

BASIC INFORMATION BY THE STUDENT ADMINISTRATION FOR 1ST YEAR STUDENTS 2024/2025

All of the following applies only from the date of enrolment, i.e. not after online registration to enrol in the study.

Enrolment is carried out by the student administration on the date published on the faculty's website following the period in which the student has registered for enrolment.

1. Password to the CTU study information system

Your user name and CTU password will only be provided to you **after your study enrolment**. After your registration has been processed, you will enter the password in the [Usermap – First Password](#) application by yourself. To be able to enter your password, you need to know **the code of your application** for study and control data (date of birth). The application form code is available to you from the admissions proceedings. It was also written in the first email which you received from the Faculty, this email confirmed the acceptance of your application form.

2. CTU ID CARDS/ISIC

The student picks up the card in person at the CTU Card Centre.

More information: <https://ist.cvut.cz/en/our-services/category-of-services/id-cards/>.

3. Timetable

The timetable can be found from 15 August 2024 in IS KOS (password required).

All courses for the 1st semester of study including the timetable are already in the IS for each student KOS have been entered by the faculty.

4. Obligation to choose a specific sport in Physical Education

The full procedure can be found in [Registration for the classes of Physical Education instructions for regular students](#).

5. Start of classes on 23 September 2024 in the room number according to your schedule in IS KOS.

6. Matriculation – 2 October 2024

Ceremonial matriculation of 1st year bc. studies (i.e. acceptance as a member of the academic community, meeting with the faculty management) will take place in Bethlehem Chapel. The timetable for each programme will be published on the [faculty website](#) during September.

7. Enter czech bank account number in personal data in IS KOS - until 15 October 2024

(preferably immediately when logging into KOS for the first time)

Instructions: <https://portal.fsv.cvut.cz/en/student/bakalmag/vyzva09.php>

The bank account number is required e.g. for the payment of scholarships. Please also check your phone number etc. in your personal data in the KOS IS.

8. Information on the faculty web portal – Student

Information for students is published by the faculty on the web portal

<https://portal.fsv.cvut.cz/en/student/student.php>.

9. Dormitories

Dormitories are handled by the Service Facilities Administration CTU

Contacts and more information: <https://www.suz.cvut.cz/en>.