

**INFORMATION ABOUT the 2nd semester of the academic year 2025/26,
DEADLINES FOR INTERNATIONAL STUDENTS**

1) CALENDAR OF THE 2ND SEMESTER OF THE ACADEMIC YEAR 2025/26:

2nd semester	
Registration week:	2 February – 6 February 2026 (<i>1 week</i>)
2nd semester study period:	
2nd semester study period for non-graduating students (students not finishing their studies in June 2026)	9 February – 15 May 2026 (<i>13 weeks</i>)
2nd semester study period for graduating students (students finishing their studies in June 2026)	9 February – 1 May 2026 (<i>11 weeks</i>)
Spring holiday	30 March – 3 April 2026 (<i>1 week</i>)
2nd semester exam period	
2nd semester exam period for non-graduating students (students not finishing their studies in June 2026)	18 May – 3 July 2026 (<i>9 weeks</i>)
2nd semester exam period for graduating students (students finishing their studies in June 2026)	4 May – 22 May 2026 (<i>3 weeks</i>)
2nd semester final exam period for other graduating students (students finishing their studies in June 2026)	25 May – 19 June 2026 (<i>4 weeks</i>)

The entrance exams for disciplinary MA programmes are scheduled for 22 -26 June 2026.

2) ENROLMENT FOR FOREIGN STUDENTS IN THE 2ND SEMESTER OF 2025/26:

There is an enrolment period for only those foreign students who were admitted in the **winter of 2025**. (Students who are not in their 1st year have a registration period – see point 3)).

The **Coordinating Center for International Education** registers the **active status** for **new students in the Neptun system after the enrolment**. (After receiving an automatic message in Neptun and by e-mail confirming this, these students can register for subjects/courses in Neptun.). These students have to register for an active semester themselves from the next semester onwards.

3) REGISTRATION PERIOD IN THE 2ND SEMESTER OF 2025/26:

Registration is compulsory for all those **students who are starting at least their second active/passive semester**, who have student status and have not finished their studies (that is they still have to receive practical grades, exam grades, comprehensive exam grades, physical education grades, a fire and occupational safety signature, and may have to complete a thesis subject, etc.).

Courses (the study period) start on (Monday), *9 February 2026*.

Free registration period:

**(Monday), 2 February, 8.00 a.m. – (Sunday), 22 February 2026, 11.59 p.m.
(4 weeks)**

You can register in **Neptun** in **Menu/Administration/Term registration** by clicking on **Register**, and by selecting *Active* or *Passive* in the pop-up window. After clicking on **Select**, you will get a notification about successful registration.

In the case of *passive status*, please read *TVSZ (Academic and Examination Rules and Regulations of the University of Debrecen)* § 3 (7), (8) for information about the possibility for deferrals. Please note that as a result of fees charged in your previous studies, **you can have payment obligations during a passive semester** as well (fees for unearned credits, unjustified absence from exams, etc.). If you **do not fulfil your payment obligations until the deadline, your student status can be terminated.**

Only students who **do not have any payment obligations** towards the faculty and the university can register for either an active or a passive semester.

Late registration (a fee* of **HUF 5,000/week** to be paid at the Registrar's Office):

**(Monday), 23 February, 8.00 a.m. – (Friday), 27 February 2026, 12.00 noon
(1 week)**

Late registration (active or passive semester) can be conducted only by the staff of the Registrar's Office according to the form submitted by the student, and it must be permitted by the Head of the Registrar's Office/Vice Dean for Education. (The form *Egyéb kérelem (Other application forms)* can be downloaded here: <https://btk.unideb.hu/hallgatoknak-nyomtatvanyok-urlapok>.)

After the free registration period, students cannot change an active semester to a passive one in Neptun, so if they wish to defer the semester during the late registration week, they have to submit the form *Halasztási kérelem (Request for deferral)* to the Registrar's Office. The form can be downloaded here: <https://btk.unideb.hu/hallgatoknak-nyomtatvanyok-urlapok>

The rule stating that only students **who do not have any payment obligations** towards the faculty and the university can be registered after the deadline (for either an active or passive semester) also applies to the request for late registration.

(*Charging the fee is required by § 28 (1) – (3) of the *Student Fees and Benefits Regulations*, its title and sum are defined in Appendix 3.)

4) SUBJECT AND COURSE REGISTRATION AND DEREGISTRATION PERIOD:

Only students with active student status can register for subjects and courses in Neptun.

Free period:

(Monday), 2 February, 8.00 a.m. – (Sunday), 22 February 2026, 11.59 p.m. (3 weeks)

Within this period:

- **subjects, courses of your *programme*, registration and deregistration:**
(Monday), 2 February, 8.00 a.m. – (Sunday), 22 February 2026, 11.59 p.m. (3 weeks)
- ***physical education*:**
(Tuesday), 3 February, 1.00 p.m. – (Sunday), 22 February 2026, 11.59 p.m.
- ***freely chosen subjects of the university*:**

(Thursday) 5 February, 9.00 a.m. – (Sunday), 22 February 2026, 11.59 p.m.

Students can register for and deregister from subjects and the related courses (of their programme and general ones) free of charge in the specified period in Neptun.

Please follow the institute/department/programme practices in connection with subject and course registration (e.g. consult the lecturer if necessary).

If the courses are full, you can ask the subject/course lecturer or the study staff administrator of your programme – not the Registrar's Office – for the increase of places.

Please note that in addition to the subjects in your programme **you must complete**

- during your studies as a *full-time* student, a certain number of **PHYSICAL EDUCATION** courses – 2 in BA programmes, 1 in MA programmes,
- as a *full-time* student an **OCCUPATIONAL SAFETY** course

to receive the final pre-degree certificate. You cannot get your final pre-degree certificate, you cannot take your final exam and cannot receive your diploma in the given programme if you do not complete these courses. You can complete them in any semester.

I call your attention to the fact that **only students who have registered for an active semester can register for subjects/courses.**

Late subject/course registration and deregistration period with a fee to be paid:

(Monday) 23 February, 8.00 a.m. – (Friday) 27 February 2026, 12.00 noon (1 week)

Late subject/course registration fee: HUF 1,500/course

During this period, students cannot register for and deregister from subjects/courses, only the Registrar's Office can, **according to the applications submitted by the students, provided the Vice Dean for Education gives permission.**

Late subject/course registration in the 2nd semester of 2025/26 is possible ONLY in the period mentioned above. You have to submit the relevant form, which is filled in PROPERLY and signed by the lecturer. (The form can be downloaded here: <https://btk.unideb.hu/hallgatoknak-nyomtatvanyok-urlapok>.) You also have to pay a fee of HUF 1,500/course.

Late subject/course deregistration fee: HUF 3,000/course.

Late course deregistration in the 2nd semester of 2025/26 is possible ONLY in the period mentioned above. You have to submit the relevant form filled in PROPERLY. (The form can be downloaded here: <https://btk.unideb.hu/hallgatoknak-nyomtatvanyok-urlapok>.) You also have to pay a fee of HUF 3,000/course.

IMPORTANT!

The Academic and Examination Rules and Regulations of the University of Debrecen, and its Appendix containing the Faculty of Humanities features were modified on February 16 2023 regarding the possible number of the times of subject registration and the number of exams a student can take. The relevant section of the *Regulations* is as follows:

If a student pursuing his/her studies in a **fee-paying program** does not get the credits for a subject or fails to fulfill the requirements specified in the curriculum of the subject, **after taking the subject six times**, the Dean, in their powers delegated by the Rector shall terminate the student status of the student. The numbers of subject registrations of a student who has changed the form of financing of his/her studies are added together.

The number of the exams students can take is not limited, but as they can take exams in a subject 3 times maximum in a given semester, registering for a subject 6 times maximum means they can take the given exam 18 times maximum.

I inform you that the 5th and the 6th time of subject registration (if you are entitled to it) are conducted by the staff of the Registrar's Office in Neptun on the basis of the form downloaded from the faculty website and submitted on paper.

5) DEADLINE FOR SUBMITTING APPLICATION FORMS

A) (Friday), 27 February 2026, 12.00 noon

I call your attention to the fact that the deadline for applications regarding transfer (e.g. full-time/part-time transfers) is different. The deadline according to legislation in the case of the spring semester is:

B) (Friday), 14 February 2026, 12.00 noon

Deadline A) is for any application regarding studies (deferrals, course registration, course deregistration, credit acceptance, dropping a 50-credit modul, etc. – *except transfer applications*) (except the application for the termination of student status).

The Registrar's Office accepts **applications which are submitted after the deadline only in certain, well-justified cases.**

Please use the forms available on the faculty website – btk.unideb.hu, and fill them in properly. You should only write your own application if you cannot find a form suitable for your request on the faculty website.

If you do not fill in the form properly, or do not provide all the necessary information, your application will be rejected by the faculty without taking a decision on merits.

You can submit the forms which are filled in properly (and signed by the lecturer if necessary) to the Registrar's Office

- a. in person, in the Main Building, floor 3, room number 330
- b. by mail, sending it to the following address: DE-BTK TO 4002 Debrecen Pf.: 400
- c. by e-mail, sending it Pantocsek-Kovács Nikolett (p.kovacs.nikolett@arts.unideb.hu)

After they have been filed, the forms will be sent to the people who make the decision on applications.

We inform students about decisions concerning student status and financial applications (permission for deferrals, transfer, tuition fees, credit acceptance, dropping programmes, terminating student status, etc.) by mail or e-mail at the addresses in their application form.

6) DEADLINE FOR SUBMITTING THE STATEMENT OF BA/MA STUDENTS:

(Monday), 31 March 2026, 12.00 noon

All final-year students – getting their final pre-degree certificate and taking the final exam in the last active semester, or who received their final pre-degree certificate in the previous semester but who are taking the final exam in the 2nd semester of 2025/26 – have to fill in the form properly, and submit the form in the **Neptun** system under the Administration –

Application menu item. The mandatory attachment of the application is a double-sided copy of the identity card and residential address card for students participating in any training program, and the pre-qualification certificate is also a mandatory document for students participating in further specialized training.

We ask all students who are finishing their studies in the semester, but **who are not taking the final exam in the exam period of the last semester** to fill in the **form requesting the final pre-degree certificate** relevant to them **after the exam period**, and to submit it to their programme administrator at the Registrar's Office **after submitting the programme form(s)** in order to close their studies with the final pre-degree certificate. The form can be downloaded here: <https://btk.unideb.hu/hallgatoknak-nyomtatvanyok-urlapok>

We inform final-year students about their tasks in connection with finishing their studies during the semester, so please read your e-mails and Neptun messages with a subject *BTK TO*.

7) STUDENT CARD, STUDENT LOAN, UNIPASS CARD, STUDENT STATUS AND OTHER CERTIFICATES

The Student Administration Centre (HAK) helps you with the administration of these issues.

The office of HAK in Egyetem tér:

Kossuth Lajos II Kollégium, ground floor (you can enter from outside)

<http://hak.unideb.hu>

E-mail: hak@unideb.hu

Tel.: (36) 52-518 672, 52-518 600/**73967, 73972-73976**

Fax: (36) 52-518 677, 52-518 600/73977

8) THE STAFF OF THE REGISTRAR'S OFFICE (PROGRAMME ADMINISTRATORS):

BERTALAN IBOLYA, managing expert, programme administrator

- MA (disciplinary and teacher MA) students
- students in undivided teacher training programmes
- students in postgraduate specialized training courses

Contact: Main Building, floor 3, 330, **Tel.:** (52) 512-900 / 62555

E-mail: bertalan.ibolya@arts.unideb.hu

KATONA JUDIT, managing expert, programme administrator:

- BA students
- students in partial knowledge training

Contact: Main Building, floor 3, 333 **Tel.:** (52) 512-900 / 22171

E-mail: katona.judit@arts.unideb.hu

VÁRHEGYI LÁSZLÓ TIBOR, managing expert

- Neptun administrator of the faculty
- subject registration, dropping subjects, changing courses, subject accreditation
- administration of Erasmus transcripts

Contact: Main Building, floor 3, 333 **Tel.:** (52) 512-900 / 23382

E-mail: varhegyi.laszlo@arts.unideb.hu

PANTOCSEK-KOVÁCS NIKOLETT, managing expert

- student records, filing, mail
- administration of student applications

Contact: Main Building, floor 3, 330 **Tel.:** (52) 512-900 / 62556

E-mail: p.kovacs.nikolett@arts.unideb.hu

OFFICE HOURS OF THE REGISTRAR'S OFFICE

Monday: 8 – 12

Tuesday: 8 – 12

Wednesday: 8 – 12

Thursday: 8 – 12; 13 – 15

Friday: 8 – 12

We wish you a successful semester start.

Debrecen, 26 January 2026

Bartáné Kustár Katalin
Head of the Registrar's Office