

Good to know!
for every Student



UNIVERSITY OF DEBRECEN
FACULTY OF INFORMATICS



EDUCATION OFFICE (EO)

Office: **IF20**

Opening hours:

Monday - Tuesday - Wednesday: 9:00 - 11:00

Thursday: 9:00 - 11:00 and 13:00 - 15:00

Friday: 9:00 - 11:00

e-mail: **to@inf.unideb.hu**



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Education Office' s task

- Professional training (EO and MAG Praktikum)
- Educational matters
- Administrative tasks regarding submitted requests



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Read Neptun messages!

Important, MUST READ messages subject:

IK-TO



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Neptun – educational system

- subject registration
- request submission
- checking study progress
- exam registration
- checking schedule
- paying fees

Neptun help - technical issues:

helpdesk@it.unideb.hu



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Subject/course registration

- No subject registration without prerequisite(s) (if there is/are)
- No course timing change (only on the teacher's demand)
- Exam course is for students who already tried to complete the subject in the previous semesters – only for the subjects which assessment is exam (E)

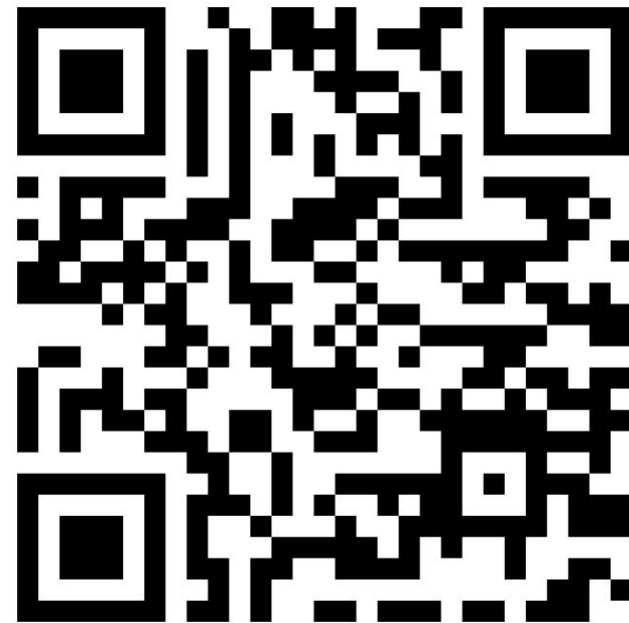


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University of Debrecen
Faculty of Informatics
website: inf.unideb.hu

updated regularly → check it regularly, study it carefully



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Meet the deadlines

- set in the Calendar
- on the **Faculty of Informatics website:**
inf.unideb.hu



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What does an e-mail sent to the EO has to contain:

- Student' s own **full name**
- Student' s own **Neptun code**
- Student' s own **major**

No e-mail directly to the Dean and Vice-Dean! First step: send an e-mail to the EO



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Mandatory (belong to different departments)

Physical Education



Work and Fire Safety Training



...but their credits are not counted to the Total. Their credits are counted above the

- BI BSc 210
- CS BSc 180
- CSE BSc 210
- BI, CS, CSE MSc 120



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Mandatory – Professional Training

1. Complete prerequisites
2. Find a place
3. Upload start Documentation - MAG Praktikum
4. Complete the Professional training
5. Upload finishing Documentation
6. Subject registration – recommended in the upcoming semester after the completion of the professional training



Credits are counted to the Total (differentiated knowledge block)



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Thesis

1. Thesis topic application – the sooner the better
2. Complete the required amount of credits
3. Thesis subject registration

More information:



With professional matters about the Thesis you need to turn to the supervisor.

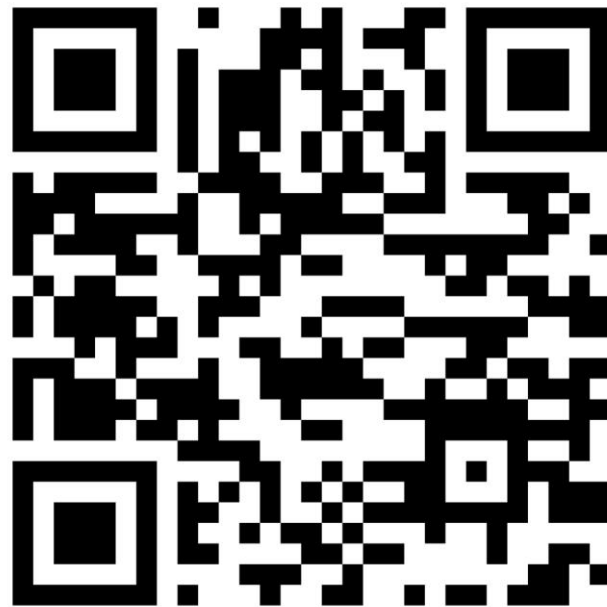


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GET FAMILIAR WITH THE FOLLOWING DOCUMENTS

Rules and regulations



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Good to know

- Attendance at practical and laboratory sessions is compulsory with the **maximum of 3 absence**.
- Reasons for Termination of student status:
 - The 6th failed subject completion
(max. 6 subject registrations/subject; max. 3 exams/semester/subject)
 - Less than 10 completed credits per 2 semesters
 - To many passive semesters

Academic and Examination Rules and Regulations of the University of Debrecen

3. § Section (7) and Section (15)

- Cheating on the exams has consequence - Disciplinary procedure



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Industrial Certificates - Certiport

- Counts as Differentiated knowledge – code ends with 96
- Does NOT count as Differentiated knowledge – code ends with 95

Credits for industrial certificates:



Details, general information:



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University of Debrecen Coordinating Center for International Education

- tuition fee inquiries
- scholarship inquiries
- issuing Transcript of Records
- student card issues
- health insurance inquiries



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University of Debrecen Coordinating Center for International Education

Opening hours

Tuesday: 12:30 - 15:00

Wednesday: 9:00 - 11:30

Thursday: 12:30 - 15:00

Friday: 9:00 - 11:30

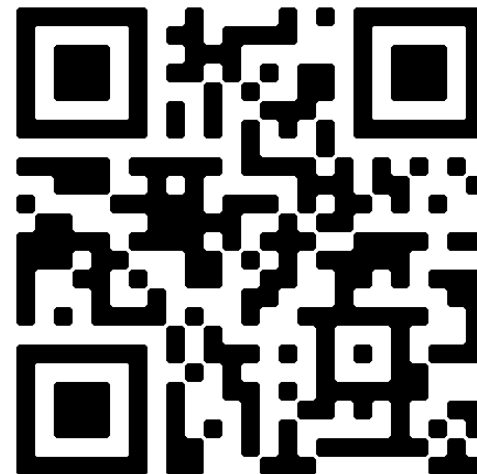
CONTACTS

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Hungary (main campus)

E-mail: info@edu.unideb.hu

Telephone: +36 52 258-058

page: <https://edu.unideb.hu/>



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University of Debrecen Mental Health Center

- mental health support
- conflict handling
- difficulties with studying

...and many more.

demek.unideb.hu



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Pannónia Scholarship Programme

- students' mobility
- students in Stipendium Hungaricum scholarship may not engage in long-term mobility

