



2018/2019. Spring – EXAM PERIOD		
The tasks and deadlines of the exam period are set by the relevant rules of the CSE		
END OF TERM TIME		
Offered grades	The course director May offer a grade (registered in Neptun) which shall be accepted/rejected by the student.	until the end of the exam period
Accepting offered grades	If the student accepts the offered grade, she/he shall not register for the exam.	until the end of the exam period
Mid-semester grades	The course director shall register the mid-semester grade, till the end of the 2 nd week of the exam period	registered in Neptun by the course director until 24 th May.
Denial of end of semester signatures	The denial of end of semester signature is registered in Neptun by the course director (Signature = „Blocked” entry in ES), the student receives a Neptun message, and his/her previously made exam registration will be deleted, also he/she won't be able to register for further exam dates. In case a course ends with a mid-semester grade the student shall not be given a grade.	registered in Neptun by the course director until 12 pm on 11 th May.
Determination of exam dates	Based on the agreement between the course director and year representatives	until 12 th April 2019 Visible in Neptun from: 12 th April 2019
Exam registration	for students with valid feedback-bonus	2nd May 2019. 07.00 AM
	for students without valid feedback-bonus:	3rd May 2019. 07.00 AM
Requirements of exam registration	Signing UP for an exam	until 9.00 am on the previous working day of the exam,
	Signing OFF from an exam	until 9.00 am 2 working days before the exam.
	The student can have only one valid exam registration in a subject at a time. The student shall be entitled to register for another exam date in the same course provided the examining department has recorded the data concerning the given exam (the grade or the note 'did not attend') in the ES	Attention! 22 nd April: holiday; 1 st May: holiday; 10 th June: holiday.
Registrar's Office on duty	Registrar's Office will be available on duty via e-mail (neptun.th@aok.pte.hu)	2 nd and 3 rd of May between 07.00 – 08.00 AM
EXAM PERIOD		
Exam Chances	Students have 3 exam chances for the courses that end with exam or final exam: A, B and C exam (exam, retake exam, repeated retake exam).	Planning the optimal schedule of the exam period is the student's own responsibility
Bettering Exam	Students shall be entitled to take one bettering exam in case of any of the already successfully taken exams in the given semester – until the end of the exam period at the times announced in advance. The grade obtained at the first exam May be worse (even fail) in the bettering exam	You can register for a bettering exam on the last week of the exam period only with the help of the Registrar's Office.



Dean's exam chance	Dean's equity can be used only once during your studies.	You can register only for the given dates and within the headcount limit. Dean's Chance exam can only be taken in the exam period!
EXAM PERIOD		
Third and further exam fee	4900,- HUF to be paid for third and further exams, the student has to transcribe the item and pay it online BEFORE registering for the exam.	The third and further exams are counted according to the number of exams in the course altogether and not according to your chances in the given semester!
Uncertified exam absences	4900,-HUF to be paid	Transcribed in your Neptun by the Central Registrar's Office within 20 days after the exam period.
Cheating at examinations	In case of cheating at examinations we apply the regulations stated in the Dean's Order issued by the Faculty without further consideration. The above mentioned Dean's Order is available on the website of the Registrar's Office under Codes and Guidelines.	Immediately after noticing
IN CASE OF QUESTIONS/REQUIREMENTS		
In case of technical issues	If a student cannot meet the deadlines for reasons that are beyond them, he/she should send an e-mail to his/her administrative officer at the Registrar's Office <u>with a screenshot attached, immediately!!</u>	Send an e-mail to your administrative officer or to the tanulmanyi.hivatal@aok.pte.hu email address <u>with a screenshot attached immediately!!</u>
Opening hours of the Registrar's Office	every working day in person: Out of opening hours via phone or e-mail. If you need to see your administrative officer out of hours please book an appointment beforehand!	between 9:00-12:00, on Thursday also open between 13:00-15:00 between 8:00-16:00 out of the opening hours (Friday only till 13.30.)



Gen.Med: I-V., Dent- I-IV., BIOT	Dentistry V.	monday	tuesday	wednesday	thursday	friday	saturday	sunday
S8	S10	March 25.	March 26.	March 27.	March 28.	March 29.	March 30.	March 31.
S9	S11	April 01.	April 02.	April 03.	April 04.	April 05.	April 06.	April 07.
S10	S12	April 08.	April 09.	April 10.	April 11.	April 12.	April 13.	April 14.
S11	S13	April 15.	April 16.	April 17.	April 18.	April 19.	April 20.	April 21.
S12	V1	April 22.	April 23.	April 24.	April 25.	April 26.	April 27.	April 28.
S13	V2	April 29.	April 30.	May 01.	May 02.	May 03.	May 04.	May 05.
S14	V3	May 06.	May 07.	May 08.	May 09.	May 10.	May 11.	May 12.
V1	V4	May 13.	May 14.	May 15.	May 16.	May 17.	May 18.	May 19.
V2	V5	May 20.	May 21.	May 22.	May 23.	May 24.	May 25.	May 26.
V3	V6	May 27.	May 28.	May 29.	May 30.	May 31.	June 01.	June 02.
V4	-	June 03.	June 04.	June 05.	June 06.	June 07.	June 08.	June 09.
V5	-	June 10.	June 11.	June 12.	June 13.	June 14.	June 15.	June 16.
V6	-	June 17.	June 18.	June 19.	June 20.	June 21.	June 22.	June 23.
V7	-	June 24.	June 25.	June 26.	June 27.	June 28.	June 29.	June 30.

19th April: Good Friday – public holiday

22th: Easter – public holiday;

1st May: Labour day, public holiday

10th June: Whit Monday, public holiday

Exam period for 5th year Dentistry major: 22nd April 2019 - 31st May 2019 (6 weeks).