

ELECTRONIC REGISTRATION OF STUDENTS IN THE YEAR 2 - 6 IN THE ACADEMIC YEAR 2026/2027

Students **are obliged** to register for the courses for the academic year 2026/2027 via the Academic Information System (hereinafter "AIS") **in electronic form**.

A) REALIZATION

A part of electronic registration is a creation of a registration form for AY 2026/2027. Guidelines:

<https://www.upjs.sk/public/media/9611/AIS2-StudentZapisnyListEN.pdf>
[Electronic registration %202025-26.docx](#)

Advice and assistance with the electronic registration

Advice and assistance related to the technical problems connected with the electronic registration are to be provided at LF-ais@upjs.sk

B) COURSES ADMINISTRATION

The courses' registration of AY 2026/2027 is available in period 01.07.2026 – 06.09.2026.

A student is required to register into the AIS also **those courses that will be retaken in both terms (unsuccessfully completed/passed in the academic year 2025/2026)** along with the courses of winter and summer terms according to the curriculum of the academic year 2026/2027.

Procedure:

- Registration of the course from the block of compulsory courses "A" (specified for a competent study year) as the retake course
- In the case of a compulsory elective course "B" it is possible to register for the same one or the different one from the offer of compulsory elective courses (see The Study Rules of Procedure UPJS MF)
- Retake courses (compulsory and compulsory elective courses) need to be marked as "substitution for a course, repeated enrolment".

Registration of compulsory elective courses (CEC) and elective courses (EC):

1. Student is requested to choose CEC from the offer in the study year in which he/she is registered according to the curriculum (in consideration to get a minimum of credits specified in the study programme during his/her study - 360 credits).
2. Elective courses are to be registered upon the student's decision from the study plans of the Faculty of Medicine, the other Faculties, or the University.

C) CHARGES AND TUITION FEES

Students are obliged to pay all the requested charges and fees by **bank transfer only** – the tuition fees, ISIC prolongation, and new ISIC. Tuition fees are to be paid according to the contracts.

Tuition fees:

<https://www.upjs.sk/lekarska-fakulta/en/current-students/doctoral-studies/tuition-fees/>

ISIC charges:

<http://www.upjs.sk/en/departments/center-of-information-and-communication-technologies/administration-of-personal-identification-cards/>

D) ENTERING YOUR IBAN INTO AIS

As part of the electronic enrolment process, every student is required to enter their bank account number in **IBAN format** into AIS. This information will be used automatically by

the Faculty when transferring financial payments to the student's bank account (e.g., scholarships and awards).

Students are requested to update or delete their IBAN in AIS whenever necessary. The Faculty accepts no responsibility if an invalid or outdated IBAN is entered.

How to add your IBAN in AIS:

Study Programme → Study Programme Details → Tuition Fees and Charges → "Add Student Bank Account" icon.

E) VACCINATIONS

The vaccination proof must be submitted by 31.08.2026 at the latest:

- *Students registering into the year 2: Hepatitis vaccination type B*

F) A printed screenshot confirming registration on the AMBOSS platform – according to the instruction of the Dean of the Faculty of Medicine at UPJŠ, registration on the AMBOSS platform is a prerequisite for enrolment.

G) COMPLETION OF THE RETAKEN SUBJECTS

Student, who met up with the requirements to complete the study course ended by exam in AY 2025/2026 however, not completed successfully, retakes the course in AY 2026/2027. In case student wishes to get the practical classes recognized, and/or to take its exam in September/October period, she/he is required to submit a request by **August 31, 2026**, at the latest. „Request for recognition of practical classes/seminars of the first time registered subject“ <https://www.upjs.sk/en/faculty-of-medicine/current-students/RequestForms/>

H) STUDY CONFIRMATIONS

In case you need your study confirmation of the AY 2026/2027 submit your request to the Study Department **by 31.08.2026, at the latest. Those study confirmations are free of charge and available from 16.09.2026 during the office hours.** Next study confirmations will be charged in accordance with the Schedule of charges and fees valid for AY 2026/2027.

WARNING!

A student who fails to complete the enrolment according to the above instructions will be considered not to have an interest in continuing their studies in the 2026/2027 academic year and will be dismissed from their studies for failing to meet the enrolment requirements, in accordance with Section 72(8) of Act No. 300/2025 Coll. on Higher Education Institutions and on Amendments to Certain Acts, as amended.

The students are requested to submit his/her requests concerning study to the **Study Department**, not to **the clinics/departments**.