

FEM conditions for enrollment in a higher year and progression to the academic year 2023/2024

Those who have already sent any kind of request via email, please, disregard this message.

Enrollment will take place until September 15th, 2023 contactless and according to the following instructions:

1. Students who meet the conditions for advancement to a higher year (minimum 60 credits for the academic year 2022/2023) will be referred to the IS by the study coordinator. *Those who have met the conditions, please, provide the proof of payment as attachment.*
2. A student who does not meet the conditions for proper advancement to a higher year (has less than 60 credits, but at least 50 credits for the 2022/2023 academic year) sends a [notification about the transfer of uncompleted courses](#) to the relevant coordinator through the [UIS contact centre](#). Subjects will be listed including codes upon request. After sending the application, it is no longer possible to hold any resit exams or credits.
3. A student who does not meet the conditions for proper advancement to a higher year (he has less than 50 credits for the 2022/2023 academic year) sends a [request to repeat the year](#) to the relevant officer through the [UIS contact centre](#). All data must be properly filled in the application. After sending the application, it is no longer possible to hold any resit exams or credits. You can only repeat a grade once per course.

Enrolled students can pick up their study confirmation from 13/09/2023 at the FEM Infocentre or from the relevant study coordinator.