### Pre-degree Certification

A pre-degree certificate is issued by the Faculty after completion of the master’s (MSc) program. The pre-degree certificate can be issued if the student has successfully completed the study and exam requirements as set out in the curriculum, the requirements relating to Physical Education as set out in Section 10 in Rules and Regulations – with the exception of preparing thesis – and gained the necessary credit points (120). The pre-degree certificate verifies (without any mention of assessment or grades) that the student has fulfilled all the necessary study and exam requirements defined in the curriculum and the requirements for Physical Education. Students who obtained the pre-degree certificate can submit the thesis and take the state exam.

### Thesis

Thesis is the creative elaboration of a professional task (fields: engineering processes, finance, economics, marketing, corporate finance, management, quality and environment controlling, production and banking) in written form as defined in the requirements of the training program. By solving the task the student relies on his/her studies using national and international literature under the guidance of an internal and external supervisor. By preparing and defending thesis students who complete the Engineering Management master’s program prove that they are capable of the practical applications of the acquired skills, summarizing the work done and its results in a professional way, creatively solving the tasks related to the topic and doing individual professional work.

Precondition for taking the state exam for MSc students is to prepare the thesis. Requirements of the training program contain the content requirements for thesis, the general aspects of the evaluation and the number of credit points assigned to thesis (30).

Thesis topics are announced by the departments until the end of Week 4 of the study period of the last but one semester. The department hands out thesis guides to assist students with preparing thesis. Thesis topic can be suggested by the student, as well. The head of department decides on the acceptance of the topic. The conditions on the acceptance of thesis as National Conference of Scientific Students’ Association (hereinafter NCSSA) topic are specified by the Faculty. The NCSSA work is supposed to meet the requirements in form and content for thesis. Furthermore, it is necessary that the committee of the Pre-NCSSA makes suggestions on the NCSSA work to become a thesis. Formal requirements of thesis are announced in writing by the department.

Thesis is prepared under the guidance of an internal supervisor previously approved by the department and with the assistance of an external supervisor also previously approved by the department.

The faculty academic calendar (issued by the Vice-Rector for Education) sets the thesis submission deadline, for want of this the head of department decides.

Thesis is evaluated by the referee. On the basis of the thesis review report the internal supervisor makes suggestions for the evaluation of thesis. Finally, the committee assesses thesis in a five-point system. If thesis has been unequivocally assessed with a fail by the referees, then the candidate is not allowed to take the state exam and is supposed to prepare a new thesis. The candidate has to be notified of the decision. Conditions on resubmitting the thesis are defined by the program coordinator.

### State Exam

Students having obtained the pre-degree certificate will finish their studies in the Engineering Management master’s (MSc) program by taking the state exam. State exam means the testing and evaluating of the knowledge (skill) necessary to obtain higher education qualification. In the state exam candidates prove that they can apply the acquired knowledge. Requirements of the training program contain the preconditions on taking the state exam and the procedure of the state exam itself. State exam can be taken in the first state exam period after the award of the pre-degree certificate. State exam is conducted in front of the state exam board. If the candidate fails to take the state exam until the termination of his/her student status, he/she is allowed to take the state exam after the termination of his/her student status according to the regulations (in relation to state exams) which applied at the time of the candidate’s first taking the state exam.

*State exam consists of different parts (as defined in the curriculum):*

* defending thesis, answers to possible questions, remarks;
* oral exam: 1: Integrated Management Module: Advanced Corporate Finance, Advanced Operation Management, Advanced Quality Management, Project Management.

*Engineering modules depending on the specialization:*

* + - Oral exam 2: Engineering Module – Industrial Process Engineering Specialization: Production Technologies, Manufacturing Cells, Fuzzy Logic, Computer System Engineering.
    - Oral exam 2: Engineering Module – Construction Industry Specialization: Energy-Conscious Architecture, Building Energetics, Reconstruction, Construction Management.
    - Oral exam 2: Engineering Module – Material Handling and Logistics Specialization: Advanced Production Logistics, Digital Logistics, Computer Systems of Supply Chain, Computer System Engineering.

The latest that the requirements and topics of the oral part of the state exam are announced by the department is the study period of the final semester. The oral exam is evaluated on a five-point scale by the members of the committee. Final grade for the state exam will be decided on in a closed sitting. In case of equal votes the committee chair will decide. State exam results will be announced by the committee chair. A note of the state exam will be taken. The marking scheme contains the diploma grade and the grades awarded for the different parts of the state exam.

*Improving failed state exam*

In order to obtain diploma state exam has be retaken - according to Rules and Regulations of the University - if any of its part is a fail. The ensuing state exam period is the soonest that the re-sit is allowed.

*State exam board*

Committee chair is called upon and mandated by the dean with the consent of the Faculty Council. He/she is selected from the acknowledged and well-known external experts of the professional field or the professors of the University. The state exam board consists of – besides the chairman – at least two members and the required number of examiners. The mandate of the state exam board is limited to a year. Students are allocated to different examination boards by the department.

### Diploma

Within 30 days of the successful state exam the diploma is issued and given out by the Faculty at the graduand’s special request. Otherwise, the diploma will be awarded to him/her at the graduation ceremony of the Faculty.

The diploma is an official document decorated with the coat of arms of Hungary which verifies the successful completion of studies in the Engineering Management master’s program. The diploma contains the following data: name of HEI (higher education institution); institutional identification number; serial number of diploma; name of diploma holder; date and place of his/her birth; level of qualification; training program; specialization; mode of attendance; place, day, month and year issued. Furthermore, it has to contain the rector’s (or vice-rector’s) original signature and the seal of HEI. The University keeps a record of the diplomas issued.

At the graduand’s special request a certificate on the completion of studies is issued. The document does not contain any reference to qualification, it merely proves that the candidate has taken a successful state exam. The Faculty keeps a record of the certificates issued.

*Calculating diploma grade*

Grade=(A+B)/2, where

A: Average of the grades of the subjects of the state exam

B: Grade awarded for defending thesis

*Classification of the award:*

With honours 4,81 – 5,00

Excellent 4,51 – 4,80

Good 3,51 – 4,50

Satisfactory 2,51 – 3,50

Pass 2,00 – 2,50

*Award with Distinction*

An award with Distinction is permitted where a student obtained grade 5 in all subjects of the state exam. The average of thesis grade, his/her exam grades and mid-semester grades during his/her studies is at least 4,00. Moreover, he/she is not permitted to have a grade worse than grade 3 during his/her studies.