



ELTE

FACULTY OF  
INFORMATICS

## End-of-semester check list

# End-of-semester check list

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 registered (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. Later registration is not possible at the request of either the student or the instructor.
- **Do you have a subject that you registered for the 3rd time and did not fulfil?**

**Neptun > IK - Equity Request towards the Dean of the Faculty.**  
You have to submit an Equity Request to avoid termination of your student status.
- **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?**

In the case if and only if you will (or intend to obtain) the absolutory in the upcoming semester you should consider to submit 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** If you have active debts you cannot register for the upcoming semester until you pay them off.

