

General information

AUTUMN SEMESTER

Term of classes: 5 September 2016– 9 December 2016

Deadline for paying the tuition fee:

Instalment 1: 5 August 2016
Instalment 2: 15 October 2016
Instalment 3: 15 November 2016

Autumn break: 2-4 November 2016

Deadline for submitting the thesis: 25 October

Exam period for those taking the final examination: 21 November – 9 December

Examination period: 12 December 2016 – 20 January 2017

Final examination period: 6-20 January 2017

Degree award ceremony: 17 February

SPRING SEMESTER

Term of classes: 6 February 2017 – 12 May 2017

Deadline for paying the tuition fee:

Instalment 1: 22 January 2017
Instalment 2: 15 March 2017
Instalment 3: 15 April 2017

Spring break: 17-21 April

Deadline for submitting the thesis: 24 March

Exam period for those taking the final examination: 24 April – 19 May

Examination period: 15 May – 19 June

Final examination period: 1-19 June

Degree award ceremony: 6-7 July

Bank holidays and working days in 2016-2017:

Working day 15 October 2016 (Saturday)
Memorial day of the 1956 Revolution 23 October 2016 (Sunday)
Holiday 31 October 2016
All Saints' Day 1 November 2016 (Tuesday)
Holiday 24 December 2016 (Saturday)
Christmas 25 – 26 December 2016 (Sunday-Monday)
New Year's Day 1 January 2017
Memorial day of the 1848 Revolution 15 March 2017 (Wednesday)
Easter Monday (Holiday) 17 April 2017
Labour Day (Holiday) 1 May 2017 (Monday)
Pentecost Monday (Holiday) 5 June 2017

Monthly breakdown

2016

August

Payment of the first instalment (40%) of the **tuition fee**

5 August
action by: students

Enrolment and **registration**

8 August- 9 September
action by: students

List of courses made available in Neptun

10 August-

Orientation days

29 August – 2 September

September

Registration for courses in Neptun for the autumn semester
of the 2016–2017 academic year

2 -9 September
action by: students

Beginning of classes	5 September
Issuing certificates of student status through the Neptun system – for enrolled and registered students	from 5 September
Opening ceremony of the academic year	6 September 4 pm <i>Medical School Assembly Hall</i>
Enrolment and registration deadline (submission of first-year students' enrolment forms at the RO Customer Service or by post)	9 September <u>action by:</u> students
Due to back office work required for enrolment, the RO is closed in the afternoon	12-16 September
Teaching staff meeting	14 September
“Withdrawal” from courses and late registration for courses in Neptun	23 September <u>action by:</u> students
Withdrawal from registration to an active semester in Neptun	30 September <u>action by:</u> students
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<u>October</u>	
Deadline for payment of the second instalment of the tuition fee (30%)	15 October <u>action by:</u> students
Registration for the final exam and submission of thesis to the RO for students taking the exam in January 2017	25 October <u>action by:</u> students
Autumn break	31 October- 4 November
(Opening hours of the RO Customer Service during the autumn break: Wednesday- Friday: 10:00–12:00)	
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November

Registration of the topic of thesis

by Week 10 (**11 November**)
action by: students

**Deadline for payment of the third instalment
of the tuition fee (30%)**

15 November
action by: students

End of classes for those taking the final exam

18 November

Beginning of exam period for those taking the final exam

21 November

December

End of exam period for those taking the final exam

9 December

(If the deadline is not met, the RO will be unable to issue the pre-degree certificate. Therefore, the students concerned may not take the final exam in January 2017.)

End of classes

9 December

Issuing the pre-degree certificate
for those taking the final exam

from 12 December
action by: RO

Entering the grades of those taking the final exam in the ETR

12 December
(12 o'clock)
action by: departments

Beginning of the exam period

12 December

2017

January

Final examination period

6-20 January

Final examination period for disciplinary MA students

6-10 January

Final examination period for students studying in a BA degree programme	11-13 January
Payment of 40% of the tuition fee (first instalment)	18 January <u>action by: students</u>
End of the examination period (The exam period from 12 December 2016 to 20 January 2017 includes both the exam period and the resit exam period.)	20 January
Registration of exam grades in Neptun	24 January (12 o'clock) <u>action by: lecturers</u>
Complaints regarding exam grades to be submitted to the departments	31 January <u>action by: students</u>
Registration for the spring semester of the 2014–2015 academic year	23 January-10 February <u>action by: students</u>
Registration for courses in Neptun for the spring semester of the 2016–2017 academic year	30 January-10 February <u>action by: students</u>

February

Beginning of classes	6 February
Issuing certificates of student status – through Neptun system – for enrolled and registered students	from 6 February
Submission of enrolment forms by students starting their studies in the spring semester	10 February
Teaching staff meeting	15 February 2pm <u>action by: Faculty Director</u>

Degree award ceremony (The RO will be closed during this time) **17 February**

“Withdrawal” from courses and **late registration for courses** in Neptun **24 February**
action by: students

March

Withdrawal from registration for an active spring semester in Neptun **6 March**
action by: students

Deadline for the **Payment of the second instalment of the tuition fee** **15 March**
(30%) action by: students

Registration for the final exam and **submission of thesis**
to the RO for students taking the exam in June 2017 **24 March**
action by: students

April

Deadline for the **Payment of the third instalment of the tuition fee** **15 April**
(30%) action by: students

Spring break (including the doctoral programmes) **18-21 April**

(Opening hours of the RO Customer Service during the spring break: Tuesday–Friday: 10:00–12:00!)

Beginning of the exam period for those taking the final examination **24 April**

May

End of classes **12 May**

Beginning of the exam period **15 May**

End of exam period for those taking the final examination *(If the deadline is not met, the RO will be unable to issue the pre-degree certificate. Therefore, the students concerned may not take the final exam in June 2017.)*

19 May

Entering the grades of those taking the final examination in the ETR

22 May
(12 o'clock)
action by: departments

Issuing the pre-degree certificate for those taking the final examination

(During this time, the RO Customer Service will be open on Monday–Friday 10:00–12:00 between 22-26 May !)

from 15 May
action by: RO

June

Final examination period

1-19 June

Final examination period for disciplinary MA students

1-6 June

Final examination period for students studying in a **BA degree programme**

1-9 June

End of the examination period and the semester

19 June

Registration of exam grades in Neptun

20 June (12 o'clock)
action by: lecturers

Complaints regarding exam grades to be submitted to the departments

30 June
action by: students

July

Degree award ceremony

6-7 July