

INSTRUCTIONS FOR ELECTRONIC ENROLLMENT IN THE STUDY PROGRAM PHARMACY FOR THE ACADEMIC YEAR 2026/2027

Dear students,

Enrollment for the academic year 2026/2027 awaits you. Enrollment will take place from August 3, 2026, from 8:00 a.m. to August 31, 2026, until 11:59 p.m. From the next academic year, there will be several changes in the study programs at the Faculty of Pharmacy of the Comenius University Bratislava. The recommended study plan, valid from September 1, 2026, can be found on the faculty's website. The new study plan is designed in such a way that students of all years of study at our faculty can finish their already started studies without any problems.

We continue with the proven fully electronic enrollment for studies or for the next part of the study, which will allow you to perform the administrative tasks of enrollment and prepare your study plan for the following academic year without the need for personal presence at the faculty. In case of questions, the Study Department of the faculty as well as study advisors are at your disposal. Students who, for whatever reason, were not successful in completing the electronic enrollment will be invited to enroll in person at the faculty.

We will personally welcome all our new students entering the 1st year of study at the faculty during full-time enrollment.

Please pay attention to the following information and instructions, where we cover the entire process in detail.

M. Máťuš

PRE-REGISTRATION, ELECTRONIC ENROLLMENT AND ENROLLMENT

The electronic enrollment process is governed by [Dean's Order No.8/2026](#). Electronic enrollment allows students to administer the entire enrollment for study in the academic year 2026/2027 online, without the need to attend the enrollment at the Faculty of Pharmacy in Bratislava in person. Electronic enrollment will take place from 3.8.2026 to 31.8.2026, and the individual actions that students must perform can be divided into 4 areas:

1. Pre-registration of courses
2. Electronic enrollment
3. Enrollment
4. Documentation and fees

1. PRE-REGISTRATION OF COURSES

Deadline: 2.8.2026 – 31.8.2026

Pre-registration of courses indicates the creation and finalization of the student's study plan for the entire academic year 2026/2027 (both winter and summer semester), i.e. entering *obligatory courses*, as well as *obligatory elective* and *elective courses* in the student's registration form (RF) in the AIS2 system. All students create their own composition of courses in their individual RF. Technical instructions on how to edit your RF in AIS2 can be found on the faculty's website.

All students will have all obligatory courses assigned to them in advance in their RF, which according to [the recommended study plan](#) they should take by default in the year of study in which they enroll.

As part of pre-registration, the student in his study plan:

- a.) checks and, if necessary, adjusts the list of *obligatory courses* (removes courses that he does not want to take in the academic year 2026/27, or adds courses that he wants to take beyond the scope of the recommended study plan)
- b.) selects and registers in RF all *obligatory elective courses* that he wants to complete in the following academic year
- c.) selects and registers in RF all *elective courses* that he wants to complete in the following academic year

The student enrolls in courses with such a credit value and in such a composition (obligatory courses, obligatory elective courses and elective courses) that in the control stage of the study he can fulfill the conditions for enrollment into the next part of the study [i.e. will have sufficient credits]. In the academic year in which the student plans to finish his studies properly, he enrolls in courses with such a credit value and in such a composition that, by successfully completing them, he fulfills the conditions for properly finishing his studies.

According to the faculty study regulations, students can modify their study plan even during the first two weeks after the beginning of the teaching part of each semester (i.e. until the end of September 2026 for the winter semester, and until the end of February 2027 for the summer semester). I would like to point out that even with the additional registration of the course after the beginning of the semester, the student must fulfill all the conditions for passing the course - for example, participation in the exercises even in the first weeks, when the course was not yet registered. I recommend a thorough check of the conditions for passing the course in order to avoid a situation where you enroll in the course later and subsequently do not complete it due to absences from education.

2. ELECTRONIC ENROLLMENT

Deadline: 2.8.2026 – 31.8.2026

Electronic enrollment is an administrative process by which each student in the AIS2 system finalizes and confirms all data for enrolling into the study or into the next part of the study. Technical instructions on how to make electronic enrollment in AIS2 can be found on the website of the faculty.

This step requires the following actions on the part of the student:

- a.) confirm your study plan for the academic year 2026/27 (composition of courses in RF - point 1)
- b.) to confirm the correctness of the evaluation records (grades) for the academic year 2025/26
- c.) confirm the true will to continue studying at the faculty in the academic year 2026/27
- d.) confirm the up-to-dateness of personal data (make any changes)
- e.) select fees (especially ISIC) in AIS2
- f.) confirm the electronic enrollment

Attention: in point b.), the student closes the academic year 2025/2026 and confirms the evaluations from the courses of this year as they are entered in AIS2. After the electronic enrollment is confirmed, it is no longer possible to change the evaluations retroactively, and all missing evaluations of taken courses will be added as Fx. Students can enroll electronically only after passing and recording the evaluation of all exams.

3. ENROLLMENT FOR STUDY / FOR THE NEXT PART OF THE STUDY

Deadline: 1.9.2026 – 15.9.2026

Enrollment will be done automatically by the study department and takes place without the presence of students, except for:

- a.) students enrolling after interruption of studies
- b.) students with incomplete electronic registration

All students with complete electronic enrollment will be enrolled by the Study Department for further studies automatically on September 1, 2026, and their cooperation or presence is not required.

Other students for whom personal presence is required during enrollment will be invited individually by the Study Department of the faculty to a specific enrollment date, where any deficiencies, complications and problems will be resolved.

4. DOCUMENTS

Deadline: until 30.9.2026

After confirming the electronic enrollment, students are required to deliver the following *printed and signed documents* to the Study Department of the faculty. All documents can be delivered in person, by mail, or scanned and sent via your university email. Documents are generated by the AIS2 system after confirmation of electronic enrollment (see technical instructions on the faculty's website).

All students submit:

- a.) Protocol on the study plan
- b.) Affidavit of previous studies and concurrent studies

Students with concurrent studies submit:

- c.) Decision on concurrent studies (according to §70, paragraph 1, letter k) of the Act on Higher Education - not generated from AIS2)

In the event of a change to the study plan after confirming the electronic enrollment, students are required to print from the AIS2 system, sign and deliver in the above-mentioned manner to the Study Department of the Faculty *immediately after the change*:

- c.) Protocol on changing the study plan

5. FEES

Deadline: until 1.9.2026

The *tuition fee* must be paid in full before the enrollment, typically before 1. September 2025. Please see information and instruction sent to you separately by the Study department.

Other fees selected during electronic registration are paid by bank transfer based on payment orders generated by AIS2, within 7 days after confirmation of electronic registration. For students who confirmed their electronic registration after 18 August 2026, the payment is due within 3 days.

Confirmation of the payment of fees is *not sent* the faculty, but in case of confusion with the identification of the payment, the Study Department may additionally request this confirmation.

More detailed information about the enrollment process for the 2026/2027 academic year can be found in [Dean's Order No. 8/2026](#).

GENERAL INFORMATION ON THE RECOMMENDED STUDY PLAN

[The recommended study plan](#) is published on the website of the faculty. From September 1, 2026, studies at the Faculty of Pharmacy of the Comenius University Bratislava are governed exclusively by this study plan. Changes to the study plan include an increase in the number of credits for some courses, an increase in the teaching scope of some obligatory courses and the introduction of an obligatory course *Mathematics for pharmacists* in the first semester of study.

The study plan also reflects previous changes resulting from Dean's Measure no. 1/2019 and Dean's measures no. 3/2021, as well as modifications approved by the Accreditation Board of the University. For students who have been enrolled for studies in previous academic years, the completion of the courses of this study plan is recognized based on their previous studies, so that the following general principles apply:

- a.) the number of credits a student has obtained through their previous studies does not change
- b.) students do not have to retake new obligatory courses from lower years of study

Example: the study plan requires completion of the course *Biotechnology* (course A). The student completed the course *Technology of Biological Drugs* (course B). For the purposes of fulfilling the condition of completing all mandatory courses, the student is recognized for completing course A. The student does not lose or gain any credits; the number of credits obtained by completing course B is recorded.

Information for students enrolling into the 1st year of study

Students choose courses from [the recommended study plan](#), namely obligatory courses, obligatory elective courses and optional courses - for the entire academic year, i.e. for the winter and summer semesters. Each student is responsible for the choice of courses in his study plan.

The total number of credits required for successful graduation obtained during the standard length of study of 5 years is 300, i.e. on average 60 credits / academic year. The maximum range of courses that can be taken in one academic year is 90 credits. At the same time, in order to continue their studies, students must meet the minimum requirements for the number of credits obtained in the control stages according to Internal Regulation no. 15/2023 Study regulations of the Comenius University Bratislava, Faculty of Pharmacy:

<i>Control stage of study:</i>	<i>Number of credits:</i>
at the end of the first semester,	15 credits
at the end of the first year of study,	40 credits
at the end of the second year of study,	80 credits
at the end of the third year of study,	120 credits
at the end of the fourth year of study,	160 credits
at the end of the fifth year of study,	200 credits
at the end of the sixth year of study,	240 credits

at the end of the seventh year of study, 300 credits

The study schedule allows the enrollment of any course from the entire study plan of the study program, or even from other study programs. However, we recommend completing your studies according to the recommended study plan.

Obligatory courses recommended for the 1st year of study have a total value of 60 credits - which represents the required average number of credits for one year - and you do not need to supplement them with additional obligatory elective courses or elective courses. If you decide to study more courses than the average requirement, you can of course enroll in additional courses. When enrolling in obligatory elective and elective courses recommended for higher years of study, it is necessary to monitor the requirement of prior completion of other courses (so-called "prerequisites") and their fulfillment. Obligatory elective and elective courses typically have a limited capacity; when the maximum number of students enrolled in the course is reached, it is no longer possible to enroll in the course.

Information for students enrolling in the 2nd and higher years of study

Students enroll in courses according to the instructions for students enrolling in the 1st year of study, according to the current recommended study plan, i.e. obligatory courses, obligatory elective courses and elective courses. Each student is responsible for the choice of courses in his individual study plan.

The number of credits you have earned through your previous studies remains unchanged. In the summer semester, 3rd year students will have to complete a new mandatory course, *Genetics and Pharmacogenomics*, the content of which must be part of the competencies of modern European pharmacists.