

GUIDE FOR THE SCHOOL FEE PAYMENT INFORMATION

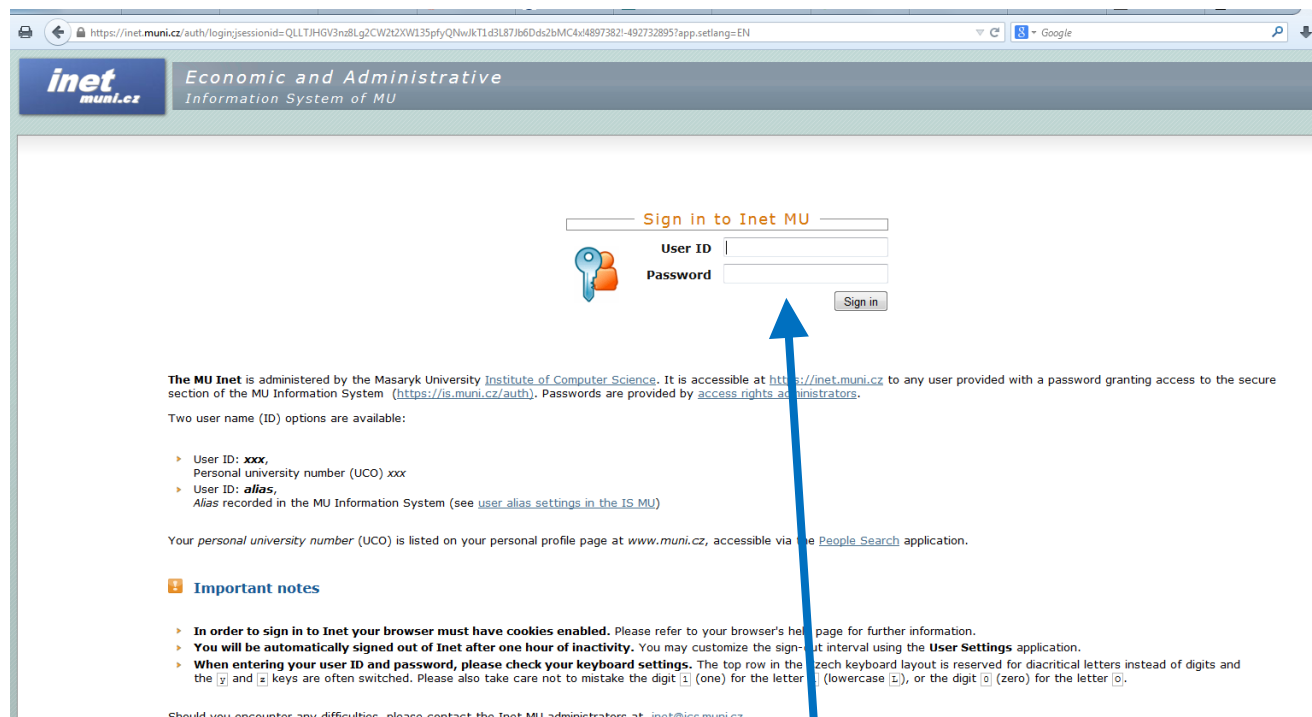
There is a new a system for payment of the school fee and **downloading the invoice** which must be downloaded with a new advance number every year.

There you can also find **information about** your previous **payments** and also conditions of your current payment (*whether there is an amount overpaid or owed*)

The system works only with students enrolled into 3rd and higher semesters. The newly accepted students have to contact international office for details about their payment.

The **deadlines** for payment is written on your **contract** but generally it must be paid before a relevant semester starts.

Go on webpage - <https://inet.muni.cz/app/misc/rozcestnik>



Sign in to Inet MU

User ID

Password

The MU Inet is administered by the Masaryk University [Institute of Computer Science](https://ics.muni.cz/). It is accessible at <https://inet.muni.cz/> to any user provided with a password granting access to the secure section of the MU Information System (<https://is.muni.cz/auth/>). Passwords are provided by [access rights administrators](#).

Two user name (ID) options are available:

- ▶ User ID: **xxx**,
Personal university number (UCO) xxx
- ▶ User ID: **alias**,
Alias recorded in the MU Information System (see [user alias settings in the IS MU](#))

Your *personal university number* (UCO) is listed on your personal profile page at www.muni.cz, accessible via the [People Search](#) application.

Important notes

- ▶ **In order to sign in to Inet your browser must have cookies enabled.** Please refer to your browser's help page for further information.
- ▶ **You will be automatically signed out of Inet after one hour of inactivity.** You may customize the sign-out interval using the **User Settings** application.
- ▶ **When entering your user ID and password, please check your keyboard settings.** The top row in the Czech keyboard layout is reserved for diacritical letters instead of digits and the **[y]** and **[z]** keys are often switched. Please also take care not to mistake the digit **[1]** (one) for the letter **[l]** (lowercase **[l]**), or the digit **[0]** (zero) for the letter **[o]**.

Should you encounter any difficulties, please contact the Inet MU administrators at inet@ics.muni.cz

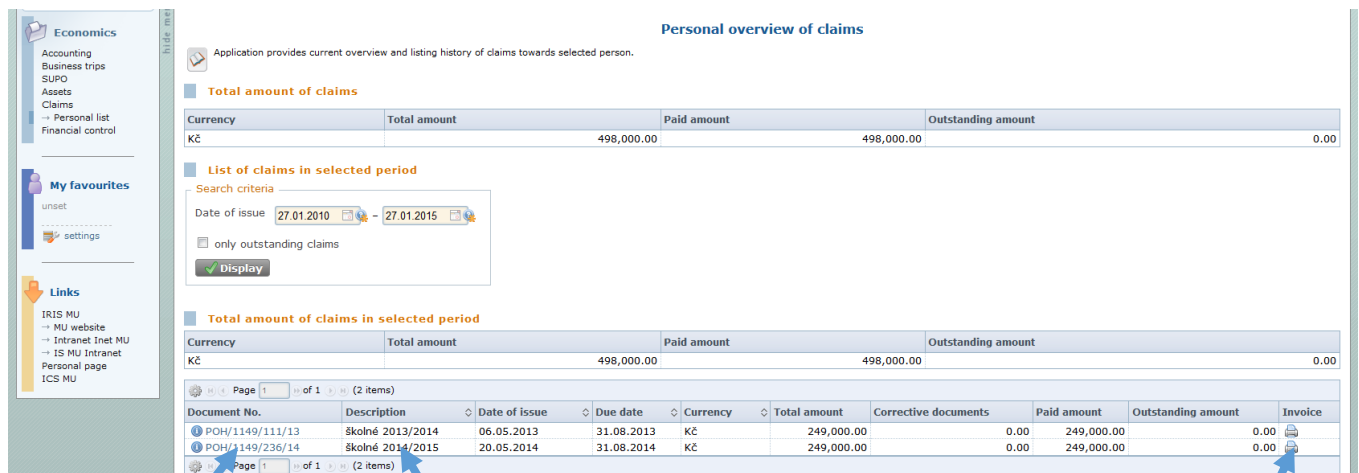
Enter UCO and primary password (the one which is used for IS system)

You will be directed to this website:



You need to click on a link **CLAIMS** under Economic, projects, SUPO account

The application looks like this and you will find information about your previous payments. Under column Invoice, you can download the invoice/bank connection for payment for a relevant year. Do not forget to choose the correct line for the academic year under column Description :



Information about your payment

Academic year

To print or download the invoice with bank details/ bank connection