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".

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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.

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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.

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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 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 unsubsribe 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 will also be informed in a system message from this fact.

19. May, 2021 Budapest

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