

Essential information regarding the 2nd semester of the academic year 2023/2024

Important dates:

[Neptun ranked course registration](#) for pharmacy students:

January 29 – February 03, 2024

Neptun regular course registration period:

February 07, 2024 20:00 – February 25, 2024 23:59

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

Neptun exam registration period:

from May 08, 2024 19:00

Academic periods:

2nd semester

Education period: February 12 – May 18, 2024

Examination period: May 21 – June 29, 2024

Repeat examination period: July 01 – July 06, 2024

Spring break: March 28 – April 02, 2024

Holidays: March 15, May 01, May 20

Deadlines:

Tuition fee has to be credited in full: February 27, 2024 (ARRIVAL deadline!)

Thesis to be submitted: March 11, 2024 (5th year pharmacy students)

Acceptance letters for the summer practices to be submitted: May 08, 2024

Credit transfer requests for the next semester to be submitted between

April 29 and May 12, 2024 **ONLY IN MODULO**

Neptun course registration:

Make sure you sign up for all your courses:

- lectures and practices / seminars
- examination courses
- physical education (2 semesters required)

For course registration use the recommended [study plans](#). (Should you experience any kind of problems, contact us immediately.)

Please note that it is your right and obligation to sign up for every compulsory course before the course registration period closes.

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 is **not possible!!**
ATTENTION!! After this deadline, late course registration or deregistration is only possible by submitting your request to the Dean with [this form](#).

Tuition fee:

Students are required to pay their tuition fee according to the academic year in which they have started their first year studies at the University of Szeged. More:

<http://www.pharm.u-szeged.hu/english/tuition-fees/tuition-fees>

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 field please indicate your legal name, ETR/NEPTUN code, name of the program (pharmacy) and your year (first, second etc).**

Payments can be made via wire transfer to the following EUR 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.

Cash payment is not possible.

In case the students' academic progress does not follow the suggested study plan, tuition fee is calculated as follows:

In case of 1-6 taken credits	-70% reduction of one semester's tuition fee*
In case of 7-15 taken credits	- 50% reduction of one semester's tuition fee*
In case of 16-20 taken credits	- 30% reduction of one semester's tuition fee*
In case of 21 or more taken credits	full (100%) semester's tuition fee* is requested

*Examination course fee/compulsory elective/elective/criteria subjects are included.

Registration: You are required to **register for each semester** in order to have an active student status. **The registration is conducted online: once you complete all the registration requirements, your status will be activated on Neptun.**

Please don't forget: course registration= payment obligation!!! If you don't drop your courses until the end of the Neptun course registration period, you have to pay tuition fee for your taken courses!!

Registration requirements:

- **Tuition fee** has to be credited to the University's bank account in full until the given deadline.
- Valid **residence permit**. Please check on [NEPTUN](#) (under My Data/Personal Information/Records) whether you have submitted a copy of your valid residence permit. If it was renewed recently, please present the original and a copy at the Registrar's Office.
Please note that you have to apply at the Immigration Office for a renewal of your residence permit card 30 days before it expires!
- Valid **health insurance** (If it was renewed recently please present the original at the Registrar's Office)
- Settled outstanding balance for **youth hostel fees** and **medical treatment costs**
- Valid **Medical Fitness Certificate** (completed medical check-up by the University Doctor)
- You are required to settle your repeat examination fees before the examination registration period, as unsettled fees on Neptun might block your examination registration.

UNLESS YOU OBTAIN AN ACTIVE STUDENT STATUS BY THE DEADLINE 15 of March 2024, YOUR STUDENT STATUS WILL SWITCH TO PASSIVE AND YOUR COURSES WILL GET DELETED ON NEPTUN. Furthermore, you are not eligible to receive any certificates or academic transcripts until your student status is active. Please note, with the deletion of your courses your payment obligation will remain! You can continue your studies after paying your debt.

Attendance of classes: About the possible absences please ask the instructors of the related departments!

Obligation to report changes to the Registrar's Office: If there is a change in your personal data (address, e-mail address, telephone number etc.) you are required to *notify the Registrar's Office 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 request permission in writing. Requests have to be handed in at the Registrar's Office.

ATTENTION!

Maximum of 2 failed courses can be carried over to the forthcoming semester as an **Examination Course** (if it is announced by the Department concerned). **Incomplete courses can be taken as examination courses only if the student had at least one examination attempt (failed (1) examination).**

Under the present Higher Education Act, students who started their studies in the academic year 2012/2013 and later can repeat an examination in a certain subject 5 times during the whole course of studies (6 examination chances altogether in any given subject).

Fourth examination chance: In accordance with 14.2 of the Academic and Examination Regulations of the University of Szeged, *"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."*

If you need to repeat at least one—or more—course(s), you are required to fill in the [course registration plan](#). 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 or correct your course registration plan. Please note also that 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.

You can refer to **academic regulations** [here](#).

Summer Practices

2nd and 3rd year **pharmacy students** are required to complete a four-week (8 hrs/day) compulsory summer practice in a public pharmacy which must be accredited by the country concerned.

4th year pharmacy students have to perform a 2-month (8 hrs/day) compulsory practice in a pharmacy (July, August). Please note that you can only start your Pharmacy Practice I. (2- month practice), provided you have completed all your courses until the end of 4th year.

A "Letter of Acceptance" issued by the pharmacy has to be presented at the Registrar's Office until **May 8, 2024**. For further details on summer practices, please check [the summer practices section](#) of our website.

At the completion of the practice an evaluation form must be filled in, signed, stamped and sent **directly from the pharmacy** or submitted by the student. (The form is available at the Registrar's Office and on the website.)