

Dear Graduating* Students,

(*graduating student = students getting their final pre-degree certificate/taking their final exam in the 1st semester of the academic year 2024/25)

I inform you that if you would like to take the final exam in the 1st semester of the academic year 2024/25, the following conditions must be met (it is not a chronological order):

1. getting the final pre-degree certificate (getting the credits required by the degree program)
2. a thesis with at least a pass grade
3. uploading the thesis to DEA
4. fulfilling payment obligations (including dormitory fees)
5. registration for the final exam in the degree program (at the institute/department)
- 6. registration for the final exam period in Neptun**

Registration for the final exam period:

On the **new** Neptun student web interface, click on the menu item "Menu" - "Exams" - "Final exams" and the application interface will appear. By clicking the "Continue to the application" button at the end of the "Register" line, a new page will open, where you can apply for the final exam period by pressing the "Register" button.

If the application is successful, you will receive a positive notification in the pop-up window. In case of unsuccessful registration, you will receive an error message from which you can find out the reason for the error.

You have to register for the *PERIOD* only, not a particular exam day, because the Registrar's Office will do it for you according to the exam schedule of the institution/department.

I call your attention to the fact that you can register for the final exam period in Neptun if

1. you do not have any tuition fee debts and
2. you do not have any fee debts (including **dormitory fees**) and
3. you do not have any debts towards any faculties of Debrecen University (see TVSZ § 26 (3) and
4. you have submitted the form "Végzős hallgatók nyilatkozata" to the Registrar's Office so you are in the group of students registering for the final exam period.

You cannot register for the final exam period if any of the four conditions is not fulfilled. If you still wish to take the final exam in the 1st semester of 2024/25 and the Registrar's Office has to register you, it counts as "*Late application for an exam*" and results in a payment obligation of a fee of HUF 2,000.

Final exam period in the 1st semester of 2024/25:

1. for *social work* BA students (together with the exam period):
2 December – 20 December 2024
2. for other final-year students:
6 January – 24 January 2025

Final exam registration period:

1. for social work BA students:
(Monday) 25 November 2024, 8.00 a.m. – (Friday) 13 December 2024, 8.00 p.m.
2. for other final-year students:
(Monday) 2 December 2024, 8.00 a.m. – (Friday) 17 January 2025, 8.00 p.m.

We wish you success in taking the final exam and getting your degree.

Debrecen, 18 November 2024

Bartáné Kustár Katalin
Head of the Registrar's Office