

Rotational (6th year) general information

INTRODUCTION

- The final (sixth) academic year (rotational year) of the General Medicine program is an undivided academic year (not separate semesters with separate instruction periods and exam periods)
- Different schedule than the regular academic year (see website)
- Students take part in clinical practices according to the curriculum and take an exam in the subjects after completing each practice
- Thus the rotational year is considered as a continuous exam period
- The thesis shall also be defended during this year.
- **Start of the rotational year:** first week of July of the given academic year (cannot start any earlier)
- **Enrolment:** last week of the spring exam period of the 5th year (end of June)

REQUIREMENTS FOR ENROLMENT TO THE ROTATIONAL YEAR

- Completion of all the obligatory subjects in the curriculum
- Completion of 34 elective credits and 18 optional credits
- Completion of 4 semesters of Physical Education
- Completion of all the criterion requirements in the curriculum (summer practices, Final Exam in Medical Hungarian, First Aid, etc.)

PRACTICES OF THE 6TH YEAR

- It is possible to complete the practices in a shorter time than it is recommended in the curriculum (it depends on the working hours/week, which is 30 or 40 hours normally)
- If the completed period is shorter than the required, the number of practice hours per week must be more than is prescribed (30 hours per week), but the number of hours completed per day cannot exceed 8 hours (in the US 7 hours), therefore **maximum 40 hours per week**.

- Altogether a practice has to be as long as the practical hours prescribed by the curriculum.

Minimum required duration of each practices:

- Internal Medicine: min. 8 weeks and min. 300 hours
- Paediatrics: min. 5 weeks and min. 180 hours
- Neurology: min. 3 weeks and min. 120 hours
- Psychiatry: min. 3 weeks and min. 120 hours
- Surgery: min. 5 weeks and min. 180 hours
- OBGYN: min. 5 weeks and min. 180 hours
- Emergency Med.: min. 2 weeks and min. 60 hours
- Family Medicine: min. 2 weeks and min. 60 hours

Place of practices:

- The clinical practices of the rotational year must be completed in the university clinics or in other hospital departments accredited for medical training in Hungary or abroad.
- The 6th year practices (just like the summer practices) can only be spent in accredited hospitals according to the rules of accreditation. (The rules can be found on the website as well as the list of accredited hospitals/departments abroad)
- The course director determines the specific departments where the practice can be completed

Requirements of practices:

- detailed requirements on the acceptance letters and the certificates, further conditions, reading materials in the course description

EXAMS IN THE ROTATIONAL YEAR

- The exams of the rotational year shall be taken at the clinics of the Faculty.
- In order to be able to sit for the exam, the successful accomplishment of the practice shall be proved by the certificate of completion.
- Following the accomplishment of the practice, the exam may be taken in any of the announced exam periods/exam days of the given course. (It is possible to register for the exam before the completion of the practice)

- In the sixth year (from August to May) one exam day per week shall be announced for each course. Exam dates are negotiated with the department by the year representative in March.
- Other rules pertaining to the order of exams shall also apply to the exams in the sixth year. → (e.g.: signing up 1 workday before the exam until 9am, signing off 2 workdays before the exam until 9am / two retaken exam chances, no Dean's exam chance / regular fees for retaken exams and uncertified absences)
- Preparing and completing exams, retake exams must be managed without causing any disturbance to the next practice. No exemption from the practices of the year of final exam may be given because of exams.

THESIS

- Before taking the final closing examination students shall write and defend a thesis.
- Detailed requirements on RO homepage → Graduating years.
- Students must choose a consultant and a thesis topic, and report it to the RO as follows:
 - Thesis declaration form: downloadable from the website (deadline: until the end of the last of instruction period of the 10th semester (May 10, 2019). After that the topic cannot be changed, but the within the topic the title might be specified.
 - The consultant can only be changed after registration for the sixth year if the original consultant does not work at the Faculty long-term (due to illness or study trip) or has quit the Faculty.
- **The deadline of thesis submission is determined for every academic year by the Faculty Council. The deadline is usually around middle of February. The deadline is strict and important.**
- The thesis shall orally be defended in the institute of the consultant.
- The defense is organized by the institute, not by the Registrar's Office!
- If the thesis is not defended until the deadline of the defense (determined by the Faculty Council), the student will not be allowed to take the Final Closing Examination.

BOOKLET OF CLINICAL SKILLS

- For students who graduate in 2014 and afterwards, **100 % of the booklet has to be filled out properly**: signature, date and stamp in EVERY line
- if a specialist signs multiple times on the same page WITHIN THE SAME SKILL, then only his/her signature and the date is needed in every line, but one stamp, in this case one (recognizable) is enough, **within one page and one skill**.
- If he/she signs multiple times on the same page, but within different skills, then one stamp is needed for each skill!!
- In case the booklet is signed abroad, it is necessary to fill out the foreign signatures form (downloadable from the website)
- Detailed rules (who can sign the booklet, etc.) are described in the first pages of the booklet!
- Submitting the booklet: before the final examination, exact date later

TUITION FEE

- Detailed rules on RO homepage → Graduating years.
- Rules in the Dean's order no. 1/2012 (January 02) modified by Dean's order no. 2/2018 (January 08)
- The tuition fee for the 6th year depends on what yearly tuition fee scheme the student has (depends on the curriculum)
- **The basic fee is 46% of the yearly tuition fee of the student. The basic fee is the tuition fee of the first (fall) semester of the academic year. The basic fee is to be paid by all the 6th year students for the first semester of the 6th year.**
- The deadline for the payment is identical with that of the 1-5 years as specified in the schedule of the given academic year, determined by the Faculty Council.
- **An additional fee of 1.5% of the yearly fee per week must be paid for each week (or 30 hours) done in Pécs** which is above the 4 weeks (120 hrs) granted for the basic fee.
- Students who have to pay additional tuition fee (for more than 4 weeks=120 hours spent in Pécs) will have to pay the remaining part of the tuition fee **after the 6th year is completed (middle of May) but before the written Final Closing Examination at the latest.**

ELECTRONIC REGISTRATION FOR ROTATIONAL YEAR PRACTICES IN NEPTUN

- Students can apply for practices electronically, through Neptun
- Acceptance letters: needed only in case of practices done outside of PTE clinics. It has to be signed by the supervisor of the practice (no need for the course director's signature!) There is no need to submit the original copy the RO – it has to be uploaded to Neptun only
- Detailed guideline is already available on the homepage

Main phases of the registration

1. *Submitting the registration*

- filling out the registration: status of the registration at this point: "planning"
- In case of practices outside of PTE clinics you will need to attach the acceptance letter (downloadable from RO homepage)
- Applications have to be finalized, only in this case they will be valid. (Only finalized applications reserve the practice spot)

2. *Checking of the registrations (by RO):*

- RO is checking the attached documents and the registration form and in case it's acceptable, the status will turn to accepted registration.
- in case of Family Medicine the department checks and accepts the applications.
- in case the registration is lacking anything or the uploaded document is not sufficient, the status will be „Supplement of documents required“

3. *Uploading the certificate of completion*

- In case your registration is in accepted status, you will be able to upload the completion certificates about the completed practices
- After the course director has accepted/rejected your completion, the status will turn to completed / not completed

Main characteristics, general information

- 1 week long blocks (schedule will be available on RO homepage – Graduating years)
- **IMPORTANT:** In case of PTE clinics, the blocks will still have headcount limitations, due to the limited capacity of the clinics (which will also be published on the website, as soon as all clinics have submitted their limitations).
- No pre-reservations at the clinics, only the Neptun registration will be valid!
- There is no one and only, pre-fixed deadline to finish the registration for all the practices.
- Every practice (subject) will have separate deadline / registration period

- deadline: In case of PTE clinics and hospitals outside PTE at latest 1 week before the practice, in case of PTE affiliated family doctors at latest 2 weeks before the practice
- Finalized applications and acceptance letters are checked by RO
- Certificates of completions will be evaluated by the course director before the exam (but it is also advised to bring the certificate to the exam).