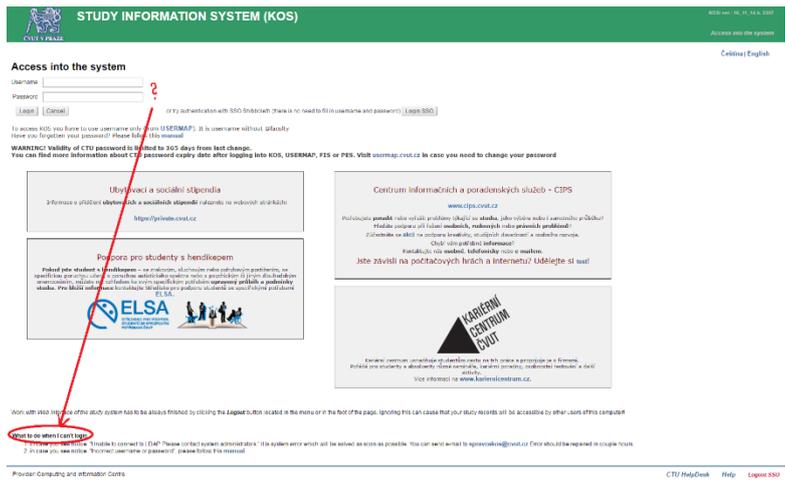


# Login into KOS

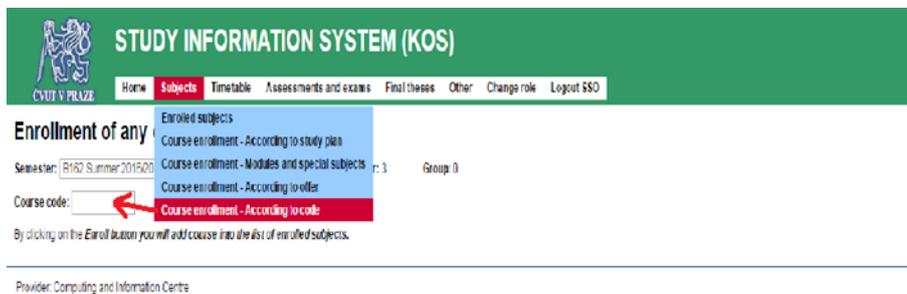


Run the browser and enter the address <https://kos.cvut.cz>. Login using school user name and password. If you fail to log in, and for example you get a notice „ You have entered a wrong Login or password! “, follow the instructions on: <http://en.fbmi.cvut.cz/information-for-students/prospective-full-time-students/user-accounts-email-student-card-KOS> This link is also at the footing of the login page.

**Check of the enrolled subjects** Run the form „Subjects-enrolled subjects“ from the menu. This form lists the subjects that you have been enrolled into collectively. Some enrolled subjects give you the possibility "Cancel". After cancellation the subject is removed from the list. Use this function wisely and do not cancel obligatory subjects except for those that have the enrolment or credit prerequisite – it means that successful passing of another subject is necessary for their enrolment (as long as the student has enrolled into the subject with an uncompleted prerequisite, he/she will not be able to close the enrolment).



## Selection of compulsory-optional and optional subjects



You can enrol into some of the optional subjects for the following semester apart from the already enrolled compulsory subjects. Run the form "Subjects – Course enrollment – Course enrolment – Any course – Course enrolment – According to offer". Choose the department, that teaches the subject and then select the subject from the offer. Tick the subjects of your choice on the left side and click on „Enrol“ at the end.

## Creation of the timetable

Click on the button „Show” and you will get into the form, in which the parallel classes (groups) of the selected subject will be shown. You can enrol only into one parallel class. In some parallel classes the button „Enrol” can be „Inactive”. It is because the capacity of that parallel class has been reached. If you later want to change the originally chosen parallel class and enrol into another one, enrol in the new one. After that you will automatically be removed (deleted) from the former parallel

class and enrolled into the new one. Cancel the enrolment from a parallel class wisely because later on you may not have a chance to get back to your original one because someone else has enrolled instead of you. The overview of all study branches and the list of subjects in the study plan can be found on <http://bilakniha.cvut.cz/en/f7.html>

## Closure of the enrolment!

If you are happy with the selection of the subjects click on **„Close the enrolment”** and your enrolment is confirmed. You will still be able to change your timetable but you will not be able to change the selection of your subjects. This will only be possible through the study department.