



Neptun Education System

International Office, Rector's Cabinet

Eötvös Loránd University (ELTE)

25 August 2016

Budapest, Hungary

E: iro@elte.hu

T: 0036 1 411 6543

W: www.elte.hu/en

Facebook:

www.facebook.com/elteinternational





Neptun Education System

<https://neptun.elte.hu/>

The Neptun Education System is the **electronic system at ELTE** which makes the administration of your studies easier and faster.

This where you manage your studies

- registration for
 - semester
 - courses
 - exams
- payments
- check your progress
- student card
- Neptun Meet Street



Log in to Neptun - Step 1

- Go to neptun.elte.hu and **switch to English**.

ELTE Neptun - Mozilla Firefox

https://neptun.elte.hu

magyar english

Eötvös Loránd Tudományegyetem

> Hallgatói webes felület

> Oktatói webes felület

- > Neptun dokumentáció
- > Neptun Meet Street dokumentáció

- > Neptun dokumentáció
- > Neptun Meet Street dokumentáció

- > Neptun bevezetés GyIK
- > Neptun kód és kezdeti jelszó

© 2012 Eötvös Loránd Tudományegyetem

Log in to Neptun – Step 2

- Click on “**Student web interface**” in order to continue to the “student” Neptun.
- If you click on the link below that you will download a PDF file with the full **Neptun documentation** (guide).

https://neptun.elte.hu/index_en.html

magyar english

Eötvös Loránd Tudományegyetem

NEPTUN
Egységes Tanulmányi Rendszer

> **Student web interface**

> Teacher web interface

> Neptun user guide for students

> Neptun user guide for teachers

> Neptun code and initial password

© 2012 Eötvös Loránd Tudományegyetem

Log in to Neptun – Step 3

- This is the login page. **Switch to English.**
- You will have to switch to English each time you visit the login page.



The screenshot shows a web browser window with the URL <https://hallgato.neptun.elte.hu/login.aspx>. The page content includes:

- Header: *Eötvös Loránd Tudományegyetem*
- Logo: **NEPTUN** Egységes Tanulmányi Rendszer
- Section: **Hallgatói** ELTE_HW2(272)
- Language selection: **Nyelv:** with flags for Hungarian, English, and German. The English flag is circled in red, and a mouse cursor is over it.
- Fields: **Azonosító:** (empty) and **Jelszó:** (empty). A yellow 'English' button is visible below the fields.
- Button: **Bejelentkezés** >
- Footer: Build: 428 (2014.07.14.) P20140826; Támogatott böngészők: Microsoft Internet Explorer 9.0+ ; Mozilla Firefox ; Google Chrome
- Navigation links: **Friss hírek**, **Letölthető dokumentumok**, **Hasznos linkek**

Log in to Neptun – Step 4

- Write the **username** (Neptun-code) and then the **password**. After that “Login”.



A screenshot of a web browser displaying the login page for the Neptun system at Eötvös Loránd University. The browser's address bar shows the URL 'https://hallgato.neptun.elte.hu/login.aspx'. The page features the university's name and the 'NEPTUN' logo. Below the logo, there is a section for 'Student' login with a language selector (Hungarian, English, German) and input fields for 'Login name:' and 'Password:'. A blue 'Login' button with a right-pointing arrow is highlighted with a red oval. At the bottom of the page, there are links for 'Latest News', 'Downloadable documents', and 'Useful links'. The browser's status bar at the bottom indicates the build number '428 (7/14/2014) P20140826' and supported browsers: Microsoft Internet Explorer 9.0+, Mozilla Firefox, and Google Chrome.



Log in to Neptun – Step 5

- After you change the password, **you will have to use the new password from then on and on any website which requires your Neptun code!!!**
- The **Neptun code** is your **administrative university ID**. **You cannot change** and you need to use it for all administration which you might face. Make sure you remember it.



Log in to Neptun – Step 6

- This is what the Neptun looks like. You can change the theme if you want to.

The screenshot shows the Neptun web application interface in a Mozilla Firefox browser window. The browser title is "Neptun.Net ELTE_HW2 - Mozilla Firefox" and the address bar shows "https://hallgato.neptun.elte.hu/main.aspx". The page features a navigation menu with "Training" and "Logout (02:08)" highlighted. The main content area includes the "NEPTUN" logo, "Egységes Tanulmányi Rendszer", and a navigation bar with "Education Admin." and "Neptun Meet Street" highlighted. Below this is a menu with "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration", where "Exams" is highlighted. The interface also displays a "Messages" section with "Inbox", "Sent messages", "Settings", and "Directory" options. At the bottom right, there are icons for "XLS", a printer, a pushpin, and a magnifying glass, which are also highlighted.



Log in to Neptun – Step 7

- If you scroll down, you will see your **Messages Inbox**. You will receive system messages (most will be in Hungarian) as well as messages from your teachers (they will write in English).

The screenshot shows the Neptun Messages Inbox page. The browser address bar displays <https://hallgato.neptun.elte.hu/main.aspx>. The page title is "Messages". The "Filters" section shows "Message types: All messages" and a "List" button. The "Actions" section includes a "New message" button. The "Inbox" section shows a "Delete" button and a "Page size" dropdown set to 20. The message list table is highlighted with a red oval.

| Delete | Sender | Subject | Receive date |
|--------------------------|--------------------|---|--------------------------|
| <input type="checkbox"/> | ELTE Neptun | HKR módosítás a rangsorolási kurzusjelentkezés esetében történő előnyben részesítéssel kapcsolatban | 8/26/2014 5:07:14 PM |
| <input type="checkbox"/> | Czeiner Márta | értesítés hivatalos irat érkezéséről | 7/2/2014 11:28:24 AM |
| <input type="checkbox"/> | System message | A PSZD13-ISMA-103 tárgyra jegybeírás történt! | 6/26/2014 9:11:21 AM |
| <input type="checkbox"/> | Nádasdy Zoltán Dr. | Essays | 6/23/2014 9:35:03 PM |
| <input type="checkbox"/> | System message | A PSZD13-ISMF-103 tárgyra jegybeírás történt! | 6/22/2014 6:37:03 PM |
| <input type="checkbox"/> | System message | A PSZD13-KFEI-104 tárgyra jegybeírás történt! | 6/3/2014 1:11:11 PM |
| <input type="checkbox"/> | System message | A PSZD13-ISMF-109 tárgyra jegybeírás történt! | 6/1/2014 6:36:30 PM |
| <input type="checkbox"/> | Dr. Veszteg Ildikó | utolsó óra dátuma | 5/21/2014 10:27:28 AM |



Enrollment Registration – Step 1

- First of all, you need to **check whether your registration for the semester is fine**. You will use the same link in order to register for all other semesters.

The screenshot shows the Neptun web portal interface. The browser address bar displays <https://hallgato.neptun.elte.hu/main.aspx>. The page header includes "Education Admin." and "Neptun Meet Street". A navigation bar contains tabs for "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Administration" tab is active, and its dropdown menu is open, with "Enrollment/Registration" highlighted in blue. Other menu items include "Dormitory application", "Select specialization", "Final exams", "Recategorization request", "Requests", "Request estimation", "Student Card request", "Questionnaires", "Register for degree thesis topic", "Erasmus", and "Student loan request".

On the left side, there are sections for "Messages" (Inbox, Sent messages, Settings, Directory) and "Favourite functions". The main content area shows an "Inbox" with a table of messages:

| Delete | Sender | Subject | Receive date |
|--------------------------|---------------|--|-------------------------|
| <input type="checkbox"/> | ELTE Neptun | HKR módosítás a r... előnyben részesítéssel kapcsolatban | 8/26/2014 5:07:14 PM |
| <input type="checkbox"/> | Czeiner Márta | értesítés hivatalos irat érkezéséről | 7/2/2014 11:28:24 AM |



Enrollment Registration – Step 2

- You can see the **status for all semesters** up until now. The “**Term**” column shows all the semesters, and the “**Term status**” column shows whether you are/were “**Active**” during that semester.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=1401

Education Admin. Neptun Meet Street

Personal data | Studies | Subjects | Exams | Finances | Information | Administration

Messages
Inbox
Sent messages
Settings
Directory

Favourite functions

Calendar

Enrollment/Registration

Filters Only active: No List

Actions: Add to favourites

Registration requests

| Training | Admission year | Term | Status | Term status |
|--------------------------|----------------|-----------|----------|-------------|
| Pszichológiai tudományok | 2013/14/1 | 2013/14/1 | Accepted | Active |
| Pszichológiai tudományok | 2013/14/1 | 2013/14/2 | Accepted | Active |
| Pszichológiai tudományok | 2013/14/1 | 2014/15/1 | Accepted | Active |

Number of results: 1-3/3 (281 ms)



Change your password – Step 1

- Next is the **password change**. You can keep the one from the list, but it is recommended to change it to something safe and easy to remember.

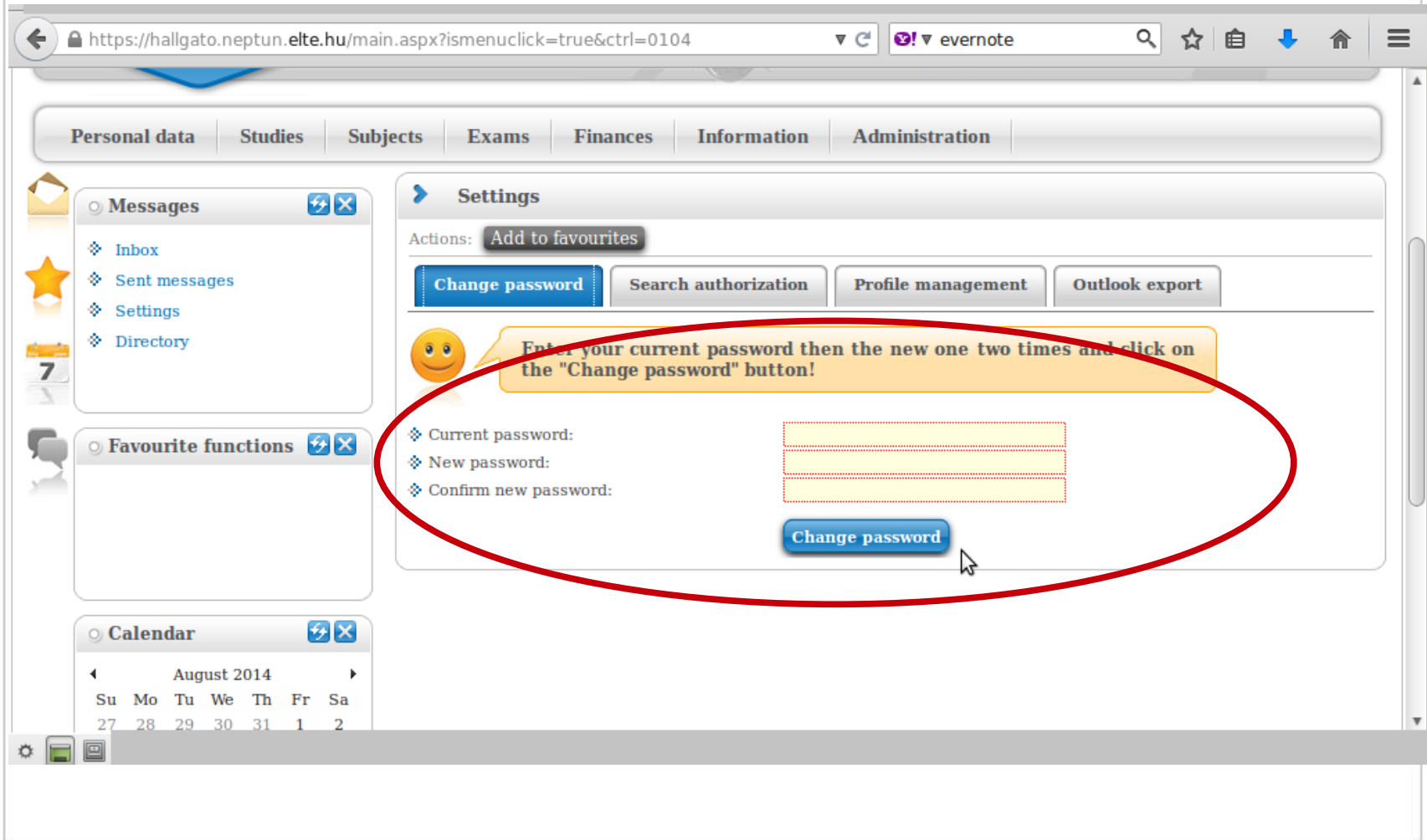
The screenshot shows the Neptun web portal interface. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=1401>. The page header includes "Education Admin." and "Neptun Meet Street". A navigation menu at the top contains: Personal data, Studies, Subjects, Exams, Finances, Information, and Administration. The "Personal data" menu is expanded, and the "Settings" option is highlighted with a red circle. Below the navigation menu, the "Enrollment/Registration" section is visible, featuring a "Filters" dropdown set to "Only active: No" and a "List" button. The "Registration requests" section contains a table with the following data:

| Training | Admission year | Term | Status | Term status |
|--------------------------|----------------|-----------|----------|-------------|
| Pszichológiai tudományok | 2013/14/1 | 2013/14/1 | Accepted | Active |
| Pszichológiai tudományok | 2013/14/1 | 2013/14/2 | Accepted | Active |
| Pszichológiai tudományok | 2013/14/1 | 2014/15/1 | Accepted | Active |

Number of results: 1-3/3 (281 ms)

Change your password – Step 2

- You can use the fields below to change your password. Make sure it is at least 8 characters long and has three of the following: lowercase letters, capital letters, numbers, special characters.



The screenshot shows a web browser window with the URL <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0104>. The page is titled "Settings" and has a navigation menu with options: Personal data, Studies, Subjects, Exams, Finances, Information, and Administration. The "Change password" button is highlighted in blue. A yellow callout box with a smiley face icon contains the instruction: "Enter your current password then the new one two times and click on the 'Change password' button!". Below this, there are three input fields: "Current password:", "New password:", and "Confirm new password:". A blue "Change password" button is located at the bottom of the form, with a mouse cursor hovering over it. The left sidebar contains sections for Messages (Inbox, Sent messages, Settings, Directory), Favourite functions, and a Calendar for August 2014.

Check your data in the Neptun system – Step 1

- Next thing is to **check your data in the system**. First is your personal data.



A screenshot of the Neptun system interface in a Mozilla Firefox browser. The browser address bar shows the URL: https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0104. The page title is "Neptun Meet Street". The main navigation menu includes "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Personal data" menu is highlighted with a red oval, and its sub-menu is open, showing options: "Personal data", "Qualifications", "Contact information", "Settings", and "Data modifications". The "Settings" sub-menu is also highlighted. Below the navigation menu, there are several buttons: "Change password", "Search authorization", "Profile management", and "Outlook export". A yellow message box with a smiley face icon says: "Enter your current password then the new one two times and click on the 'Change password' button!". Below the message box, there are three input fields for "Current password:", "New password:", and "Confirm new password:", followed by a "Change password" button. The browser's taskbar at the bottom shows the system tray with a clock and other icons.

Check your data in the Neptun system – Step 2

- Please check your data, so that any mistakes can be corrected as soon as possible. You can modify some of the data on your own, but not all of it.

The screenshot shows a web browser window with the URL <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0101>. The browser's address bar also shows the Evernote extension. The page content includes a navigation menu on the left with items like 'Inbox', 'Sent messages', 'Settings', and 'Directory'. A 'Favourite functions' section is also visible. A calendar for August 2014 is shown at the bottom left, with the 28th highlighted. The main content area displays a form for 'Personal data' with various fields such as 'Neptun code', 'Title', 'Family name', 'Given name', 'Birth name', 'Marital status', 'Birth date', 'Birth country', 'Birth county', 'Birth place', 'Nationality', 'EHA', 'Sex', 'Login name', 'Mother's maiden name', 'Citizenship', 'Number of children', 'Social security number', 'Tax ID', 'Education ID', 'Exam id', 'ETR külföldi kategória', and 'Juttatási alapkar'. The 'Personal data' tab is highlighted with a red circle. At the bottom of the page, there is a footer that reads 'Felsőoktatási Információs Rendszerbe (FIR) bejelentett adatok'.



Check your data in the Neptun system – Step 3

- Next is your **contact information** – address and e-mail address. Official messages can be sent to both.

The screenshot shows the Neptun system interface in a Mozilla Firefox browser window. The browser title is "Neptun.Net ELTE_HW2 - Mozilla Firefox" and the address bar shows "https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0101". The page features the Neptun logo and navigation tabs: "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Personal data" tab is active, and its dropdown menu is open, with "Contact information" highlighted in blue and circled in red. Other menu items include "Personal data", "Qualifications", "Settings", and "Data modifications". The main content area shows "Personal data" with buttons for "Add to favourites" and "Modify data", and sub-tabs for "Personal data", "Student card", "Records", and "Preference". Below this, there are input fields for "Neptun code:", "Sex:", "Title:", and "Login name:".



Check your data in the Neptun system – Step 4

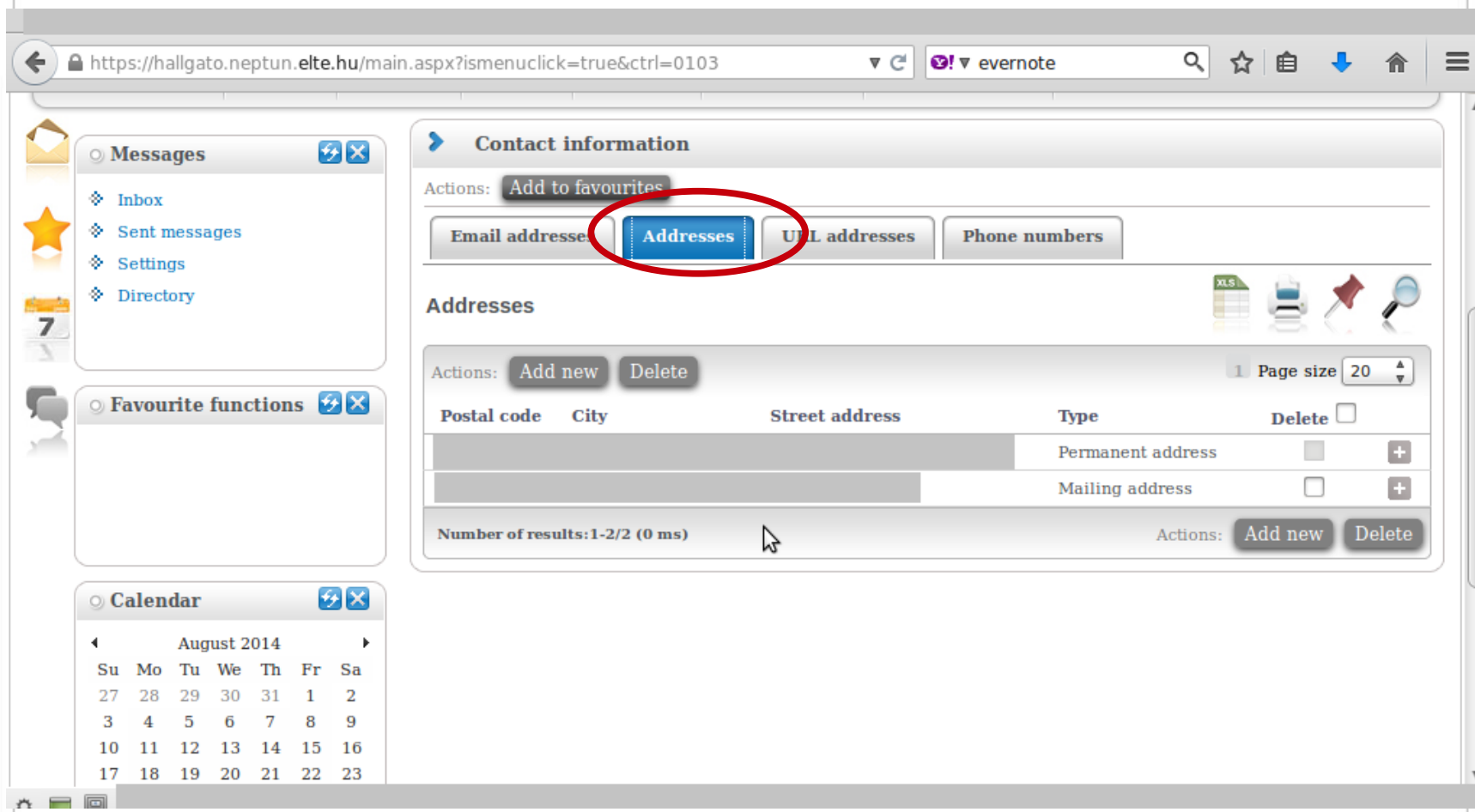
- You can **add and delete e-mail addresses on your own**. Make sure that you add an e-mail address which you read regularly.

The screenshot shows the 'Contact information' section of the Neptun system. The 'Email addresses' tab is highlighted with a red circle. Below the tabs, there is a table of email addresses with columns for 'Email address', 'Type', 'Default', and 'Delete'. The table contains two entries: one 'Personal' and one 'Official' (marked as default with a green checkmark). The 'Number of results: 1-2/2 (0 ms)' is displayed at the bottom of the table. The browser address bar shows the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0103>.

| Email address | Type | Default | Delete |
|---------------|----------|---------|--------------------------|
| [Redacted] | Personal | | <input type="checkbox"/> |
| [Redacted] | Official | ✓ | <input type="checkbox"/> |

Check your data in the Neptun system – Step 5

- Here you can check **whether the system has your correct address**. You can **add, delete and change your mailing address on your own**, but not your permanent address.



The screenshot shows the Neptun system interface. The browser address bar displays <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0103>. The page title is "Contact information". The "Addresses" section is highlighted with a red circle. It contains a table with the following columns: Postal code, City, Street address, Type, and Delete. The table shows two entries: "Permanent address" and "Mailing address". The "Mailing address" entry has a checkbox in the "Delete" column. The "Add new" and "Delete" buttons are visible at the bottom of the table.

| Postal code | City | Street address | Type | Delete |
|-------------|------|----------------|-------------------|--------------------------|
| | | | Permanent address | <input type="checkbox"/> |
| | | | Mailing address | <input type="checkbox"/> |



Registration for a course – Step 1

- Course registration always happens in the Neptun. **You must register for a course in order to attend and receive a grade.**

The screenshot shows the Neptun web application interface. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0103>. The page header includes "Education Admin." and "Neptun Meet Street". The main navigation menu has tabs for "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Subjects" tab is selected and highlighted with a red circle. A dropdown menu is open under "Subjects", with the "Register for subject" option highlighted by a red circle and a mouse cursor. Other options in the dropdown include "Registered subjects", "Taken courses", "Tasks", and "Offered grades". The left sidebar contains sections for "Messages" (Inbox, Sent messages, Settings, Directory), "Favourite functions", and "Calendar". The main content area shows an "Addresses" section with "Add new" and "Delete" buttons, a table with columns for "Postal code", "City", "Street address", "Type", and "Delete", and a "Page size" dropdown set to 20. The bottom of the page shows the number of results: "Number of results: 1-2/2 (0 ms)".



Registration for a course – Step 2

At ELTE there are three course registration periods:

- preliminary
 - ranking
 - competitive
-
- In the ranking period, which means that you can sign up for any group of a course, but you might remain outside the place limit for that course.
 - The competitive period works on the “first-come, first-served” principle.

Check the actual time plan of studies here:

<https://qter.elte.hu/Statikus.aspx/Idorend>



Registration for a course – Step 4

- You should see a list similar to the one below. You can sort in ascending or descending order by clicking on the title of the relevant column (e.g., “Subject code”).

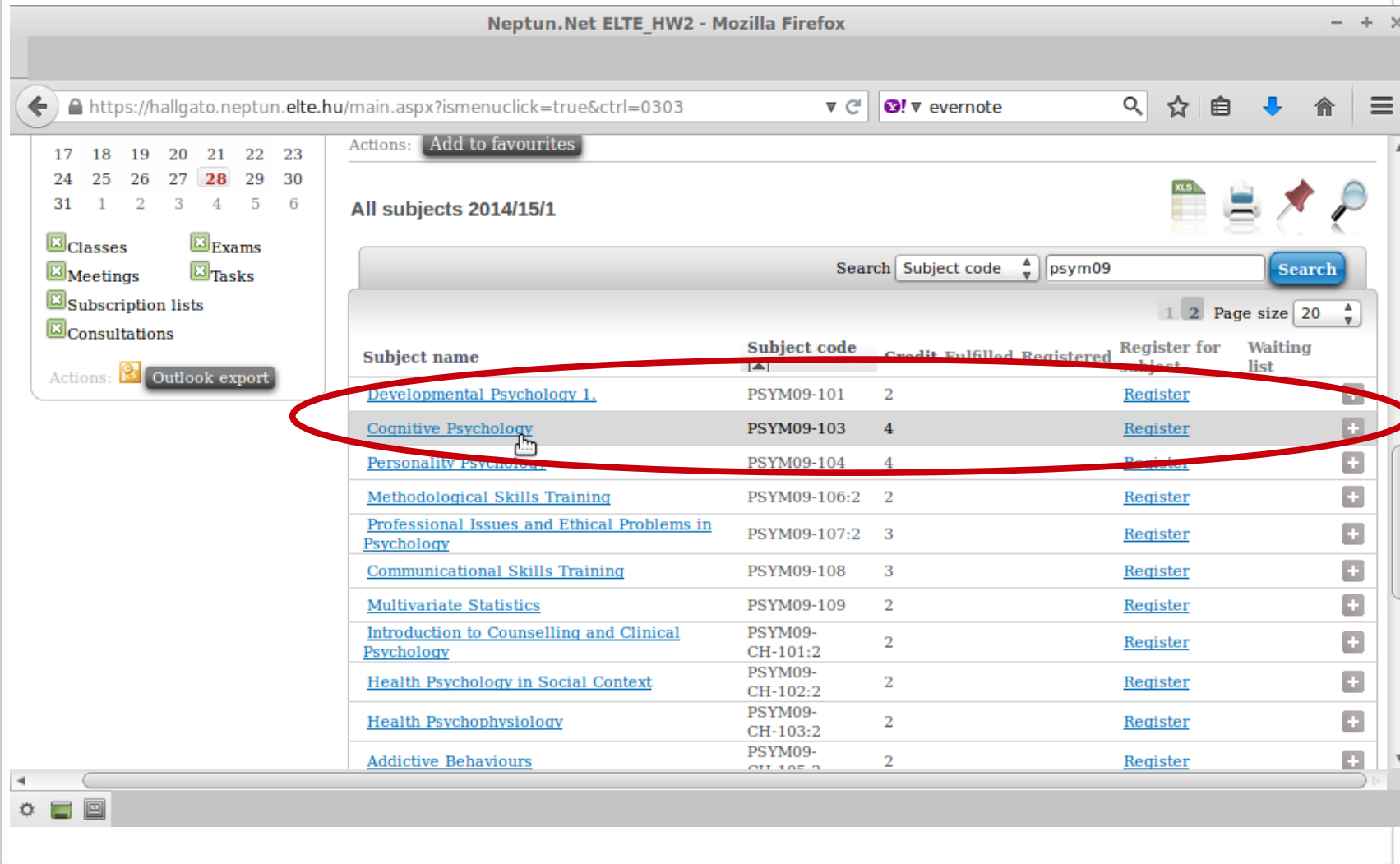
Actions: [Add to favourites](#)

All subjects 2014/15/1

| Subject name | Subject code | Credit | Fulfilled | Registered | Register for subject | Waiting list |
|---|-----------------|--------|-----------|------------|--------------------------|-------------------|
| Clinical Psychodiagnostics 2 | PSYM09-CH-121 | 2 | | | Register | + |
| Psychopathology and Patopsychology | PSYM09-CH-110:2 | 2 | | | Register | + |
| Cognitive Psychology | PSYM09-103 | 4 | | | Register | + |
| Methodological Skills Training | PSYM09-106:2 | 2 | | | Register | + |
| Health Behaviour, Health Promotion and Health Communication | PSYM09-CH-117 | 2 | | | Register | + |
| Health Psychology in Social Context | PSYM09-CH-102:2 | 2 | | | Register | + |
| Evidence-based Medicine for Psychologists | PSYM09-CH-119 | 2 | | | Register | + |
| Medical Aspects of Suggestions | PSYM09-CH-123 | 4 | | | Register | + |
| Professional Issues and Ethical Problems in Psychology | PSYM09-107:2 | 3 | | | Register | + |
| Multivariate Statistics | PSYM09-109 | 2 | | | Register | + |
| Neurobiology and Psychopharmacology | PSYM09-CH-128 | 2 | | | Register | + |
| Personality Psychology | PSYM09-104 | 4 | | | Register | + |

Registration for a course – Step 5

- Click on the title of a course to view its data.



Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303

Actions: Add to favourites

All subjects 2014/15/1

Search Subject code psym09 Search

Page size 20

| Subject name | Subject code | Credit | Fulfilled | Registered | Register for Subject | Waiting list |
|--|-----------------|--------|-----------|------------|--------------------------|--------------|
| Developmental Psychology 1. | PSYM09-101 | 2 | | | Register | |
| Cognitive Psychology | PSYM09-103 | 4 | | | Register | |
| Personality Psychology | PSYM09-104 | 4 | | | Register | |
| Methodological Skills Training | PSYM09-106:2 | 2 | | | Register | |
| Professional Issues and Ethical Problems in Psychology | PSYM09-107:2 | 3 | | | Register | |
| Communicational Skills Training | PSYM09-108 | 3 | | | Register | |
| Multivariate Statistics | PSYM09-109 | 2 | | | Register | |
| Introduction to Counselling and Clinical Psychology | PSYM09-CH-101:2 | 2 | | | Register | |
| Health Psychology in Social Context | PSYM09-CH-102:2 | 2 | | | Register | |
| Health Psychophysiology | PSYM09-CH-103:2 | 2 | | | Register | |
| Addictive Behaviours | PSYM09-CH-105:2 | 2 | | | Register | |



Registration for a course – Step 6

- Click on the number of a group to view its data.

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303

Subject details

Available courses Basic data Topic Textbooks Students Tabular pre-requirement

Cognitive Psychology (PSY409-103)

Available courses

| Course code | Course type | Headcount/Waiting list/Limit | Ranking score | Class schedule info. | Lecturers | Language | Site Comm. | Description |
|-------------------|-------------|------------------------------|---------------|----------------------|--------------------------------|----------|---------------|-------------|
| 1 | Lecture | 0/3/999 | ! | | Király Ildikó Dr., Takács Ádám | English | Sz,16:00-1... | |

Number of results: 1-0/0 (16 ms)

Click on Save to take the selected courses from the list above!

Beyond course maximum headcount limits, the institution can enable waiting lists. When the course headcount or the limit changes, you might automatically take the course if you were the next on the waiting list.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303#



Registration for a course – Step 7

- Here you can view the data of the group of a given course, for example, its teachers or who are the other students attending this group.

The screenshot shows a web browser window displaying the NEPTUN system. The address bar shows the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303>. The page title is "Course details". A red oval highlights the navigation tabs: "Basic data", "Students", "Lecturers", "Textbooks", "Class schedule", "Attendance statistics", "Tasks", and "E-materials". The "Basic data" tab is selected, showing the following information:

Basic data (1)

- ❖ Code: **1**
- ❖ Subject name: **Cognitive Psychology**
- ❖ Exam type: **Written;**
- ❖ Minimum headcount: **0**
- ❖ Maximum headcount: **999**
- ❖ Max. number of waiting-list: **0**
- ❖ Language: **English**
- ❖ Term: **2014/15/1**
- ❖ Description:
- ❖ Notes: **Sz,16:00-18:15***IZU Révész**
- ❖ Course type: **Lecture**
- ❖ Course price:
- ❖ Class schedule information:
- ❖ Lecturers: **Király Ildikó Dr., Takács Ádám**
- ❖ Internet address:
- ❖ Preliminary requirement:
- ❖ Course type identifier: **Normal**

At the bottom of the page, there is a button labeled "More class schedule information". The browser's taskbar at the bottom shows the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303#>.



Registration for a course – Step 8

- If you scroll down, you can see some more information, for example, whether a course is a lecture or a practical.

The screenshot shows the NEPTUN registration system interface. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303>. The page content includes:

- Minimum headcount **0**
- Maximum headcount **999**
- Max. number of waiting-list: **0**
- Language **English**
- Term **2014/15/1**
- Description:
- Notes: **Sz,16:00-18:15***IZU Révész**
- Lecturers **Király Ildikó Dr., Takács Ádám**
- Internet address
- Preliminary requirement
- Course type identifier **Normal**

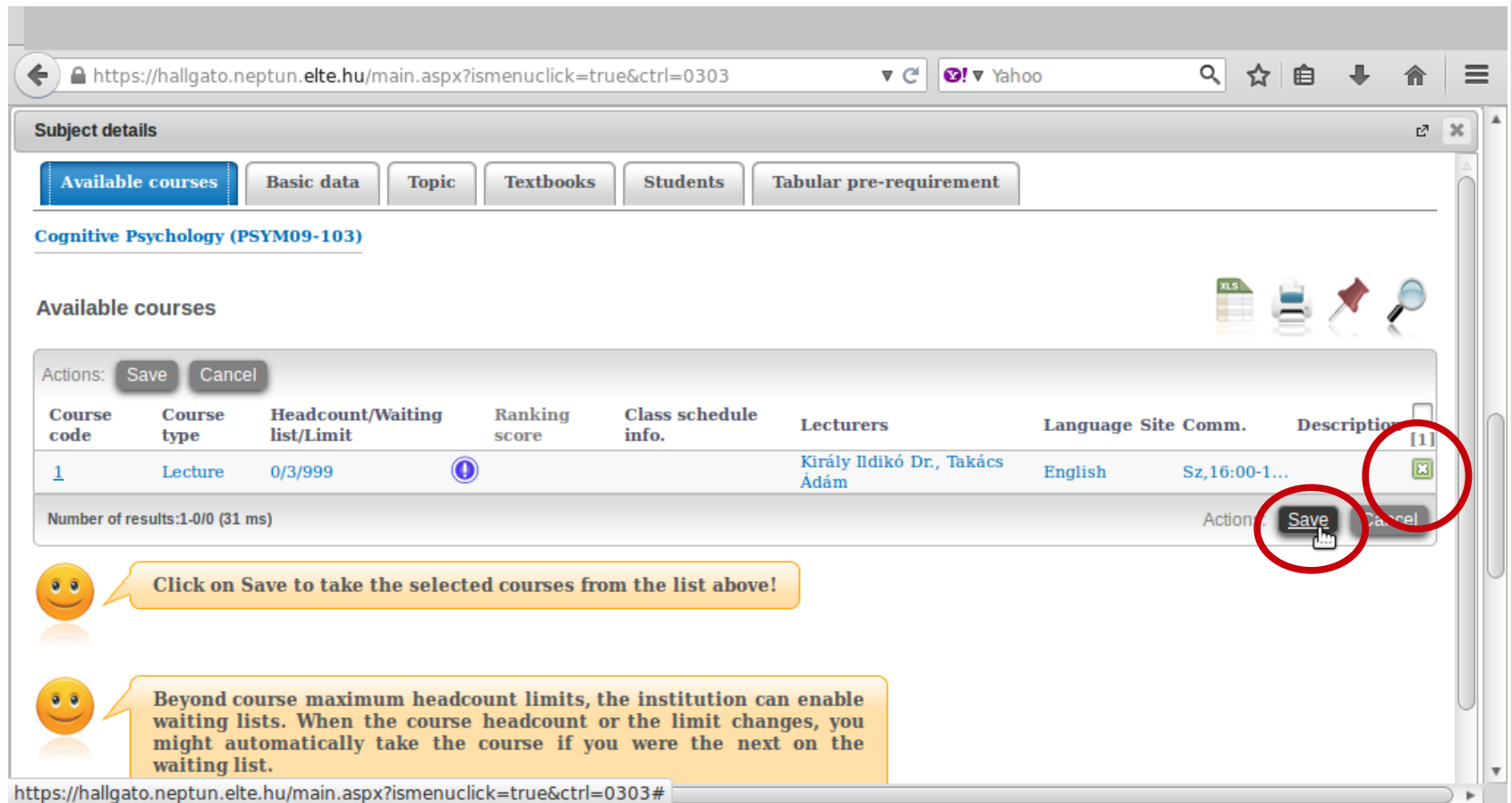
A blue button labeled "More class schedule information" is visible. Below it, the section "Subjects belonging to the course" contains a table with the following data:

| Subject code | Subject name | Type of subject requirement | Organizational unit |
|--------------|----------------------|-----------------------------|-----------------------------|
| PSYM09-103 | Cognitive Psychology | exam | PPK-PSZIINT-ELUP - PPK ELUP |

The table is circled in red. Below the table, there is a "Back" button and a "Page size" dropdown set to 20. The browser's address bar at the bottom shows the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303#>.

Registration for a course – Step 9

- If you go back to where you can see the groups for the course, **you can register by checking the box in the last column of the row** and then clicking on “Save”.



Subject details

Available courses Basic data Topic Textbooks Students Tabular pre-requirement

Cognitive Psychology (PSYM09-103)

Available courses

Actions: Save Cancel

| Course code | Course type | Headcount/Waiting list/Limit | Ranking score | Class schedule info. | Lecturers | Language | Site Comm. | Description |
|-------------|-------------|------------------------------|---------------|----------------------|--------------------------------|----------|---------------|-------------|
| 1 | Lecture | 0/3/999 | ! | | Király Ildikó Dr., Takács Ádám | English | Sz,16:00-1... | [1] [X] |

Number of results:1-0/0 (31 ms)

Action: Save Cancel

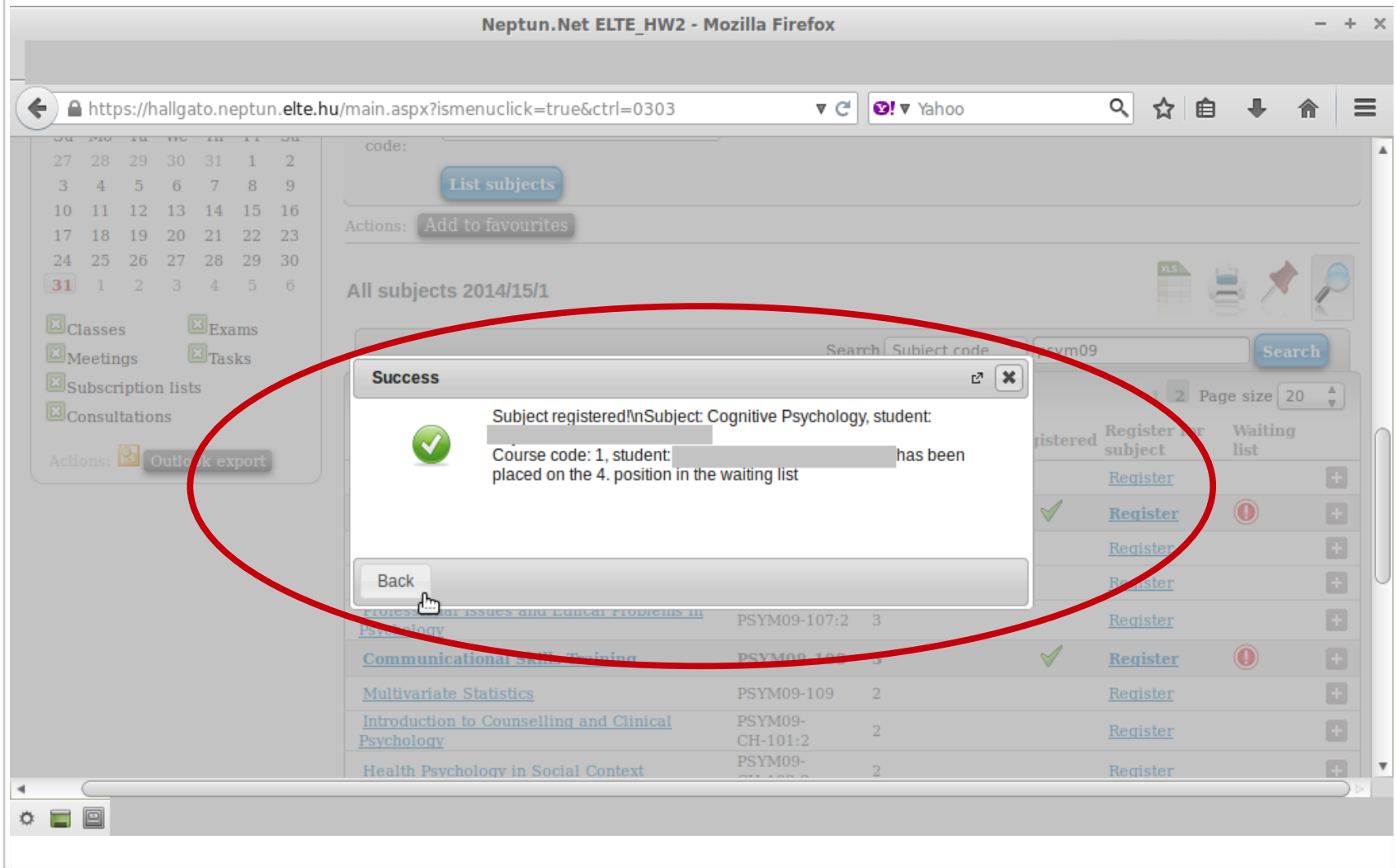
Click on Save to take the selected courses from the list above!

Beyond course maximum headcount limits, the institution can enable waiting lists. When the course headcount or the limit changes, you might automatically take the course if you were the next on the waiting list.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303#

Registration for a course – Step 10

- The popup window will tell you whether you have successfully registered.



The screenshot shows the Neptun.Net ELTE_HW2 web application interface. A success popup window is displayed in the center, indicating that the user has successfully registered for a course. The popup text reads: "Success", "Subject registered!\nSubject: Cognitive Psychology, student [redacted]", "Course code: 1, student: [redacted] has been placed on the 4. position in the waiting list", and a "Back" button. The background shows a table of subjects for the 2014/15/1 semester, with columns for subject name, code, and registration status. The "Register" button for the selected subject is highlighted with a green checkmark.

| Subject Name | Code | Registration Status |
|--|-----------------|---------------------|
| Professional Issues and Ethical Problems in Psychology | PSYM09-107:2 | 3 |
| Communicational Skills Training | PSYM09-108:3 | 3 |
| Multivariate Statistics | PSYM09-109 | 2 |
| Introduction to Counselling and Clinical Psychology | PSYM09-CH-101:2 | 2 |
| Health Psychology in Social Context | PSYM09-110:2 | 2 |



Registration for a course – Step 11

This is another example with a course with 4 groups. You can see the course title, but also the groups, their teachers, the place limit, how many people have signed up etc.

The screenshot shows the NEPTUN registration interface. The course title "Communicational Skills Training (PSYM09-108)" is circled in red. Below it, a table lists four available course groups, also circled in red. Each group has a course code, type (Practice), headcount/limit (0/0/15 or 0/0/12), ranking score (indicated by a blue exclamation mark), class schedule info, lecturers, language (English), site, and communication details. A yellow callout bubble with a smiley face icon says "Click on Save to take the selected courses from the list above!".

| Course code | Course type | Headcount/Waiting list/Limit | Ranking score | Class schedule info. | Lecturers | Language | Site | Comm. | Description | |
|-------------|-------------|------------------------------|---------------|----------------------|---------------|----------|---------------|-------|-------------|--------------------------|
| 1 | Practice | 0/0/15 | ! | | Fekete Olívia | English | P,9:00-13:... | | in blocks | <input type="checkbox"/> |
| 2 | Practice | 0/0/15 | ! | | Fekete Olívia | English | P,9:00-13:... | | in blocks | <input type="checkbox"/> |
| 3 | Practice | 0/0/12 | ! | | Farkas Judit | English | K,13:00-16... | | odd weeks | <input type="checkbox"/> |
| 4 | Practice | 0/0/12 | ! | | Farkas Judit | English | K,13:00-16... | | even weeks | <input type="checkbox"/> |



Registration for a course – Step 12

- **Choose one**, then check the **box next to it** and click on **“Save”**.
- During the course registration period you can come here at any time and change to another group or drop the course.

The screenshot shows a web browser window with the URL <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303>. The page title is "Subject details" and the selected tab is "Available courses". The course being viewed is "Communicational Skills Training (PSYM09-108)".

Under "Available courses", there is a table with the following data:

| Course code | Course type | Headcount/Waiting list/Limit | Ranking score | Class schedule info. | Lecturers | Language | Site | Comm. | Description | <input type="checkbox"/> |
|-------------------|-------------|------------------------------|---------------|----------------------|---------------|----------|---------------|------------|-------------|-------------------------------------|
| 1 | Practice | 0/0/15 | | | Fekete Olívia | English | P,9:00-13:... | in blocks | | <input type="checkbox"/> |
| 2 | Practice | 0/0/15 | | | Fekete Olívia | English | P,9:00-13:... | in blocks | | <input type="checkbox"/> |
| 3 | Practice | 0/0/12 | | | Farkas Judit | English | K,13:00-16... | odd weeks | | <input checked="" type="checkbox"/> |
| 4 | Practice | 0/0/12 | | | Farkas Judit | English | K,13:00-16... | even weeks | | <input type="checkbox"/> |

At the bottom of the table, there are "Save" and "Cancel" buttons. The "Save" button is circled in red. A yellow callout bubble with a smiley face icon says: "Click on Save to take the selected courses from the list above!".



Registration for a course – Step 14

- In order to see the list of courses for which you have signed up, go to **“Registered subjects”** in the **“Subjects”** menu.

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304

Education Admin. Neptun Meet Street

Personal data Studies **Subjects** Exams Finances Information Administration

Registered subjects
Taken courses
Register for subject
Tasks
Offered grades

Messages
Inbox
Sent messages
Settings
Directory

Favourite functions

Terms: 2014/15/1 (current term)

2014/15/1 (current term)

List

Actions: Add to favourites Statement about registered subjects

Subject

| Subject code | Subject name | Credit | No. of times registered for | Waiting list |
|--------------|-------------------------------|--------|-----------------------------|--------------|
| PSYM09-108 | Communication Skills Training | 3 | 1 | |



Registration for a course – Step 15

- Choose the relevant semester and then click on “List”.

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304

Registered subjects

Filters Terms: 2014/15/1 (current term)

Terms: 2014/15/1 (current term)

List

Actions: Add to favourites Statement about registered subjects

Messages

- Inbox
- Sent messages
- Settings
- Directory

Favourite functions

Calendar

August 2014

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 27 | 28 | 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 |



Registration for a course – Step 16

- Here you can see a list of courses you are now registered for as well as how many credits you have signed up for in total.

The screenshot shows the NEPTUN system interface. The browser address bar displays <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304>. The page title is "Registered subjects".

On the left sidebar, there are sections for "Messages" (Inbox, Sent messages, Settings, Directory) and "Favourite functions". At the bottom of the sidebar is a "Calendar" for August 2014.

The main content area shows a "Registered subjects" section with a "Filters" tab and "Terms: 2014/15/1 (current term)". A "List" button is visible. Below this, there are action buttons: "Add to favourites" and "Statement about registered subjects".

The "Subject" table is highlighted with a red oval. It contains the following data:

| Subject code | Subject name | Credit | No. of times registered for | Waiting list |
|--------------|---|--------|-----------------------------|--------------|
| PSYM09-108 | Communicational Skills Training | 3 | 1 | |
| PSYM09-103 | Cognitive Psychology | 4 | 1 | |

Below the table, there is a summary: "Number of results: 2/2 (0 ms)".

A yellow callout box with a smiley face icon is also highlighted with a red oval, containing the text: "Total number of credits taken in the term: 7".



Registration for a course – Step 17

- If you click on a course from the list, you will see which group you are signed up for.
- You will also be able to check you ranking and your lucky points.

Subject details

Subject's courses | Basic data | Topic | Textbooks | Students | Tabular pre-requirement

Communicational Skills Training (PSYM09-108)
Curriculum:

Subject's courses

Actions: Save Cancel Drop subject

| Course code | Course type | Headcount/Waiting list/Limit | Ranking score | Class schedule Lecturers Language Site Comm. | Description |
|-------------------|-------------|------------------------------|----------------|---|-------------|
| 1 | Practice | 0/0/15 | | Fekete Olivia English P,9:00-13:... | in blocks |
| 2 | Practice | 0/0/15 | | Fekete Olivia English P,9:00-13:... | in blocks |
| 3 | Practice | 0/1/12 | 133/1914357334 | Farkas Judit English K,13:00-16... odd weeks | |
| 4 | Practice | 0/0/12 | | Farkas Judit English K,13:00-16... even weeks | |

Number of results:1-0/0 (0 ms)

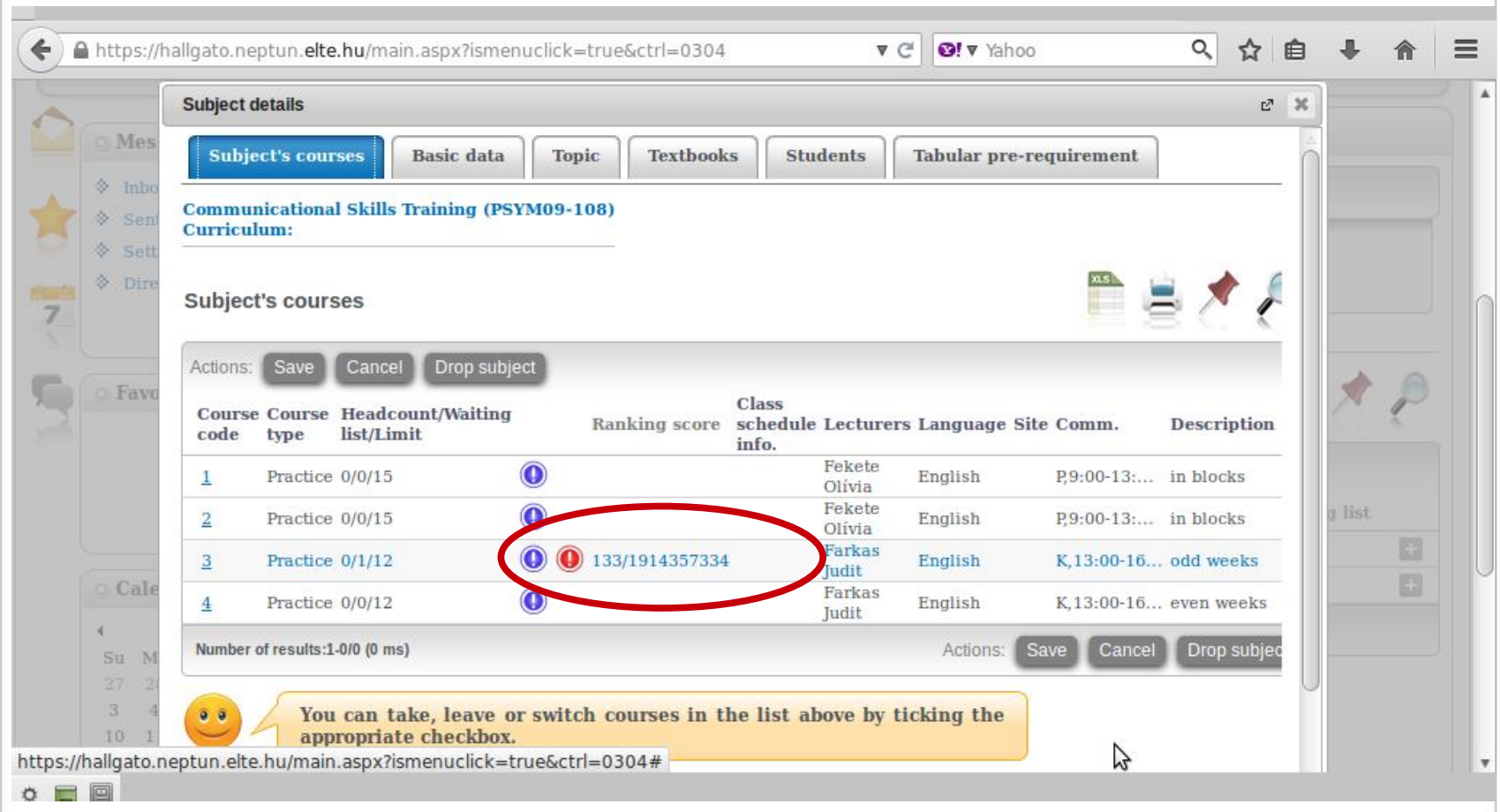
Actions: Save Cancel Drop subject

You can take, leave or switch courses in the list above by ticking the appropriate checkbox.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304#

Registration for a course – Step 18

- **The ranking and the lucky points** for the same group will stay the same no matter how often you sign up for or sign off from a group, but they will be different for another group.



Subject details

Subject's courses | Basic data | Topic | Textbooks | Students | Tabular pre-requirement

Communicational Skills Training (PSYM09-108)
Curriculum:

Subject's courses

Actions: Save Cancel Drop subject

| Course code | Course type | Headcount/Waiting list/Limit | Ranking score | Class schedule | Lecturers | Language | Site | Comm. | Description |
|-------------|-------------|------------------------------|--------------------|----------------|---------------|----------|---------------|-------|-------------|
| 1 | Practice | 0/0/15 | ↓ | | Fekete Olivia | English | P,9:00-13:... | | in blocks |
| 2 | Practice | 0/0/15 | ↓ | | Fekete Olivia | English | P,9:00-13:... | | in blocks |
| 3 | Practice | 0/1/12 | ↓ ⚠ 133/1914357334 | | Farkas Judit | English | K,13:00-16... | | odd weeks |
| 4 | Practice | 0/0/12 | ↓ | | Farkas Judit | English | K,13:00-16... | | even weeks |

Number of results:1-0/0 (0 ms) Actions: Save Cancel Drop subject

😊 You can take, leave or switch courses in the list above by ticking the appropriate checkbox.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304#



Registration for a course – Step 19

- If you click on the number of the group and then on the “**Students**” tab, you can see your standing in the group – ranking and lucky points, place in the ranking and place limit.

The screenshot shows the NEPTUN system interface. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304>. The page title is "Course details". A navigation bar contains several tabs: "Basic data", "Students", "Lecturers", "Textbooks", "Class schedule", "Attendance statistics", "Tasks", "E-materials", and "Ranked registration". The "Students" tab is selected and highlighted with a red circle. Below the navigation bar, the heading "Students on this course 3" is visible. A table displays student information, with the first row highlighted by a red oval. The table has the following columns: "Name", "Rank score", "Ranking sequence", and "Max. number of...". The first row contains the following data: a redacted name, "133 (1914357334)", "1", and "12". Below the table, there is a "Back" button and a "Number of results: 1-1/1 (16 ms)" indicator. At the bottom of the page, there is a message box with a smiley face icon and the text: "You can take, leave or switch courses in the list above by ticking the appropriate checkbox." The browser address bar at the bottom shows the same URL as the top.

| Name | Rank score | Ranking sequence | Max. number of... |
|------------|------------------|------------------|-------------------|
| [Redacted] | 133 (1914357334) | 1 | 12 |



Registration for a course – Step 20

- If you go back to the course's information, you can also **sign off from the course** by clicking on the “**Drop subject**” option.

The screenshot shows the 'Subject details' window for 'Communicational Skills Training (PSYM09-108)'. The 'Subject's courses' tab is active, displaying a table of course offerings. The 'Drop subject' button is circled in red. A yellow message box at the bottom states: 'You can take, leave or switch courses in the list above by ticking the appropriate checkbox.'

| Course code | Course type | Headcount/waiting list/Limit | Ranking score | Class schedule | Lecturers | Language | Site | Comm. | Description |
|-------------------|-------------|------------------------------|----------------|----------------|---------------|----------|---------------|-------|-------------|
| 1 | Practice | 0/0/15 | | | Fekete Olivia | English | P,9:00-13:... | | in blocks |
| 2 | Practice | 0/0/15 | | | Fekete Olivia | English | P,9:00-13:... | | in blocks |
| 3 | Practice | 0/1/12 | 133/1914357334 | | Farkas Judit | English | K,13:00-16... | | odd weeks |
| 4 | Practice | 0/0/12 | | | Farkas Judit | English | K,13:00-16... | | even weeks |



Registration for a course – Step 21

- A popup window in order to confirm your choice.

Neptun.Net ELTE HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304

Subject's courses | Basic data | Topic | Textbooks | Students | Tabular pre-requirement

Communicational Skills Training (PSYM09-108)
Curriculum:

Subject's courses

Actions: Save Cancel Drop subject

| Course code | Course type | Headcount | list/ | Description |
|-------------|-------------|-----------|-------|--------------------------|
| 1 | Practice | 0/0/ | | 13:... |
| 2 | Practice | 0/0/ | | 13:... |
| 3 | Practice | 0/1/ | | 0-16... odd weeks |
| 4 | Practice | 0/0/ | | K.13.09.16... even weeks |

Number of results:1-0/0 (0 ms)

Actions: Save Cancel Drop subject

You can take, leave or switch courses in the list above by ticking the appropriate checkbox.

Repeat course maximum headcount limits: the institution can enable

Course details

Are you sure to drop the subject?

Yes No



Registration for a course – Step 22

- Another popup window to confirm that you have been successful.

The screenshot shows the Neptun.Net ELTE_HW2 interface in Mozilla Firefox. The browser address bar displays <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304>. The page title is "Neptun.Net ELTE_HW2 - Mozilla Firefox". The main content area is titled "Registered subjects" and includes a "Filters" section with "Terms: 2014/15/1 (current term)" and a "List" button. A "Success" popup window is overlaid on the page, containing a green checkmark icon and the following text: "The deregistration from the 3 coded course has been taken place for student! Subject code PSYM09-108 dropped for student(s)!". A "Back" button is visible at the bottom of the popup. A red circle highlights the popup window. In the background, a "Total number of credits taken in the term: 4" message is visible. The left sidebar contains navigation options: Messages (Inbox, Sent messages, Settings, Directory), Favourite functions, and Calendar (August 2014).



Registration for a course – Step 23

- You can also sign off from a course from the list of “Registered subjects”. Click on the “+” sign and then click on “Deregister subject”.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0304

Registered subjects

Filters Terms: 2014/15/1 (current term)

Terms: 2014/15/1 (current term) List

Actions: Add to favourites Statement about registered subject

Subject

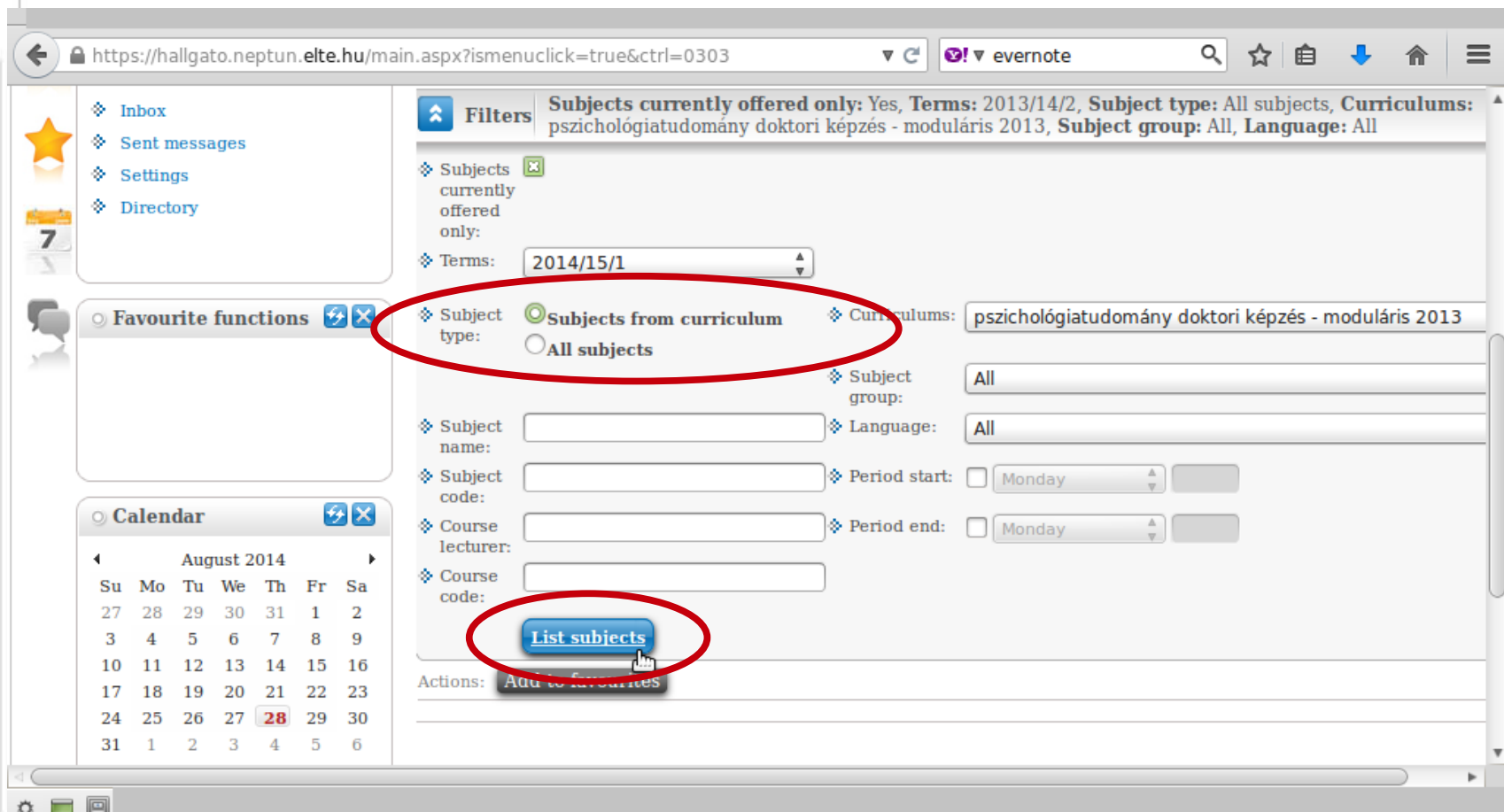
| Subject code | Subject name | Credit | No. of times |
|--------------|--------------------------------------|--------|--------------|
| PSYM09-103 | Cognitive Psychology | 4 | 1 |

Number of results: 1-2/2 (0 ms)

Total number of credits taken in the term: 4

Registration for a course – Step 24

- You can also search and sign up for elective courses here. Follow the same steps as when listing the other courses, but change the setting of “**Subject type**” to “**All subjects**”.



The screenshot shows the NEPTUN system interface for searching courses. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303>. The page title is "Subjects currently offered only: Yes, Terms: 2013/14/2, Subject type: All subjects, Curriculums: pszichológiatudomány doktori képzés - moduláris 2013, Subject group: All, Language: All".

The "Filters" section includes the following options:

- Subjects currently offered only:
- Terms: 2014/15/1
- Subject type: Subjects from curriculum, All subjects
- Curriculums: pszichológiatudomány doktori képzés - moduláris 2013
- Subject group: All
- Language: All
- Subject name: [text input]
- Subject code: [text input]
- Course lecturer: [text input]
- Course code: [text input]
- Period start: [Monday] [dropdown]
- Period end: [Monday] [dropdown]

The "List subjects" button is highlighted with a red circle. Below the filters, there are "Actions: Add..." and "Add..." buttons.

On the left side, there is a navigation menu with "Inbox", "Sent messages", "Settings", and "Directory". Below that is a "Favourite functions" section and a "Calendar" for August 2014.

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 27 | 28 | 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 | 26 | 27 | 28 | 29 | 30 |
| 31 | 1 | 2 | 3 | 4 | 5 | 6 |



Registration for a course – Step 25

- This search will list all of ELTE's courses. You need to do a further search in order to limit the results to something useful.

The screenshot shows a web browser window with the URL <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303>. The page features a search form with fields for 'code:', 'Course lecturer:', and 'Course code:', along with a 'Period end:' dropdown menu set to 'Monday'. A blue 'List subjects' button is visible below the form. An 'Actions:' bar contains a button for 'Add to favourites'. On the right side of the page, a red circle highlights a set of utility icons including an Excel spreadsheet, a printer, a pushpin, and a magnifying glass. Below the search form, the heading 'All subjects 2014/15/1' is displayed. A table lists the subjects with columns for 'Subject name', 'Subject code', 'Credit', 'Fulfilled', 'Registered', 'Register for subject', and 'Waiting list'. The table is paginated to show 20 items per page.

| Subject name | Subject code | Credit | Fulfilled | Registered | Register for subject | Waiting list |
|--|--------------|--------|-----------|------------|--------------------------|--------------|
| Organization and Management | 2VE81NGK14B | 5 | | | Register | + |
| Methodology of the ecology (lecture) | a2an1023 | 2 | | | Register | + |
| Humánökológia | a2an1216 | 2 | | | Register | + |
| Methodology of the ecology (practice) | a2an2023 | 2 | | | Register | + |
| Introduction to Environmental Sciences I | aa1c1013 | 2 | | | Register | + |
| Introduction to Environmental Sciences I | aa1c1013:2 | 2 | | | Register | + |
| Introduction to Hydrogeology | aa1c1022 | 2 | | | Register | + |
| Basics of Hydrobiology | aa1c1023 | 1 | | | Register | + |



Registration for a course – Step 26

- You can use the magnifying glass icon in order to open a search field and then search by course title (any word), course code and credits number.

The screenshot shows the NEPTUN registration system interface. A search dropdown menu is open, highlighting the 'Subject code' option. The interface includes a calendar for August 2014, a search form with fields for course lecturer and code, and a table of available subjects for the 2014/15/1 period.

| Subject name | Subject code | Credit | Fulfilled | Registered | Register for subject | Waiting list |
|--|--------------|--------|-----------|------------|--------------------------|--------------|
| Organization and Management | 2VE81NGK14B | 5 | | | Register | + |
| Methodology of the ecology (lecture) | a2an1023 | 2 | | | Register | + |
| Humánökológia | a2an1216 | 2 | | | Register | + |
| Methodology of the ecology (practice) | a2an2023 | 2 | | | Register | + |
| Introduction to Environmental Sciences I | aa1c1013 | 2 | | | Register | + |
| Introduction to Environmental Sciences I | aa1c1013:2 | 2 | | | Register | + |
| Introduction to Hydrogeology | aa1c1022 | 2 | | | Register | + |



Registration for a course – Step 27

- For example, **sports courses** – code starts with VTN.

code: _____
❖ Course lecturer: _____
❖ Course code: _____
Period end: Monday

[List subjects](#)

Actions: [Add to favourites](#)

All subjects 2014/15/1

Search [Search](#)

| Subject name | Subject code | Credit | Fulfilled | Registered | Register for subject | Waiting list |
|--|--------------|--------|-----------|------------|--------------------------|-------------------|
| Organization and Management | 2VE81NGK14B | 5 | | | Register | + |
| Methodology of the ecology (lecture) | a2an1023 | 2 | | | Register | + |
| Humánökológia | a2an1216 | 2 | | | Register | + |
| Methodology of the ecology (practice) | a2an2023 | 2 | | | Register | + |
| Introduction to Environmental Sciences I | aa1c1013 | 2 | | | Register | + |
| Introduction to Environmental Sciences I | aa1c1013:2 | 2 | | | Register | + |
| Introduction to Hydrogeology | aa1c1022 | 2 | | | Register | + |



Registration for an exam – Step 1

- You **must register for the exams for all lecture courses**, otherwise you will not receive a grade. Exam registration will open **at the end of November**.

The screenshot shows the Neptun system interface in a Mozilla Firefox browser. The address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0303>. The page title is "Education Admin. Neptun Meet Street". The main navigation menu includes "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Exams" menu is open, showing options: "Exam registration", "Taken exams", and "Taking exam". The "Exam registration" option is highlighted with a red circle. Below the menu, there are filters for "Subjects currently offered only:", "Terms: 2014/15/1", "Subject type: All subjects", "Curriculums: All", "Subject group: All", "Language: All", and "Period start: Monday".



Registration for an exam – Step 2

- This is when you can look for exam dates, once they are up. You can list all dates or only dates for one course.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0401

Personal data | Studies | Subjects | Exams | Finances | Information | Administration

Exam registration

Exam filters Terms: 2013/14/2, Subject: Every subject

Terms: 2014/15/1

Subject: Every subject

List exams

Actions: Add to favourites

Exams

| Subject | Subject code | Course Type | Exam start | Member/Limit (Course limit) | Reg./Limit (Exam limit) | Rooms | Lecturers | Preliminary exam condition | Final exam condition | Description |
|-----------|--------------|-------------|------------|-----------------------------|-------------------------|-------|-----------|----------------------------|----------------------|-------------|
| No result | | | | | | | | | | |

Number of results: 1-0/0 (421 ms)



Registration for an exam – Step 3

- This is an example when you want to see the dates for only one course.

The screenshot shows the Neptun.Net ELTE_HW2 web application interface. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0401>. The application has a navigation menu with tabs: Personal data, Studies, Subjects, Exams, Finances, Information, and Administration. The 'Exams' tab is active, and the 'Exam registration' section is expanded. Within this section, the 'Exam filters' sub-section is highlighted with a red oval. It shows the following settings: Terms: 2014/15/1, Subject: Communicational Skills Training (PSYM09-108). A 'List exams' button is visible below the filters. Below the filters, there is an 'Actions' section with an 'Add to favourites' button. The 'Exams' section below shows a table with columns: Subject, Subject code, Course Type, Exam start, Member/Limit (Course limit), Reg./Limit (Exam limit), Rooms, Lecturers, Preliminary exam condition, Final exam condition, and Description. The table currently displays 'No result' and 'Number of results: 1-0/0 (421 ms)'. The page size is set to 20.



Registration for an exam – Step 4

- By checking the **“Taken exams”**, you can see a list of your exam dates.

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0402

Personal data | Studies | Subjects | **Exams** | Finances | Information | Administration

Exam Registration
Taken exams
Taking exam

Terms: 2014/15/1

Terms: 2014/15/1

List

Actions: Add to favourites

Exams (Term: 2014/15/1)

Page size 20

| Subject | Subject code | Course | Exam type | Exam retake type | Exam start | Rooms | Lecturers | Limit (Course limit) | Appeared | Exam id | Result |
|-----------------------------------|--------------|--------|-----------|------------------|------------|-------|-----------|----------------------|----------|---------|--------|
| No result | | | | | | | | | | | |
| Number of results: 1-0/0 (125 ms) | | | | | | | | | | | |



Gradebook – Step 2

- You can check for one semester only or for all of the semesters when you were **“Active”**.

The screenshot shows the Neptun.Net ELTE_HW2 web application interface. The browser title is "Neptun.Net ELTE_HW2 - Mozilla Firefox". The address bar shows the URL: "https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0206". The page content includes a sidebar with "Messages" (Inbox, Sent messages, Settings, Directory) and "Favourite functions". The main area is titled "Gradebook" and contains a "Choose term" section with a "Terms: Please choose!" dropdown menu. The dropdown menu is open, showing options: "Please choose!", "All terms", "2011/12/1", "2011/12/2", "2012/13/1", and "2012/13/2". The "2012/13/1" option is highlighted in green. Below the dropdown menu, there are "Actions: Add to favourites" and "Print fulfillment" buttons. The "Official entries" section shows a table with columns: "Subject", "Entry type", "Entry date", and "Uploaded documents". The table content is "No result". At the bottom, it says "Number of results: 1-0/0 (16 ms)".



Gradebook – Step 3

- You will see a list like this one.

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0206

2012/13/1

Actions: Add to favourites Print fulfillment page Gradebook print preview

Term gradebook rows - 2012/13/1

| Subject code | Subject name, Lecturer | Cr. Req. | Class (T/P/L) | Signature | Grades | Notes | Waiting list | Fulfilled |
|--------------|---|----------|---------------|-----------|--|--|--------------|-----------|
| PSZM-102 | Developmental Psychology 2., Kalmár Magdolna | 2 exam | 2/0/0 | | | ETR kurzfelv_id :130047580 Kurzus kód :PSZM-102 | | ! |
| PSZM-105 | Social-psychology, Kiss Paszkál, Kollár Katalin Dr. | 4 exam | 3/0/0 | | Fail Kiss Paszkál 1/18/2013 Good Kiss Paszkál 1/31/2013 | ETR kurzfelv_id :13000058 Kurzus kód :PSZM-105 | | ✓ |
| PSZM-KF-110 | Control of Behaviour and Action, Nádasdy Zoltán Dr. | 3 exam | 2/0/0 | | Excellent Nádasdy Zoltán Dr. 1/8/2013 | ETR kurzfelv_id :13000062 Kurzus kód :PSZM-KF-110 | | ✓ |
| PSZM-KF-111 | Higher Order Cognitive Processes, Ragó Anett | 3 exam | 2/0/0 | | Excellent Ragó Anett 1/15/2013 | ETR kurzfelv_id :13000063 Kurzus kód :PSZM-KF-111 | | ✓ |

WWW.ELTE.HU/EN



Payments – Step 1

- All HUF payments are via bank transfer and through the Neptun only.
- Any unpaid fee whose deadline has passed will block the Neptun and you will not be able to register for anything.

The screenshot shows the Neptun web application interface. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0206>. The page header includes "Education Admin." and "Neptun Meet Street". The main navigation menu has tabs for "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Finances" tab is selected, and a dropdown menu is open, highlighting the "Payment" option. Other options in the dropdown include "Invoices", "Transaction list", "Stipend, payouts", and "Settings". The left sidebar contains sections for "Messages" (Inbox, Sent messages, Settings, Directory) and "Favourite functions". The main content area shows "Term gradebook rows - All terms" with a table of data. The table has columns for Subject code, Subject name, Cr. Term, Req., Class (T/P/L), Signature, Grades, Notes, Waiting list, and Fulfillment. The visible row shows "Developmental" with a grade of "Excellent" and a note "ETR kurzfelv id .12210720".

| Subject code | Subject name, Lecturer | Cr. Term | Req. | Class (T/P/L) | Signature | Grades | Notes | Waiting list | Fulfillment |
|--------------|------------------------|----------|------|---------------|-----------|-----------|---------------------------|--------------|-------------|
| | Developmental | | | | | Excellent | ETR kurzfelv id .12210720 | | |



Payments – Step 2

- You will see a list of what fees you have, whether they are active still, their deadlines etc. You will also see the amount you have in the joint account.

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0501

Payment

Filters

Terms: All terms, Status: All

Terms: All terms

Status: All

Actions: Add to favourites Transcribe item

1.) Choose items to pay in

Attention! Collective account payment is not possible for you, because you have not transferred amount

Payments Pay back

Transcribed items[All terms, All]

Actions: Pay in Delete

| Name | Term | Type | Subject code | Amount | Imposition date | Service fulfillment | Deadline | Status | Invo num |
|------|-----------|------|--------------|--------|-----------------|---------------------|------------|-----------|----------|
| | 2010/11/1 | | | | 9/28/2010 | 9/8/2010 | 10/15/2010 | Fulfilled | |



Payments – Step 3

- You can see a list of fees as well as their details.

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=0501

1.) Choose items to pay in

Attention! Collective account payment is not possible for you, because you have not transferred amount to the account yet!

Payments Pay back

Transcribed items[All terms, All]

| Name | Term | Type | Subject code | Amount | Imposition date | Service fulfillment | Deadline | Status | Invoice number | SL1 State | SL2 State | |
|---|-----------|------|--------------|---------|-----------------|---------------------|------------|-----------|----------------|-----------|-----------|----------------------------|
| | 2010/11/1 | | | | 9/28/2010 | 9/8/2010 | 10/15/2010 | Fulfilled | | | | <input type="checkbox"/> + |
| | 2009/10/2 | | | | 3/3/2010 | 2/1/2010 | 3/15/2010 | Fulfilled | | | | <input type="checkbox"/> + |
| Csekkrögzítő: 3100000000000000004717206 | 2008/09/1 | | | 360 HUF | 9/4/2008 | 9/4/2008 | 9/18/2008 | Fulfilled | | | | <input type="checkbox"/> + |
| | 2008/09/2 | | | | 2/24/2009 | 2/2/2009 | 3/15/2009 | Fulfilled | | | | <input type="checkbox"/> + |
| | 2008/09/1 | | | | 9/11/2008 | 9/1/2008 | 10/15/2008 | Fulfilled | | | | <input type="checkbox"/> + |
| | 2009/10/1 | | | | 10/6/2009 | 9/2/2009 | 10/15/2009 | Fulfilled | | | | <input type="checkbox"/> + |
| | 2010/11/2 | | | | 3/1/2011 | 2/7/2011 | 3/15/2011 | Fulfilled | | | | <input type="checkbox"/> + |
| | 2013/14/1 | | | | 9/10/2013 | 9/10/2013 | 10/31/2013 | Deleted | | | | <input type="checkbox"/> + |



Student Card Request – Step 1

- After going to a registry office, you have to continue with the **student card request** via the Neptun.

The screenshot shows the Neptun.Net ELTE_HW2 interface in Mozilla Firefox. The browser address bar displays the URL: <https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=1301>. The page title is "Neptun.Net ELTE_HW2 - Mozilla Firefox". The main navigation bar includes "Education Admin." and "Neptun Meet Street". The secondary navigation bar contains "Personal data", "Studies", "Subjects", "Exams", "Finances", "Information", and "Administration". The "Administration" menu is open, showing options: "Enrollment/Registration", "Dormitory application", "Select specialization", "Final exams", "Recategorization request", "Requests", "Request estimation", "Student Card request", "Questionnaires", "Register for degree thesis topic", "Erasmus", and "Student loan request". The "Student Card request" option is highlighted in blue. The main content area shows "Periods" with a "Filters" section and a table with columns: "Period start", "Period end", "Type", "Period name", and "Administrational organizations".



Student Card Request – Step 2

- You will need to through this after you have the **NEK paper from the registry office.**

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=h_scapplicationform

evernote

Personal data | Studies | Subjects | Exams | Finances | Information | Administration

Messages

- Inbox
- Sent messages
- Settings
- Directory

Favourite functions

Calendar

August 2014

| NEK identifier | Demand type | Paid | FIR status ▲ | Dispatched to the FIR |
|----------------------------------|-------------|------|--------------|-----------------------|
| No result | | | | |
| Number of results: 1-0/0 (31 ms) | | | | |

Page size 20



Student Card Request – Step 3

- This is the form to fill out in order to start the procedure.

Neptun.Net ELTE_HW2 - Mozilla Firefox

https://hallgato.neptun.elte.hu/main.aspx?ismenuclick=true&ctrl=h_scapplicationform

Student Card request

The NEK identifier must be entered without hyphens!

- NEK identifier:
- Demand type: Please choose!
Please choose!
First application
Due to data change
Lost
New request due to false data
Előző diákigazolvány sérülése miatt
- Training:
- Street address:
- It is necessary to fill in the secondary institution file indicate it on the requested student card.
- Secondary institution:
- Printing code of the secondary institution:

Save Back

javascript:_doPostBack('upFunctionCommand\$lbtn_new;')



Contact us

International Office, Rector's Cabinet

Eötvös Loránd University (ELTE)

Facebook

www.facebook.com/elteinternational

Web

www.elte.hu/en

E-mail

iro@elte.hu

Address

1056 Budapest
Szerb utca 21-23

Phone

+36 1 411 6543

