1. Open the SIS and login to your profile. (You can always change your password in CAS).
2. Click on **Subjects and Schedule Registration.**

3. Click on **Enroll (my own)**.

4. Select **Faculty of Social Sciences, 2019/2020, winter semester**. 1. In the field **Subject code**

enter the specific code. 2. Click on **Search**. 3. Select the course and click on **Enroll**.

5. Some of the courses can have lectures and seminars (practicals) in different time slots. In this case you will have to **select the parallel** that fits your schedule and then click on **Enroll**.

Schedule item selection						
Subject: **Economics I (JEB003)**						
Academic year: **2019/2020**						
semester: **winter**						
Capacity	parallel	Week	Day	Hour		Classroom
Lecture						
⦿ 0/86	1		Wed	9:30 - 10:50		O314
Practicals						
○ 0/27	2		Wed	12:30 - 13:50		O314
○ 0/59	1		Wed	14:00 - 15:20		O206
✕ 0/x	3		unscheduled			

Enroll selected schedule items

⬆ 🖫

Frequently asked questions

I. What to do when the course is full? – register on a **Waiting list**

In case the maximum capacity of a course has been reached, you may register on the waiting list of a given subject. If a place becomes available and you are the next in line, you will be automatically registered for the course.

✕ ○ ⑦	JLB013	Specialised German I	[courses] [schedule]	1 / 1 / (3)		winter	0/3 C		2/0
○	This course has a full capacity, but you may write it to waiting list. As soon as capacity will be available, you will be enrolled automaticaly.		[courses] [schedule]	0 / 60 / (80)		winter	0/3 C		2/0
○			[courses] [schedule]	0 / x		winter	0/3 C		2/0
○	JLB027	Specialised Russian I – upper levels	[courses] [schedule]	0 / x / (20)		winter	0/3 C		2/0
○	JLB029	Spanish for Political Sciences, International Studies, Sociology, Economics, Journalism and Mass Communication I	[courses] [schedule]	0 / 25 / (25)		winter	0/3 C		2/0
○	JLB039	Specialised Russian I – lower levels	[courses] [schedule]	0 / x / (25)		winter	0/3 C		2/0

Enroll

II. How to change the parallel lecture or seminar? Go to **Enrolled** classes and click on this icon.

Subjects and schedule registration (version: 347)
Faculty of Social Sciences, 2019/2020, winter semester, enroll to 1. year

59:14 ⬆ ⬇ ★ 🖳 **Enrolled** Enroll (study plan) Enroll (my own) Validation Waiting list Settings
Schedule

ℹ **Testing environment - Testing environment - Testing environment**

Data in this database are refreshed every 1st an 15th day of every month with the data from the production environment.

ℹ • please request for a validation

➖ Filter:
Year and semester: 2019/2020, winter semester [Change]

		Semester	Eurocredits limit		Range		Code	Title
			win.	sum.	win.	sum.		
🖩	🖹	winter	4		1/1 Ex	---	JJB148	Audiovisual Interpreting the Reality
🖩	🖹	winter	3		0/3 C	---	JLB033	German I
🖩	🖹	winter	6		2/0 Ex	---	JMMZ094	Introduction to History, Politics and Society of Eastern Europe
		winter	**13**					
		summer		**0**				

III.How to drop the course?

Go to **Enrolled** and click on this icon

IV.Where can I find my schedule?

In Enrolled you can go to **Schedule** directly.

Or from the **main page** click on **Schedule NG**