



# INTERNSHIP YEAR medicine | 2023-2024



University of Szeged

Albert Szent-Györgyi Medical School | English Language Program

# 1

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### Foreign Students' Secretariat

12 Dóm tér, Szeged, H-6720, Hungary

Phone: +3662 545030

Email: [med6.fs@med.u-szeged.hu](mailto:med6.fs@med.u-szeged.hu)

Website: <http://www.med.u-szeged.hu/kulfoldi-hallgatok/final-year/final-year>

# 2

## General Information

In order to register for the 6<sup>th</sup> year and to be able to start your internship year you are required to submit or present the following documents after finishing the fifth year examinations:

- the registration form including the schedule of the time and place of your planned internships for the 1<sup>st</sup> semester of the 6<sup>th</sup> year (July 3, 2023 to February 10, 2024), also indicating whether you would like to take the exam in the given subject during the first semester (*the registration form will be sent to you in June by email*)
- copy of your **valid residence permit/registration card** (scanned copy sent by email is acceptable)

Please pay your immediate attention to your obligation of holding a **valid medical fitness certificate** issued by the occupational doctor of the university, because without that you might not be able to start your practice at the clinics of the University of Szeged. In case they have expired, **you** must contact the occupational doctor (Dr. Andrea Kiss, +3662 455052, [workhealth2.model@med.u-szeged.hu](mailto:workhealth2.model@med.u-szeged.hu)) to have it renewed.

It is also advisable to hold a **valid accident and liability insurance**. You are covered when doing a practice at the clinics of the university and at other Hungarian hospitals, however, no liability insurance is provided by the university for practices outside Hungary.

Acceptance letters which you have already collected must be submitted at the time of registration for the 6<sup>th</sup> year. The templates of the acceptance letters are available at the following website: <http://www.med.u-szeged.hu/kulfoldi-hallgatok/final-year/final-year> The deadline of submitting them is the Monday before the beginning of the practice concerned. (Acceptance letters can be submitted via e-mail in case you are not in Szeged to submit the original document, however, the original acceptance letter(s) must be submitted when you are back to Szeged.) In case of spending a practice at the departments of the University of Szeged which is organized by the Foreign Students' Secretariat (i.e. you are registered for them in the rotation schedule), no acceptance letter is necessary to be submitted. If you organize a practice yourself at a clinic of our university, you must obtain a letter of acceptance from the clinic and submit it at the Secretariat before starting the practice.

### 1. Internships

When organizing your internships outside Szeged please contact **teaching/university hospitals** (clinics and hospitals affiliated with medical schools/universities that train medical students or hospitals that have a licence to accommodate medical students for practices). You can see the names of some hospitals abroad on *page 7* where many of our students go to to complete their practices.

If you are thinking of doing some practices at a Hungarian hospital outside Szeged on the following website you can find the list of the Hungarian accredited hospitals (although the website is in Hungarian it is not very difficult to use):

<https://reny.hu>

When you open the page, you can find the hospital the following way: Szakképzés/Akkreditált képzőhelyek/Szakképzőhelyek, then in the column "Jogszabály" please change 28/2022 to 22/2012. The list of hospitals will appear then. If you write the name of the city where you would like to do your practice in "Település" and/or choose the subject in "Szakirány", the list of hospitals which accept medical students for their practices will appear. By clicking on the icon in the 3rd column (which looks

like a printer) the contact details of the hospital will be revealed. Please note that the site might sometimes not work properly on your mobile. If that happens please check the site on your laptop.

When contacting hospitals outside Szeged please do that via email instead of going there in person as the heads of department and doctors are normally very busy looking after the patients and might not be able to talk to you when you go there.

### 1.1. Internships spent at the clinics of the University of Szeged

Practices at the clinics of the University are scheduled through the Foreign Students' Secretariat, but in case you would like to do your practice during a period which is not offered in the rotation schedule, you may contact the department concerned and ask if they can accept you for the requested period. If the whole practice is spent in Szeged, the final examination in the subject can be completed during the **last week of the practice** taking into account the examination schedule of the department concerned.

### 1.2. Internships spent outside the University of Szeged

In case you would like to complete your practices in hospitals outside the University of Szeged, a letter of acceptance from the hospital(s) must be submitted at the Secretariat before starting the practice.

After a practice outside the University of Szeged, the final examination can be taken only after the accomplishment of the complete practice.

Practices can be split, but the final examination can only be taken when the whole practice (all the necessary weeks/hours of the practice) has been completed.

Officially students work 6 hours/day, 5 days/week. A practice week always starts on a Monday and finishes on a Friday. At some hospitals the compulsory number of the practice hours can be completed in a shorter period of time. For example, by working 8 hours/day, 5 days/week a 4-week (120-hour) psychiatry practice can be completed in 3 weeks instead of 4. When filling in the evaluation sheet about the practice the actual (i.e. shorter) period must be written and in the line „Number of hours completed” the total number of hours must be written.

A practice period can be shortened by working more than 6 hours per day only with the permission of your practice supervisor. The compulsory number of practice hours must be completed even when the practice period is shortened. Please note that a student is not allowed to do more than 8 hours of practice daily.

## 2. Evaluation forms

The accomplishment of a practice can be proved with:

- an **original** filled in evaluation sheet (the forms are available at the following website: <http://www.med.u-szeged.hu/kulfoldi-hallgatok/final-year/final-year>). **Please make sure that the completion of all tasks are certified (i.e. signed and stamped) in the forms.**
- **in case no English-language stamp (or no stamp at all) is at the disposal of the hospital, individual letters composed by the clinic/hospital on their own letterhead must be submitted in addition to your evaluation form.**
- **if you split your practice, separate evaluation sheets must be filled out about the two (or more) parts of the practice**

The evaluation form **WILL NOT BE** accepted in the following cases:

- if it is not the original document but a photocopy or a scanned version sent by email
- if an overlapping exists with another practice
- if any information is missing from the form
- if the period of the practice is not given correctly
- if the completion of the tasks are not certified by the signature and the stamp of your supervisor.

### **3. Examinations**

After completing a practice you have to sit for the final examination. If a practice is spent in Szeged, the final examination in the subject can be completed in the last week of the practice taking into account the examination schedule of the department concerned. **However, in case of spending your practice abroad, there is no possibility to take the examination during the last week of the practice period.**

Examinations can only be taken on the days scheduled by the respective department. Exam registration is conducted through the Neptun system. **The precondition of taking the examinations is having submitted the original practice evaluation sheet at the Foreign Students' Secretariat 1 day before the examination date at the latest.** In case the exam is scheduled for a Monday, the evaluation sheet must be submitted on the Friday before the day of the exam, at the latest. Those who fail to submit the practice evaluation sheet before the deadline described above will not be allowed to take the exam on that day.

Students are encouraged to submit the evaluation sheet immediately after the end of the practice to prevent cases of losing the document or forgetting to submit it in time to become eligible to take the examination.

Students are also recommended to keep a scanned copy of the evaluation sheets before they are submitted in case they need them when applying for jobs/trainings/exams abroad after graduation.

The examinations are taken in person at the university clinics. Due to the COVID pandemia, in the academic years 2020/2021 and 2021/2022 students staying abroad could request the possibility to take their exams online but it is not possible any more. Examinations must be taken in person.

In case of an unsuccessful examination, the earliest the retake examination may take place is the third calendar day following the unsuccessful examination. No extra weeks of practice must be completed before the retake examination.



## Some teaching hospitals abroad

### ISRAEL

**E. Wolfson Medical Center**

**Hillel-Yaffe Medical Center** (Hadera)

**Hadassah Ein Karem Medical Center** (Jerusalem)

**Shaare Zedek Medical Center** (Jerusalem)

**Sheba Medical Center** (Tel-Hashomer)

**Shamir Medical Center /Assaf Harofeh/** (Beer Yaakov)

### KOREA

**Ilsan Paik Hospital** (Seoul)

**Yonsei University Hospital** (Seoul)

### JAPAN

**Dokkyo Medical University Hospital** (Mibu-machi, Tochigi)

**Juntendo University Hospital** (Tokyo)

**National Center for Global Health and Medicine** (Tokyo)

### GERMANY

[Liste der akademischen Lehrkrankenhäuser in Deutschland – Wikipedia](#)

[Akademische Lehrkrankenhäuser in Deutschland \(ethimedis.de\)](http://ethimedis.de)





# 4

## Calendar

- Beginning of the sixth year: July 3, 2023  
The precondition of enrollment to the sixth year is the successful completion of the fifth year study requirements (and thus the clinical module) and having all your 5th year marks recorded on Neptun. You must submit a schedule of your planned sixth year practices for the 1st semester of your internship year before starting your 6th year. *No 6th year practice can be started before the above date in or outside Szeged.*
  
- Deadline of thesis submission: January 26, 2024  
Extension (maximum of two weeks) is only possible with the permission of the Dean (you will receive detailed information about this in due course)
  
- Period of thesis defence: March 11 to April 5, 2024
  
- Deadline of defending the thesis and completing all the sixth year practices and examinations: two weeks prior to the first part of the State Board Examination (i.e. May 14, August 8 and November 5 respectively)
  
- State Board Examinations:
 

1st period:	written exam: May 28, 2024 practical and oral exams: between May 29 and June 4, 2024
2nd period:	written exam: August 22, 2024 practical and oral exams: between August 23 and 29, 2024
3rd period:	written exam: November 19, 2024 practical and oral exams: between November 20 and 26, 2024
  
- Graduation ceremonies:
 

June 27, 2024
September 6, 2024
December 6, 2024



## Length of practices

Subjects	Practice	Credits	Form of examination
<b>Internal Medicine</b> <i>Incl. 1 week of General Practice*</i>	9 weeks (270 hrs)	10	Comprehensive Examination
<b>Oncological Module in Internal Medicine</b>	1 week (30 hrs)	0	Signature
<b>Surgery**</b>	6 weeks (180 hrs)	9	Comprehensive Examination
<b>Oncological Module in Surgery</b>	1 week (30 hrs)	0	Signature
<b>Traumatology</b>	1 week (30 hrs)	0	Signature
<b>Emergency Medicine</b>	1 week (30 hrs)	0	Signature
<b>Paediatrics</b> <i>Incl. 1 week of District Paediatric Consultation</i>	8 weeks (240 hrs)	8	Comprehensive Examination
<b>Obstetrics and Gynaecology</b>	4 weeks (120 hrs)	5	Comprehensive Examination
<b>Oncological Module in Obstetrics and Gynecology</b>	1 week (30 hrs)	0	Signature
<b>Neurology</b>	4 weeks (120 hrs)	4	Comprehensive Examination
<b>Psychiatry</b>	4 weeks (120 hrs)	4	Comprehensive Examination
<b>Total</b>	40 weeks		
<b>Total credits obtained for the exams</b>		40	

(6 hours/day, 5 days/week, 30 hours/week)

\*In some countries (e.g. UK, Germany) GPs accept students for their 1-week GP practice. In case you would like to do your GP practice separately from the rest of your internal medicine practice, please ask the GP to sign the acceptance letter for you just like in case of any other practice. On our website you can find an evaluation sheet template for GP practices, please have that filled in upon completion of the practice.

\*\* Five weeks out of the compulsory 6 weeks of the surgery practice (at least 150 hours) must be completed in the field of general surgery. One week of the practice may be completed in a different field of surgery e.g. pediatric surgery, neurosurgery, plastic surgery etc.

***WHEN YOU HAVE COMPLETED A PRACTICE PLEASE SUBMIT THE ORIGINAL EVALUATION SHEET AT OUR OFFICE AS SOON AS POSSIBLE TO AVOID PROBLEMS OF NOT BEING ABLE TO SUBMIT THE SHEET IN TIME BEFORE THE EXAM OR EVEN LOSING IT.***

# 6

## Educational Advisors

### Department of Internal Medicine

Dr. András Rosztóczy (gastroenterology, endocrinology, nephrology), Dr. Andrea Vass (cardiology) and Dr. Tímea Gurbity Pálfi (hematology)

### Department of Surgery

Prof. Dr. András Petri (office.surg@med.u-szeged.hu)

### Department of Emergency Medicine

Dr. Krisztina Kabai ( office.sbo@med.u-szeged.hu)

### Department of Traumatology

Dr. Petra Hartmann (office.trauma@med.u-szeged.hu)

### Department of Neurology

Dr. János Tajti (office.neur@med.u-szeged.hu)

### Department of Psychiatry

Dr. Bence András Lázár (office.psych@med.u-szeged.hu)

### Department of Obstetrics and Gynaecology

Dr. Norbert Pásztor (office.obgyn@med.u-szeged.hu)

### Department of Paediatrics

Dr. Judit Mari (office.pedia@med.u-szeged.hu)

# 7

## Thesis

At the following website you can read about the thesis regulations and requirements at the Albert Szent-Györgyi Medical School:

<http://www.med.u-szeged.hu/download.php?docID=122876>



## State Board Examination

- It is a form of examination that concludes the student's higher education. For those students who have attended training at the Albert Szent-Györgyi Medical School of the University of Szeged, the State Board Examination demands demonstration by the student that the knowledge and skills and their application, are appropriate to the levels required by the medical profession.
- In all branches of study the final examination is separated from the thesis defence and is taken in those subjects (topics) determined in the Curriculum.
- It consists of three components: written, oral and practical exam. The thesis defence, although it usually happens in March or April, is also part of the state board exam thus its mark is calculated in the result of the state board examination.
- Permission for a student to take the examination is granted on condition that the student has passed all examinations required by the Curriculum, completed all study requirements and was awarded the Graduation Certificate (Abszolutórium).
- State Board Examination should be taken within two years following award of the Graduation Certificate (i.e. following the completion of all the study and examination requirements of the university)

### State Board Examination test

You can prepare for the written exam by visiting the following website where you can find the preparatory material and requirements of the exam:

<http://finalexam.eu>

After registration, you can access the tests and mock exams. The written exam of the state board examination will be compiled using the questions of the tests on the above website.

### State Board Examination Board

- The oral and practical parts of the State Board Examination is to be taken in the presence of a board comprising an uneven number of members. Following the recommendation of the Faculty Board, the chairman and the members of the board of examiners are appointed by the Dean to serve for a period of one year.
- The board shall be comprised of teachers, readers, senior professors, senior readers, and guest lecturers of the University of Szeged. It shall also have at least one independent specialist member who is not employed by the university.
- The candidate's performance is marked with a 1-5 grade. In the event of a deadlock that cannot be resolved by voting, the chairman's decision shall be final.
- A record sheet of the examination will be kept. The chairman of the final examination board will report directly to the Dean on the examination.

**Results of State Board Examination**

- The final result of the state board examination will be calculated on equal basis of marks obtained from the written test, the patient examination, the oral exam and the thesis defence.
- A State Board Examination will be failed where one or more of the examination components has been failed. When a final examination is repeated it will only be those failed components that are re-examined.
- Repeat examinations may only be taken during the next scheduled State Board Examination period.
- Where a candidate is unable to take a final examination within two years following the award of the graduation certificate, the Rector, on recommendation by the Dean, may grant permission for the final examination to be taken on one occasion.

# 9

## Diploma

- At the conclusion of the State Board Examination, the candidate will be awarded a Doctor of Medicine degree at the Albert Szent-Györgyi Medical School. The degree certificate will be signed by the Dean.
- You can read about how the result of the diploma is calculated on the following link:  
<http://www.med.u-szeged.hu/kulfoldi-hallgatok/final-year/diploma-average-faculty>
- Doctor of Medicine diplomas are rated as follows:
  - "*Summa cum laude*" (4.51 - 5.00)
  - "*Cum laude*" (3.51 - 4.50)
  - "*Rite*" (2.00 - 3.50)
- The degree certificate (diploma) is issued in Hungarian and English languages. The decorated diploma (only for decoration purposes) is issued in Hungarian and Latin languages.



# 10

## Fees

### 1. Practices:

The tuition fee is counted on the basis of the academic year when the student started their studies at the Albert Szent-Györgyi Medical School of the University of Szeged.

Paying the obligatory tuition fee in the first semester of the 6<sup>th</sup> year entitles students to complete half of the practices (20 weeks/600 hours) at the University of Szeged without additional costs.

Should the student accomplish more than 20 weeks/600 hours at the University of Szeged during the whole 6<sup>th</sup> year (i.e. during the 1<sup>st</sup> and 2<sup>nd</sup> semesters), a fee will be calculated on pro rata basis in the second semester, when the student has submitted all the evaluation sheets about the practices (usually in April or May).

**The tuition fee for the 1<sup>st</sup> semester of the 6th year must be paid before taking the first examination or – in case you do not take any examinations before September 30 - by September 30, 2023 at the latest. Please note that the tuition fee must be credited to the university's account by the above deadlines.**

Please note that only those students are eligible to sit for the State Board Examination who do not have any outstanding debts toward the university. The deadline to pay for any debts are **5 working days** before the first part of the State Board Examination.

### 2. Procedural fees

Diploma, diploma case, tassel, rent of the gown, hat* (for all graduating students)	5000 HUF
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\* subject to change

The procedural fees must be paid via Neptun shortly before the state board examination.

Bank transfers in **USD** have to be made to the following bank account:

**University of Szeged**  
**IBAN: HU94-1000-4012-1000-8016-0022-0332**  
**Bank name: Hungarian State Treasury**  
**(correspondent: Hungarian National Bank, SWIFT code: MANEHUHB)**  
**Bank address: H-1054 Budapest, Hold u. 4.**  
**Swift code: HUSTHUHB**

Bank transfers in **EUR** have to be made to the following bank account:

**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**

There is no possibility to pay in cash.

*When transferring your tuition fee please take into consideration the fact that your bank and intermediary bank(s) charge you commission for the transactions, which must be borne by the ordering party (i.e. by you).*

# 11

## Topics for the comprehensive examinations

The departments announce the topic lists for the comprehensive examinations on Coospace.

# THESIS

NAME OF THE STUDENT  
YEAR

## **TITLE OF THE THESIS**

Author: XY

Supervisor: Dr. XXX

Title: (e.g. associate professor)

University of Szeged

Albert Szent-Györgyi Medical School

Department of XXX

Year

## DECLARATION

I ....., student of the Albert Szent-Györgyi Medical School of the University of Szeged, aware of my responsibility of the penal law, declare and certify with my signature that my thesis entitled

.....  
.....  
.....

is entirely the result of **my own work**. I have faithfully and accurately cited all my sources, including books, journals, handouts and unpublished manuscripts, as well as any other media, such as the Internet, letters or significant personal communication.

I understand that

- literal citing without using quotation marks and marking the references
- citing the contents of a work without marking the references
- using the thoughts of somebody else whose work was published, as of our own thoughts

are counted as plagiarism.

I declare that I understood the concept of plagiarism and I acknowledge that my thesis will be rejected in case of plagiarism.

Szeged, .....year .....month.....day

.....  
Signature of thesis writer



**Albert Szent-Györgyi Medical School**  
**Thesis registration and consultation form**

*The deadline of the 4<sup>th</sup> year thesis topic submission as well as the deadline of submitting your complete thesis during 6<sup>th</sup> year is published in the relevant Info Sheet.*

**Phase 1: Registration of the thesis topic**

To be filled in the second semester of the fourth year. The form has to be submitted at the Foreign Students' Secretariat.

Name of the student, Neptun code: .....

Mailing address: .....

Thesis topic: .....

*Signature of the Head of the Department, if the topic chosen is different from those published by the department*

*Signature:* ..... *and*

*stamp:* .....

Department: .....

Name of the supervisor: ..... Academic title: .....

Is an ethical approval needed for the thesis topic? Yes ☐ No ☐ If yes, the number of the ethical approval:

Compulsory bibliography: .....

Compulsory research work: .....

Signature of the supervisor: ..... *Stamp*

Date:

### Phase 2: Consultations

From 5<sup>th</sup> year on, this form can be collected at the Foreign Students' Secretariat in order to get the completed consultations certified by your supervisor.

**Date of first consultation:** .....

Opinion and suggestion of the supervisor: .....

.....

.....

Signature of the supervisor: ..... *Stamp*      Signature of the student:.....

**Date of second consultation:** .....

Opinion and suggestion of the supervisor: .....

.....

.....

Signature of the supervisor: ..... *Stamp*      Signature of the student:.....

**Date of third consultation:** .....

Opinion and suggestion of the supervisor: .....

.....

.....

Signature of the supervisor: ..... *Stamp*      Signature of the student: .....

### Phase 3: Submission of the completed thesis and consultation form

in 6<sup>th</sup> year, place of submission: Foreign Students' Secretariat

**Title of the thesis** (it is sufficient to provide it when submitting the completed thesis):

.....

.....

**Suggestion of the supervisor** (*Please underline*):

The thesis can be submitted

The thesis cannot be submitted

Signature of the supervisor: ..... *Stamp*

Date: .....