

September 2023

Dear students,

Welcome to the Fall Semester 2023! As the lessons of the new academic year begin, the Studies and Student Welfare Service would like to take this opportunity to wish you every success in your studies!

We are contacting you in order to inform you of the necessary procedures that need to be followed before the start of the new academic year, in order for you to be considered a **registered student before classes begin on Monday, October 2.**

Course registration for continuing students will take place **from Monday 18 to Friday 22 of September.**

Below are the steps you need to follow to complete your semester registration.

### **1. Registration to Fall 2023 semester**

We would like to remind you that in order to register for Fall 23, you are required to settle your outstanding balance and prepay the first instalment of your Fall 23 tuition fees as per your agreed payment plan.

All statements of balance were circulated by our Finance Department.

In case you have not received your statement yet or any other clarifications, please contact our cashiers by phone 22 394380 (Nicosia) and 25 730975 (Limassol) or email [cashier@frederick.ac](mailto:cashier@frederick.ac).

### **Tuition fees payment**

We remind you that payments are made electronically in any of the following ways:

#### **1. e-banking:**

**Bank of Cyprus** – Account Number: 019911005509

IBAN: CY83002001990000001100550900

SWIFT/BIC: BCYPCY2N

**Hellenic Bank-** Account Number 14701A5817501

IBAN: CY180050014700014701A5817501

SWIFT: HEBACY2N

#### **2. JCC Smart**

Using the following link <https://www.jccsmart.com/e-bill/26685032>

**Attention:** Please provide the following information on the payment details so we can track your payment without any delay and proceed to activating your account immediately.

For each payment you need to include:

- student's full name and
- student registration or ID number

Registration for courses will be possible the day after the payment of fees.

In case the payment cannot be made in the above ways, you can visit the University Cashier and pay in cash, by check or by credit card.

## **2. Meet your Academic Advisor and Register to Courses**

Consultations with Academic Advisors for the selection of courses will take place between Monday, September 18 and Friday, September 22 according to the schedule that follows.

If you are not sure who your Academic Advisor is you can find out by accessing Extranet → Status.

## **3. Confirmation of registered courses**

To complete the course registration procedure, you have to login to the University's [Extranet](#) in order to accept and electronically "sign" the Course Registration Form.

Finally, we would like to remind you that classes for Fall 2023 begin on **Monday, October 2**. For any questions regarding the above procedures, please contact us at 22-394394 (Nicosia) and 25-730975 (Limassol).

For any further information you can visit the University's website [www.frederick.ac.cy](http://www.frederick.ac.cy) and view the announcements posted (latest news).

On behalf of all of us at the Studies and Student Welfare Service we wish you a Productive and Successful New Academic Year!

## REGISTRATION SCHEDULE - NICOSIA

PROGRAM/ FACULTY MEMBERS	LOCATION	DATE / TIME	DETAILS
<b>MECHANICAL ENGINEERING</b>			
Michalis Menicou	Room 113 – Library Building	25/09/2023- 27/09/2023 10:00 – 13:00	Students should register with their Academic Advisor
Yiannis Parpottas	Lab 5– Library Building	18/09/2023- 22/09/2023 10:00 – 13:00	
Varnavas Serghides	Room 205 – New Wing	18/09/2023- 22/09/2023 10:00 – 13:00	
George Karagiorgis	Room 207 – Library Building	18/09/2023- 22/09/2023 10:00 – 13:00	
Christodoulos Christodoulou	Room 208 – Library Building	18/09/2023- 22/09/2023 10:00 – 13:00	
Antonis Lontos	Room 112 – Library Building	19/09/2023- 22/09/2023 10:00 – 13:00	
<b>AUTOMOTIVE ENGINEERING</b>			
Loucas Papadakis	Room 115 – Library Building	18/09/2023- 22/09/2023 10:00 – 13:00	Students should register with their Academic Advisor
Charalambos Chasos	Room 208 – Library Building	18/09/2023- 22/09/2023 10:00 – 13:00	
Soteris Omirou	Room 212 – Library Building	18/09/2023- 22/09/2023 10:00 – 13:00	
Theodoros Leontiou	1 <sup>st</sup> floor – CYTA Building	18/09/2023- 22/09/2023 10:00 – 13:00	
<b>CIVIL ENGINEERING</b>			
Academic Advisors	CYTA Building – 1st floor	19/09/2023- 21/09/2023 09:00 – 13:00	Students should register with their Academic Advisor
<b>ELECTRICAL ENGINEERING, COMPUTER ENGINEERING AND INFORMATICS</b>			
BSc Electrical Engineering – Academic Advisors	CYTA Building – 2nd floor	26/09/2023 & 27/09/2023 09:00 – 14:00	Students should register with their Academic Advisor
BSc Computer Science – Academic Advisors	Library Building	25/09/2023 & 26/09/2023 09:00 – 14:00	
BSc Computer Engineering – Academic Advisors	Library Building	25/09/2023 & 26/09/2023 09:00 – 14:00	
<b>ARCHITECTURE</b>			
Byron Ioannou	Architecture Building	21/09/2023- 22/09/2023 09:30-11:00	Students should register with their Academic Advisor
Savvas Christodoulides		Students should register with Byron Ioannou	
Dimitris Eonomides		21/09/2023- 22/09/2023 09:30-11:00	
Delis Papadopoulos		18/09/2023- 21/09/2023 09:00 – 13:00	
Lora Nikolaou		19/09/2023 - 21/09/2023 09:30-12:00	
Nasso Chrysochou		18/09/2023- 21/09/2023 09.00-13.00	
Gregoris Kalnis		19/09/2023 - 22/09/2023 09.00-13.00	
Nikos Georgiou		18/09/2023- 19/09/2023 09:00- 13:00	
Marios Pelekanos		19/09/2023 - 20/09/2023	

		10:00- 12:00	
<b>VISUAL COMMUNICATION/ INTERIOR DESIGN/ FASHION DESIGN / GRAPHIC DESIGN</b>			
Artemis Eleftheriadou	Main Building 2nd floor	18/09/2023- 20/09/2023 11:00-13:30	Students should register with their Academic Advisor
Nicolas Lambouris	Main Building 2nd floor	Students should register with Artemis Eleftheriadou	
Demetris Kokkinolambos	Main Building 2nd floor	18/09/2023- 22/09/2023 09:00 - 13:00	
Savvas Xinaris	Dimokritou 5, office 2	18/09/2023- 21/09/2023 10:00-13:00	
Panagiotis Michael	Main Building 2nd floor	18/09/2023- 19/09/2023 09:00-13:00	
Panicos Charalambous	Main Building 2nd floor	18/09/2023- 22/09/2023 09:00-13:00	
Hourig Torossian	Fashion Lab	18/09/2023- 22/09/2023 09:00-13:00	
Doris Kailos	Fashion Lab	18/09/2023- 22/09/2023 10:00-13:00	
Eleni Gircalli	Fashion Lab	18/09/2023- 20/09/2023 11:00-13:30	
Constantinos Kounnis	Fashion Lab	18/09/2023- 19/09/2023 09:00-13:00	
Christiana Constantinou	Dimokritou 5	18/09/2023 – 22/09/2023 10:00 – 13:00	
<b>JOURNALISM</b>			
Evie Lambrou	Journalism Office	19/09/2023- 22/09/2023 10:00-13:00	All Students
Christiana Karayianni		18/09/2023- 20/09/2023 10:00-13:00	
Emilios Charalambides		19/09/2023- 21/09/2023 10:00-13:00	
<b>PRE-PRIMARY EDUCATION</b>			
Maria Christodoulidou	Library Building	21/09/2023 10:30 - 13:00	Students should register with their Academic Advisor
Andri Constantinou		19/09/2023 11:15 - 14:30	
Nicoletta Christodoulou		19/09/2023 11:00 - 13:00	
Maria Vasiliadou		19/09/2023 10:30 - 12:30	
<b>NURSING</b>			
Alexandros Argyriades Evanthia Asimakopoulou Yiannis Dimitracopoulos	Dimokritou 25, 2 <sup>nd</sup> Floor	18/09/2023- 23/09/2023 09:00 – 12:00	Students should register with their Academic Advisor
<b>MARITIME STUDIES</b>			
Yiannis Voudouris	Library	19/09/2022 09:00 – 12:30	All Students
<b>PHARMACY</b>			
Charalambos Triantis, Maria Pantelidou, Maria Kalourkoti, Despoina Charalampous Giorgos Papagiouvannis, Panagiotis Theodosios-Nompelos	Dimokritou 25, 2 <sup>nd</sup> Floor	18/09/2023- 22/09/2023 09:00 – 13:00	Students should register with their Academic Advisor



<b>BUSINESS ADMINISTRATION/ ACCOUNTING AND FINANCE</b>			
Nicos Koussis	Library Office	18/09/2023 –20/09/2023– 10:00 – 14:00	Students should register with their academic advisor
Nina Zeniou Gorovaia	<a href="https://frederick.zoo.m.us/j/91232460397">https://frederick.zoo.m.us/j/91232460397</a>	20/09/2023 – 22/09/2023 10:00 – 14:00	
Athanasia (Nasia) Tzortzi	Library Office	21/09/2023 14:00 – 16:00	
<b>LAW</b>			
Vasiliki Karagkouni	CYTA Building Office	18/09/2023 10:00 – 13:00	Students should register with their academic advisor
Constantinos Kouroupis	CYTA Building Office	21/09/2023 11:00 – 14:00	
Demetris Devetzis	CYTA Building Office	20/09/2023 12:00 – 15:00	
		21/09/2023 18:00 – 21:00	

### REGISTRATION SCHEDULE – LIMASSOL

PROGRAM/ FACULTY MEMBERS	LOCATION	DATE / TIME	DETAILS
<b>PSYCHOLOGY</b>			
Loukia Demetriou	Office 132	19/09/2023 - 22/09/2023 09:00 – 12:00	Students should register with their Academic Advisor
Nataly Loizidou Ieridou		18/09/2023 - 22/09/2023 09:00 – 12:00	
Andreas Panayiotou		18/09/2023 - 22/09/2023 09:00 – 12:00	
Fotini Economidou Kranou		18/09/2023 - 22/09/2023 11:00 – 14:00	
Louiza Ioannidou		21/09/2023 10:00-13:00	
<b>SOCIAL WORK</b>			
Koula Erotokritou	Office 132	18/09/2023 - 22/09/2023 09:00 – 12:00	Students should register with their Academic Advisor
Stelios Erodotou		18/09/2023 - 21/09/2023 10:00-13:00	
Stavros Parlalis		21/09/2023 - 22/09/2023 09:00-12:00	
Panagiota Christodoulou		19/09/2023 09:30-12:30	
<b>VISUAL COMMUNICATION/ INTERIOR DESIGN /GRAPHIC DESIGN</b>			
Christos Andreou	Art office Limassol (office 106)	20/09/2023- 22/09/2023 10:00 - 13:00	Students should register with their Academic Advisor
Anna Louise Merry	Art office Limassol (office 106)	20/09/2023 - 22/09/2023 10:00 - 13:00	
<b>PHYSICAL EDUCATION AND SPORTS SCIENCES</b>			
Elena Papacosta	Office 109	20/09/2023	Students should register with their Academic Advisor
Panos Constantinides	Office 110	09:00 – 13:00	
Garyfallos Anagnostou	Office 110		
Anthi Xenofontos	Office 111	21/09/2023	

		09:00 – 11:00 22/09/2023 09:00 – 11:00	
<b>PRIMARY EDUCATION</b>			
Katerina Karatasou	Library Limassol	22/09/2023 10:30 – 12:30	Students should register with their Academic Advisor
Chrysanthi Kadji	Library Limassol	19/09/2023 10:30 – 12:30	
Victoria Pavou	Office 008	19/09/2023 10:30 – 12:30	
Olga Lyra	Office 114	18/09/2023 09:30 – 11:30	
Nikleia Eteocleous	Office 114	19/20/2023 9.30 - 13.00	
<b>PRE-PRIMARY EDUCATION</b>			
Crhysa Nitsiou	Limassol	20/09/2023 10:00-12:30	All Students
<b>MARITIME STUDIES</b>			
Academic Advisors: Angelos Menelaou Sotiris Jeropoulos Maria Avtzaki Emmanouil Nikolaidis Evi Plomaritou Stefani Papastylianou Eleni Tsolaki	Office 124 (preferably by email)	19/09/2022 – 29/09/2023	Students should register with their academic advisor
<b>Business Administration/ Accounting and Finance/ Marketing with Digital Technology</b>			
Nicos Koussis	Department of BA Offices	21/09/2023 - 22/09/2023 10:00 – 15:00	Students should register with their academic advisor
Andreas K. Georgiou	Office 126	18/09/2023 - 22/09/2023 08:30 – 12:00	
Elena Ketteni	Department of BA Offices	19/09/2023 11:00 – 15:00	
Athanasia (Nasia) Tzortzi	Department of BA Offices	22/09/2023 10:30 – 14:30	
Yiannos Loizides	Department of BA Offices	22/09/2023 10:30 – 14:30	
Stavros Georgiades	Office 126	18/09/2023 - 20/09/2023 10:00 – 14:00	
<b>LAW</b>			
Constantinos Kouroupis	Department of LAW - Office	18/09/2023 11:00 – 14:00	Students should register with their academic advisor
Ioannis Giokaris		18/09/2023 - 22/09/2023 9:00 – 17:00	
Demetris Devetzis		18/09/2023 11:00 – 14:00	
		21/09/2023 18:00 – 21:00	
<b>ELECTRICAL ENGINEERING, COMPUTER ENGINEERING AND INFORMATICS</b>			
BSc Electrical Engineering Marios Lestas Photos Vryonides	Limassol Offices	25/09/2023 & 26/09/2023 09:00 – 14:00	Students should register with their Academic Advisor
BSc Computer Science BSc Computer Engineering Stefania Loizidou, Yiorgos Demetriou Christos Markides, Achilleas Achilleos		27/09/2023 & 29/09/2023 09:00 – 14:00	