

## Guide to downloading the Letter of Acceptance

Please make sure that you are on the right training program. You can have more than one and may be on the wrong one, if you ever had a previous BME training program registered in Neptun.

The screenshot shows the Neptun user interface. At the top, the breadcrumb navigation reads: **Training** | Master of Science Program in Architecture - Master (second cycle)(3NAME) [Adm. year:2022/23/1[Full time training]] (Leg. ...). A red box highlights the text "[Adm. year:2022/23/1[Full time training]]". Below this is the Neptun logo and the text "Egységes Tanulmányi Rendszer". A blue button labeled "Education Admin." is visible. Below the button, the text "Neptun Meet Street" is displayed. At the bottom, there is a navigation menu with tabs: My data, Studies, Subjects, Exams, Finances, Information, and Administration. A red arrow points from the "Training" tab to the highlighted text box. A red box with a red arrow pointing to it contains the text: "see if this is right, if not (if you ever had a previous BME program) change it".

Once your training program is correct then please go to Studies/Official notes!

The screenshot shows the Neptun user interface with the "Studies" menu open. The navigation menu at the top includes: My data, **Studies**, Subjects, Exams, **1.** Finances, and Information. The "Studies" menu is expanded, showing options: Training data, Term data, Class schedule, Grade average, Gradebook, Curriculum, Milestones, Field practice, Publications, Consultations, Advancement, **Official notes**, Degree thesis/Thesis application, and Final certificate requirements. A red arrow points from the "Official notes" option in the menu to the "Official notes" tab in the navigation menu. Another red arrow points from the "Official notes" tab to the "Official notes" option in the menu. A red box with a red arrow pointing to it contains the text: "2.".

Under the Studies/official notes menu option please click on the "+" sign at the right end of the "letter of acceptance" row, choose the "Uploaded document" option then in the pop-up window click on the link to open your letter of acceptance and download it.

The screenshot displays the Neptun web application interface. The 'Studies' menu option is highlighted with a red circle. A pop-up window titled 'Uploaded documents' is open, showing a table with the following data:

Document name	Type	Filing number
<a href="#">P12GK3 - BME-65502022 HU.pdf</a>	OfficialNotes	

The document name link is also circled in red. Below the table, the text 'Number of results: 1-1/1 (16 ms)' is visible. In the background, the 'Official notes' section shows a list of entries with 'Entry date' and a '+' icon next to each entry. The '+' icon for the entry dated 7/18/2022 is circled in red.