How to get to the registration app

Some students may have difficulties when using our registration app. So here is a brief instruction for you:

1) When you try to get to the app from the web page

and the Microsoft window appears and you need a login, you can write or copy this: **anything@cuni.cz** This is not e-mail address, only information for Microsoft, that you want to be sent further to the Charles University apps. **Do not write faculty ending here!** Just the **@cuni.cz (Writing the faculty ending is the main reason why people cannot get to the app.)**

Přihlásit se	
anything@cuni.cz	
Nezdafil se přístup k účtu?	

2) In the second step, fill in your University personal number and password. It is the same as if you log in to the SIS:

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Single Sign-On Central Authenticates Service		
	Aplikace UK	
	Coecna aplikace pouzvajici HTTPS a IMAPS protokoly	
	S Enter Username & Password	
	a Verara *	
	Password.*	
	LOGIN	
	♣ ² Except your password? Ø Need help?	
	For security reasons, please too out and exit your web browser when you are don accessing services that require authentication!	
	accessing services that require authentication	

3) And finally you will see the title page of our registering app:



Click on the New reservation.

You can choose a service and a counsellor and also a date. You can see your past reservations and evaluate the consultations. If it does not work for you, please, write to <u>counsel@cuni.cz</u>