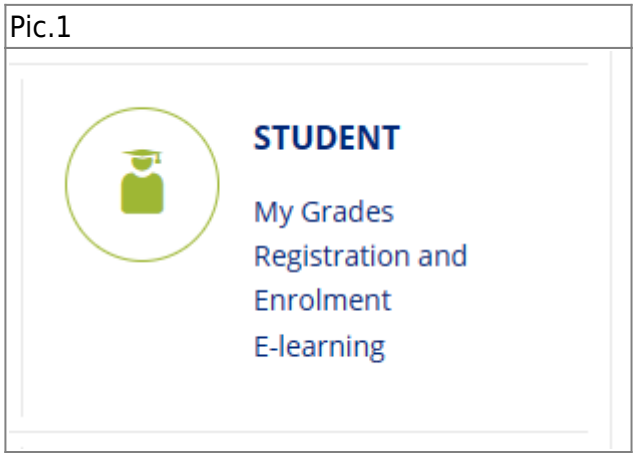
Courses Enrollment

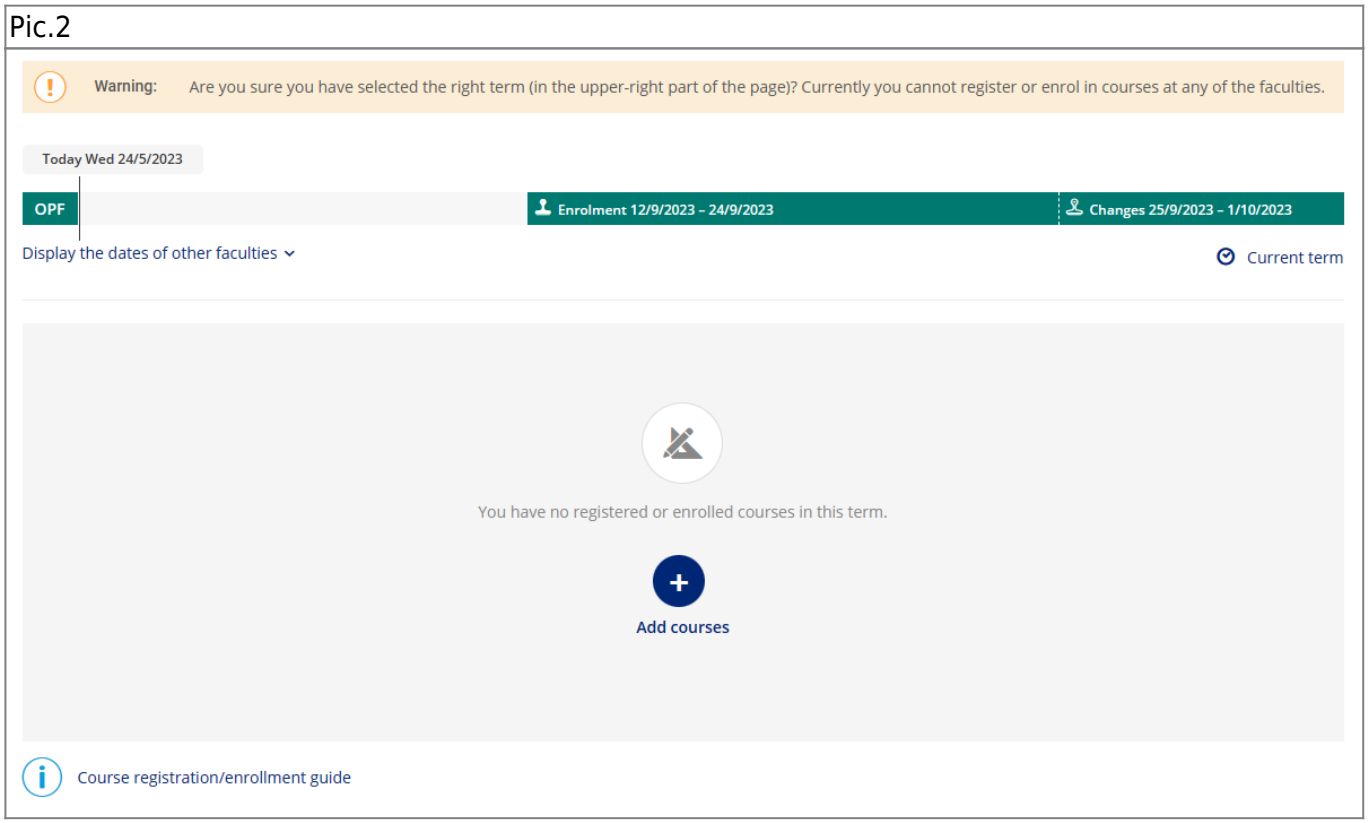
1. Click on **Registration and Enrolment** under **Student** Pic.1.

Pic.1



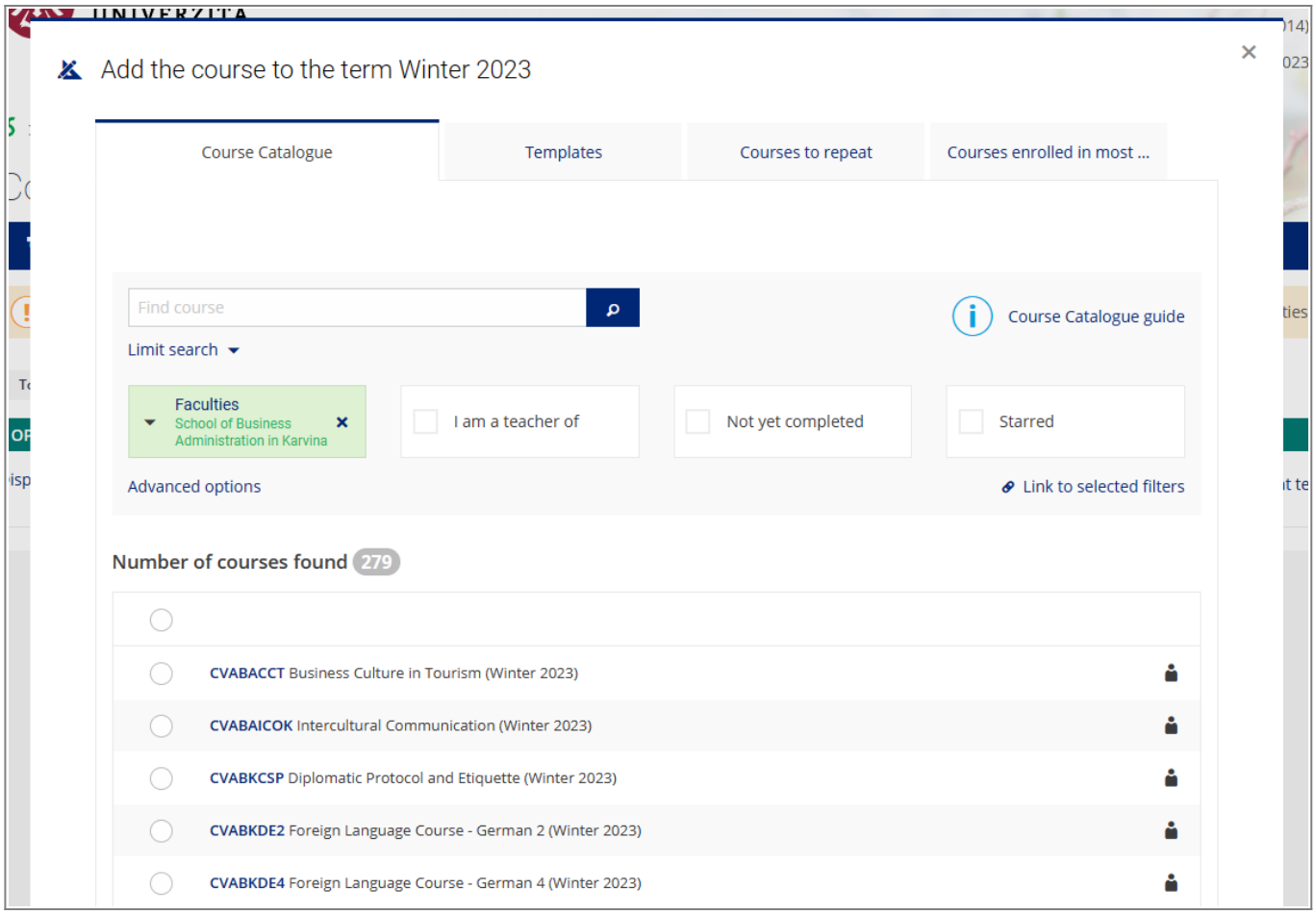
2. Make sure, that you have selected the right term and click on **Add courses** Pic.2.

Pic.2



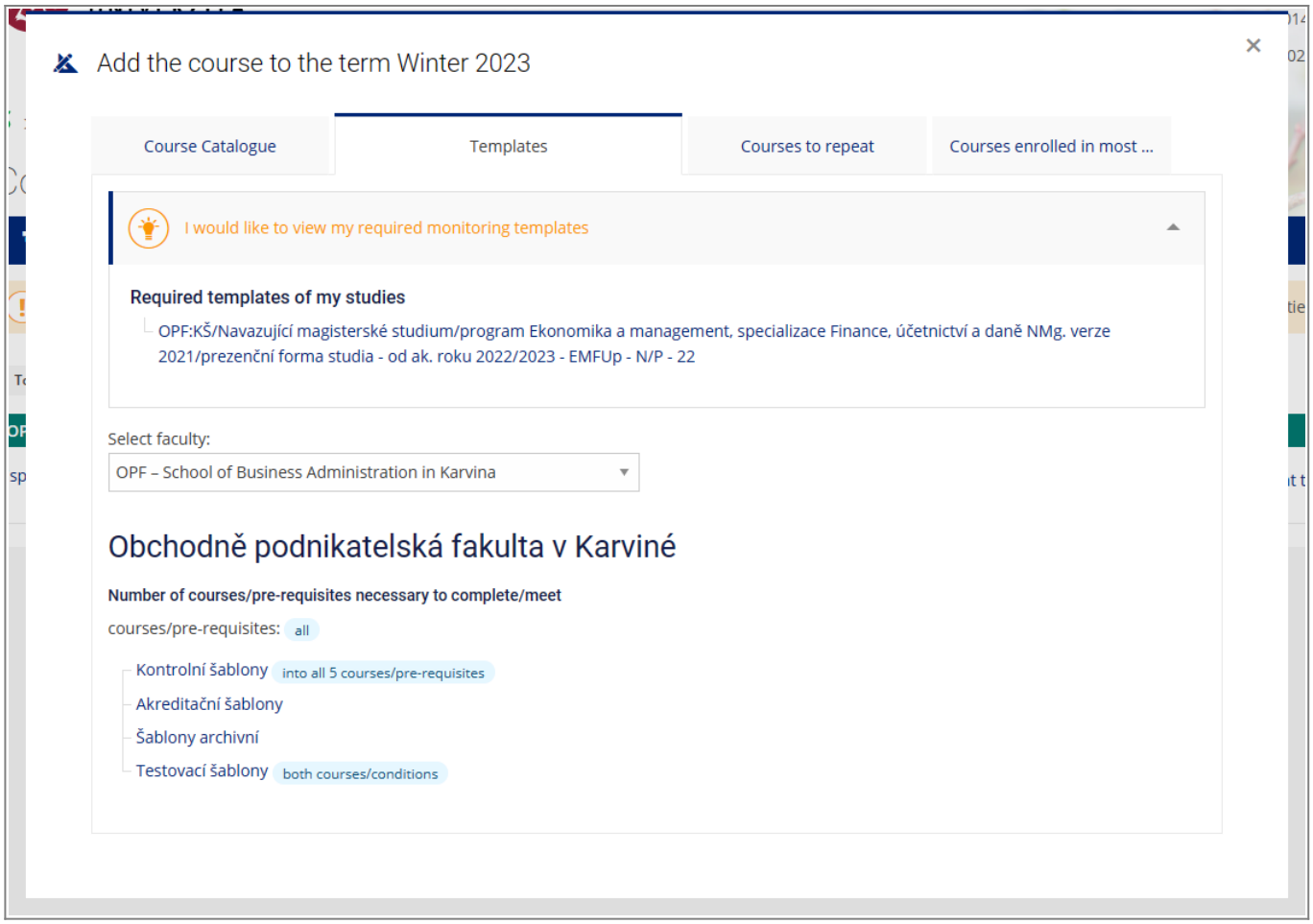
3. This will open a guide for picking up the courses for the selected term Pic.3.

Pic.3



4. Switch to **Templates** panel and the colored textbox **I would like to view my required monitoring templates** Pic.4. Here you'll see the template set up for your study. Click on it.

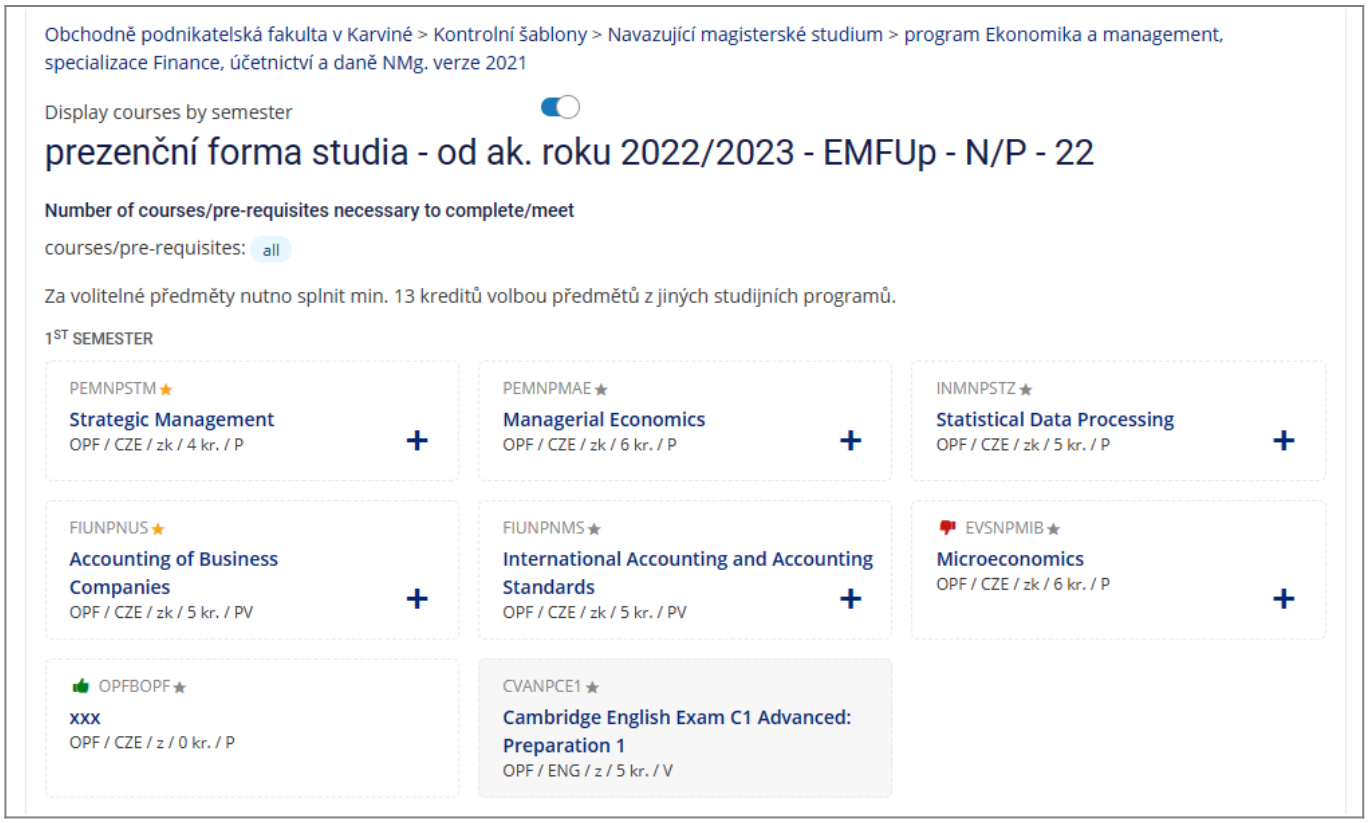
Pic.4



5. This will open a list of obligatory and mandatory-elective courses, intended for your study programme Pic.5. Now you can pick the course by clicking on the blue symbol + , adding it to your list (symbol will change to white check mark in green background). Alternatively, it is possible to use the symbol * , that will put the course to favorite and prep them for bulk enrollment. Chosen courses have the symbol * marked yellow . A green thumbs up marks already finished courses, a red thumbs down marks the failed courses (these can also be found under **Courses to repeat**). All courses ready for enrollment will be marked by a blue paper and pen symbol .

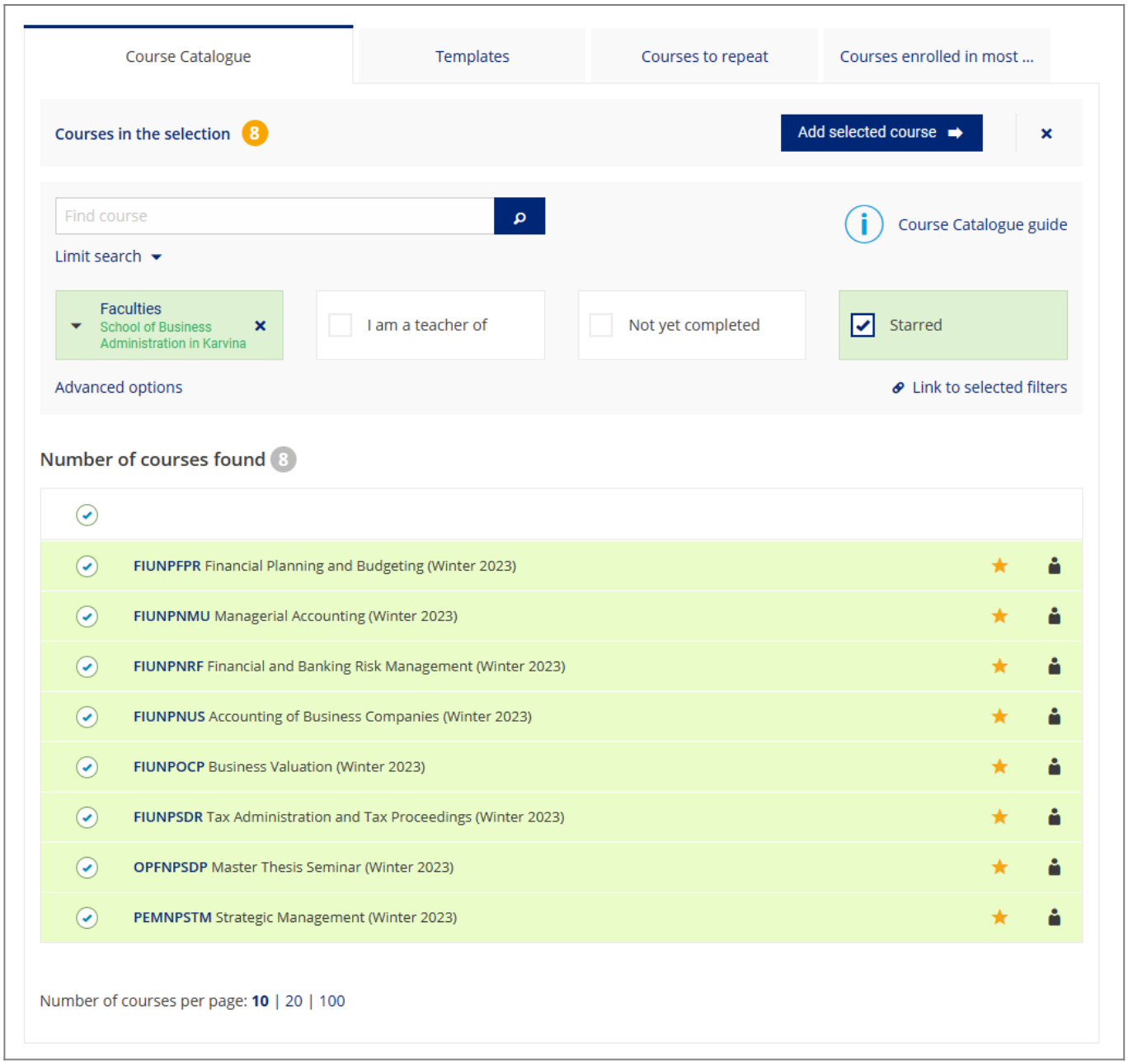
We recommend to keep the **Display courses by semester** active for easier courses selection.

Pic.5



6. If you chose the enrollment through the favorite (*), switch to the tab **Course Catalogue** and click on **Starred**. List of marked courses will be displayed. After selecting them, click on **Add selected course** to pick them for enrollment Pic.6.

Pic.6

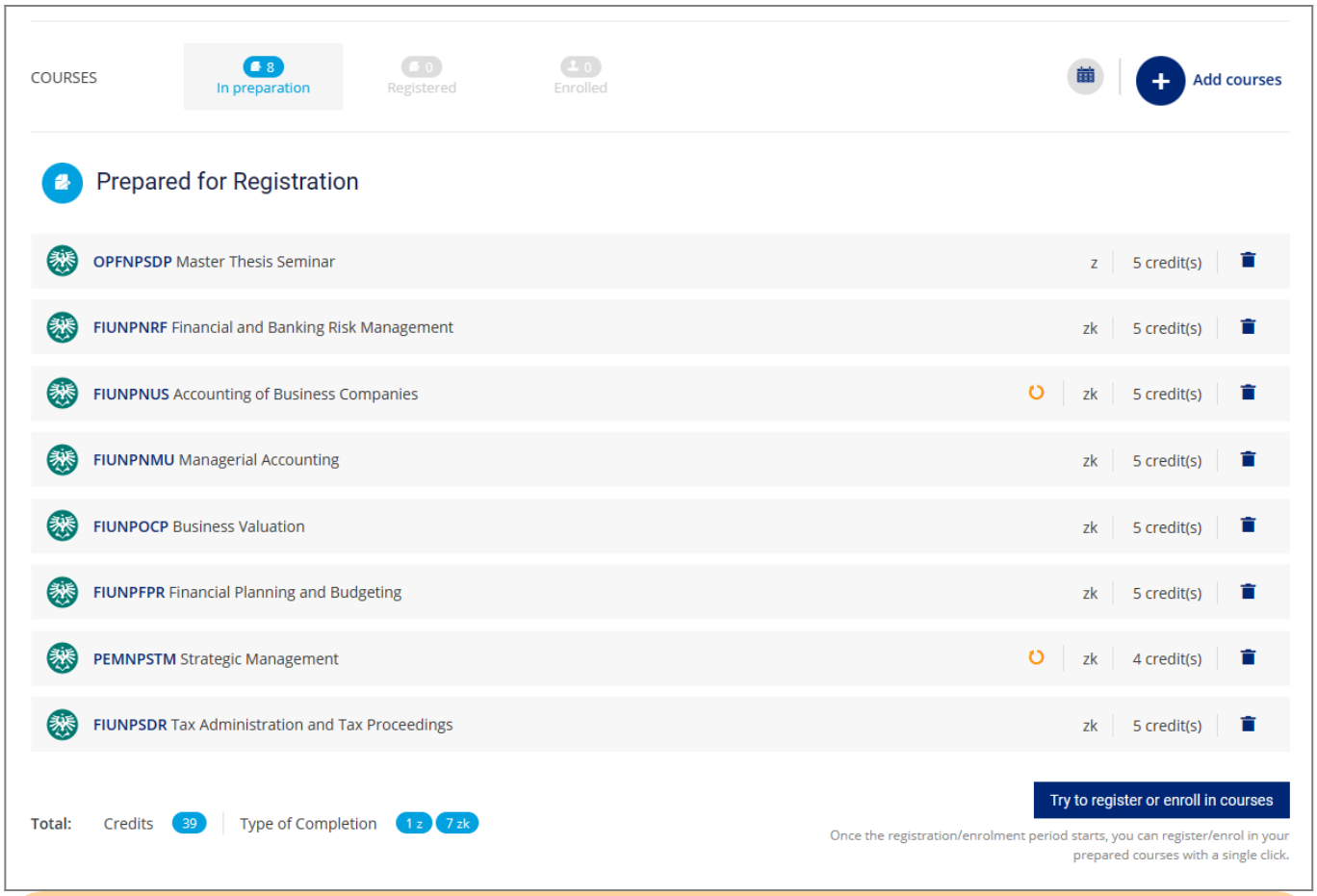


7. The tab **Course Catalogue** is also used to search the elective courses with the use of the codes from this **list**.

8. Enrollment will be finished by clicking on **Try to register or enroll in courses** Pic.7.

Enrollment is possible only at the set dates, that are visible in the upper part of the page **Registration and Enrolment**) or can be find **here**.

Pic.7



Don't forget to sign into the seminar groups after the enrollment!

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