



ELTE

FACULTY OF
INFORMATICS

End-of-semester check list

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Before you start your well-deserved holiday, please dedicate a few minutes to check your studies and evaluate your advancement to start the next semester stress-free.

Please check the following:

- **Did all your grades get administered (properly) in Neptun?**

- Neptun > Studies > Gradebook
- If you experience an error in the administration of your grades during the exam period: please contact the relevant lecturer
- If you experience an error after the exam period: Neptun request > **Form of Complaint Concerning Grades**
- Deadline: The first Friday after the exam period
- In the event of a problem, failure to submit the application voids your complaint.

- **Do you have a subject that you registered for the 3rd time and did not fulfil?**

You have to submit an Equity Request: **Neptun > IK - Equity Request towards the Dean of the Faculty**

- **Do you have a subject you registered for previously but did not fulfil and you would like to register for the subject again in the upcoming semester?**

Transfer the fee for the registration for a subject for the 2/nd/3rd/3rd+ time to the **joint account**.

- **Do you have an unfulfilled subject that is a strong prerequisite of a subject and you would like to register for both - the prerequisite and the follow-up subject- in the upcoming semester?**

You will need a **Prerequisite weakening request**, you can find the description of the process [HERE](#) + **transfer funds for the Registration for a subject for the 2/nd/3rd/3rd+ time fee to the joint account**

- **Do you have debts?**

Check **Neptun > Finances**

