## After you are successfully admitted to TUKE

- 1. Along with the letter of acceptance, the applicant will receive " Information on enrolment fees and issuing a student card in the academic year ......"with details of how to pay the fee for the student card and charges related to the enrolment (account number, amount, variable and specific symbols).
- 2. If you have submitted an online application (<u>https://eprihlaska.tuke.sk</u>), information for the payment of fees is included in the section List of applications and in the details about your application. The fee decision contains: The date of the decision, the amount you have to pay by the specified due date and the account number to which you have to pay the specified amount. Do not forget to enter (from the current fee decision) the correct VS-variable symbol, ŠS-specific symbol, without these items your payment will not be registered.

It is possible to pay fees using Pay by square technology. By scanning the system-generated QR code of the given fee through the bank application on a mobile phone or similar device, the fee data in the range of IBAN, BIC, balance amount for payment and the symbols variable, specific and constant are automatically transferred to the bank application.

- 3. If you already hold a student card in the same form of study you are accepted to, the student card fee is not charged. If you are a holder of a full-time student card and you are accepted to the part-time form of study (or vice versa), the student card fee must be paid as well.
- 4. Please note that payment of all the charges including enrolment, tuition and student card fees has to be made only by **bank transfer** (not by postal order) by the deadline specified in the form (in the e-application it is Due date) to the account number using the relevant variable and specific symbols provided in it. Every applicant is assigned a variable number for each study program. If you are accepted to several study programs, be careful to make sure you quote the correct variable symbol of the study program you want to enrol to, otherwise your payment will not be correctly allocated. Each faculty has its specific symbol (SS) for enrolment, please use the one specified in the notification of the fee applicable for the respective faculty. In the section Message for the recipient enter your name and surname, abbreviation of the study program or applicant's registration number as in the form.
- 5. To issue a TUKE student card, you need to upload a photo. You can add a photo to the online application at any time in the part Basic data. Without uploading a photo, the TUKE student card will not be issued and you will not be assigned a unique login necessary to access IS TUKE. If you have not been a student at TU yet, then 5 working days after your payment and uploading your photo you get your login ID and password to enter the TU information system MAIS (https://student.tuke.sk/student).



You can find this data after logging in to the eApplication.

After verifying your details, you will be issued your TUKE student ID card. The can be collected according to the instructions of the faculty either on the enrolment day or later from the study department of the faculty.

If you do not pay the fee within the payment deadline stated, we consider you are not interested in enrolling in the given study program.

## Logging in to the MAIS - **ŠTUDENT**

https://student.tuke.sk

Enter the login name (in the form xy123ab) and the password that was generated for you after your payment and uploading the photo.



If you have any problems with your online application and logging in to the MAIS, please contact us at: <u>mais@helpdesk.tuke.sk</u>