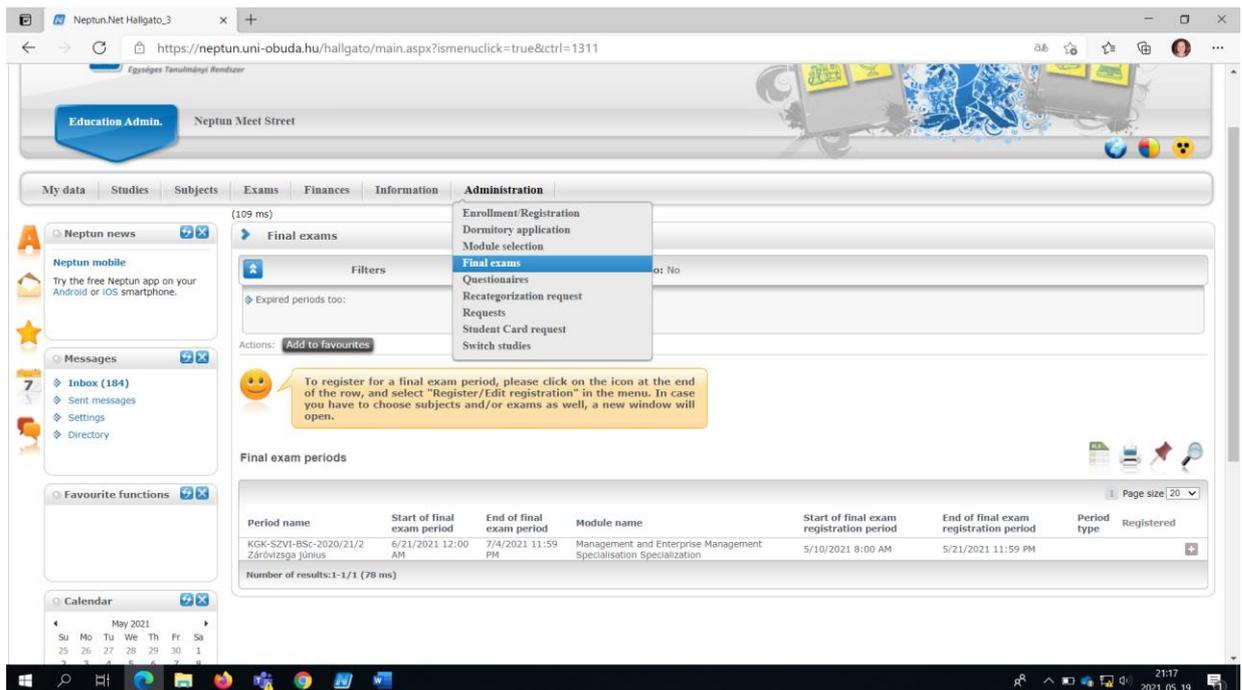


The process of applying for the final exam period on the Neptun system student web interface

1. View the final exam period, apply

Entering the Neptun system, it's possible to view and apply for the actual final exam period on the student web interface under the menu item "Administration / Final exams".

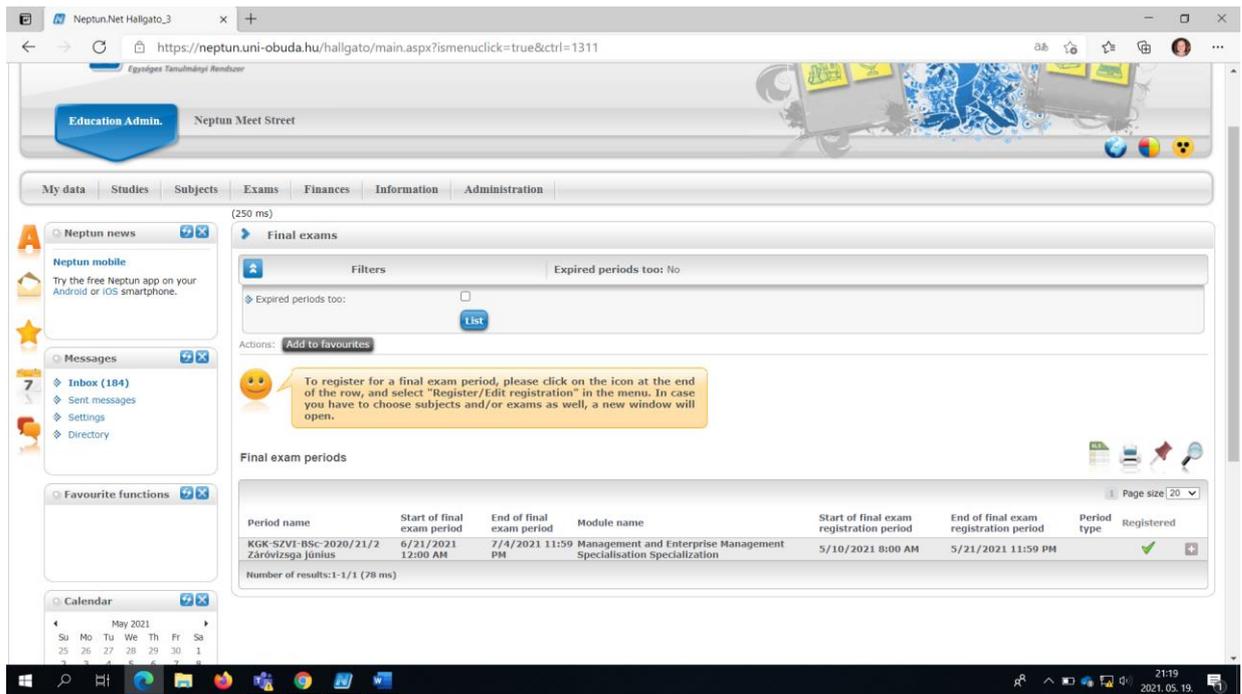


The screenshot shows the Neptun system student web interface. The top navigation bar includes "My data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Administration" menu is open, showing options like "Enrollment/Registration", "Dormitory application", "Module selection", "Final exams", "Questionnaires", "Recategorization request", "Requests", "Student Card request", and "Switch studies". The "Final exams" option is highlighted. Below the menu, there is a table of final exam periods. A yellow tooltip message reads: "To register for a final exam period, please click on the icon at the end of the row, and select 'Register/Edit registration' in the menu. In case you have to choose subjects and/or exams as well, a new window will open." The table has the following data:

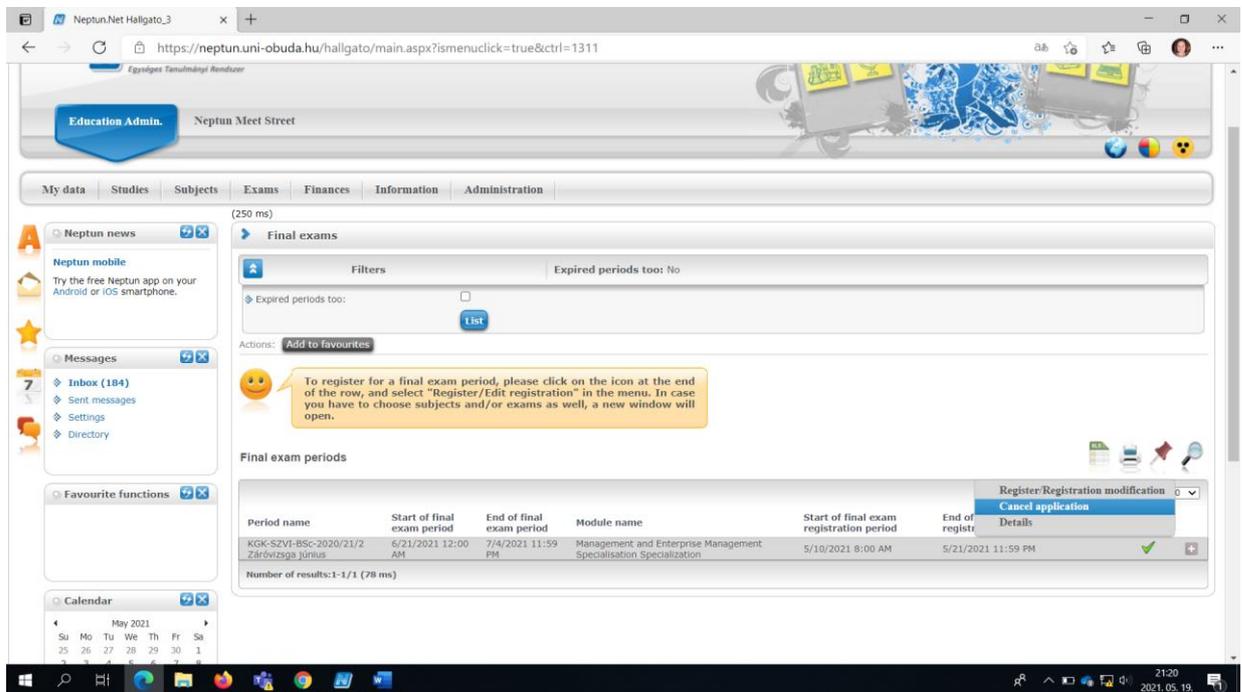
Period name	Start of final exam period	End of final exam period	Module name	Start of final exam registration period	End of final exam registration period	Period type	Registered
KGK-SZVI-BSc-2020/21/2 Záróvizsga június	6/21/2021 12:00 AM	7/4/2021 11:59 PM	Management and Enterprise Management Specialisation Specialization	5/10/2021 8:00 AM	5/21/2021 11:59 PM		

Number of results: 1-1/1 (78 ms)

By clicking on the "+" sign at the end of the line of the final exam period, it's possible to apply, and you can also view more detailed data of the period here. By clicking on the application option, it's not necessary (and you can't) to take the final exam subject or the related exam in the pop-up window, only by pressing the "Save" button at the bottom of the window, the final exam period is applied for. You will also receive a feedback message about the successful application in a pop-up window, and in the "Administration / Final Exams" menu item, the check mark in the "Applied" column will also indicate the successful application.



In the application period, it's also possible to unsubscribe from the final exam period, also by clicking on the "+" sign at the end of the final exam period line.



2. Cancel for the final exam period

At any time during the final exam application period, you apply or unsubscribe from the final exam period. After that, it's still possible to apply, this can be done on the student web interface in the "Application period only" type period, until the scheduled examination dates are made. You will also be informed about this fact in a system message.

If you were registered not only during the final exam period, but also at a given exam time, it's only possible to unsubscribe using the "OE-0069 - Subsequent request for cancellation of final exam". The application can be submitted by entering the Neptun system in the "Administration / Request" menu item.

After the processing of the application, the practical check-out will be made by the Neptun administrator of the competent institute, You will also be informed in a system message from this fact.

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