

## 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 2022/2023** 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 €30 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 in **1st and 2nd September 2022, from 9.00 a.m. to midnight.**

### \*Exceptions

#### -Registrations in MSc in Intelligent Critical Infrastructure Systems programme students:

The registration in courses for MSc in Intelligent Critical Infrastructure Systems students will take place from **24<sup>th</sup> of August 2022 until the 26<sup>th</sup> of August 2022, from 9.00 a.m. to midnight**

#### -Registrations in MBA programme:

There have been made other arrangements for the registration of the students of the MBA programme. The MBA students are advised to contact the MBA office for further information. The following information does not apply to the MBA students.

All students are advised to consult the [Postgraduate Prospectus](#) as well as the [schedule of classes](#) before the registration 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. Each semester students enrolls for courses according to the requirements of their programme of study.

2. As a rule, a student may enrol in courses representing **up to 30 ECTS** in a particular semester. During the summer period may enrol up to 15 ECTS.

An increased work load **for more than 30 and up to 45 ECTS** may be permitted in a particular semester, if there are special reasons. The reasons **are provided by the student to the Chairperson of the Department for approval, accompanied with a transcript.**

In case you wish to register in more than 30 ECTS you must complete the **special form** to obtain the necessary signatures and approvals and then send it by email to the Graduate School ([fqs@ucy.ac.cy](mailto:fqs@ucy.ac.cy)) **until Wednesday September 7, 2022 from 9.00 am to 12.00 noon.**

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. This amount is deposited in favor of the Student Welfare Fund.**