

## Final exam 2023/2024 Spring

Task	Deadline	Interface	Remarks
Registration for the final exam in the spring semester of the academic year 2023/2024	20 February 2024	Neptun	<p>Submit the registration in Neptun under <i>Administration/Requests/Available request forms</i></p> <ul style="list-style-type: none"> <li>The filling of the form cannot be suspended, so once you open it, you have two options: (1) Click on the <i>Submit request</i> button after filling it in or (2) click on <i>Back</i>, if you don't want to submit</li> <li>The status of the registration request can be checked under <i>Submitted requests</i>: the evaluation is expected to take place in late March</li> </ul>
<p>Uploading the Degree Thesis to Neptun Studies&gt;Degree Thesis/Thesis application</p> <p><a href="#">Degree Thesis Upload Guide</a></p> <p><a href="#">Guide to Writing a Thesis</a></p>	20 April 2024 23:59 CET	Neptun	<p>Academic Regulations for Students Section 491 ad Section 78</p> <p>(1) The student shall submit his/her thesis via the Electronic Registration System until 20 April (in a specialist postgraduate programme until 10 May), for those who take their final exam in the winter (in all programmes) until 20 November in a format required by the thesis guide. The technical details regarding the submission are contained in the thesis submission guide available on the website of the TOK Office of Educational Affairs.</p> <p>(1a) Prior to uploading the thesis, the Student must submit a thesis acceptance request to the supervisor in the Electronic Study System. The thesis can be uploaded only after the electronic approval of the supervisor. The deadline for submitting the thesis acceptance request is 10:00 AM on the last workday before the thesis submission deadline.</p> <p>(2) The submission deadline of the thesis cannot be modified. Exceeding the deadline or not getting a pass grade for the preliminary review shall result in the cancellation of the final exam registration</p> <p><b>The thesis and the preliminary review shall both be uploaded to Neptun</b></p>
Obtaining the final certificate (absolutorium)	23 May 2024 23:59 CET	Neptun	<p>Based on Section 493 (1a) of the Academic Regulations for Students: The student may be allowed to take the final exam, if they have fulfilled all the academic requirements necessary for the final (pre-degree) certificate. The results have to be recorded in Neptun at least 10 days prior to the final examination period.</p> <p><b>If the student doesn't obtain their final certificate until the designated deadline, they cannot take the final exam.</b></p>

Final exam	Period
Kindergarten Education BA/BSc	10-14 June 2024

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The day of the final exam is not designated according to the student's request or choice: the exact time and venue of the final exam, the detailed schedule will be uploaded to the **Final exam** subtab of the [Student Affairs Office](#) website in the evening of **27 May 2024**. In the schedule, the students' educational IDs will be listed. The individual educational ID can be found in the final exam registration form as well as in Neptun under **My data/Personal information**.

The registration for the final exam can be withdrawn free of charge until **27 May 2024 16:00 CET**: the withdrawal request shall be sent to [th@tok.elte.hu](mailto:th@tok.elte.hu)

### **Act CCIV of 2011 on National Higher Education Article 50(1):**

The higher education institution shall issue a **final certificate (absolutorium)** to students who have fulfilled the study and examination requirements prescribed in the curriculum, completed the required practice period and acquired the required number of credits.

Please check your completed and current courses in Neptun! If you find that some courses or credits are missing, you may submit a late course registration request until the deadline defined in Section 62/A of the Academic Regulations for Students.

**The student status gets terminated** on the last day of the semester in which the final certificate is obtained: the last day of the spring semester is **June 30**

### **According to Section 81(6) of the Academic Regulations for Students:**

Students who

c) started their studies in accordance with Act CCIV of 2011 on Hungarian National Higher Education, that is, on or after 1 September 2012, may take their final exam during any exam period **within 2 years** of the expiry of their student status, in line with the valid training requirements. Taking the final exam more than 2 years after the issuance of their final certificate, however, may be subject to certain conditions established by the University. Students who started their studies in accordance with Act CCIV of 2011 on Hungarian National Higher Education shall not be granted permission to take the final exam **more than 5 years** after the expiry of their student status.

### **The student can take the final exam if he/she:**

- registered for the final exam until the designated deadline
- has obtained the final certificate (absolutorium)

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- submitted the degree thesis until the deadline defined in Section 491(1) of the Academic Regulations for Students and the grade of the preliminary thesis review is at least pass
- has no debts towards the University or the Faculty Library

**Since the personal data in the diploma and the diploma supplement are taken from Neptun (name, date and place of birth, etc.), we kindly ask you to check them. If you find incorrect data in the issued diploma and its supplement, we will charge a fee for the correction.**

**You can request the modification of your personal data until the first day of the final examination period: 3 June 2024. Modification requests sent after the above-mentioned deadline entail the charge of a late fee and it is likely that the diploma will not be issued until the graduation ceremony.**

A certificate about the diploma being issued may be requested five workdays after the final exam.

Wishing you a successful final exam:

ELTE TÓK Student Affairs Office