

To request a passive semester via modulo, please

- [log into modulo with your neptun/etr login data](#),
- click 'Submission',
- look for and click on the 'Interfaculty forms' row,
- click on 'Request for a passive status',
- hover over the 'Fill in' tile on the top,
- click 'Fill in language English',
- click below the 'Study program' field and select your major 'OSZKAOR-eng (. . .)'
- put "I request that my student status be passive in the semester above" in the box below 'Justification, explanation in sentences',
- click 'Submit' at the bottom right corner.

*Note that, as with every modulo form, if you start filling it in without submitting it, then your request will be moved to the 'Draft' folder on the front page.*

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Please read the information below detailing the relevant regulations.

[Act CCIV of 2011 on National Higher Education](#) 45. §

(1) The student's status shall be interrupted if the student declares that he or she does not intend to fulfil student obligations, or fails to register for the upcoming semester. The total combined duration of the period over which students may interrupt their studies may not exceed two semesters. Students may interrupt their status several times in accordance with specifications stipulated in the academic and examination regulations.

(2) Pursuant to the request of the student, the institution may authorise the interruption of the student status

a) for a combined period exceeding the duration set out in paragraph (1), or

b) if relevant provisions have not been defined in this regard in the institution's regulations on condition that the student is unable to fulfil obligations ensuing from his or her student status for reasons beyond his or her control, such as child-birth, accident, illness, or other unforeseen reason.

(3) The student's status shall be interrupted if the student has been barred from continuing his or her studies due to a disciplinary penalty being imposed against him or her.

[Academic and Examination Regulations of the University of Szeged](#)

6.3. The student may opt for a passive semester after having begun an active one. Taking the semester off — as passive — is to be announced to the academic office through Modulo.

The number of passive semesters used cannot exceed the length of the programme — it may be six semesters at the most in single-cycle programmes.

6.4. The student may request to be permitted to take a passive semester in his or her very first semester provided that there is an exceptional reason involved as a cause of his or her request. Such requests may be submitted by the end of the course registration period and may be permitted by the academic board of the faculty.

6.6. If the student is forced to interrupt his or her studies due to child-birth, accident, illness or other unforeseen circumstances — reasons beyond his or her control, he or she may request the interruption of the studies by the beginning of the given examination period. In such cases, the decision must include the possibility of subsequently acknowledging the completed semester or its deletion.

6.7. By means of a unilateral declaration, the university terminates the student status of students who have not registered for the upcoming semester three times in succession (by the end of the course registration period of the third semester). By the end of the course registration period of the third semester, specifying a deadline, the university must call on the student in writing to utilize the active semester in a way that the consequences are made clear and that a reply on the student's part is possible. The student must then be sent a formal decision on the termination of the student status with the relevant documents included. The student is notified via the ETR system; furthermore, a written letter containing the notification is either mailed — requiring proof of delivery confirmation — or given to the student in person.

#### [Faculty Academic Regulations of the Faculty of Medicine](#)

6.6.: A maximum of four semesters may be permitted to be taken off as passive consecutively upon the request of the student.

Requests for a passive semester at the beginning of the student's studies (the very first semester) must be backed up by attaching supporting documentation to the request. For more than one attachment, use the [+] button. The submission deadline is the last day of the course registration period. Decisions on requests are made by the academic board of the faculty and carried out by the academic office.

It is sufficient to only submit the form without justifying it concerning requests for passive semesters other than the very first semester. The submission deadline is the last day of the course registration period. Subsequent to the submission of the request, the academic office sets the student's semester to "passive".

Requests for a passive semester due to extraordinary reasons must always be justified and supported by documentation. For more than one attachment, use the [+] button. The submission deadline is the last day of the course registration period. Decisions on requests are made by the academic board of the faculty and carried out by the academic office.

The academic office will decline incomplete requests and requests with inadequate attachments. In such cases, students can submit further complete requests (with adequate attachments).

Students can follow the status of their request by checking it later on modulo.