Basic usage of the NEPTUN system
What is the Neptun?

- Learning System

- Usages for students:
  - Registering subjects
  - Registering exams
  - Managing timetables
  - Managing grades
  - Communication channel
neptun.sze.hu or neptun.sze.hu/en_GB/home
Logging in

Enter your Neptun Code (found on the Studyplan)

Ne+Your birth date in YYYYMMDD format
The main interface

Your name / Neptun Code
Check your data for errors. If you find any, contact:
- International Office – Exchange students
- Academic Registry Office – full degree students
Studies

[Image of a webpage navigation menu]

- Training data
- Term data
- Class schedule
- Grade average
- Gradebook
- Curriculum
- Milestones
- Student degree theses
- Field practice
- Publications
- E-learning materials
- Consultations
- Advancement
- Official notes
1. At the beginning of the semester
1. Subject registration*
2. Course registration
   Course types:
   - theoretical
   - practical
   - laboratory

*First year full degree students are registered for subjects by the academic coordinator
Subject registration

Click here to register for new subject
Most subjects require registering one theoretical and one practical course. If there are only one type of course, then you only need to register one.
Confirming the subject registration

Registration OK!

Registration failed!
Subject – Registered subjects

Registered subjects

Filters

Terms: 2019/202 (current term)

Terms:

List

Subject

Subject code | Subject name | Credit | No. of times registered for | Waiting list
--- | --- | --- | --- | ---
A3IN_BMTA045 | Simulation of Internal Combustion Engines | 5 | 1 | 
A3IN_BMTA022 | Tribology + Failure analysis | 5 | 1 |
A3IN_BMTA042 | Final year project 1 | 15 | 1 |

Number of results: 3/3 (0 ms)
### Subject – Taken courses

<table>
<thead>
<tr>
<th>Subject code</th>
<th>Subject name</th>
<th>Course code</th>
<th>Course type</th>
<th>Number of classes</th>
<th>Class schedule info</th>
<th>Lecturers</th>
<th>Waiting List</th>
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<tbody>
<tr>
<td>AINM_GMTA042</td>
<td>Final year project L</td>
<td>02</td>
<td>Practical</td>
<td>4</td>
<td>37:10-10:10 13:00-17:00 (Foyer BMT)^</td>
<td>Szabó Zsolt</td>
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<tr>
<td>AINM_GMTA048</td>
<td>Simulation of Internal Combustion Engines</td>
<td>01</td>
<td>Practical</td>
<td>2</td>
<td>11:10-12:10 14:10-15:10 (Foyer BMT)^</td>
<td>Nagy András Lajos</td>
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<tr>
<td>AINM_GMTA022</td>
<td>Tribology + Failure analysis</td>
<td>02</td>
<td>Labour</td>
<td>2</td>
<td>11:10-12:10 14:10-15:10 (Foyer BMT)^</td>
<td>Tóth Ákos David</td>
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<tr>
<td>AINM_GMTA032</td>
<td>Tribology + Failure analysis</td>
<td>01</td>
<td>Theoretical</td>
<td>2</td>
<td>11:10-12:10 14:10-15:10 (Foyer BMT)^</td>
<td>Tóth Ákos David</td>
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</tbody>
</table>

*Note: ^ denotes "(current term)".*
Subjects – Deregistering and modifying subjects

Click the “Options +” button in the row of the selected subject.
2. At the beginning of the examination period
Accepting offered grades

If your teacher offers you a grade without an exam you **have to** accept it in the system.
Exams

[Image of Neptun University interface with highlighted sections for Exam registration and Taken exams]
You can register for an exam until the previous day of the exam day and until noon!
Deregistering the exam

You can deregister for an exam until the previous day of the exam day and until noon!
Repeated Exam (IV)

- 1 subject → 2 exam is free, for every other exam you have to pay Repeated Exam fee
- In case of taking the same subject repeatedly, the fails of the previous semesters are added to the exams of the ongoing semester.
- Student has to charge the fee for him/herself and they pay it as well in Neptun system
- You can register for the 3rd exam after payed RE (IV) fee!
<table>
<thead>
<tr>
<th>Subject code</th>
<th>Subject name, Lecturer</th>
<th>Cr. Req.</th>
<th>Class per week (T/P/L)</th>
<th>Class per term (T/P/L)</th>
<th>Signature</th>
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</thead>
<tbody>
<tr>
<td>A2M_PFMA0141</td>
<td>Project Autumn, Dr. Bunse Adem</td>
<td>5</td>
<td>continued report 0/2/0</td>
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<tr>
<td>A2M_PFMA0355</td>
<td>Development of Internal Combustion Engines, Nagy András Lajos</td>
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<td>Exam 2/2/2</td>
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<tr>
<td>A2M_PFMA0665</td>
<td>Management Competencies, Dr. Konczosz Dr. Szombathelyi Márta</td>
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<td>A2M_PFMA0777</td>
<td>Engine, Motor and Vehicle testing, Dr. Szabados György Gergő, Dr. Vassovszky Balázs, Kiss Sándor</td>
<td>5</td>
<td>Exam 2/2/2</td>
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<td>A2M_PFMA0800</td>
<td>Internal Combustion Eng., Nagy András Lajos</td>
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<td>A2M_PFMA0910</td>
<td>Internal Combustion Eng., Dr. Harsa Barna</td>
<td>5</td>
<td>Exam 3/0/0</td>
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</tbody>
</table>

**Grades**

- Excellent (Continuous assessment) |
- Excellent (Exam mark) |
- Excellent (Exam mark) |
- Excellent (Exam mark) |
- Excellent (Exam mark) |
- Satisfactory (Exam mark) |
- Good (Continuous assessment)
3. Finances
Finance – how to fill up your Neptun account – via internet bank

• Recipient of transfer: 
  Neptun gyűjtőszámla

• Recipient account number (IBAN):
  - ..... 

• Most important to fill:
  Remarks: NK-your Neptun code(space)
  Your family+given name
Thank you for your attention!

If you have any questions, please contact your Program or Faculty coordinator, or CIP