



Essential information regarding the 2nd semester of the academic year 2022/2023

Important dates:

Neptun ranked course registration: from January 23 to January 28, 2023

Neptun regular course registration period for medical students:

February 1, 2023 at 20:00 – February 19, 2023 at 23:59

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

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

Neptun examination registration period for medical students:
from **May 3, 2023 at 21:00**

Deadlines:

Tuition fee has to be credited in full by **February 20, 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.

Thesis (6th year med. students) is due by **January 20, 2023**

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

Summer practice acceptance letters **May 12, 2023**

Academic period:

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 12, 2023 (There are no classes.)

National holidays: March 15, May 1, May 29 (There are no classes.)

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.

Altering your course registration (adding or dropping courses) after Neptun course registration period ends is only possible until **March 3, 2023** by submitting [the late course de/registration form](#). After this date, 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 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 (2022/2023-2).**

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/former 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

*Examination course fee/compulsory elective/elective/former 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 February 20, 2023. Please make sure that your fees are paid well in advance (preferably weeks) 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 MARCH 10, 2023, YOUR STUDENT STATUS WILL SWITCH TO PASSIVE AND YOUR COURSES WILL GET DELETED ON 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 study period due to reasons beyond your control (hospitalization, extraordinary family issues), you have to put in [a formal request \(using the general request form template\)](#) via e-mail sent to your academic officer.

ATTENTION!

► **Despite the changes in the Law on National Higher Education which came into force at the end of last year, 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](#).

E-library:

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