

Budapest University of Technology and Economics, BME
since 1782



An aerial photograph of Budapest, Hungary, showing the Danube River flowing through the city. The Chain Bridge is visible in the foreground, and the Liberty Bridge is further downstream. The city is densely packed with buildings, and there are green spaces interspersed throughout. The text 'BUDAPEST' is overlaid in large, yellow, serif font at the top of the image.

BUDAPEST

BME

DANUBE



Study Abroad Office staff in the Central Academic Office (CAO)

Front Office

- Ms. Nikolett Rozbora
- Ms. Dorottya Ruszin

Head of Office:

Mr. László Kunsági

Contact

- **Website (Information letters and Course offer):**
https://kth.bme.hu/en/study-programmes/exchange-and-semester-abroad-students/academic_information/
- **Email: incoming@bme.hu**
- **Opening hours:**
 - time: <https://kth.bme.hu/en/news/>
 - place: building R, ground floor, main hall
- **Mailing address: Műegyetem rkp. 7–9., H-1111 Budapest, Hungary**


Website

Fájl Szerkesztés Nézet Előzmények Könyvjelzők Eszközök Súgó

Academic Information - BME

https://kth.bme.hu/en/study-programmes/exchange-and-semester-abroad-students/academic_informati

BME HOMEPAGE | PHONEBOOK | SITEMAP | HU | EN



BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS
Central Academic Office

Sunday, 2 February 2020 · No opening hours today

NEWS GENERAL INFORMATION STUDY PROGRAMMES APPLICATION FORMS CONTACT INFORMATION

- EXCHANGE AND SEMESTER ABROAD STUDENTS
 - ACADEMIC INFORMATION
 - ERASMUS AND OTHER EXCHANGE
 - SEMESTER ABROAD (FEE PAYING)
- SCHOLARSHIP HOLDER STUDENTS
- TUITION FEE PAYING STUDENTS

Academic Information

OPENING HOURS

Sunday, 02. 02.
no opening hours

21: Opening hours for foreign students: 12:00 - 15:30

Details »

NEPTUN LOGIN

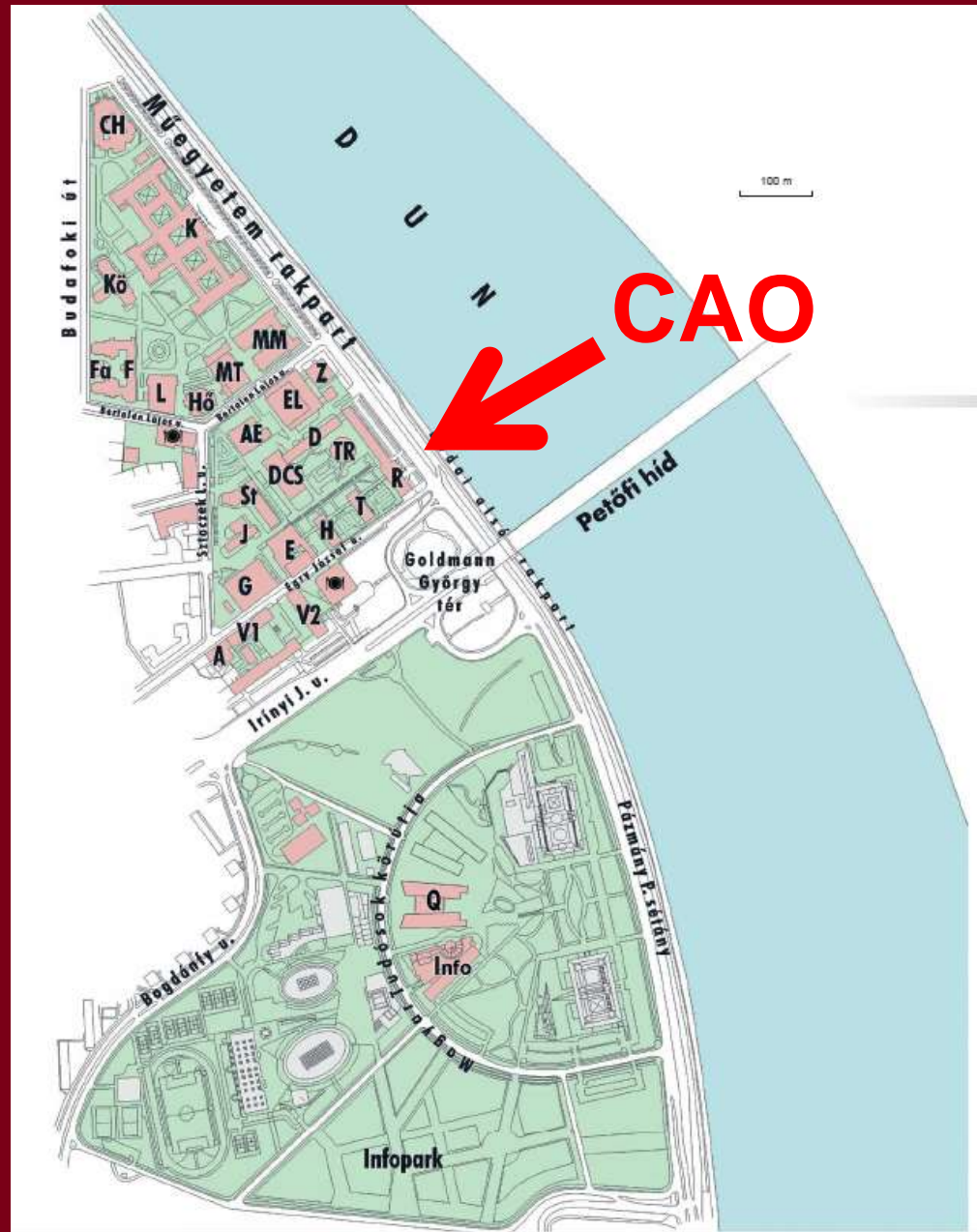
Students
Lecturers

GENERAL INFORMATION

Welcome and Information Letter from BME CAO OIE, Hungary for Newcomers for the Spring Term of the 2019-20 Academic Year

Írjon ide a kereséshez

8:34 2020.02.02.





If you need help or have a question

- At first please read our website and information letters on it https://kth.bme.hu/en/study-programmes/exchange-and-semester-abroad-students/academic_information/
- If you cannot find the answer then send us an email to:
incoming@bme.hu
- Visit us during only opening hours
<https://kth.bme.hu/en/news/>
(building R, ground floor, main hall)
- Contact your ESN mentors



Periods of the term, days-off

- 30 August – 3 September: registration period
- 6 September: first day of study period
- 22 September: BME Sport Day
- 1 November: All Saints' Day
- 16 November: BME Student Research Conference
- 26 November: BME Open Day for highschool students
- 24 December Christmas Eve
- 10 December: last day of study period
- 11, 13 – 17 December: repeat period
- 20 December – 24 January: exam period



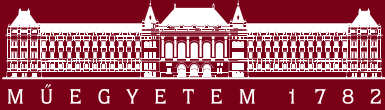
Internet and computer use at BME

**Please visit the following website
and follow the instructions there**

hszk.bme.hu

Electronic administration system

- to put your unique Neptun code into the **subject of your messages to identify yourself**
- to register for your **subjects and courses**
- to check your **schedule**
- to check your **classrooms**
- to submit **requests** (<https://kth.bme.hu/en/general-information/about-neptun/>)
- to set **your temporary address** (in Hungary)
- to submit **request for student ID**
- to register for your **exams** (from the beginning of December)



To enter NEPTUN for the first time

You need your

- **NEPTUN code** (see your letter of acceptance)

and

- **your date of birth** (as your initial password):

in **NeYYYYMMDD** format

please change this initial password and do not forget your new one!!!



Subject/course registration in Neptun

- Under *Subjects/Register for subjects*
- Terms: *2021/22/1*
- Subject type: *Subjects from curriculum ONLY!!!*
from *All subjects* not OK, your registered subjects from here will be cancelled without any notice
- Choose courses in English (not in Hungarian!)
- Until 23:59:59 pm on 3 September
- Submit request E018 (to further register for or deregister subjects free of charge) until 23:59:59 on 12 September
- Submit request E018 (to further register for or deregister subjects paying fee of 5.500 HUF/course) until 23:59:59 on 19 September
- From 20 September there is no way to change your subject portfolio!

Fájl Szerkesztés Nézet Előzmények Könyvjelzők Eszközök Súgó

Course offers - BME KTH

https://kth.bme.hu/en/study-programmes/exchange-and-semester-abroad-students/academic_informatic

Legtöbbször látogatott

COURSE OFFER

COURSES FOR THE SPRING TERM OF THE 2019/20 ACADEMIC YEAR ARE AVAILABLE BELOW

(for the autumn term it will be available not later than from 1st April, 2020)

Please note that this homepage is the only official course offer for exchange and semester abroad students at BME. Only these courses will be able available for registration!

Please be aware that the **courses' availability depends on the number of registered students**. Minimum and maximum numbers of students/course both apply.

Please note that courses are of

- **BSc level:** if the 8th character in its subject code (Neptun code) is **A** or **B** (e.g. BMEVITMAK47)
- **MSc level:** if the 8th character in its subject code (Neptun code) is **M** or **N** (e.g. BMEVITMMB03)
- if the 8th character in its subject code (Neptun code) is **neither A nor B nor M nor N** (e.g. BMEGT658151) then **the course is of general purpose and is for all the students.**

Please note that "**mid-term mark**" requirement means that your mark and credits can be received according to your midterm and project results and other activities during the term and there is no exam at the end of the term.

Please note that **PROJECT TYPE COURSES** (e.g. Diploma Project, Final Project, Project Laboratory, Teamwork Project, Thesis Project, etc.) **are generally not offered for study abroad students**.
If you wish to participate in such courses **at first please find and contact your professionally competent prospective personal supervisor at BME if he/she can manage your project and can accept your application**. If yes, please ask him/her to **write a declaration that he/she can supervise your work and**

NEPTUN OPERATING TIME

CALENDAR

< 2020. JANUÁR >

H.	K.	SZ.	CS.	P.	SZ.	V.
30.	31.	1.	2.	3.	4.	5.
6.	7.	8.	9.	10.	11.	12.
13.	14.	15.	16.	17.	18.	19.
20.	21.	22.	23.	24.	25.	26.
27.	28.	29.	30.	31.	1.	2.

STAY UP TO DATE!

📡

Írjon ide a kereséshez

13:30 2020.01.26.

Extra fees for special instances

Instances	Fees
term registration in Neptun after 3 September (paid in advance)	5.500 HUF
late subject registration/cancellation after 12 September (E018, paid in advance)	5.500 HUF/course
repeated registration for a failed subject	4.500 HUF/course
re-registering for a subject to improve the mark paid in advance	4.500 HUF
replacement of lost student card	3.500 HUF
late submission of home assignment	2.500 HUF/assignment
repeated retake of a test (paid in advance)	4.500 HUF/retake
unauthorized absence from an examination	5.500 HUF/absence
3rd and further exam in the same subject (paid in advance)	4.500 HUF/exam

The above fees should be paid in HUF transfer from your bank account in HUF or by money order (no cash payment at CAO!)

(details: <https://www.kth.bme.hu/document/2469/original/Finances%20in%20Neptun%20v14.pdf>)

(Temporary) Student ID

- You do not need it if
 - you are EU citizen and your student ID includes the dates of issue and expiry, or
 - you have valid International Student Identity Card (ISIC).
- A4 size sheet (not plastic card!) valid with your passport or photo ID,
- Submission of E066 request in Neptun,
- If status of E066 is ‚Approved and closed’ then please pick it up during opening hours in CAO (<https://kth.bme.hu/en/news/>)
- It is valid for 60 days (please renew it in time if you need it)

Learning agreement (LA)

For only Erasmus+ students

- **Modified LA will be sent until 11th October** if your subject portfolio has been changed in Neptun after 7th July,
- **Please upload the signed copy** of your LA into Neptun to ***Information/Upload document*** (if it is bigger than 500kB then please use <https://online2pdf.com/> to compress it)
- **By 30th November your signed LA should be uploaded and match your Neptun records**

Documents issued during your studies at BME

- **Student status certificate** (for residence permit application [for nonEU students] or registration [for EU students] at the Immigration Office) attached to submitted and accepted E100 request in Neptun
- **Confirmation of stay or arrival (if necessary)**
 - ✓ initially can be validated requested through E027
 - ✓ can be finally arranged through E027 dated not later than 7 days after your last exam
- **Transcript of records (grade certificate)**
 - ✓ including all the passed and failed subjects
 - ✓ can be requested in E027 in Neptun after having all your grades in Neptun (please urge your professors to enter your grades in Neptun as soon as possible)
 - ✓ can be emailed (but not mailed!) to your university directly (if necessary)

Thank you for your kind attention!



Budapest University of Technology and Economics, BME
<http://www.bme.hu/?language=en>