

## Registration in Courses

All postgraduate students of the University of Cyprus at Master and PhD Level, will register electronically in their courses for the Fall Semester 2021/2022 using the [Banner Web](#) system.

Enrolling in courses through the “Banner Web” system requires that you already have:

- a. **pay semester tuition fees**
- b. **pay the contribution of €20 to the Student Solidarity Fund “Neophytos Handriotis”.**
- c. create an electronic account at the University of Cyprus or you already know your User id and password (it is the same as the ones you use to access your e-mail of the University of Cyprus - web mail).

### **Registration schedule:**

The registration in courses will take place **from Wednesday 1 September 2021 until Thursday 2 September 2021, from 9.00 a.m. to midnight.**

### **All PhD and Master level students\*: 1/9/2021 – 2/9/2021**

- \* **MSc program in Intelligent Critical Infrastructure Systems students:**  
Registration in courses will take place from Monday, 23 August 2021 until Wednesday 25 August 2021, as well as on 1 and 2 September 2021.
- \* **MBA program students:**  
Other arrangements have been made for the enrolment in the courses for students of the MBA program. The MBA students are advised to contact the MBA office for further information. Therefore, the following information does not correspond to the MBA students.

All students are advised to consult the [Postgraduate Prospectus](#) as well as the [schedule of classes](#) before the enrolment in courses.

### **Notes:**

1. In case you are unable to register online for compulsory courses, please contact the secretariat of your department directly. The Department Secretariat will inform the Graduate School of any changes that may need to be made to student enrolments.
2. As a rule, the student can register in a given semester of study in courses representing up to 33 ECTS. During the summer period you can register up to 15 ECTS. An increased load may be allowed in a given semester, beyond 33 and up to 45 ECTS, provided that there are special reasons, with the approval of the Chairperson of the Department. Requests for registration in more than 45 ECTS that are approved by the Chairperson of the Department, are submitted to the Senate for approval, through the Dean of the Graduate School.  
In case you wish to register in more than 33 ECTS you must complete the special form ([https://portal.ucy.ac.cy/EN/Administrative/Forms\\_Circulars\\_Manuals/UCYForms1/EggrafiMore33.pdf](https://portal.ucy.ac.cy/EN/Administrative/Forms_Circulars_Manuals/UCYForms1/EggrafiMore33.pdf)), to secure the necessary signatures and approvals and then send it by email to the Graduate School ([fgs@ucy.ac.cy](mailto:fgs@ucy.ac.cy)) until Wednesday, September 1, 2021 from 9.00 am to 12.00 noon.

Please note that course registration forms over 45 ECTS which have not been completed correctly, e.g. the required signatures, approvals have not been secured and do not have sufficient justification for registration in an increased number of ECTS, they will not be sent to the Senate for approval.

3. You do not need the approval and signature of your Academic Advisor for your registration in the courses through the "Banner Web".
4. There is a fine of €50 per course for late registrations within the semester.