

INFORMATION ABOUT CREDIT TRANSFER

1. In the credit system, students can apply for credit transfer in certain courses.
2. Credit transfer can be granted if the thematic concordance between the substituted subject and the completed subject is at least 75%.
3. Requests for credit transfer along with the **electronic/scanned copies** of all mandatory attachments have to be sent via e-mail to credit.fs@med.u-szeged.hu. Documents sent to any other e-mail address are not considered official submissions and will therefore not be taken into consideration during the credit transfer procedure. Students are required **to retain the hard (paper-based) copies** of the documents they submit until the end of their studies in case the Credit Transfer Committee requests to inspect them. **Students have to attend classes until the Credit Transfer Committee reaches its final decision.**
4. The Foreign Students' Secretariat will forward the requests to the Departments, and they will make their recommendation to the Credit Transfer Committee.
5. The Credit Transfer Committee will make the final decision.
6. Appeals to the decision of the Credit Transfer Committee can be put in within 15 days from the day it announces its decision. **Appeals can be put in** via e-mail to credit.fs@med.u-szeged.hu **exclusively by submitting documents other than those originally submitted during the student's initial credit transfer request procedure**. Submissions that are not accompanied by new documents will be automatically rejected. Appeals along with **new supporting documents** submitted to any other e-mail address are not considered official submissions and will therefore not be taken into consideration during the appeal procedure.
7. Withdrawals can be submitted within 15 days from the day the Credit Transfer Committee announces its decision.
8. On the basis of the request, credit is granted according to the curriculum of the Albert Szent-Györgyi Medical School, but the grade previously obtained cannot be improved.
9. Credit transfers will be registered on NEPTUN by the Foreign Students' Secretariat.
10. The grade previously obtained is converted into the grading system the University of Szeged employs.
11. Incomplete requests will not be accepted by the Credit Transfer Committee.
12. Having been granted permission for credit transfer regarding one or more courses does not imply a reduction of tuition fees.

Head of the Credit Transfer Committee

INFORMATION ABOUT EXEMPTION

1. In the credit system, students can apply for exemption in a 0 credit course.
2. Exemption can be granted if the thematic concordance between the substituted subject and the completed subject is at least 75%.
3. Requests for exemption along with the **electronic/scanned copies** of all mandatory attachments have to be sent via e-mail to credit.fs@med.u-szeged.hu. Documents sent to any other e-mail address are not considered official submissions and will therefore not be taken into consideration during the exemption procedure. Students are required **to retain the hard (paper-based) copies** of the documents they submit until the end of their studies in case the Credit Transfer Committee requests to inspect them. **Students have to attend classes until the Credit Transfer Committee reaches its final decision.**
4. The Foreign Students' Secretariat will forward the requests to the Departments, and they will make their recommendation to the Academic Board.
5. The Academic Board will make the final decision.
6. Appeals to the decision of the Academic Board can be put in within 15 days from the day it announces its decision. **Appeals can be put in** via e-mail to credit.fs@med.u-szeged.hu **exclusively by submitting documents other than those originally submitted during the student's initial exemption request procedure**. Submissions that are not accompanied by new documents will be automatically rejected. Appeals along with **new supporting documents** submitted to any other e-mail address are not considered official submissions and will therefore not be taken into consideration during the appeal procedure.
7. Withdrawals can be submitted within 15 days from the day the Academic Board announces its decision.
8. On the basis of the request, exemption is granted according to the curriculum of the Albert Szent-Györgyi Medical School, but the grade previously obtained cannot be improved.
9. Exemptions will be registered on NEPTUN by the Foreign Students' Secretariat.
10. The grade previously obtained is converted into the grading system the University of Szeged employs.
11. Incomplete requests will not be accepted by the Academic Board.
12. Having been granted permission for exemption regarding one or more courses does not imply a reduction of tuition fees.

Head of the Credit Transfer Committee