

**Faculty of Health Sciences and Social Studies, University of Szeged**

**Academic deadlines for the 2024/2025 study year**

Acts/ Requests	Deadline		Comments
	First Semester	Second Semester	
<b>Transferring to the Faculty from another University or from another Institute of the University of Szeged</b>	30 June 2025 (replacement of a missing document until 15 July 2025)	15 January 2025 (replacement of a missing document until 30 January 2025)	On the basis of the Act Nftv. 42. § (1) b) and (6) <i>The student is allowed to request for his / her admission to a study program of the same study field of the same or another higher educational institute.</i> <u>Detailed information:</u> Info sheet about transferring to the Faculty - on our website <a href="#">Request forms</a> can be found in the Info Sheet on the Faculty website. <u>The forms</u> filled in have to be <u>submitted</u> in Dream Apply – online application system
<b>Requests for changing to another study plan</b>	not relevant in the case of Physiotherapist BSc and Nurse BSc study programs	not relevant in the case of Physiotherapist BSc and Nurse BSc study programs	
<b>Requests for changing to another study program</b>	30 June 2024	15 January 2025	On the basis of the Act Nftv. 42. § (1) b) and (6) <i>The student is allowed to request for his / her admission to a study program of the same study field of the same or another higher educational institute.</i> <u>Detailed information:</u> Info sheet about transferring to the Faculty - on our website On basis of the Academic and Examination Regulations of the Faculty point 6.1.4. <i>“the student may apply to the Registrars Department for a study program change (...) till 31<sup>st</sup> May or 31<sup>st</sup> December.”</i> <u>Requests have to be submitted in</u> MODULO / Interfaculty forms / Academic Board Request / Changing study program
<b>Educational period</b>	9 September 2024 – 14 December 2024	10 February 2025 – 24 May 2025.	

<b>Ranked course registration</b>	26 August 2024 – 31 August 2024	27 January 2025 – 1 February 2025	After registration for a course everybody gets a score, this will be the fundamental of the rank. The applicants will see their score, and they will get information about the currently required score to get into the course. Students with higher score will have higher chance to get into the course. If there are students with same score; for example: 10 students with same score, but 5 spaces left, then those 10 students is not sure that they will get into the course. During this period new courses will be announced, so <i>check the list frequently for new ones.</i>
<b>NORMAL Course registration</b>	2 September 2024 – 22 September 2024	3 February 2025 – 23 February 2025	You may register for courses in Neptun if you had an active or passive status in the previous semester, or you are active in this term yet. Physical education and language courses (XT..., XN...) can be registered for only with a limitation.– Max. 16 hours of language courses – Max. 4 courses of physical education; but max. 1 course in the current semester — Max. credit in a semester: 45 points per academic program – You can register for other courses free of charge in addition to your academic program but you may not exceed 10% of your total credit points of your academic program. (The payable fees are written in Neptun/ Finances in the way as for the fees retake exams.) The Academic and Examination Regulations 7.4 point says: <i>“A student may take no more than 45 credit points worth of subjects in a semester.”</i> The Academic and Examination Regulations of the Faculty 7.1.1. point says: <i>“The registration for or deregistration from subjects is possible up to the date specified by the centrally defined academic deadlines for the given academic years.”</i> And the 7.3 point says: <i>“A non-completed (failed) subject (or course thereof) can be taken three times throughout the course of students’ studies.”</i> The Act Nftv. 82. § (2) says: <i>“The academic and examination regulations of the institution of higher education may stipulate a fee for the third or further retakes of examinations in the same subject, or for additional registrations for lectures, seminars, consultations, practical classes, field practices.”</i>
Requests for <b>“only-exam” courses</b>	2 September 2024 – 22 September 2024	3 February 2025 – 23 February 2025	The Academic and Examination Regulation of the University of Szeged point 7.2 says: <i>“The faculties — with or without further conditions — may enable the announcement of courses without there being classes for students repeating the subject. A subject taken solely as an examination (i.e., examination course) counts towards the total number of classes signed up for (7.3).”</i> <u>The way of submitting the requests:</u> MODULO/ Interfaculty forms/ Request form directed at the Academic Board/ subject: “Only-exam” request

<b>The first day of education</b>	9 September 2024	10 February 2025	
<b>Tuition fee payment</b>	1 <sup>st</sup> instalment: 10 September, 2024 (50%) 2 <sup>nd</sup> instalment: 10 October, 2024 (25%) 3 <sup>rd</sup> instalment: 11 November, 2024 (25%)	1 <sup>st</sup> instalment: 10 February 2025 (50%) 2 <sup>nd</sup> instalment: 10 March 2025 (25%) 3 <sup>rd</sup> instalment: 10 April 2025 (25%)	<b><u>The fastest and recommended way is through Neptun / Finances with online (bankcard) payment.</u></b>
Requests for <b>the reduction of the tuition fee (requesting nonpayment for the 2<sup>nd</sup> and/ or 3<sup>rd</sup> instalment)</b>	The deadline is 15 days before the due date of the given instalment, but 25 <sup>th</sup> October, 2024 is the latest!	The deadline is 15 days before the due date of the given instalment, but 25 <sup>th</sup> March, 2025 is the latest!	<u>Regulations on the reduction of the tuition fees</u> of the University of Szeged, Faculty of Health Sciences and Social Studies can be found on the Faculty website <i>It is not allowed to request for a non-payment/ reduction for the 1<sup>st</sup> instalment!</i> <u>Requests have to be submitted in:</u> MODULO/Students' Service Office (HSZI)/Request for reducing the tuition fee

<p>Informing about / requesting for a <b>passive semester</b></p>	<p>2 September 2024 – 11 October 2024</p>	<p>3 February – 14 March 2025</p>	<p>The Act Nftv 45. § (1) says: <i>“The student’s status shall be interrupted if the student declares that he or she does not intend to fulfil student obligations, or fails to register for the upcoming semester. The total combined duration of the period over which students may interrupt their studies may not exceed two semesters. Students may interrupt their status several times in accordance with specifications stipulated in the academic and examination regulations.</i></p> <p><i>(2) Pursuant to the request of the student, the institution may authorise the interruption of the student status</i></p> <p><i>a) for a combined period exceeding the duration set out in paragraph (1), or</i></p> <p><i>b) if relevant provisions have not been defined in this regard in the institution’s regulations on condition that the student is unable to fulfil obligations ensuing from his or her student status for reasons beyond his or her control, such as child-birth, accident, illness, or other unforeseen reason, or</i></p> <p><i>c) for the given educational period till the end of the educational period being started already provided that the student is not able to fulfil his/ her obligations originated from the student legal status due to child-birth, accident, illness or other unforeseen circumstances – reasons beyond his or her control.”</i></p> <p>The Academic and Examination Regulation of the University of Szeged 6.3. point says: <i>“The student may opt for a passive semester after having begun an active one. Taking the semester off — as passive — is to be announced to the academic office through Modulo. The number of passive semesters used cannot exceed the length of the programme — it may be six semesters at the most in single-cycle programmes.”</i> The Academic and Examination Regulation of the University of Szeged 6.4. point says:</p> <p><i>“In the first semester of his/her studies the student may request to be permitted to take a passive semester provided that there is an exceptional reason involved as a cause of his or her request. Such requests may be submitted by the end of the course registration period and may be permitted by the academic board of the faculty.”</i></p> <p>The Academic and Examination Regulation of the University of Szeged 6.6. point says:</p> <p><i>“If the student is forced to interrupt his or her studies due to child-birth, accident, illness or other unforeseen circumstances — reasons beyond his or her control, he or she may request the interruption of the studies by the beginning of the given examination period.”</i> <b><u>Requests should be submitted in:</u></b></p> <p>MODULO/ Interfaculty forms / Request form for a passive semester OR  MODULO/ Interfaculty forms / Request form for a passive semester after the deadline</p>
---	---	-----------------------------------	--

<p><b>Settling the student legal status</b></p>	<p>till 11 October 2024</p>	<p>till 14 March 2025</p>	<p>The Academic and Examination Regulation of the University of Szeged 6.2. point says:  <i>“Signing up for one of the courses of the programme that is worth at least one credits points by the end of the course registration period qualifies as the intent of the continuation of studies, given that the student has an active student status. As a result of not satisfying this requirement, the student status is interrupted in the semester concerned.</i>  <i>If the fee-paying/self-financed student does not meet his or her financial obligations or has not submitted a request concerning the postponement of settling payment obligations by the end of the course registration period, the student’s status will be interrupted in the semester concerned.”</i>  The Academic and Examination Regulation of the University of Szeged 6.5. point says:  <i>“The student</i>  a) <i>whose student status is not active by the end of the course registration period, and</i>  b) <i>has not announced the intention of the interruption of his or her student status (to take a passive semester), and</i>  c) <i>has not paid the first instalment of his or her tuition fee,</i>  d) <i>does not have a request handed in for the postponement or reduction of his or her payment of the tuition fee, or whose request for such permission has been rejected (that is, it is no longer under consideration), the University of Szeged (the academic office of the faculty) requests — by the end of the third week of the study period — that the student settles his or her student status within two weeks. In the case of the student’s not responding to the request, his or her student status will become “passive — unannounced” at the end of the fifth week of the study period, and all of his or her courses registered for will get deleted.”</i>  Those <i>second or higher year students</i> who failed to register for courses in the given semester and/ or did not pay the first instalment of the tuition fee or did not request for a passive status for the semester get a “passive – not announced” status automatically in Neptun.  Those <i>first semester students</i> who failed to register for courses and/ or did not pay the tuition fee or did not request for a passive status for the semester (or the passive status was not permitted by the Academic Board) get “Released” status automatically in Neptun.</p>
---	-----------------------------	---------------------------	---

Request for an <b>exceptional study schedule</b>	2 September 2024 – 22 September 2024	3 February 2025 – 23 February 2025	<p>The Academic and Examination Regulation of the University of Szeged 9.1. point says: <i>“Upon the student’s request, the faculty may permit the student to follow an exceptional study schedule if the student is unable to meet the study requirements prescribed in the curriculum on the grounds of a reason that can be considered. The exceptional study schedule may involve the — conditional or unconditional — exemption from attending compulsory classes, taking examinations in the examination period, and may also allow the student to substitute his or her study responsibilities with other tasks, or complete them in a way that deviates from the regular course of procedure. The exceptional study schedule can neither offer an exemption from completing the academic qualification requirements, the examinations, comprehensive examinations, (parts of the) final examination, nor can it offer an exemption from the writing or the defence of the thesis paper. The conditions of the exceptional study schedule can be set to vary from subject to subject.”</i></p> <p>The Academic and Examination Regulation of the University of Szeged 9.2. point says: <i>“During the course of their studies at the university, students may make use of the exceptional study schedule two semesters at the most in any given programme.”</i> <u>Requests have to be submitted in:</u> MODULO/ Interfaculty Forms/ Kedvezményes tanulmányi rend kérelem (= Request for an exceptional study schedule) (+attachments)</p>
Period of submitting <i>additional</i> <b>Credit transfer requests</b> – only for students <b>newly enrolled or newly transferred or changed their study program</b>	26 August 2024 – 8 September 2024	13 January 2025 – 9 February 2025	<p>The Academic and Examination Regulation of the University of Szeged 10.1 point says: <i>„Upon request, the credit transfer committee of the faculty may acknowledge previously acquired student knowledge as the completion of certain curricular requirements by awarding the student the credits assigned to the completion of these requirements. Two bodies of knowledge must be regarded equivalent if the similarity between them is at least 75%. The sources of the student knowledge acknowledged can be previously completed subjects, certain modules, entire programmes, or knowledge acquired in other ways, while credit transfer may be applied to certain subjects, group of subjects, certain modules or other study requirements.”</i> The Academic and Examination Regulation of the University of Szeged 10.3 point says: <i>„It is the credit points assigned to the substituted subject of the programme’s curriculum that are to be acknowledged, and the grade awarded for it will be the grade of the subject acquired as a part of the student’s earlier studies at another institution. In case there</i></p>

<p>Period of submitting <b>Credit transfer requests for the next semester– for every student</b></p>	<p>25 November 2024 – 8 December 2024</p>	<p>28 April 2025 – 11 May 2025</p>	<p><i>are several previously acquired subjects involved, the grade is determined based on these subjects by the credit transfer committee.”</i> The Academic and Examination Regulation of the University of Szeged 10.4 point says: „<i>The credit points and the grades acknowledged by credit transfer based on earlier studies do not count in the average of the semester.</i>”</p> <p><u>Requests have to be submitted in:</u> MODULO / Interfaculty forms / Linked credit transfer form OR Regular credit transfer form MODULO / Interfaculty forms / Request form directed at the Academic Board/subject: Request for exemption (+attachments)</p>
<p><b>Submitting certificates about completing field practices in the semester</b></p>	<p>On the 15<sup>th</sup> day after ending the practice</p>	<p>On the 15<sup>th</sup> day after ending the practice</p>	<p>Certificates must be uploaded to the dedicated Coospace scenes.</p> <p>The field practice should be considered uncompleted till uploading the certificate.</p>
<p><b>Submitting certificates about completing summer field practices</b></p>		<p>On the 15<sup>th</sup> day after ending the practice</p>	
<p><b>Announcing the compulsory exam dates</b></p>	<p>4 November 2024 – 24 November 2024</p>	<p>14 April 2025 – 4 May 2025</p>	
<p><b>Announcing the exam dates of the only-exam courses</b></p>	<p>9 September 2024 – 7 February 2024</p>	<p>10 February 2025 – 11 July 2025</p>	

<b>The starting time of registering for exams in Neptun</b>	2 December 2024. 5pm	5 May 2025 5 pm	Exam registration starts at different time on the faculties. The system checks that the student doesn't have debts. (Payments announced after the autumn deadline do not count.) The system checks that the student has met the requirements given in the study plan and in the Academic and Examination Regulations: - exam preconditions, - max. 3 course registrations, - max. 6 failed exams, - max. 1 correcting retake exam. For further details please check the Academic and Examination Regulations of USZ
<b>Closing time of registering for exams in Neptun</b>	24 hours before the beginning (announced date) of the exam		The Academic and Examination Regulations of the University of Szeged says in point 13.2: <i>"It is possible to postpone an examination by deregistering from it. Deregistration is not possible less than 24 hours prior to the beginning of the examination; registration within 24 hours can be permitted, however. It is the responsibility of the student deregistered to acquire further examination chances."</i> In point 13.4: <i>"An unjustified absence from an examination counts as an exhausted chance, thereby decreasing the number of retake examination chances."</i> The Academic and Examination Regulations of the Faculty of Health Sciences and Social Studies says in point 13.4.3.: <i>"If the student does not appear on the exam, the examiner is obliged to enter the "not appeared" to the e-learning system. If the student does not justify the reason for his/her absence at the Registrars Department within three days, he/she has used an exam option."</i>
<b>Examination period</b>	16 December 2024 – 1 February 2025	26 May 2025 – 5 July 2025	
<b>Repeat examination period</b>	3 February 2025 – 8 February 2025	7 July 2025 – 12 July 2025	The Academic and Examination Regulations of the Faculty of Health Sciences and Social Studies, University of Szeged says in point 13.4.4: <i>"Only a repeat examination can be made during the repeat examination period. The condition of the repeat examination is an insufficient grade of the subject during the exam period."</i>



<p>Deadline for submitting requests for <b>exceptional exams granted by the Dean</b></p>	<p>Announced later</p>	<p>Announced later</p>	<p>The Academic and Examination Regulation of the University of Szeged says in point 12.1: <i>“Any examinations outside the examination period may be authorized individually and on request by the head of the faculty as an exceptional permission.”</i> <u>The requests should be submitted in:</u> MODULO / Interfaculty forms / Request form directed at the Dean/subject: Exams taken outside the examination period</p>
<p><b>Period for exceptional exams granted by the Dean</b></p>	<p>Announced later</p>	<p>Announced later</p>	<p>The Academic and Examination Regulation of the University of Szeged says in point 12.1: <i>“Any examinations outside the examination period may be authorized individually and on request by the head of the faculty as an exceptional permission.”</i></p>
<p><b>Announcing and registering exam results in the Course Registration Sheet and in Neptun</b></p>	<p>The Academic and Examination Regulations of the University of Szeged says in point 13.3: “In case of oral examinations, the student must be notified of the result on the day of the examination; in the case of written examinations, the student must be notified three workdays following the day of the examination (if it is a public holiday, the subsequent workday) by 4 PM.”</p>		<p>The Academic and Examination Regulations of the University of Szeged says in point 13.3: <i>“In case of oral examinations, the student must be notified of the result on the day of the examination; in the case of written examinations, the student must be notified three workdays following the day of the examination (if it is a public holiday, the subsequent workday) by 4 PM.”</i>  In point 13.6:  <i>“With the aid of the electronic study system (ETR), the university employs electronic record-keeping of its students’ studies (electronic grade book). (...)</i>  <i>The student may dispute the genuineness of the evaluation on the ETR within 14 days after the end of the examination period at the department responsible for the subject. If found to be legitimate, the contested evaluation must be corrected based on the evidence of the grade book/course and mark registration sheet and the grade written on the test. The correction is made by the department/lecturer. In case the student’s complaint is disputed, the final decision on the case rests with the academic board. In case of an offense, legal redress can be sought in compliance with the student redress regulations procedure.”</i></p>

<b>Submitting the proof of being absent from the exam</b>	<p style="text-align: center;">Within 10 calendar days</p>	<p>On the basis of the Academic and Examination Regulations of the University of Szeged 13.4.:  <i>“An unjustified absence from an examination counts as an exhausted chance, thereby decreasing the number of retake examination chances.”</i>  On the basis of the Academic Regulations of the Faculty of Health Sciences and Social Studies 13.4.3.:  <i>„If the student does not appear on the exam, the examiner is obliged to enter the "not appeared" in Neptun. If the student does not justify the reason for his/her absence at the Registrars Department within three days, he/she has used an exam option.</i></p>
<b>Retake exam and repeated retake exam</b>	<p>It is allowed to be taken on the third day after the unsuccessful exam day until the last day of the repeat examination period, as long as there is an announced exam date.</p>	<p>On the basis of the Academic and Examination Regulations of the University of Szeged 14.2.: <i>“An unsuccessful examination may be retaken twice in a given examination period, except for instances in which the student only has a single unsuccessful examination left in the given examination period, in which case — holding a permit issued by the academic office —, he or she may take a third retake examination.”</i>  On the basis of the Academic Regulations of the Faculty of Health Sciences and Social Studies 14.2.2.:  <i>“In the case of a full number exam, the instructor is not obliged to raise the limit or announce a new exam date.”</i>  On the basis of the Academic and Examination Regulations of the University of Szeged 14.4.:  <i>“Upon the student’s request, a repeated retake examination may be taken in front of a board of examiners whose composition is determined by the head of the department responsible. A repeated retake examination in front of a board of examiners can only be taken at an examination date.”</i> <u>Method of submitting requests:</u>  Filling of the “Request for third retake exam” form, see in the Faculty website</p>
<b>Third retake exam (fourth exam)</b>		<p>On the basis of the Academic and Examination Regulations of the University of Szeged point 15.: <i>„Upon request, the student has the possibility to retake one examination a single time in a single subject that has been previously completed successfully in the given examination period. The result of this retake examination will qualify as the final grade, even if the retake grade awarded is not to the student’s advantage. In case this retake examination results in a fail grade, it is possible to take a repeated retake examination.”</i> <u>Method of submitting requests:</u>  Modulo/Interfaculty forms/ Request form directed at the Academic Board /Others</p>
<b>Correction of a successful exam</b>	<p>The student has the possibility to retake a successful exam from the registered exam course, but it is allowed to be submitted a request a single time in a single subject within the current exam period, as long as there is an announced exam date.</p>	<p>On the basis of the Academic and Examination Regulations of the University of Szeged point 15.: <i>„Upon request, the student has the possibility to retake one examination a single time in a single subject that has been previously completed successfully in the given examination period. The result of this retake examination will qualify as the final grade, even if the retake grade awarded is not to the student’s advantage. In case this retake examination results in a fail grade, it is possible to take a repeated retake examination.”</i> <u>Method of submitting requests:</u>  Modulo/Interfaculty forms/ Request form directed at the Academic Board /Others</p>

<b>Complaint period</b>	3 February 2025 – 20 February 2025	7 July 2025 – 24 July 2025	In connection with course completion and exam results registered in Neptun.
<b>Submitting the Thesis</b>	20 November 2024 12.00	Announced later	Electronically (in PDF format) in MODULO
<b>Submitting requests for exemption from degree thesis defence</b>	20 November 2024. 12.00	Announced later	<p>On the basis of the Academic and Examination Regulations of the Faculty of Health Sciences and Social Studies 18.9.: <i>“The head of the relevant department / team may waive the obligation to defend the degree thesis / diploma work for those students who: a) gained the first three places at the National Scientific Student Circle Conference or similarly gained a special award, or</i></p> <p><i>b) have published a thesis in a scientific journal in Hungarian as the first one of the authors, or it have been accepted for publication, or</i></p> <p><i>c) have published a thesis in a reference scientific journal in a foreign language or it have been accepted for publication.</i></p> <p><i>The thesis / diploma work must be submitted to the Registrars Department/ the Secretariat of International Programs or uploaded in Modulo together with the request for exemption by the deadline for submission. The request must be accompanied by the work that is the subject of the exemption (lecture, thesis, scientific publication, degree of the National Scientific Student Circle Conference, etc.). The thesis / diploma work is evaluated by the appointed opponent also considering the work that is the subject of the exemption. Exemption from the thesis defence can only be awarded for an excellent (5) opponent rating. When granting the exemption, the evaluation of defending the thesis / diploma work must be taken into account with excellent result (5).”</i></p>
<b>Applying for the Final Exam and informing the Faculty about the intention of defending the degree thesis</b>	16 September 2024 – 7 October 2024 12.00	Announced later	<u>Place of submitting applications:</u> MODULO

<b>Informing the students about the final examination dates</b>	30 October 2024	Announced later	
<b>Final examination period</b>	2 January 2025 – 21 January 2025	Announced later	
<b>Graduation ceremony</b>	14 February 2025	Announced later	
<b>In other cases, the degree certificate / diploma can be received</b>	-	Within 30 workdays from verifying the successful final exam.	
<b>Educational breaks</b>		12 April 2025 – 22 April 2025 (Spring break)	

*Faculty of Health Sciences and Social Studies, University of Szeged*