

COURSE DEACLARATION SHCEDULE FOR THE STUDENTS OF THE FIRST SEMESTER 2022/2023

COURSE DECLARATIONS

Students enrol in subjects based on the classes schedule, making preferences course groups, in accordance with the list of obligatory subjects for the first semester in their field of study.

Students of the 1st-semester of:

International Business, Global Business, Finance and Governance, Finance and Accounting Practical Profile, Advanced Analytics – Big Data, and

Erasmus Mundus Joint Master Degree (EMJMD) QEM - Models and Methods of Quantitative Economics

will be pre-registered for mandatory courses.

Based on preferences, the schedule of classes is adjusted to consider the groups with the greatest number of participants.

RANKINGS

In the case the number of applicants for a given group exceeds the established limit, the enrolment will be determined by the ranking based primarily on the basis of the average obtained in first-cycle studies (applies to students continuing their education at SGH), the result obtained during the qualifying examination for second-cycle studies (for students who took the exam), and random order if it is impossible to make a substantive comparison between students.

People who will not be assigned to the preferred group due to exceeded limit will be automatically assigned to groups in which the limits have not been exceeded. This allocation can be changed at the next stage of the declaration.

The number of applicants for a given group can be easily checked by clicking on the item's reference number.

**from 9.09.2022 (Friday, 10.00 a.m.)
to 13.09.2022 (Tuesday, 10.00 a.m.)**

Submitting declarations by full-time and part-time students - preferences

14-19.09.2022

Technical break. Correction of the schedule. Assignment to groups and preparation of rankings

CORRECTION OF THE DECLARATION

Students can correct their timetable - unsubscribe from previously selected groups or add others, if there are vacancies.

Moreover, students should make sure that the courses they have chosen to have not been removed from the declarations during the rankings and, if necessary, complete list by enrolling to another group.

**from 20.09.2022 (Tuesday, 10.00 a.m.)
to 25.09.2022 (Sunday, 10.00a.m.)**

Declaration correction

**from 1.10.2022 (Saturday, 10:00 a.m.)
to 10.10.2022 (Monday, 10:00 a.m.)**

acceptance of applications until October 13, 2022 (Thursday)

Registration for classes based on the teacher permission (additional correction) - a supplementary stage only for those students who, for important reasons, must complete the declaration. The course will be visible in VDO after the application is accepted by the lecturer.

to 1.11.2022 (Tuesday, 10.00 a.m.)

Resignation from a selected subject in accordance with the Study Rules and Regulations (paragraph 23, item 12)

VDO - Delete item - more info on the Graduate Studies Office website

IMPORTANT NOTICE:

Please keep an eye on both the dates and hours of the semester declaration system.

PLEASE MAKE CONSIDERATE DECISIONS.

It is not possible to remove a student from the courses, change the declared courses, replace the teacher, or join classes outside the declaration system in VDO.

It is not possible to sign up for classes directly with the lecturer.

The courses declared by the student in the semester declaration system become the binding individual semester plan of study and are subject to obligatory completion in each semester.

