

Doctoral Study Program (DSP) Enrollment **for academic year 2019/2020**

1. **“Individual Study Plan”** – prepare the document in cooperation with the supervisor and signed by the student and the supervisor and hand it over to the study office **at the latest by September 25, 2019**
The form is available for download at
<https://is.muni.cz/do/sci/web/vzd/formulare/ISP.doc>

2. **Register the courses in the IS, according to your Individual Study Plan:**
Personal administration IS → Student → Registration and enrollment of subjects
Registration of courses: until **July 31, 2019**
Course registration: **1. 9. 2019 17:00 - 15. 9. 2019**
You can find the registration and enrollment dates in the Schedule:
Personal administration IS → Study → Periods and subjects → Detailed examination of the period

3. **Electronically apply for enrollment in the next semester.**
The application is submitted via IS no later than **September 15, 2019** - see Article 10, paragraph 3 of the Study and Examination Rules of MU:
Personal administration IS → Student → Application for enrollment in semester
In the Schedule, you can find out when to apply:
Personal administration IS → Study → Periods and subjects → Detailed examination of the period

4. **Fill in the feedback for the semester** for Spring 2019 (until August 31, 2019)
You can find instructions in help:
https://is.muni.cz/do/sci/web/vzd/manualy/Manual_pro_studenty_elektronicky_ISP.pdf

5. **Fill in the Semester Content for Autumn 2019** (until 31.8.2019)
IS MU → Personal Administration → Student → Start of Semester / End of Semester → Individual Study Plan Ph.D. and its evaluation
After completing the semester, ask your supervisor to electronically approve it!