



Essential information regarding the 1st semester of the academic year 2023/2024

Important dates:

Neptun regular course registration period for medical students:

September 06, 2023 at 20:00 – September 24, 2023 at 23:59

Ranked course registration (for certain elective courses): from August 28 to September 02, 2023.

For more information read: <https://neptun.szte.hu/hallgato/login.aspx>

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

Neptun exam registration period for medical students:
from **December 06, 2023 at 21:00**

Deadlines:

Tuition fee has to be credited in full by **September 25, 2023**
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 5, 2023**
Second and third year students must also upload their Nursing/Internal Medicine practice evaluation sheets to Coospace **as soon as they receive it** as they will not be able to register for third/fourth year compulsory subjects until they do so.

Credit transfer requests (students who begin their **first year** studies in the 2023/2024 academic year **ONLY**) are due by **September 15, 2023**
Friday

Thesis (6th year med. students) is due by **January 26, 2024**

Thesis topics (4th year med. students) are due by **April 26, 2024**

Academic periods:

1st semester:

Education period: September 11, 2023 – December 16, 2023

Examination period: December 18, 2023 – February 03, 2024

Repeat examination period: February 05– February 10, 2024

Winter break: December 25, 2023 – January 1, 2024

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

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

2nd semester

Education period: February 12 – May 18, 2024

Examination period: May 21 – June 29, 2024

Repeat examination period: July 1 – July 6, 2024

Spring break: March 28 – April 02, 2024

Holidays: March 15, May 1, May 20

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)
- summer practice courses

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 **October 20, 2023** 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.

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 (2023/2024-1).**

Payments can be made via wire transfer only 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

EUR account (for students who enrolled in 2020/2021 or later):

University of Szeged
IBAN: HU79-10004885-10002010-00120335
Bank name: Hungarian State Treasury
(correspondent: Hungarian National Bank, SWIFT code: MANEHUHB)
Bank address: H-1054 Budapest, Hold u. 4.
Swift code: HUSTHUHB

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 the course registration plan *
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 the course registration plan
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 the course registration plan

Students pay by subjects and not by subject elements. (Example: The subject 'Anatomy, Histology and Embryology III.' is made up of three subject elements (Anatomy, Histology and Embryology III. lecture; Dissection practice III.; Histology practice II.), but is one single subject.)

*Examination course (if you are eligible) / compulsory elective / elective / former criteria subjects included

Former criteria subjects: Hungarian language, Latin language, physical education, summer practices = **Hungarian language courses, Latin language courses, physical education courses, summer practice courses do not increase your fees

To ask for a reduction, students are required to fill in [the course registration plan](#) in every single case. Students not asking for a reduction via the course registration plan are to pay the full amount of their fees.

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 25, 2023**. 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 13, 2023 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 general request addressed to the School's management template](#)) via e-mail sent to your academic officer.

Section 14.3 of the Academic and Examination Regulations of the University of Szeged states that „The total number of retake and repeated retake examinations in the same subject [...] must not exceed 5”. That is, you have 6 examination chances altogether in any given subject.

Should you exhaust the 6 examination chances your student status will be terminated at the Albert Szent-Györgyi Medical School of the University of Szeged.

► 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 and send [the course registration plan](#) to your [academic officer](#) via e-mail the moment the examination period is over/you are no longer taking any more examinations. 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 a new one or correct your existing 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](#).