

## REGISTRATION FOR THE ELECTIVES

(please note it is prepared in the testing version for the 2<sup>nd</sup> year students in 2012/2013, you do it according to your study year)

1. Before registering, please, check all the available elective subjects.

The link for **General Medicine electives**

<https://www.lfhk.cuni.cz/getattachment/37225617-0342-432f-8429-d94f909b81aa/ELECTIVES-General-Medicine.aspx/>

The link for **Dentistry electives**

<https://www.lfhk.cuni.cz/getattachment/16f83dea-b3a7-4d79-a7be-bdcaf0f3b98d/ELECTIVES-Dentistry.aspx/>

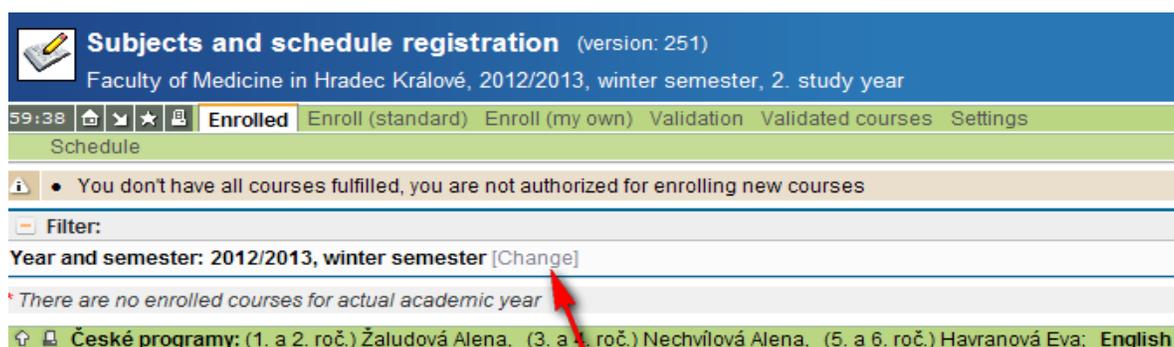
Please, check all the **prerequisites** and the **years** you may register from!

2. Please, register to the SIS system



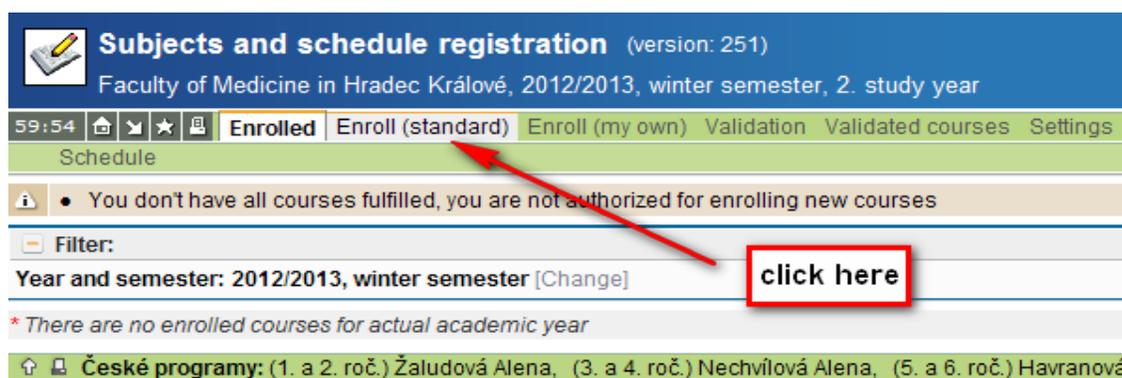
3. Click on this icon

4. Changing semesters



here change the semester

5. First of all choose the required semester and click on **Enroll (standard)** – in case you will need to choose electives from both semesters you would need to choose them one by one.



## 6. Explanatory notes

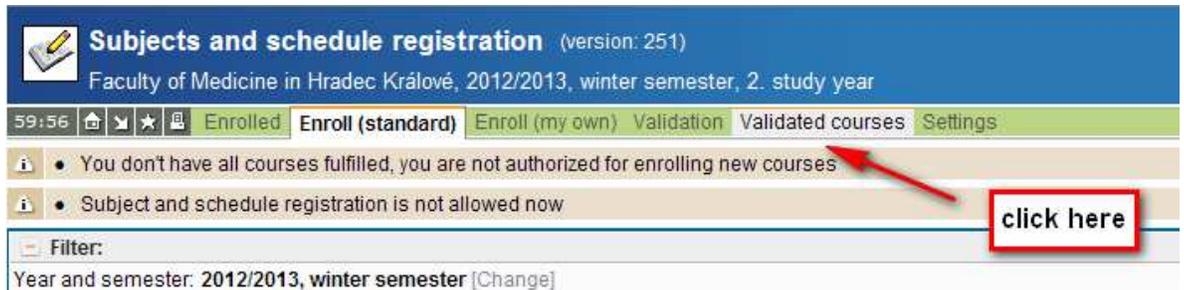


- you can register for this subject



- you have already done it

7. Choose subjects you would like to attend by clicking on this icon  (In case you do not see some subject it may be from different semester, so you would need to change the semester). As soon as you choose electives from the winter semester click on **Validated courses**.



**Subjects and schedule registration** (version: 251)  
Faculty of Medicine in Hradec Králové, 2012/2013, winter semester, 2. study year

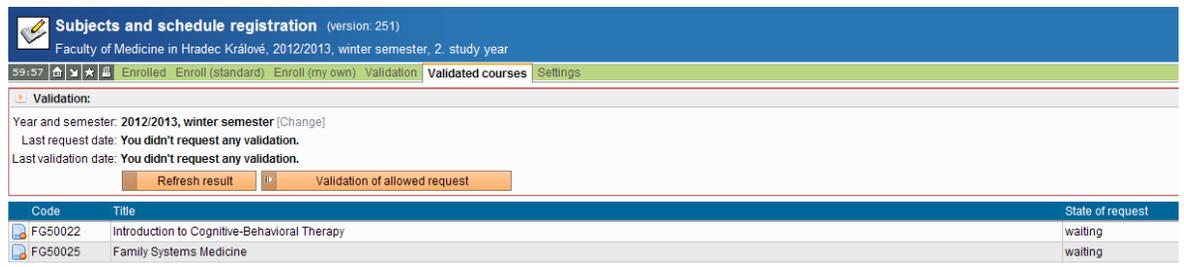
59:56 **Enrolled** **Enroll (standard)** **Enroll (my own)** **Validation** **Validated courses** **Settings**

• You don't have all courses fulfilled, you are not authorized for enrolling new courses

• Subject and schedule registration is not allowed now

**click here**

**Filter:**  
Year and semester: 2012/2013, winter semester [Change]



**Subjects and schedule registration** (version: 251)  
Faculty of Medicine in Hradec Králové, 2012/2013, winter semester, 2. study year

59:57 **Enrolled** **Enroll (standard)** **Enroll (my own)** **Validation** **Validated courses** **Settings**

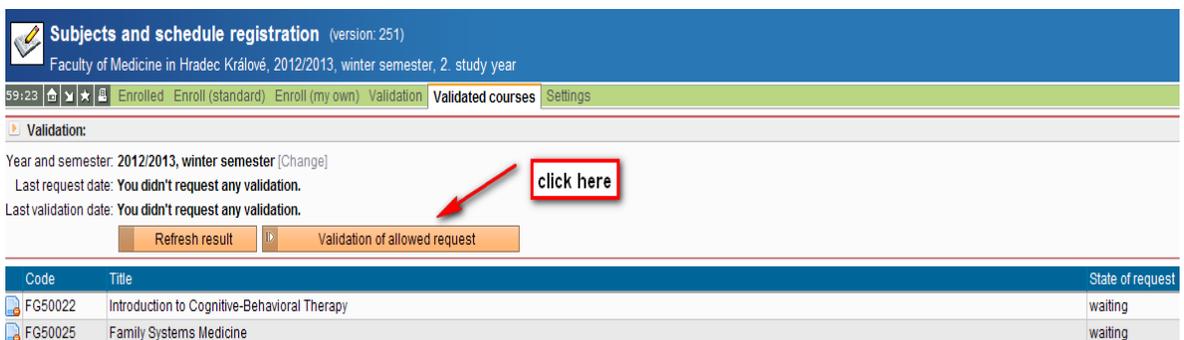
**Validation:**  
Year and semester: 2012/2013, winter semester [Change]  
Last request date: You didn't request any validation.  
Last validation date: You didn't request any validation.

**Refresh result** **Validation of allowed request**

Code	Title	State of request
FG50022	Introduction to Cognitive-Behavioral Therapy	waiting
FG50025	Family Systems Medicine	waiting

**For example:** We have chosen subjects from various study years for the student from the 2<sup>nd</sup> year.

Now click on **Validation of allowed request** (you may need also to click several times on **Refresh result** as the system requires it).



**Subjects and schedule registration** (version: 251)  
Faculty of Medicine in Hradec Králové, 2012/2013, winter semester, 2. study year

59:23 **Enrolled** **Enroll (standard)** **Enroll (my own)** **Validation** **Validated courses** **Settings**

**Validation:**  
Year and semester: 2012/2013, winter semester [Change]  
Last request date: You didn't request any validation.  
Last validation date: You didn't request any validation.

**Refresh result** **Validation of allowed request**

**click here**

Code	Title	State of request
FG50022	Introduction to Cognitive-Behavioral Therapy	waiting
FG50025	Family Systems Medicine	waiting

**Subjects and schedule registration** (version: 251)  
Faculty of Medicine in Hradec Králové, 2012/2013, winter semester, 2. study year

59:54 Enrolled Enroll (standard) Enroll (my own) Validation **Validated courses** Settings

**Validation:**  
Year and semester: 2012/2013, winter semester [Change]  
Last request date: 21.06.2012 10:06  
Last validation date: 21.06.2012 10:06  
Last validation result: FG50025 Family Systems Medic...pre-requisite not fulfilled FG10034-Medical Psychology and Communication with the Patient  
Last change in registration: [Refresh result.](#)

Code	Title	State of request
FG50022	Introduction to Cognitive-Behavioral Therapy	approved
FG50025	Family Systems Medicine	rejected

Here you see the result - one subject is not allowed due to not fulfilled prerequisite (it is from higher year), the other one is approved. Then click back on **Enroll (standard)**.

56:48 **Enroll (standard)** Enroll (my own) Validation Validated courses Settings

**click here**

8. Tick this icon and click on **Enroll**.

<input type="radio"/>	FG50022	Introduction to Cognitive-Behavioral Therapy	<a href="#">[courses]</a>	0 / 25	winter	6/6	C	1/0
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In case you have chosen more electives you must **click** and **enroll** them **one by one**.

It is not possible to click on all chosen subjects!

**Block of elective courses**

**Elective Subjects\_GM\_10**

	FG50006	Clinico-pathological Conferences	<a href="#">[courses]</a>	1 / 50	winter	0/15	C	1/0
	FG50008	Clinical Sexology	<a href="#">[courses]</a>	1 / x	winter	15/0	C	1/0
	FG50009	Principles of Emergency and Critical Care	<a href="#">[courses]</a>	0 / 10	winter	9/6	C	1/0
	FG50014	Introduction to Chemistry	<a href="#">[courses]</a>	0 / 30	winter	7/8	C	1/0
	FG50015	Seminars in Basic Histology and Embryology	<a href="#">[courses]</a>	0 / 37	winter	0/18	C	1/0
	FG50021	Current Health Problems in Students' Home Countries	<a href="#">[courses]</a>	0 / 50	winter	6/9	C	2/0
<input type="radio"/>	FG50022	Introduction to Cognitive-Behavioral Therapy	<a href="#">[courses]</a>	0 / 25	winter	6/6	C	1/0
	FG50024	Neurosciences	<a href="#">[courses]</a>	0 / 20	winter	10/20	C	2/0
	FG50025	Family Systems Medicine	<a href="#">[courses]</a>	0 / 10	winter	0/15	C	1/0
	FG50030	Czech Language in Hospital	<a href="#">[courses]</a>	0 / 28	winter	0/30	C	2/0
	FG50032	Introduction to Toxicology	<a href="#">[courses]</a>	0 / 30	winter	15/0	C	1/0
	FG50036	Cellular Pathobiochemistry	<a href="#">[courses]</a>	0 / 30	winter	15/0	C	1/0
	FG50038	Advanced Medical Czech	<a href="#">[courses]</a>	0 / 14	winter	0/20	C	1/0

**Enroll** **click here**

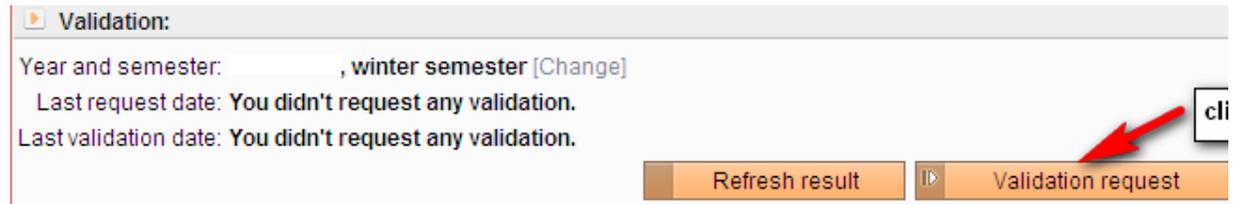
Now the elective is ticked and chosen.

✓	FG50022	Introduction to Cognitive-Behavioral Therapy	[courses]	1 / 25		winter	6/6	C		1/0
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Click on **Validation** button.



9. Now you have to click on **Validation request**.



10. Click on **Enrolled** to be able to see the chosen electives.

59:47 | Home | Navigation | Star | Print | **Enrolled** | Enroll (standard) | Enroll (my own) | Validation | Validated courses | Settings

**Filter:**  
Year and semester: , winter semester [Change]

	Semester	Eurocredits		Range	Code	Title
		limit				
		win.	sum.	win.	sum.	
	winter	1		6/6 C	---	FG50022 Introduction to Cognitive-Behavioral Therapy
	winter	1				
	summer		0			

**Completion of preliminary registration:**  
**Finish** ?

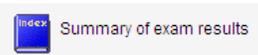
As soon as you are sure that you really want to take the chosen electives for the winter semester you **MUST** click on **Finish** button **Finish**.

In case you do not click on the Finish button the subjects will not be shown in your

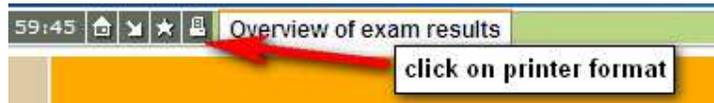
Summary of exam results Summary of exam results

11. The same procedure will be done in the summer semester as well. You would need to choose possible subjects, validate them, etc. In case you do not choose subject from one of the semesters **you still need to click** on **Finish** button in the **NOT** chosen semester. **You must click on the Finish button in both semesters!!!**

Go to your main page and click on **Summary of exam results**



In your Summary of exam results click on **Printer format** icon.



or



The chosen electives for the next academic year 2016/2017 are shown on the printer format summary results or in the pdf version **ONLY**.

**You have to print it and bring it for the enrollment!**

Should you change your mind later on, you would have to wait for the enrollment and we will be able to delete it for you. The same applies to those, who will not be able to register for particular subject (due to the full capacity). In case there will be some cancellation after the enrollments, we would be able to help you with later signing and we could have you registered for the particular subjects.

Changes in the elective subjects for the **winter semester** must be done **till 07. 10. 2016** (in the **study department ONLY**, NOT in the online system)

Changes in the elective subjects for the **summer semester** must be done **from 06. 02. 2017 till 24. 02. 2017** (in the **study department ONLY**)