

Guideline for students

Enrolment of subjects for study in summer semester of the academic year 2022/23

In the period from 23 January (9 a.m.) to 26 January 2023, each student will add the registration of scheduled classes to the IS BUT for the subjects enrolled for the summer semester! During this period, it is possible to cancel any subject or add any subject into the electronic index within its free capacity.

Schedules for the summer semester will be published no later than 20 January 2023 in the IS BUT. The enrolment will be possible as follows:

<i>Date (2023)</i>	<i>day</i>	<i>Study programme</i>	<i>year</i>
23. 1. from 9 a.m.	Monday	all Master's. programs	2
23. 1. from 12 p.m.	Monday	all Master' programs	1
23. 1. from 10 a.m.	Monday	all Bachelor's programs	3
23. 1. from 1 p.m.	Monday	all Bachelor's programs	2
23. 1. from 3 p.m.	Monday	all Bachelor's programs	1

If there is a conflict in the timetable of classes, it can be solved in two ways:

- by changing the time of the class (different dates for the same subject within the capacity of the class),
- by cancelling the conflicting subject and enrolling in another subject offered that does not exceed the permitted credit limit.

At 10:00 a.m. on Thursday, January 25, 2023, all enrolled elective subjects for which registration of all types of classes has not been completed will be deleted from the BUT IS. The reason for this is to free up unused teaching capacity in these subjects for other students. However, deleted subjects can be re-enrolled by the student.

The student will confirm the enrolment in the IS BUT no later than 26 January 2023.

Enrolment of free subjects (subjects of other faculties, see offer in IS Studis, type of obligation: free) will take place on 1 February 2023 (from 8 a.m. to 10 p.m.). Credits for successfully completed free subjects and credits for the Physical Education subject will count towards the category of elective subjects. If the faculty offering the free subject has set up a class registration, the student will do so when enrolling for the free subject.

Continuous monitoring of the subject of study, and relevant prerequisites

In all study programs at the FEEC, the prerequisite for enrolment in another year of study consists in obtaining at least 30 credit points during the given academic year, before the end of the summer exam period. Credits gathered within previous studies are not recognized. If a student has enrolled in only one semester of the given academic year (for example, after interrupting their studies), they are required to earn no less than 15 credit points before the end of that year's regular summer exam period. The prerequisites do not apply to students enrolled in the last year of their studies within any study program at the Faculty. **A student in the 1st year of the Bachelor's study programs must earn at least 11 credit points in the**

winter semester to qualify for the summer semester. Failure to meet the prerequisites shall invariably result in termination of the student's studies.

In serious cases (including but not limited to diseases and illnesses), exemptions may be granted by the competent Vice-Dean, upon written request by the student.

The student is obliged to check the state of his/her studies, especially the electronic index and the study results in the IS BUT on an ongoing basis and resolve any discrepancies with the study office.

Brno December 1, 2022

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