



# ELECTRONIC REGISTRATION

## LAUNCH OF ELECTRONIC ENROLLMENT

After logging in to the AIS2 student interface, click on the inscription at the bottom of the window with the Record sheets

[Create registration list](#)

FA - Pharmacy



[Registration forms](#)



[Create registration list](#)

The dialog box VSES210 - Creating a note sheet will open and in it the window VSES381 for creating a note sheet will open.

Create registration form - VSES210

VSES210

OK

Academic year: 2023/2024

Year: 1 - First year

Study programme: FA

Pharmacy - (Single degree study, master I.II. deg.)

Type of financing:

State of study:

If you have already created a registration form by the study department of the faculty, after logging into the AIS2 student interface, click on the inscription at the bottom of the window with registration forms

[Create electronic registration](#)

1FA - Pharmacy (2023/2024)



1FA - Pharmacy (2023/2024)



[Registration forms](#)

**My courses in 2023/2024 (1FA)**

Registration date: Aug 23, 2023


Enrollment has not yet been confirmed by the study department

Electronic registration: not created

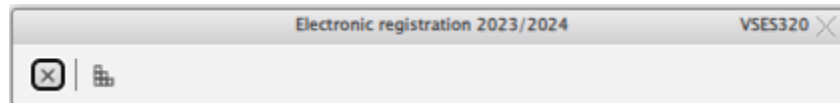
[Create electronic registration](#)



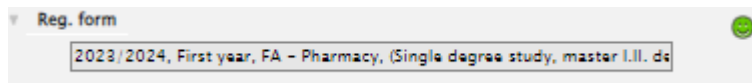
## ELECTRONIC REGISTRATION

Create electronic registration 

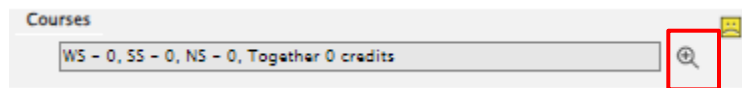
After pressing the button the VSES320 – Electronic registration dialog box opens,



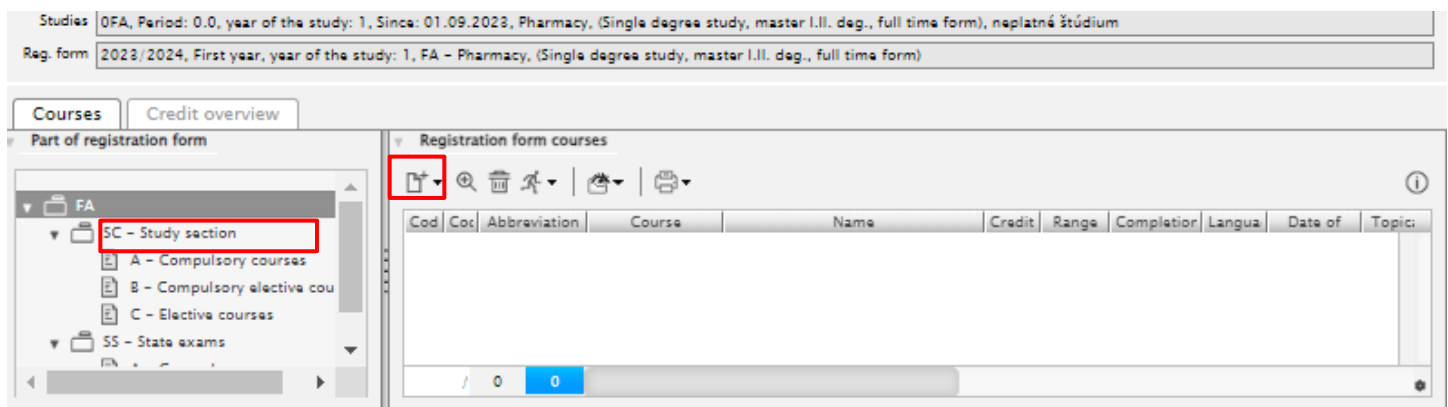
where in the individual parts of the dialog window you make an electronic entry. The correctness of the registration form can be seen in the next part, which is confirmed by a green smiley.



Below is a summary of the subjects you are enrolled in for the next academic year. If there are no subjects in the record sheet, a yellow smiley is visible in the dialog box.



If the settings of your faculty allow it, you can click on the icon  and choose winter and summer semester subjects.



Subjects are added to the registration sheet in turn according to the type of teaching (Parts of the registration sheet panel: **A – Compulsory subjects**, **B – Compulsory optional subjects**, **C – Elective subjects**) for each type of teaching separately. By marking the appropriate type of teaching, a button becomes available in the **Subjects panel of the**

registration sheet 

"Add subject". By clicking on the icon, you will see the options from which you can choose: **Add a subject from the study plan**, **Add a subject from the subject menu**, **Add a failed subject**, **Add a recommended subject**.



Adding courses to the registration form VSES023 X

OK X

Faculty/University FaF - Faculty of Pharmacy

Academic year 2023/2024

Study programme FA Pharmacy - (Single degree study, master I.II. deg., full time form)

Part of study plan SC - Study section

Teaching type A - Compulsory courses

Recommended year 1 - First year

Study plan courses

Attachement	Block	Course	Course	Course name	Abbrevia	Name	Credit	Topicality	S
<input type="checkbox"/>	A-F...	FaF.KFChL/2...	21-Mgr	Pharmaceutical Phys...			5		
<input type="checkbox"/>	A-F...	FaF.KFT/19...	19-Mgr	General Biology			5		
<input type="checkbox"/>	A-F...	FaF.KChTL/0...	06-Mgr	General and Inorgan...			8		
<input type="checkbox"/>	A-F...	FaF.KI/17-M...	17-Mgr	Latin Medical Top...			2		

1 / 9 1

Include in the schedule according to the study group  Register selected courses as requisite

Study programme attributes

Mark the desired items and press **OK**:

Adding courses to the registration form VSES023 X

**OK** X

Faculty/University FaF - Faculty of Pharmacy

Academic year 2023/2024

Study programme FA Pharmacy - (Single degree study, master I.II. deg., full time form)

Part of study plan SC - Study section

Teaching type A - Compulsory courses

Recommended year 1 - First year

Study plan courses

Attachement	Block	Course	Course	Course name	Abbrevia	Name	Credit	Topicality	S
<input checked="" type="checkbox"/>	A-F...	FaF.KFChL/2...	21-Mgr	Pharmaceutical Phys...			5		
<input checked="" type="checkbox"/>	A-F...	FaF.KFT/19...	19-Mgr	General Biology			5		
<input checked="" type="checkbox"/>	A-F...	FaF.KChTL/0...	06-Mgr	General and Inorgan...			8		
<input type="checkbox"/>	A-F...	FaF.KI/17-M...	17-Mgr	Latin Medical Top...			2		

4 / 9 1

Include in the schedule according to the study group  Register selected courses as requisite

Study programme attributes

The subjects are entered in the registration sheet:



Studies: OFA, Period: 0.0, year of the study: 1, Since: 01.09.2023, Pharmacy, (Single degree study, master I.II. deg., full time form), nepláné štúdium

Reg. form: 2023/2024, First year, year of the study: 1, FA - Pharmacy, (Single degree study, master I.II. deg., full time form)

Courses | Credit overview

Part of registration form

- FA
  - SC - Study section
    - A - Compulsory courses
    - B - Compulsory elective courses
    - C - Elective courses
  - SS - State exams

Registration form courses

Cod	Coc	Abbreviation	Course	Name	Credit	Range	Completion	Language	Date of	Topic:
SC	A	FaF.KFT/19...	19-Mgr	General Biology	5	2P + ...	5	SK	23.08.20...	
SC	A	FaF.KFChL/...	21-Mgr	Pharmaceutical Physics	5	2P + ...	5	SK	23.08.20...	
SC	A	FaF.KChTL/...	06-Mgr	General and Inorganic Chemistry	8	2P + ...	5	SK	23.08.20...	
SC	A	FaF.KJ/17-...	17-Mgr	Latin Medicinal Terminology	2	25	5	SK	23.08.20...	

1 / 4 1

In this way, you write down subjects in the breakdown - **Compulsory subjects, Compulsory optional subjects and Elective subjects**. If you are a student in the last year of the study program in which you are enrolled, you choose and enroll subjects also from the group **SE - State exams**.

If subjects are added in the note sheet, a green smiley is displayed in the dialog box.

Courses

WS - 20, SS - 0, NS - 0, Together 20 credits

😊

In the next part of **the Confirmation**, you confirm that you will continue your studies and changes in personal data.

Certificates

I will continue studying in academic year 2023/2024.

Changes in personal data  Yes  No

If there have been changes in your personal data, mark it  Yes and list the changes that have occurred for you:

Certificates

I will continue studying in academic year 2023/2024.

Changes in personal data  Yes  No

.....

If you have already expressed your consent to provide personal data to CKM SYTS in the past, in the section **Provision of personal data - consents and confirmations**, you will see the date of consent.



Processing of personal data – consents and confirmations

What is the difference between confirmation and c

⊕ ⚙

Type of appr.	Granted	Date of appr.	Current	sp
1	<input checked="" type="checkbox"/>	03.08.2023 14...	A	sp

1 / 1

Processing of personal data – consents and confirmations

What is the difference between confirmation and consent? ⓘ

⊕ ⚙

Type of appr.	Granted	Date of appr.	Current	Modified by
1	<input type="checkbox"/>			

1 / 1

If you have not given consent to the provision of personal data in the past and you are the owner of a card with an ISIC license, give your consent in this section. You can view the content of the document to which you are giving consent using

the button .

What is the difference between confirmation and consent? ⓘ

⊕ ⚙

Type of appr.	Granted	Date of appr.	Current	Modified by
1	<input checked="" type="checkbox"/>			

1 / 1

In the next part of the electronic registration, the fees associated with the study are defined by each faculty in accordance with the applicable regulations. Fees may vary from illustration image.

Study fees

student has to have all mandatory charges and at least 1 charge from a group among his charges

Exceeding the standard length of study 500,00 EUR

Exceeding the standard length of study 600,00 EUR

It is necessary to mark the fee in accordance with the information published on the website of the faculty regarding registration.



**Study fees** ✔

student has to have all mandatory charges and at least 1 charge from a group among his charges

Exceeding the standard length of study 500,00 EUR

Exceeding the standard length of study 600,00 EUR

The last step of the electronic record is its confirmation and saving.

**Confirmation of electronic registration** 🖨

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

**Finalize electronic registration**

You can end the registration even without confirmation and return to it later.

**Study fees** ✔

student has to have all mandatory

Exceeding the standard length of

Exceeding the standard length of

**Confirmation of electronic registration**

I confirm finalization of electronic

**Confirm**

Electronic registration is final. No registration data can be modified after saving. Do you want to save your registration?

2023/2024, First year, FA - Pharmacy, (Single degree study, master I.II. deg., full time forr



After completing electronic registration, all boxes and buttons will become inactive. If you subsequently discover an error in your electronic record, contact your study department.

By pressing the printer icon, you will be able to print documents.



▼ Study fees ✔  
 student has to have all mandatory charges and at least 1 charge from a group among his charges

Exceeding the standard length of study 500,00 EUR 🔍 🖨

Exceeding the standard length of study 600,00 EUR

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▼ Confirmation of electronic registration ✔

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

Registration is finished

2023/2024, First year, FA – Pharmacy, (Single degree study, master I.II. deg., full time forr

Date of registration 23.08.2023, Status: Not confirmed., Confirmed by:

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Documents 🖨

Documents accessible at your faculty may differ.

Elektronický zápis 2023/2024 VSES320

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Aký je rozdiel medzi potvrdením a súhlasom? 🔍

Dokumenty – tlač – VSES290 VSES290

OK ✕ 🖨

▼ Zoznam dokumentov

Názov
Výkaz štúdia za zimný semester
Výkaz štúdia za letný semester
Potvrdenie o návšteve školy v akademickom roku
Čestné vyhlásenie
Žiadosť o vystavenie duplikátu, opätovné vydanie preuk...
Potvrdenie o prerušení štúdia v akademickom roku
Potvrdenie o ukončení štúdia v akademickom roku
Potvrdenie o návšteve školy na účely prídavku na dieťa

1 / 8 < > ⚙

Datum zápisu 03.08.2023, Stav: Nepotvrdený, Potvrdiť:






Dokumenty 🖨

After closing the VSES320 window, you will return to the VSES381 application - List of enrollment sheets, where enrollment sheets for individual academic years are displayed.



OFA, Period: 0.0, year of the study: 1, Since: 01.09.2023, Pharmacy, (Single degree study, master I.II. deg., full time form),

List of registration forms

Ak. rok	Roč.	Dát. zápisu	Uzatvorený LS	Podm. zápis	Dátum	Prízn
2023/2024	1	23.08.2023		N		

Via the runner icon, you have the option to complete the electronic registration, unless you have confirmed its completion.



If you have a problem with electronic registration,  
contact the study department of the faculty.

**.. DONE, YOU DID IT ... ELECTRONIC ENROLLMENT SUCCESSFULLY COMPLETED  
AND WILL BE PROCESSED BY THE STUDY DEPARTMENT 😊**