

The background of the slide features a large, modern university building with a grid-like facade of windows and red brick accents. In the distance, a hill is visible with a prominent white statue on top. The sky is a pale, hazy blue.

# Welcome to Eötvös Loránd University

**Faculty of Science**

# Faculty of Science (TTK) – History & numbers

- ELTE – oldest University of Hungary (founded in 1635)
- First Faculties: Faculty of Humanities & Faculty of Theology
- Mathematics, Physics and Cartography were taught from the beginning
- An independent Faculty of Science was founded in 1949
- From 2001 it is located at its current place, in Lágymányos
- In 2010, ELTE was awarded the title „research university”
- Nearly 40 departments – five Institutes – around 4000 full-time students + 400 PhD students



# Faculty of Science – Lágymányosi Campus

- **Two buildings – Northern (Északi tömb), and Southern (Déli tömb)**



# Quaestura

- <http://qter.elte.hu>
- **Student card management**
- **Providing the Neptun code/user name and password for students and professors**
- **Posting service: forgotten Neptun password; temporary student card;**
- **validating plastic student card**
- **Health insurance management for foreign citizens**
- **Providing information regarding Finances**
- **Providing Certificate of Student Status**
- **Correcting personal data in the Neptun system.**



# NEPTUN

- The administrative intranet system of ELTE
- You need to register for your semesters, courses and sign up for exams in it
- Submit requests
- Pay fees, receive the scholarship through Neptun
- Receive messages
- [hallgato.neptun.elte.hu](http://hallgato.neptun.elte.hu)
- Username, password - Quaestura

# Enrollment times - MSc

- **3rd September – 13.00: Physics, Mathematics, Applied Mathematics, Chemistry**
- **4th September – 9.00: Environmental Science**
- **4th September – 14.00: Geology**
- **5th September – 9:00: Biology, Materials Science**

# Enrollment times - PhD

- **3rd September, 14:00-16:00 - Earth Sciences & Mathematics**
- **4th September, 14:00-16:00 - Physics & Biology**
- **5th September, 14:00-16:00 - Environmental Science & Chemistry**



# Registering for courses

- **Everyone has to register for courses in NEPTUN**
- **Bsc and MSc students: until 13rd September**
- **Doctoral students: 27th September**
- **You can find the curriculum of your program on the Study Administration Office's website (<http://to.ttk.elte.hu>)**
- **After these dates, only the study admins can register you for courses and a formal request is needed**



# 2019/2020 – Autumn Semester

- **Lectures start on 9th September 2019**
- **Autumn break: 28th October 2019 to 1st November 2019**
- **Last day of the study period: 13th December 2019**
- **First day of exam period: 16th December 2018**
- **Last day: 31st January 2020**

# Study Administrator for MSc and BSc Students

- **Ms. Zsuzsanna HANNUS**
- **Room number 1.77A in the Northern Block**
- **Office hours:**
  - **Mondays and Fridays 10.00-12.00**
  - **Tuesdays and Thursdays: 13.30-15.30**
  - **Wednesdays: closed**

# Study Administrator for PhD Students

- **Ms. Zsuzsa BUVÁRI**
- **Room number 0.128 in the Northern Block**
- **Office hours:**
  - **Mondays and Wednesdays: 13.00-15.30**
  - **Tuesdays and Thursdays: 10.00-12.00**
  - **Fridays: closed**



## **At the study admin's office you can:**

- **Enroll (after the first semester, you'll need to do this yourself in NEPTUN for EVERY coming semester)**
- **Get a certificate of active student status**
- **Update your data in the Neptun system**
- **Other administrative problems that might come up (late registration to a course or dropping a course, etc.)**

# Program coordinators for MSc students

Problems/questions about specific courses, etc.

- **Biology – Ms Petra VARRÓ: [varro.petra@ttk.elte.hu](mailto:varro.petra@ttk.elte.hu)**
- **Chemistry – Assoc. Prof. Ágnes SZABADOS: [szabados@chem.elte.hu](mailto:szabados@chem.elte.hu)**
- **Environmental Science – Prof. Tamás WEISZBURG: [glaucnite@gmail.com](mailto:glaucnite@gmail.com)**
- **Geology – Prof. József PÁLFY: [palfy@elte.hu](mailto:palfy@elte.hu)**
- **Materials Science – Prof. Katalin SINKÓ: [sinko@chem.elte.hu](mailto:sinko@chem.elte.hu)**
- **Mathematics – Prof. István ÁGOSTON: [agoston@cs.elte.hu](mailto:agoston@cs.elte.hu)**
- **Physics – Prof. Gyula BENE: [bene@arpad.elte.hu](mailto:bene@arpad.elte.hu)**

# After enrolling:

- **Residence permit (D-visa: you'll be notified when it's ready – when and where to go)**
- **Accommodation reporting form**
- **Tax ID (National Tax and Customs Administration)**
- **Hungarian bank account number**
- **TAJ card (& Uniqua health insurance) - Quaestura**



# After enrolling:

- **Scholarship Agreement – you'll receive it via email, and you'll have to print & sign it & hand it in at my office**
- **After the Dean signs it, you'll receive an email and you can pick up your copy at my office**
- **Everyone needs to upload the Agreement in the application system!**

# Student ID card

- **NEK ID – Registration Office („Kormányablak”) – go with your mentor**
- **Request in NEPTUN**
- **Temporary student ID certificate – valid for 60 days**
- **Plastic student ID card**

# Scholarship

- **TAX ID**
- **Hungarian bank account number**
- **They both have to be in NEPTUN for you to receive your scholarship**
- **If there is a problem, then you have to wait until the next transfer – 1 each month**
- **First scholarship transfer: in October (2 months)**



# Be familiar with your rights & obligations, and the SH program's and ELTE's regulations


- <http://stipendiumhungaricum.hu> - SH
- ELTE's Academic regulations for students: <http://www.elte.hu/en/regulations>
- All of the University's regulations apply to international students as well!
- MSc students: 36 credits/2 semesters
- PhD students: no extension of scholarship status
- PhD students: 4th semester – complex examination

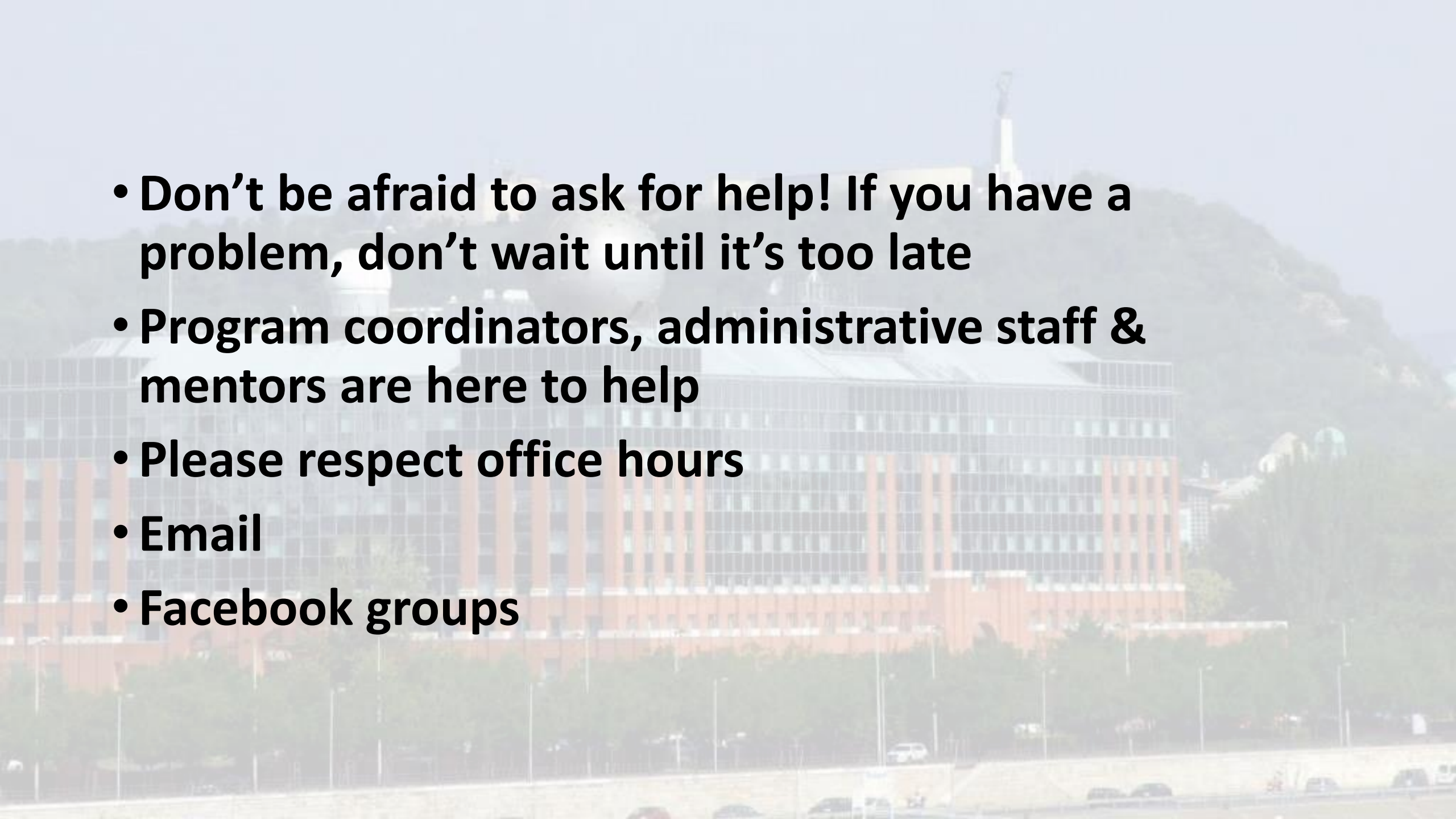
# Everyday life at ELTE

- You can ask mentors for help regarding issues you might face in everyday life
- ELTE's website ([elte.hu](https://elte.hu)) has lots of useful information in the sections „Practical matters” and „University life” – recommended to read
- TTK also has a website, it's [ttk.elte.hu](https://ttk.elte.hu)

- It's highly recommended to show up on lectures
- In most seminars or lab practices, you can only miss a maximum of three classes/semester!
- Evaluation: exam or other type of assignment set by the lecturer, depends on the type of the course
- Courses can be taken from other faculties as well (you have 10 „free” credits)
- Academic regulations for students:  
<http://www.elte.hu/en/regulations>
- All of the regulations apply to international students as well!



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- **Be sure to take your ID and/or your passport with you everywhere**
  - **You are also required to have your residence card with you**
  - **Public transport (BKK) travel pass – it is checked regularly – only valid with a Student ID**

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- **Don't be afraid to ask for help! If you have a problem, don't wait until it's too late**
  - **Program coordinators, administrative staff & mentors are here to help**
  - **Please respect office hours**
  - **Email**
  - **Facebook groups**

# Health Insurance

- **Students are eligible for governmental health care (TAJ card) – you need to arrange this at Quaestura Office**
- **More info: <http://qter.elte.hu>**
- **UNIQUA Health Insurance – Quaestura Office**
- **You need to go there in person to sign a contract, you will be notified when it's ready**



# Accommodation

- **No moving out of the dormitories during the semester, only at the end**
- **New application every semester – NEPTUN message**
- **Summer dormitory**
- **Deadlines!**
- **Housing Office**

# Orientation Week for International Students

- **Please check the program on ELTE's website**
- **Facebook event**
- **Welcome Ceremony: September 5, 2 PM in Aula Magna**
- **Faculty of Law – address: 1058 Budapest, Egyetem tér 1.**
- **Information Market**

# Mentor program (SHMN)

- **Stipendium Hungaricum Mentor Network**
- **Organized by the National Union of Students in Hungary (HÖOK)**
- **You can turn to them any time, with any kind of problem**
- **Assistance in official matters**



# Student Union of the Faculty of Science

- Website: <http://ttkhok.elte.hu/>
- They represent international students as well
- Commissioner for external relations: Dorottya DÉNES
- [kulugy@ttkhok.elte.hu](mailto:kulugy@ttkhok.elte.hu)
- When you have serious problems the mentors can't solve (with University staff, etc.)

# International Coordinator

- **Éva NAGY**
- **Room number 0.129 in the Northern Building**
- **Office hours:**
  - **Mondays and Wednesdays: 13.00-15.30**
  - **Tuesdays and Thursdays: 10.00-12.00**
  - **Fridays: closed**



Questions?



Have a great and useful time at ELTE

