# REGISTRATION FOR THE ELECTIVES

(please note it is prepared in the testing version for the 2nd 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/
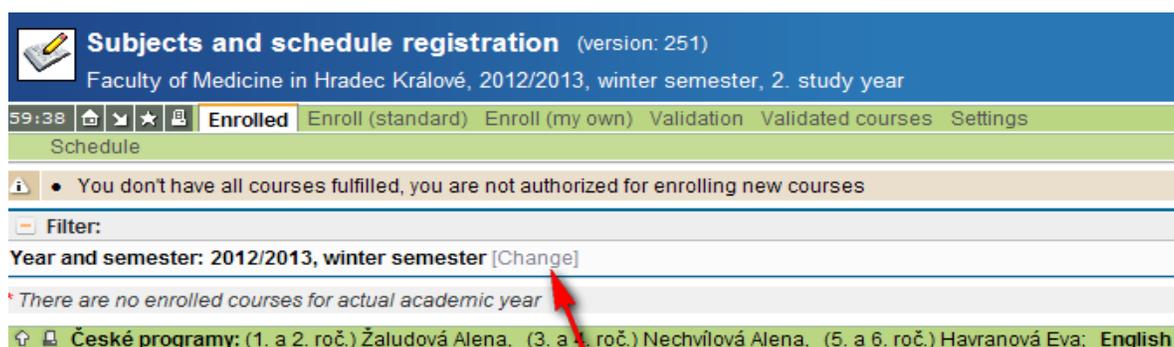
Please, check all the **prerequisites** and the **years** you may register from!
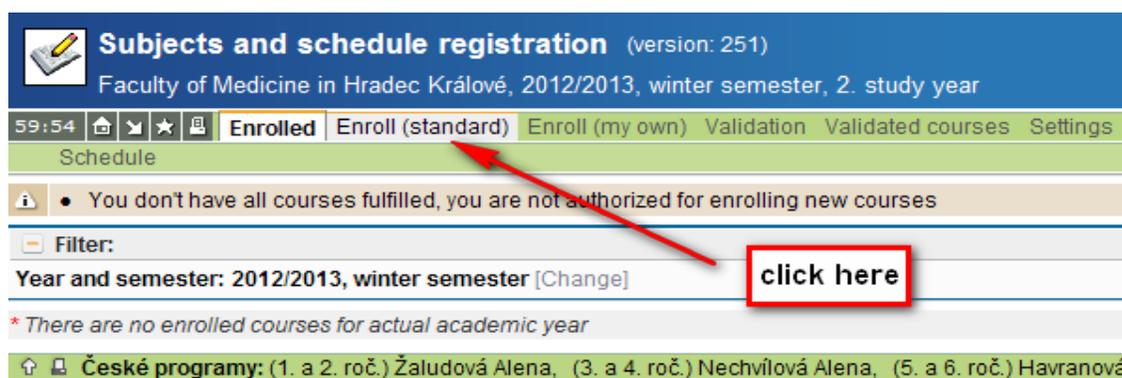
2. Please, register to the SIS system



3. Click on this icon

4. Changing semesters



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.
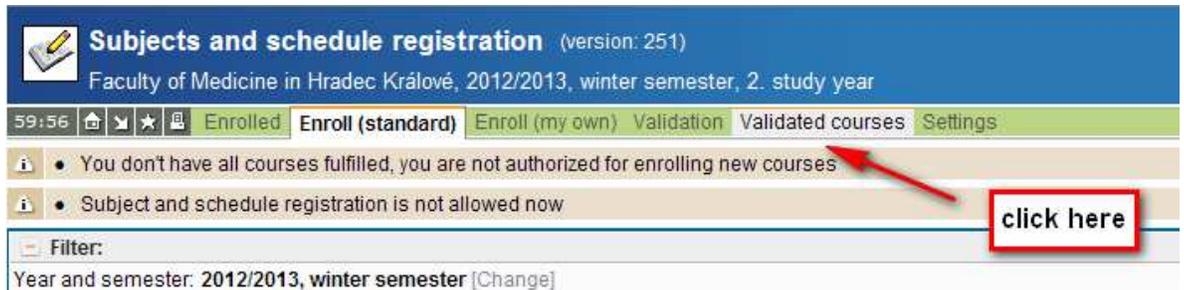
6. Explanatory notes

⚠️ - 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.**





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

Now click on **Validation of allowed request** (you may need also to click several times on **Refresh result** as the system requires it).
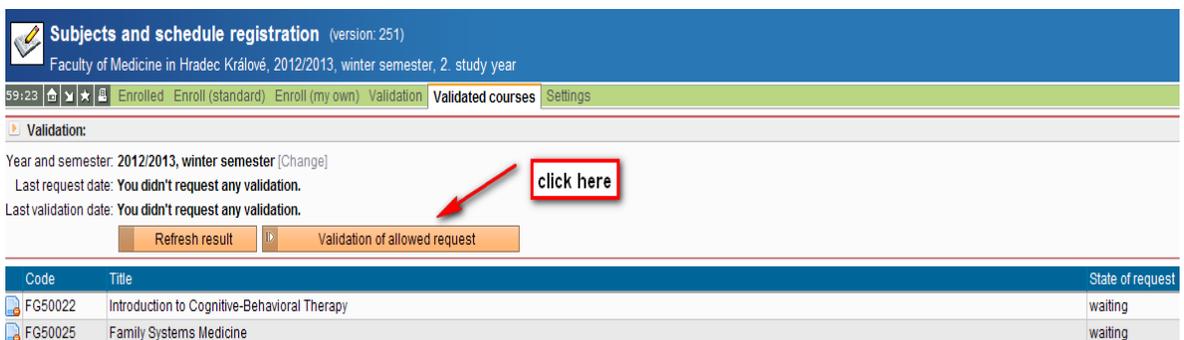
Here you see the result - one subject is not allowed due to not fulfiled prerequisite (it is from higher year), the other one is approved. Then click back on **Enroll (standard).**



8. Tick this icon [○] and click on **Enroll.**



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!

Now the elective is ticked and chosen.

| ✔ | FG50022 | Introduction to Cognitive-Behavioral Therapy | [courses] | 1 / 25 | | winter | 6/6 | C | | 1/0 |

Click on **Validation** button.

Click here

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

**Validation:**

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

Refresh result        Validation request
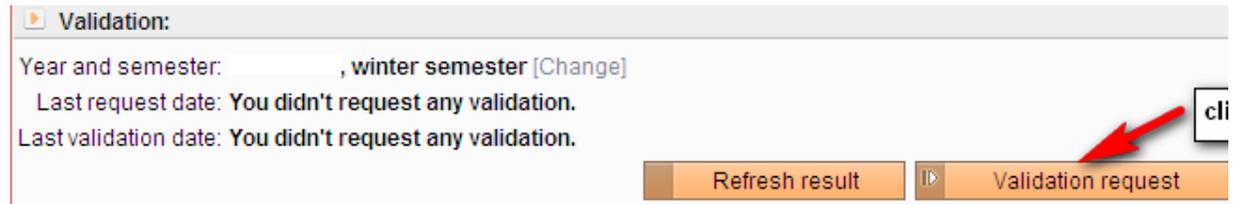
10. Click on **Enrolled** to be able to see the chosen electives.

click here

**Filter:**

Year and semester:                    , winter semester [Change]

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

**Completion of preliminary registration:**

Finish   ⑦

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** .


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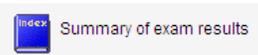
In your Summary of exam results click on **Printer format** icon.


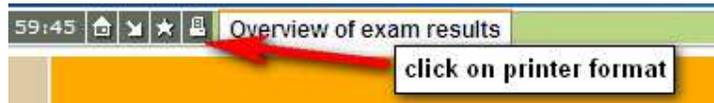click on printer format

**or**


show pdf

**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**)