



## Essential information regarding the 1st semester of the academic year 2022/2023

### Important dates:

**Neptun ranked course registration:** from August 22 to August 27, 2022

**Neptun regular course registration period for medical students:** August 31, 2022 at 20:00 – September 18, 2022 at 23:59

*(For medical students there is no difference between the two course registration periods mentioned above.)*

Neptun regular course registration is subject to change. Please keep checking [this page](#).

**Neptun exam registration period** for medical students: from November 30, 2022 at 21:00

### Deadlines:

**Tuition fee has to be credited in full by** September 19, 2022  
*NOTE that this is the ARRIVAL deadline, and not a payment deadline. You have to pay well in advance (i.e., preferably weeks) if you wish to be certain that your fees arrive in time.*

**Original copy of the summer practice evaluation sheets are due by** September 9, 2022  
**Second year students** are recommended to submit their nursing practice evaluation sheets via e-mail **as soon as they receive it** as they will not be able to register for third year compulsory subjects until they do so.

**Theses** (6<sup>th</sup> year med. students) are due by January 20, 2023

**Thesis topics** (4<sup>th</sup> year med. students) are due by April 28, 2023

**Credit transfer requests** (1<sup>st</sup> year medical students **only**) are due by September 9, 2022 midday

### Tuition fee:

Students are required to pay their tuition fees according to the academic year in which they have started their first year studies at the University of Szeged. To find out more, please refer to [the tuition fees section](#) of our website and the [regulations on the reduction of tuition fees at the Albert Szent-Györgyi Medical School](#).

Make sure that the exact amount of your tuition fee is credited to the University's account. **When transferring your tuition fee, please keep in mind that the bank commission charges have to be paid by the student. In the remarks/comments/notes section please put your legal name, ETR/NEPTUN code, name of the program (medicine), your year (first, second etc) and the semester (2022/2023-1).**

Payments can be made via wire transfer to the following bank accounts:

### USD account (for students who enrolled in 2019/2020 or earlier):

University of Szeged  
IBAN: HU94-10004012-10008016-00220332  
Bank name: Hungarian State Treasury  
(correspondent: Hungarian National Bank, SWIFT code: MANEHUHB)  
Bank address: H-1054 Budapest, Hold u. 4.  
Swift code: HUSTHUHB

### Academic periods:

#### **1st semester: Begins in person (offline)**

**Education period:** September 5, 2022 – December 10, 2022

**Examination period:** December 12 – December 23, 2022 and January 2 – January 28, 2023

**Repeat examination period:** January 30 – February 4, 2023

**Winter break:** December 24, 2022 – January 1, 2023

(The university is closed: There are no examinations.)

**National holidays:** October 23, October 31, November 1 (There are no classes.)

#### **2nd semester**

**Education period:** February 6 – May 13, 2023

**Examination period:** May 15 – June 24, 2023

**Repeat examination period:** June 26 – July 1, 2023

**Spring break:** April 6 – April 11, 2023

**Holidays:** March 15, May 1, May 29

#### **NEPTUN course registration:**

Make sure to sign up for all your courses:

- lectures and practices / seminars
- examination courses if you are eligible
- physical education (2 semesters required)

For course registration use [the recommended study plans](#).

**Please note that it is both your right and obligation to sign up for every compulsory course before the course registration period ends.**

As per the current Academic and Examination Regulations of the University of Szeged, altering your course registration (adding or dropping courses) after the Neptun course registration period ends is only possible until **September 23, 2022** by submitting the [late course de/registration request form](#). After this deadline, late course registration or deregistration is only possible by using one of your three exceptional permissions made available by the Dean.

**Cash payment is not possible.**

**If the student's academic progress does not follow the suggested study plan, the tuition fee is calculated according to the table below:**

Fee of attending <u>three or more</u> compulsory subjects	100% of one semester's tuition fee*
Fee of attending <u>one or two</u> compulsory subjects	max. 50% reduction of one semester's tuition fee can be requested by filling in <a href="#">the course registration plan</a> *
Fee of attending solely compulsory elective/elective/criteria subject(s)	max. 50% reduction of one semester's tuition fee can be requested by filling in <a href="#">the course registration plan</a>
Fee of taking (one or two) examination courses exclusively (if you are eligible).	max. 50% reduction of one semester's tuition fee can be requested by filling in <a href="#">the course registration plan</a>

\*Examination course fee/compulsory elective/elective/criteria subjects included.

**Obtain an active student status:** You are required to obtain an active student status each semester. Once you complete all the registration requirements, your status will switch to active on Neptun.

**Requirements of obtaining an active student status:**

- **Your tuition fees have to arrive** to the University's bank account by September 19, 2022. Please make sure that your fees are paid well in advance so that they arrive by the deadline.
- You need to be **registered for a subject** worth at least one credit point on Neptun.

**UNLESS YOU OBTAIN AN ACTIVE STUDENT STATUS BY OCTOBER 7, 2022, YOUR STUDENT STATUS WILL SWITCH TO PASSIVE AND YOUR COURSES WILL BE REMOVED FROM NEPTUN. Furthermore, you are not eligible to receive certificates or academic transcripts until your student status is active.**

**Attendance of classes:** If the absence does not exceed 15% of the total number of classes, students are not required to provide a certificate justifying the absence. If the absence falls between 15% and 25% of the total number of classes, students may only make up for the missed classes if they provide a certificate. The departments have the right to refuse the acceptance of a semester if the student missed more than 25% of the practices and did not make up for the absences.

**Obligation to report changes to the Secretariat:** If there is a change in your personal data (address, e-mail address, telephone number etc.) you are required to notify the Secretariat and correct the data on [NEPTUN](#) yourself (under My data/Contact information). If you have to leave Szeged for a longer period of time during the lecture period due to reasons beyond your control (hospitalization, extraordinary family issues), you need to put in a formal request ([use the request form template](#)) via e-mail sent to your academic officer.

## ATTENTION!

**Under the present Higher Education Act, students who started their studies in the academic year 2012/2013 or later can repeat an examination in a subject 5 times during the whole course of studies. That is, you have 6 examination chances altogether in any given subject.**

► The University of Szeged has abolished the three course registration limit per subject. Currently, students can decide to take a non-completed subject as a regular course or as an examination course. Taking a subject as an examination course is still limited in that 1) it can only be taken if the student had previously failed an examination in the subject in question at least one time, 2) not all subjects are offered as examination courses by the departments in every semester, and 3) no more than two examination courses can be taken in any given semester.

If you need to repeat at least one—or more—course(s), you are required to fill in [the course registration plan](#). Please read the declaration at the bottom of the plan and note that the list of courses you put on the course registration plan has to be identical to the courses you register for on NEPTUN. If you make any changes to your NEPTUN course registration, you are obligated to fill in or correct your course registration plan. You are required to sign up for your courses on NEPTUN yourself at all times, and therefore nothing you put on the course registration will be registered for you. Please note also that it is your responsibility to check for subject preconditions when you register for subjects on NEPTUN.

You can refer to **academic regulations** [here](#).

### **E-library:**

This is to remind you that the medical e-library "ClinicalKey" is accessible across the University network: <https://www.clinicalkey.com>