

Reference number: MATE-OKT/380-7/2024
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INFORMATION

**For students of Hungarian University of Agriculture and Life Sciences
about spring semester start of the academic year 2023/24**

Dear Student,

I kindly inform you that the academic calendar of 2023/24 academic year is available on the website of MATE educational directorate. <https://ed.uni-mate.hu/academic-calendar>

I. Enrolment/registration

According to the academic calendar the autumn semester registration period in the Neptun system starts as listed below:

| Campus | Program | Start of registration in Neptun system |
|---------------------------------|--------------------|--|
| Szent István Campus (Gödöllő) | full-time programs | 5 February 2024 (Monday) 8.00 am |
| Budai Campus (Budapest) | all programs | 5 February 2024 (Monday) 10.00 am |
| Kaposvári Campus (Kaposvár) | all programs | 5 February 2024 (Monday) 12.00 am |
| Georgikon Campus (Keszthely) | all programs | 5 February 2024 (Monday) 12.00 am |
| Károly Róbert Campus (Gyöngyös) | all programs | 5 February 2024 (Monday) 12.00 am |

The registration period closes on 11th February 2024 at midnight.

Registration period for Masters programmes (for students admitted for the spring semester of the academic year 2023/24): 5-11 February 2024.

The modification of subject registration is possible until 18 February for free by yourself. After 18 February, enrolment/subject registration must be requested in the Neptun system: Administration menu / Requests submenu, and Study menu/ Curriculum submenu. (<https://ed.uni-mate.hu/e-requests-in-neptun>)

The newly admitted students may find information about enrolment and registration at the website of: <https://ed.uni-mate.hu/> Study information.

We would like to draw your attention, that to fill the enrolment sheet (and for self-financed students fill study contract, too) is very important. Please, attend the enrolment appointments on the given dates and times, because you may get some information about your study and academic rules

II. Subject registration

The the subject registration starts on 5th February and closes on 18th February 2024. On the 12-13 February (course control period), university administrators are going to check and cancel those optional subjects, which had registered students fewer than the limit. Subject registration **will be**

available during the course control period! Please, note, that you can not have an active semester without subject registration and can not register subjects without active status.

After completed subject registration, students can check their schedule on Neptun (Studies/Class schedule menu)

You cannot activate your status and register your subjects if you have any unpaid liabilities in Neptun system.

For FAO, SH, SCYP and MISP scholarship holders: please note, that you need to fulfill a minimum of 18 credits/semester (as an average of 2 active semesters) to keep your scholarship holder status.

III. Tuition fee payment

For self-financed students, another information letter is going to be published about tuition fee payment and related requests, however the payment (and related request's submission) deadline is going to be **19th February 2024**. Senior students might submit discount or instalment requests in Neptun system.

IV. Access of regulation

Some of the regulations of the Student Requirements System and their annexes can be found on the University website: <https://ed.uni-mate.hu/rules-regulation1>

Useful contacts for international students: <https://en.uni-mate.hu/welcome-information> (Under **Arrival in Hungary**, select **USEFUL CONTACTS** at MATE

V. Information about MATE ID, Neptun code, password and webmail

At the Hungarian University of Agriculture and Life Sciences (henceforward MATE) the access to informatic systems happens with a unified user ID. It is called MATE ID, in case of students it is the same as Neptun ID initially.

The SZIU/Neptun ID and the joint webmail box is automatically generated by the activated student status. However, the mailbox is disabled, and can not be used until activation.

You may activate your MATE ID at the <https://joker.szie.hu> website, the initial password is Ne and your birth date in format of YYYYMMDD (ex.: Ne19960229) To activate your ID, you have to change your password.

The information about webmail is available here: <https://en.uni-mate.hu/mate-authentication-wifi-e-learning-email->

With activation of your MATE ID, you activate your e-learning access as well.

Please, note that, when you activated your MATE ID at joker website, it is not influencing your password you had set in Neptun system. Therefore, you have got two entry with the same login name (neptun code) but maybe with different passwords.

Gödöllő, 24th January 2024

Ferenc Szalai
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Hungarian University of Agriculture and Life Sciences
Educational Directorate