## **Distance REGISTRATION for the STUDY**

## 1. Login application

Open the application link <u>here</u> ⇒ click on Login and fill your email and password ⇒ open your applicant account

CHARLES UNIVERSITY	Login
Admission Enter the SIS 3	1
Admission	
General and faculty requirements Programmes/Branches Life-long education courses Create a new application	0
Programmes/Branches	
By clicking at the <u>Programmes/Branches</u> , people interested in studying at Charles University can look up available programmes/branches and the application deadline, each programme/branch/course must publish the conditions for the admission procedure. These conditions include i exams, their content, and related fees, as well as specific <i>days of open doors</i> organized at each faculty.	courses. Four months before nformation on the entrance
Life-long education courses	
Click the Life-long education courses to search the rich offer of life-long learning programs prepared by the faculties and other Charles Universiboth short and long programs, and also, for example, preparatory programs for future studies at the university. There are two main categories of programs: professional and leisure-focused.	sity parts. The offer includes of the life-long learning
Create a new application	
A new application for study can be submitted by clicking the button <u>Create a new application</u> . Before submitting, you will be required to sign u be used as your login during the whole admission procedure. The applicants can also sign up by clicking the Sign Up button in the upper righ application, please read the instructions first.	p via e-mail. This e-mail will t corner. Before you fill in the

## 2. Step - Fill the required information + click on the web link

My applications  $\Rightarrow$  button Progress (if you have submitted application for more programmes, please, click on the Progress of the programme that you have selected for the study)  $\Rightarrow$  Date of enrollment for study

Bachelors and Masters students - no specialization

Date of enrollmer	t for study				
Date of enrollment has not t To generate the registration	een announced yet sheet please fill in the fol	lowing inform	nation:	<u>Generate regis</u>	tration sheet
1. Marital status:	single	2.	Save	click on the link	3.

Masters students with specialization (Balkan, Eurasian and Central European Studies, International Security Studies, Sociology of Contemporary Societies):

Date o	of enrollmer	nt for study			
Date of e	nrollment has not l	been announced yet			
To genera	ate the registration	sheet please fill in the following information:	~	Generate registra	ation sheet
1.	Marital status:	single v		click on the link	3.
	Specialisation preference:	International Security Studies with specialisation in Global and Regional Security $\sim$			
		Save 2.			

## 2. Submit the Application

My applications ⇒ button Progress ⇒ Written requests

K My applications	Admission proce	edure Persona	l data Eve	ent dates	Written requests	Proof of education
Application details	l				4.	·
My applications	Admission proc	cedure Persona	al data Eve	ent dates	Written requests	Application details
Submit a writte	en request					
	* Type:	Application for distance registration				
	Text of request: I request a distance registration at CU, Faculty of Social Sciences.					
	Attachment:	signed_registration	sheet.PDF 🎅 🛞	Attachment typ	pe 🗸	
			5	Submit request		

- 1. Type select the option Application for distance registration
- 2. Fill and sign the enrolment list and matriculation oath here, print and scan it in one document
- 3. Upload the enrolment list and the matriculation oath to Application (see print screen above *signed\_registration sheet.PDF*)
- 4. Select the Registration sheet as a *Attachment type*
- 5. Click Submit request