



CENTRAL ACADEMIC OFFICE (CAO)

[HTTPS://WWW.KTH.BME.HU/EN/](https://www.kth.bme.hu/en/)

WE ARE A GROUP OF INTERNATIONAL PROGRAM COORDINATORS IN CHARGE OF HELPING STUDENTS WITH ADMINISTRATIVE ISSUES.

YOU CAN ASK FOR OUR HELP IN THE FOLLOWINGS: TERM REGISTRATION, SUBJECT REGISTRATION, EXAM REGISTRATION, DATA MODIFICATION IN NEPTUN, REQUESTS IN NEPTUN, CERTIFICATES ON YOUR STUDIES.





Wednesday, 14 February 2024 · 3rd week of Spring term of academic year 2023/2024 · Opening hours today: 08:00–16:30

NEWS ▾

FOR STUDENTS ▾

FOR APPLICANTS ▾

ACADEMIC INFORMATION ▾

ABOUT CENTRAL ACADEMIC OFFICE (CAO) ▾

NEWS



edu ID **Bolépós**



REGISTRATION AND ENROLMENT INFORMATION FOR NEW TUITION FEE PAYING AND SCHOLARSHIP HOLDER STUDENTS TO THE SPRING TERM OF 2023/2024

2023. December 2.

OPENING HOURS ▾

Wednesday, 02. 14.

08:00 – 16:30

Number of waiting persons: 7

Estimated waiting time
(minutes): 9

[Details »](#)

NEPTUN LOGIN



Students

Lecturers

NEPTUN OPERATING TIME ▾

CALENDAR

< FEBRUARY 2024 >

H.	K.	SZ.	CS.	P.	SZ.	V.
29.	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.

LATE ENROLLMENT INFORMATION TO SPRING TERM OF 2023/2024

2024. February 9.

If you didn't submit your „100 Online registration” request before 23:59 CET 8 February 2024, you can make the **enrollment process for a late fee** (5500 HUF) **between 12 February and 14 March 2024**. In this case please follow the description of „Enrollment step by step” below and your administrator will inflict the fee in the Neptun system at the decision of the

[More »](#)

INFORMATION ON LEGISLATIVE CHANGES CONCERNING RESIDENCE PERMIT APPLICATION

2024. January 25.

Pursuant to the amendment to the law adopted in December 2023, no applications for a residence permit may be submitted between 1 January 2024 and 29 February 2024, except for cases provided by law. Such exception could include the entry of people in higher education. In this case the application for a residence permit may be submitted. Please note that

[More »](#)

[BME CAO NEWSLETTER ON OPENING THE](#)

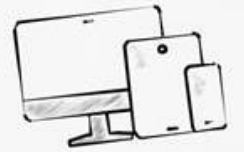
[INFORMATION LETTER FROM BME FOR](#)

What?

Where?

When?

COMMUNICATION



How?

Why?

Who?



WE COMMUNICATE WITH YOU VIA NEPTUN

Budapest University of Technology and Economics



Student BME_W2K19H_08(226)

Language:



Login name:

Password:

Login >

[Forgot password](#)



Verzió: 2023.3.24 (2/5/2024)

Supported browser:

Microsoft Internet Explorer 9.0+ ; Mozilla Firefox ; Google Chrome

Messages

Filters | Message types: All messages

Message types:

- Personal messages
- System messages
- All messages

 List

Actions: New message

Inbox

Actions: Delete

Delete	Sender	Subject	Receive date
<input type="checkbox"/>	System message	Information about the decision of the request	2/13/2024 3:37:41 PM
<input type="checkbox"/>	System message	Change of request status	2/13/2024 3:37:11 PM
<input type="checkbox"/>	András Iván Sólyom	Pre -Eng course	2/13/2024 12:53:44 PM
<input type="checkbox"/>	Dr. Tibor Kovács	Room for course	2/13/2024 10:39:00 AM
<input type="checkbox"/>	Zsolt József Papp	Algebra1/Geometry1	2/12/2024 8:02:38 PM
<input type="checkbox"/>	András Iván Sólyom	Teams	2/12/2024 7:27:28 PM
<input type="checkbox"/>	Zsolt József Papp	Pre_eng_Math	2/12/2024 4:39:24 PM
<input type="checkbox"/>	Zsolt József Papp	MS TEAMS link	2/12/2024 4:16:45 PM
<input type="checkbox"/>	Mária Vida	link of TEAMS class of Electricity	2/12/2024 8:38:03 AM
<input type="checkbox"/>	Zsolt József Papp	schedule for new students	2/11/2024 8:05:05 PM
<input type="checkbox"/>	System message	Change in course class schedule	2/11/2024 7:41:44 PM
<input type="checkbox"/>	Zsolt József Papp	Algebra and Geometry link	2/11/2024 10:33:44 AM
<input type="checkbox"/>	Zsolt József Papp	Algebra 1	2/11/2024 9:52:15 AM
<input type="checkbox"/>	Zsolt József Papp	on-line lectures of physics	2/10/2024 1:37:48 PM
<input type="checkbox"/>	System message	Signing out from the T0 course belonging to the BMETETOP201 Vibration subject has been taken place by an administrator.	2/9/2024 7:29:18 PM
<input type="checkbox"/>	System message	Signing out from the T1 course belonging to the BMETETOP201 Vibration subject has been taken place by an administrator.	2/9/2024 7:29:18 PM
<input type="checkbox"/>	System message	You have been removed from a subject by an administrator. Subjectcode: BMETETOP201. Subjectname: Vibration	2/9/2024 7:29:18 PM

- You can usually find LINKs in the messages which navigates to the website!
Read the WHOLE message CAREFULLY and open all the referred link or content.
- Read it twice a week at least!



- **WHAT?**
- NEPTUN code, name, training program, your problem or question and their context briefly.
- Do not send email about a submitted request!
- **TO WHOM?**
- Send e-mail to the responsible person, not to everybody! About general questions, first of all to the kth-info@bme.hu
- **WHEN?**
- **If you don't find the answer to your question on the CAO's website!** Please wait at least 3 **working days** for the answer before write again – during the registration period it may take more than 3 days

Please be proactive and learn to use the website!

The screenshot displays the website header for the Budapest University of Technology and Economics (Műegyetem 1782). The main navigation bar includes links for NEWS, FOR STUDENTS (which is expanded to show sub-links like RULES AND REGULATIONS, ABOUT NEPTUN, ACADEMIC CALENDAR, EXCHANGE AND SEMESTER ABROAD STUDENTS, DOWNLOADABLE DOCUMENTS, and FAQ), FOR APPLICANTS, ACADEMIC INFORMATION, and ABOUT CENTRAL ACADEMIC OFFICE (CAO). A secondary navigation bar shows the current date (Wednesday, 14 February 2024), the academic term (3rd week of Spring term of academic year 2023/2024), and opening hours (08:00-16:30). On the left, a 'NEWS' section is partially visible. On the right, there is a search bar, a phone icon, an RSS feed icon, and a 'Belézés' button. Below these is an 'OPENING HOURS' section for Wednesday, 02. 14., showing hours from 08:00 to 16:30, with 3 waiting persons and an estimated waiting time of 3 minutes. A 'Details' link is provided at the bottom of the opening hours section.

BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS
Central Academic Office

M Ű E G Y E T E M 1 7 8 2

Wednesday, 14 February 2024 · 3rd week of Spring term of academic year 2023/2024 · Opening hours today: 08:00–16:30

NEWS ▾ FOR STUDENTS ▾ FOR APPLICANTS ▾ ACADEMIC INFORMATION ▾ ABOUT CENTRAL ACADEMIC OFFICE (CAO) ▾

NEWS

- RULES AND REGULATIONS ▶
- ABOUT NEPTUN ▶
- ACADEMIC CALENDAR
- EXCHANGE AND SEMESTER ABROAD STUDENTS ▶
- DOWNLOADABLE DOCUMENTS
- FAQ ▶

eduID Belézés

OPENING HOURS ▾

Wednesday, 02. 14.
08:00 – 16:30
Number of waiting persons: 3
Estimated waiting time (minutes): 3

Details »





Wednesday, 14 February 2024 · 3rd week of Spring term of academic year 2023/2024 · Opening hours today: 08:00–16:30

[NEWS](#)
[FOR STUDENTS](#)
[FOR APPLICANTS](#)
[ACADEMIC INFORMATION](#)
[ABOUT CENTRAL ACADEMIC OFFICE \(CAO\)](#)

AVAILABLE REQUESTS IN NEPTUN

There might be requests not shown here, if it is for/by the Faculties or the Directorate of Sales and services.

E001 Appeal: This is a request for reconsideration of the decision on another request.

E003 Request for Equity (Faculty Chance): This request is for asking exemption from any one of the BME Code of Studies regulations. **You can get faculty chance only once during your studies!**

004 Request for deferment for new students - For Scholarship holder students the 004 request is available until 17 September, 2023.

006 Request for Discrepancy Elimination in Grade

007 Opposition to payment obligation: Based on the BME Regulations on Student Fees and Benefits Annex 2. 2.5 (5) „Students shall have the right to seek legal remedy regarding the fees not determined and levied by the students pursuant to the provisions of Chapter X of the TVSZ (BME Code of Studies)”. The students may exercise their above right through the „007 Opposition to payment obligation” request. For more details, please read our instruction among [Neptun guides](#).

008 Request to re-register for a subject to improve the grade: It is available each term during the examination and registration periods. It is necessary to have 4500 HUF on your Neptun bank account before submitting the request. The subject will not be registered again, your improved grade will be entered to the subject in the past term.

E009 Request for extension for SH/HDS/SCYP students

This request is available between 11 October 2023 and 8 November 2023.

010 Request for tuition fee reduction: This request is for tuition fee paying students, who can ask for tuition fee reduction.

011 Request for transferring to another training program, for tuition fee paying students: If you wish to change training programs within BME, based on BME Code of Studies Section 54, you have to claim it through this request. It is usually open between the examination and registration periods.

013 Request for deferred exam: Article (8) Section 120. of the BME Code of Studies – „Based on student request and in duly justified instances, the FSC may allow the student to take an exam after the exam period but not later than the beginning of the next term [deferred exam].” After the request is accepted, the student

[edu](#) [Biolópos](#)

OPENING HOURS

Wednesday, 02. 14.

08:00 – 16:30

Number of waiting persons: 4

 Estimated waiting time
(minutes): 6

[Details >](#)

NEPTUN LOGIN


[Students](#)
[Lecturers](#)

NEPTUN OPERATING TIME

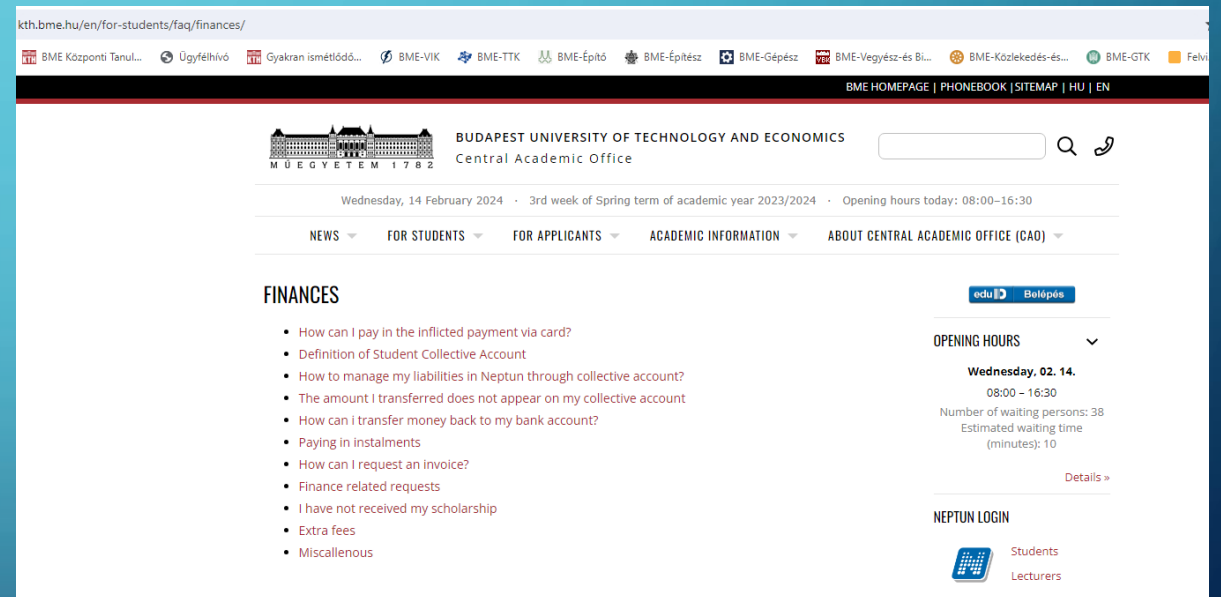
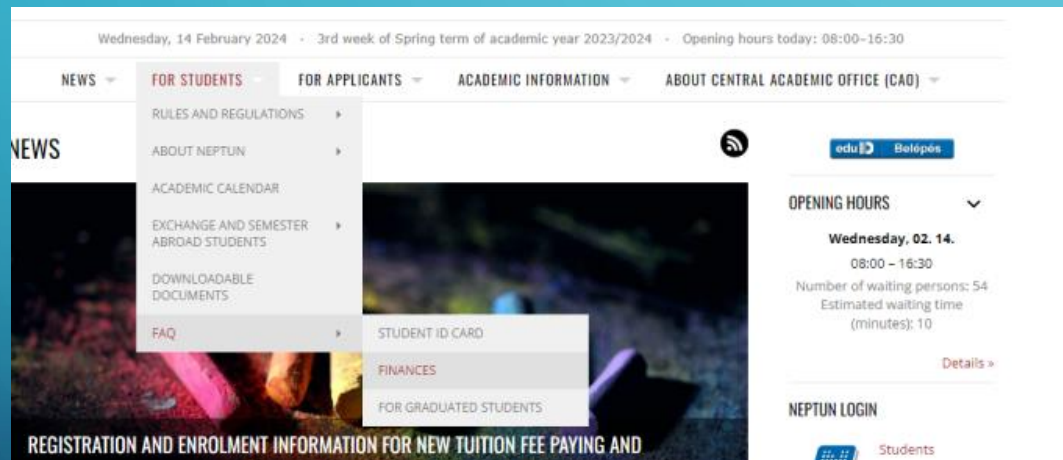
CALENDAR

FEBRUARY 2024						
Mo	Tu	We	Th	Fr	Sa	Su
29.	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.

- Please read the content of the request before submitting!
- In the current newsletter all the actual requests are listed together with the deadlines!
- If you have any problems with the Neptun system please contact neptun@bme.hu

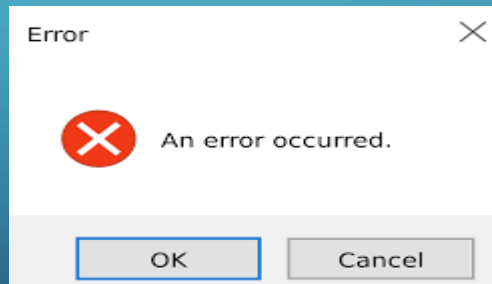
FINANCIAL ISSUES

- Pay in time! You can see the deadlines in Neptun!
- If you miss the deadline, you have to pay an extra fee!
- You are not eligible to register for exams with debt!





- You can authorize another person to arrange your issues for you, but the procedure has some rules that you can find under downloadable documents
- In **Hungary**, official documents have to be signed in blue ink!
- **Please make a screenshot** about every error message and send it with a short description of the problem to the responsible person.



- **System message: „This is to inform you that a(n)type official note/remark has been recorded on your training program → you have to open and download a decree from the Official notes.**

Scholarship holders

Regarding the following issues: dormitory, medical help, TAJ card, TAX ID, scholarship and accomodation payments please contact the International Mentor Team at <https://www.imt.bme.hu/>.

Scholarship status is not the same as student status!

The background is a dark teal gradient. In the corners, there are white line-art graphics resembling circuit traces or neural network connections, with small circles at the end of the lines.

Thank you for your kind attention!