

## Instructions for processing of thesis assignment in the web KOS system

for: STUDENT

**Orientation in the document:** Follow the captions of the screen previews and look for red-framed fields.



You will receive an email from <a href="mailto:noreply@cvut.cz">noreply@cvut.cz</a> with the subject "Invitation to accept assignment" with the following text:

## Dear NAME OF THE STUDENT,

STEP 0

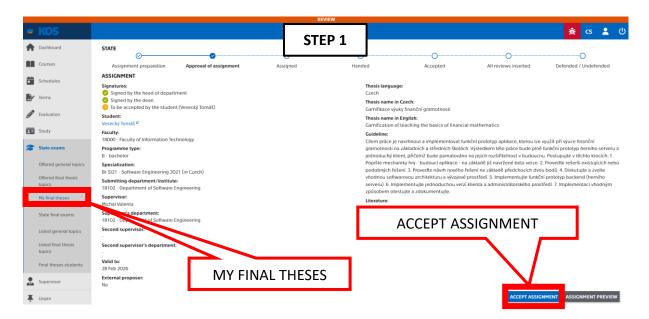
the assignment for your thesis TITLE OF THE THESIS has been approved and signed by the relevant persons.

Now, it is necessary for you to sign the assignment immediately. You sign the assignment by clicking the "APROOVE ASSIGNMENT" and then confirming it in the "APROOVE THE ASSIGNMENT" dialog box in the KOS system. The button is located in the "State Exams" menu in the "My Theses" section.

Without the signed assignment and declaration, the thesis may not be accepted for defense! Do not postpone accepting the assignment!

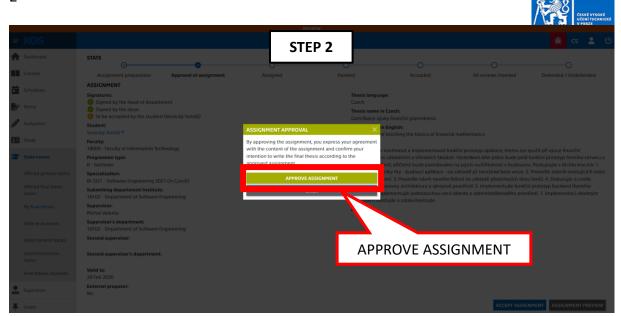


After clicking "ACCEPT ASSIGNMENT", a new window with KOS systém will pop up → log in and in the "State Exams" menu, select the item "My theses". If the link does not work, go to the KOS web manually.





DO NOT POSTPONE ACCEPTING THE ASSIGNMENT!!! The latest deadline for accepting the assignment is given by the academic year schedule of the relevant faculty. This deadline is connected with the date of the state final exam in the relevant semester. Without the inserted signed assignment and declaration, the thesis may not be accepted for defense!

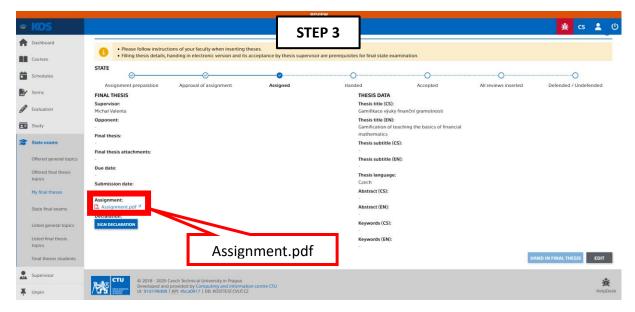




After accepting, the assignment is completed.



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Your completed assignment form is here for your disposal.



Download the assignment form and insert it into your thesis.

Any thesis without the completed assignment may not be accepted for the defense.