

FME Dean's Regulation No. 5/2005
regarding registering of and enrolling in elective (optional) courses

1. Characteristics of optional courses

- Student may select according to his/her interests any existing course taught in the academic year, and to study it on an optional basis. Students are advised to select these courses with respect to the branch of study in the following order:
 - optional courses provided within the study plan of the branch;
 - general optional courses (offered in the information system of FME BUT);
 - other courses existing at FME (compulsory, compulsory-optional and optional) that are not a part of a student's study plan (and they are not included in it as compulsory or compulsory-optional in the following years of study in the studied branch – such courses may be registered provisionally – see Rules for Making Study Plans).
- If the selected course requires any prerequisite, the students may enrol in the course only after its fulfilling.

2. Enrolment and evaluation of optional courses

- Optional courses are intended as a support to the compulsory courses and they are not included in the study requirements. If the course-unit credits are awarded for an optional course, they are counted above the minimum number of course-unit credits necessary to complete the study of the given branch.
- In order to achieve the minimum number of course-unit credits necessary to satisfy the conditions for further continuation of study in the following academic year, the student's course-unit credits may be included in case of:
 - a course completed by an examination: 4 course-unit credits in gross;
 - a course completed by a graded course-unit credit: 3 course-unit credits in gross;
 - courses completed by awarding a course-unit credit only: these are not evaluated by course-unit credits.
- A student shall enrol in the course electronically, at least till the end of the second week of its instruction.
- If the course cannot be opened for little interest, the Academic Section shall cancel the registration and inform the student electronically.
- Recording the study results:
 - in the student's record book: the teacher shall record the classification under the list of compulsory courses and the stamp proving the registration of courses within the given year of study;
 - in the information system: the teacher shall record the classification in the same way as other courses.

3. Acknowledgment of courses completed on an optional basis

- Student may ask for the acknowledgement of a course successfully completed before on an optional basis if it is included in the current study as a compulsory one.
- If the course is acknowledged, the student achieves the course-unit credits corresponding to the study plan currently studied.

4. Final provisions

- Exceptions to this regulation may be approved by the FME dean.
- This regulation repeals the FME Dean's Regulation No. 6/99.

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FME dean