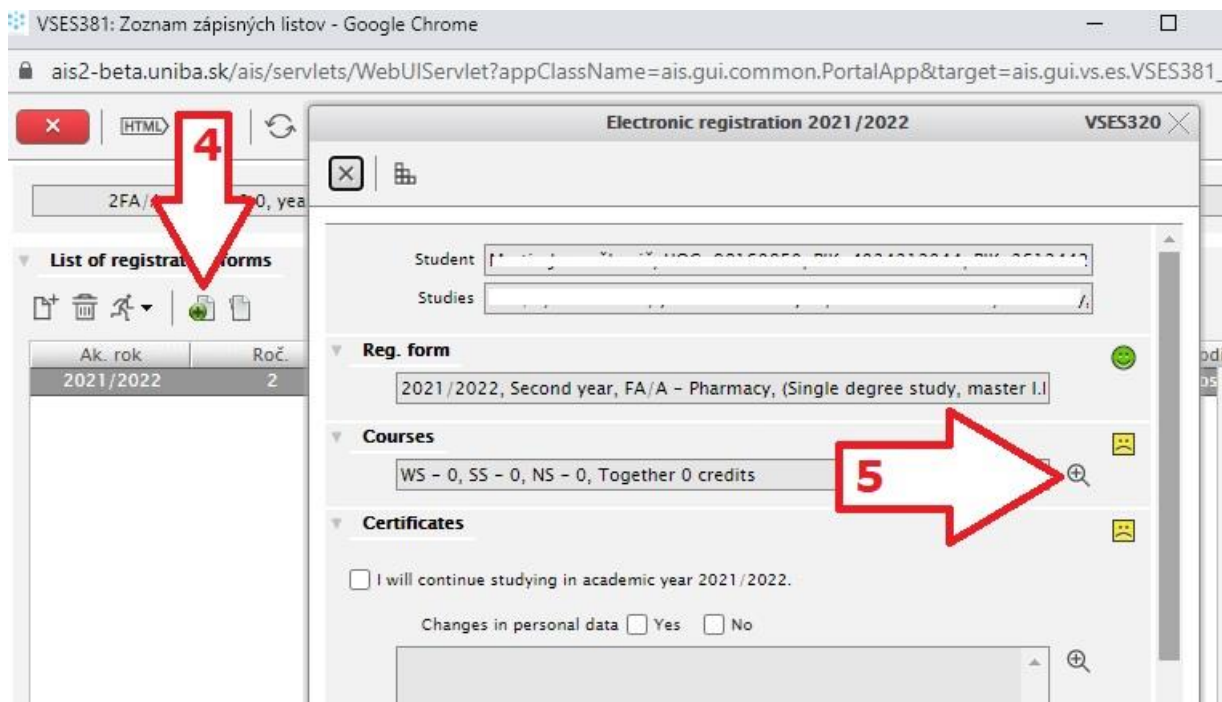


2 – Choose correct **Academic Year**

3 – Pushing **OK** create **registration list**



- 4 - Choose „Create electronic registration“ 5 - Selection of subjects for the registration form



- 6 - Select appropriate course list category

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

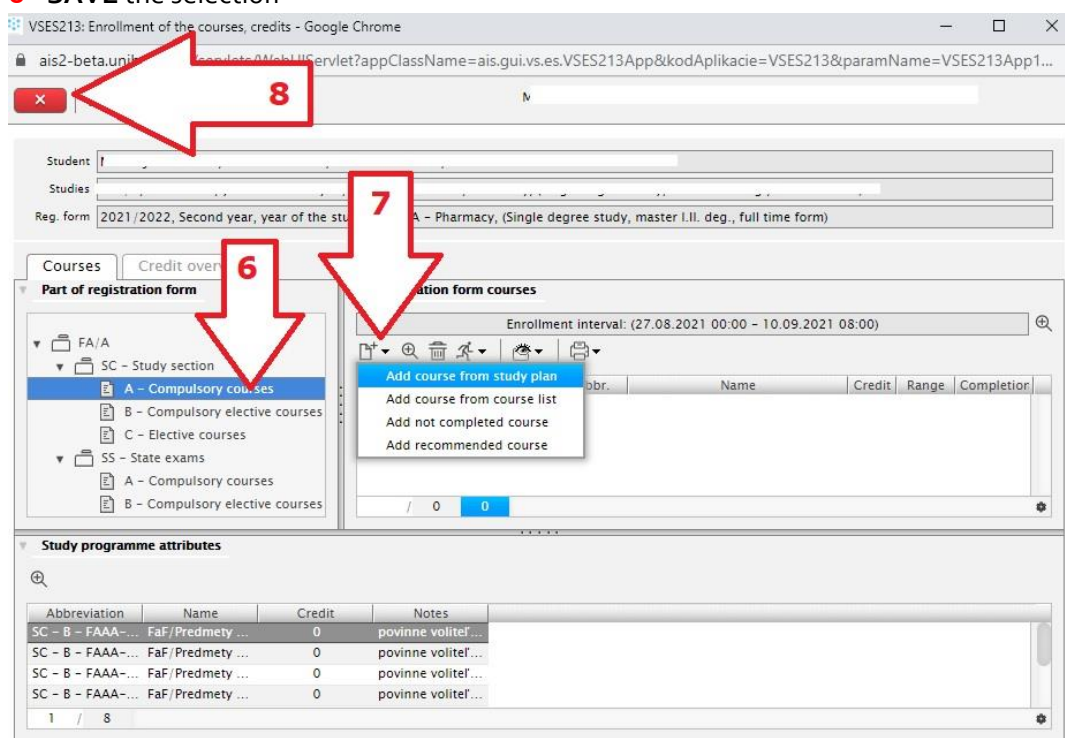
[Recommended Study Plan for the students enrolled from 01. 09. 2019](#)
[Recommended Study Plan for the students enrolled till 31. 08. 2019](#)

- 7 - 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**

- 8 - **SAVE** the selection



9 - Confirm results of the study in academic year 2020/2021

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

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

12 - Choose yours mandatory fee – 7 500 EUR and another an enrollment and ISIC fee (3 € + 10 €)

The screenshot shows a web form with several sections. A red arrow labeled '9' points to a checkbox and text area for confirming study results. Another red arrow labeled '10' points to a checkbox for continuing studies. A third red arrow labeled '11' points to a section for personal data changes, including a 'Yes/No' selection and a text area for details. A fourth red arrow labeled '12' points to the 'Study fees' section, which lists three mandatory fee options with checkboxes.

13 - Confirm finalization of electronic registration

14 - 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


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

The screenshot shows the same web form as above, but with several items checked. A red arrow labeled '13' points to the 'Confirmation of electronic registration' section, which has a checked checkbox. A red arrow labeled '14' points to the 'Study fees' section, where all three fee options are checked. A red arrow labeled '15' points to the bottom of the form, which displays a blue 'Finalize electronic registration' button and a summary of the registration details, including the date and status.

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

Confirmation of electronic registration
 I confirm finalization of electronic registration of the day....
 Registration is finished

2021 / 2022, Applicants, FA/A - Pharmacy, (Single degree study, master I.II. deg., full time form)
 Date of registration 06.09.2021, Status: Confirmed, Confirmed by: Martin Jamroškovič

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 (10 € an ISIC card + 3 € enrollment)
3. A Tuition fee payment conformation – **deliver at the latest by September 16-17th, 2021**

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 príjemcu / Beneficiary's Account Number		
Názov príjemcu / Beneficiary's Name Univerzita Komenského v Bratislave		
Mena / Currency EUR	Suma / Amount	Dátum splatnosti / Maturity date ..
VS - Variabilný symbol / Variable symt. : 370000	SS - Špecifický symbol / Specific sym. : 211050002	KS - Konštantný symbol / Constant symbol