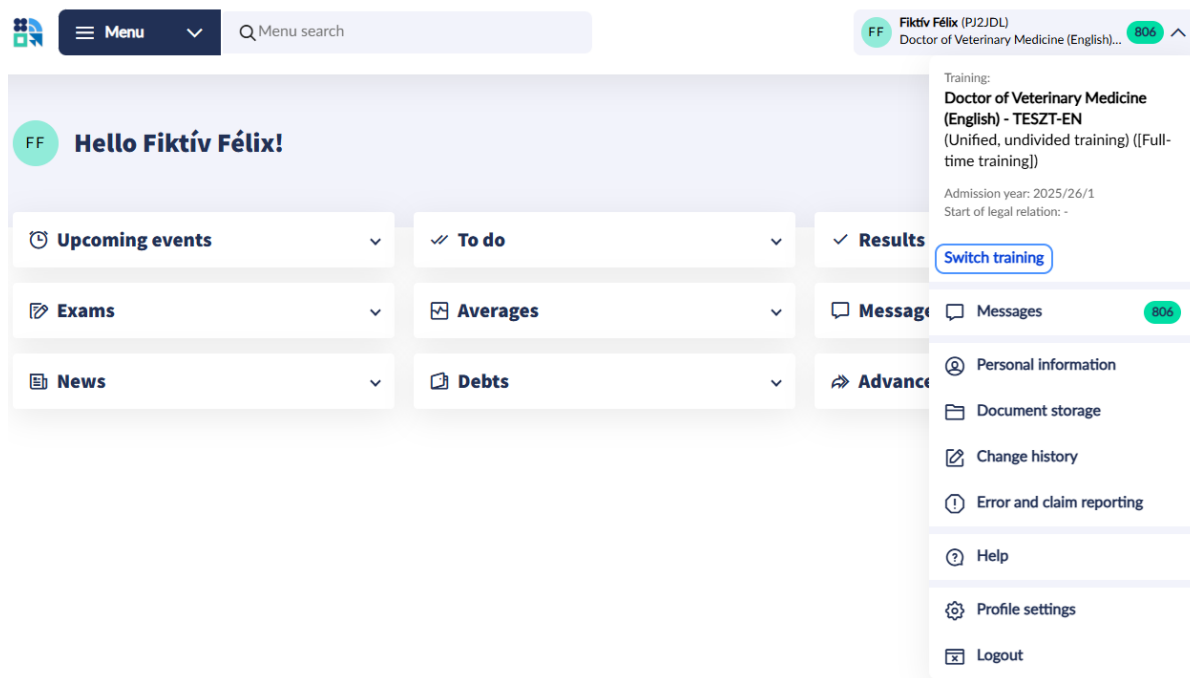


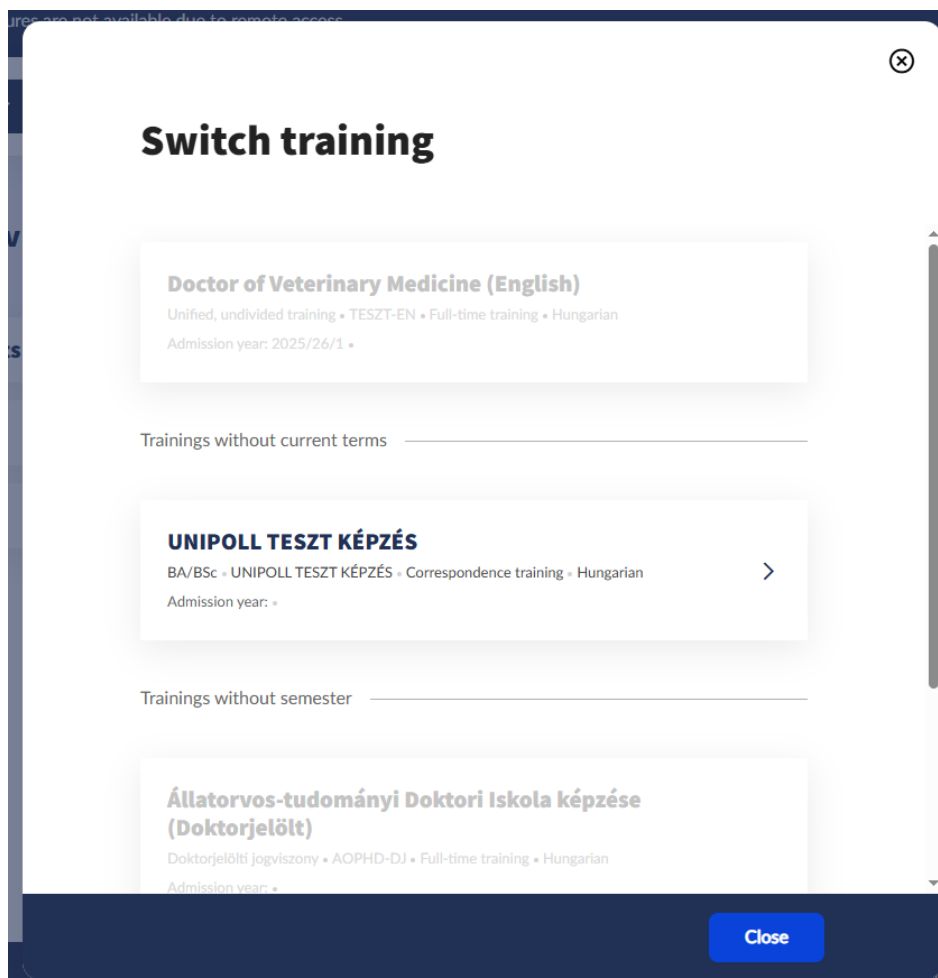
## 1. Check if the correct training is selected under your name

Most students have only one option. Click your name to view it. If the training is incorrect (e.g., wrong admission semester), click the **“Switch training”** button. If correct, click your name again to close the menu

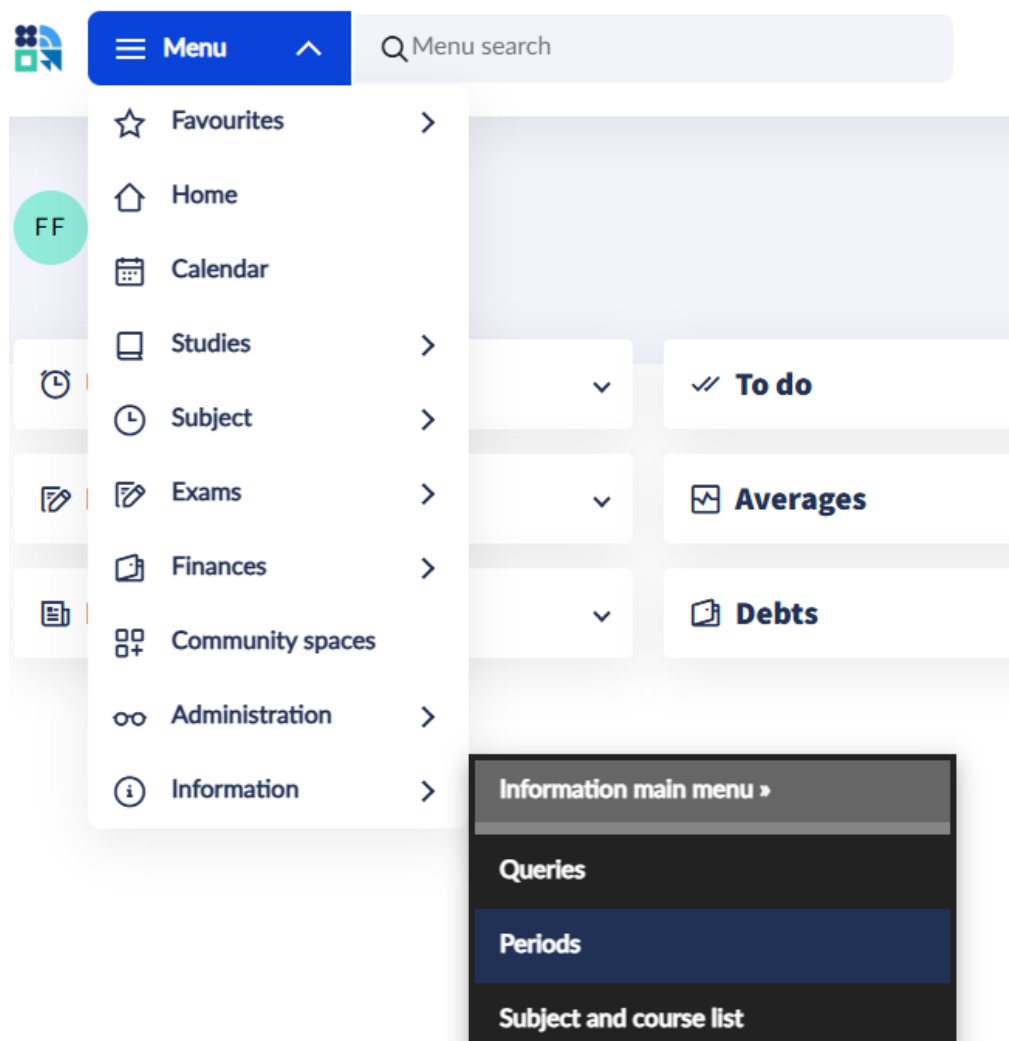


## 2. Switching training

After clicking the **“Switch training”** button, a window appears showing available training options. Select the correct one and click on it.



3. You can find information about training periods in the **Information > Periods** submenu.

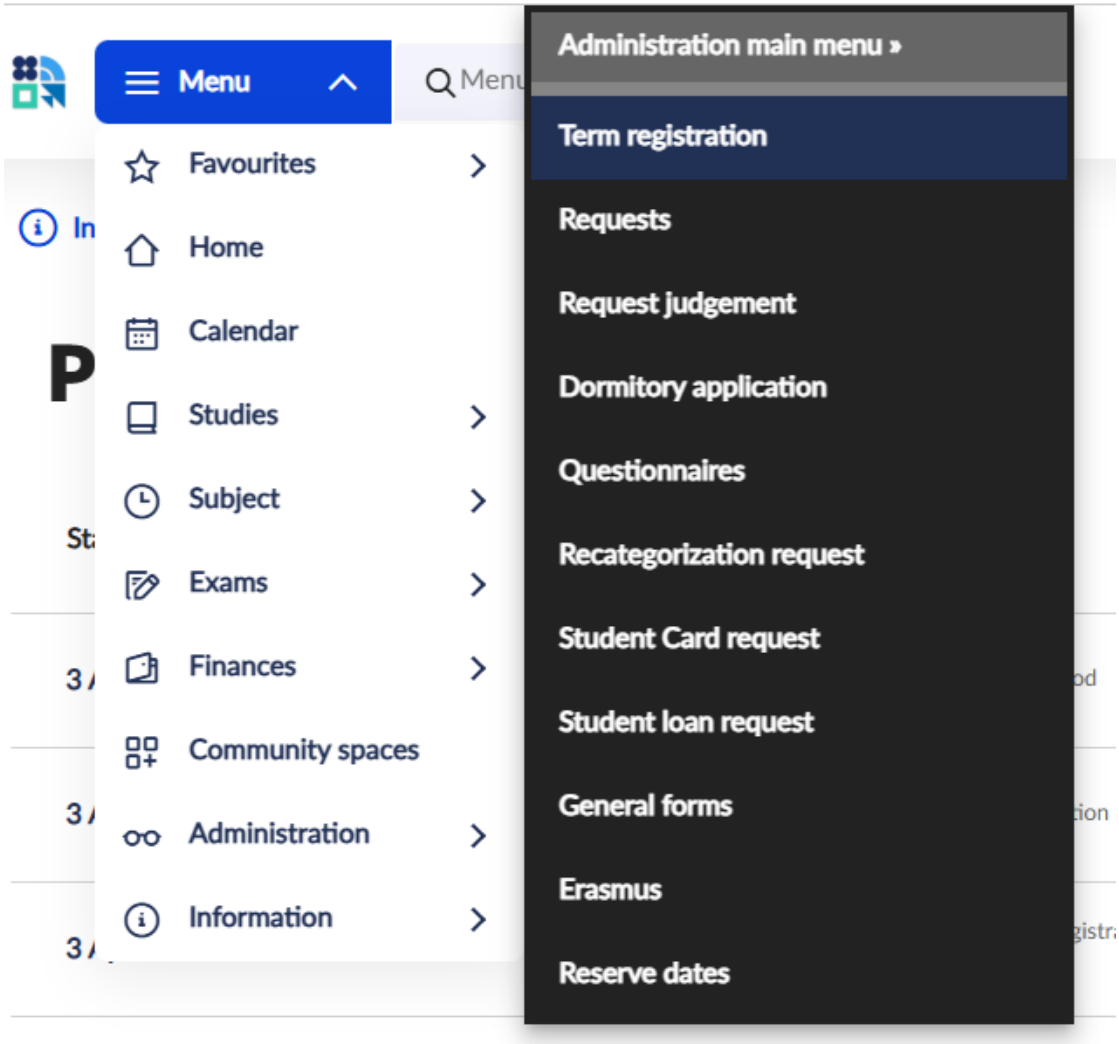


4. If you are a first-year student: Registration period, Subject registration period, Course registration period  
If you are not a first-year student: Pay attention to the **Enrollment period** instead of the Registration period.

Information » Periods

Periods					Filter 1
Start	End	Type	Name	Administrational organizations	
3 April 2025 at 15:43	17 August 2025 at 10:00	Enrollment period	Enrollment period	-	Details
3 April 2025 at 15:44	17 August 2025 at 10:00	Course registration period	Course registration period	-	Details
3 April 2025 at 15:45	17 August 2025 at 10:00	Final subject registration period	Subject registration period	-	Details
6 August 2025 at 00:00	17 August 2025 at 10:00	Registration period	Registration period	-	Details

5. During your studies, the first step is to register for your first semester within the deadlines. Go to **Administration > Term registration**.







6. Itt You'll see: Admission semester: 2025/26/1, Available semester for enrollment: 2025/26/1, No previous semesters listed. Click the "Enroll" button.

[Administration](#) » Term registration

# Term registration

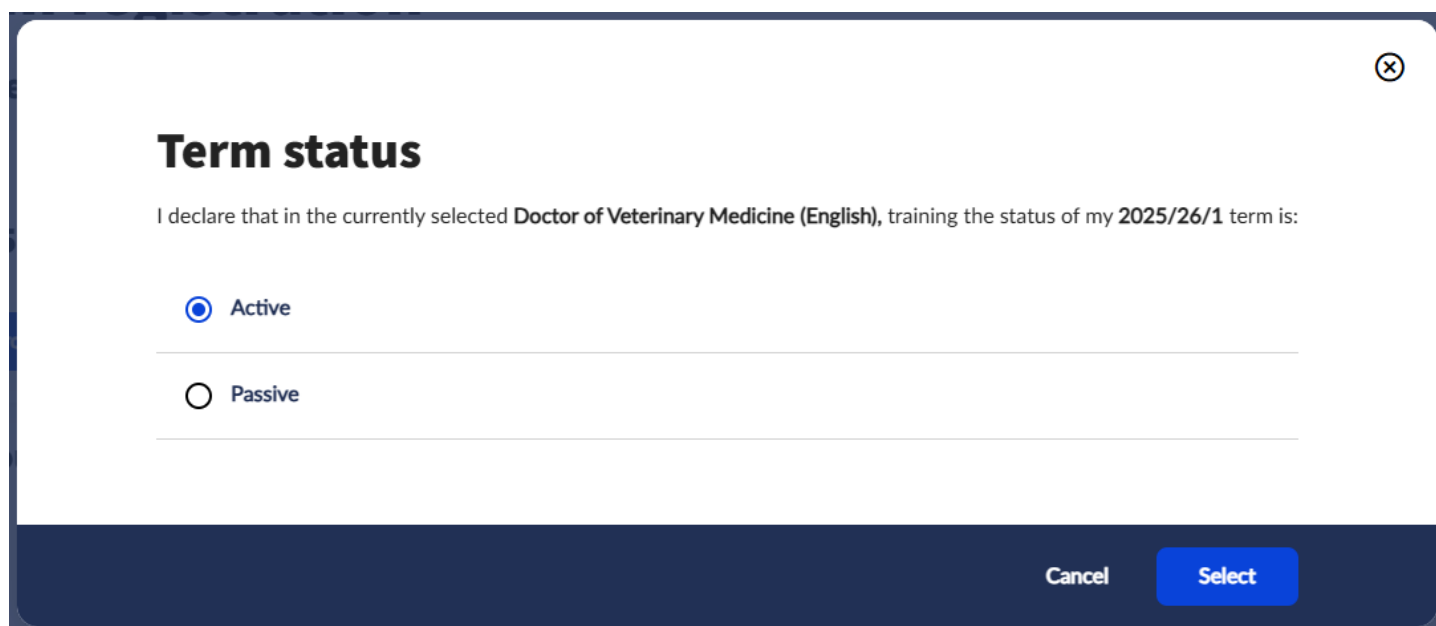
## Next term

 <b>2025/26/1</b> <small>term</small>	 <b>Admitted</b> <small>term status</small>	 <b>New</b> <small>registration status</small>	 <b>2025/26/1</b> <small>admission year</small>
<div>Enroll</div>			

## Previous terms



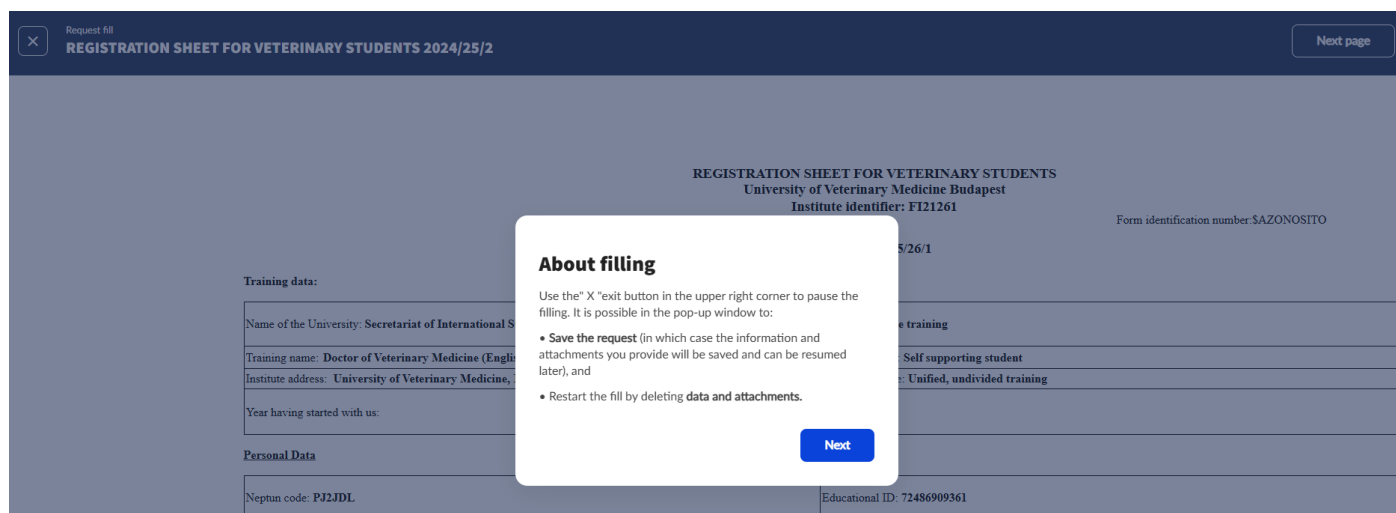
7. In the pop-up window, select the **“Active”** radio button, then click **“Select”**.



The screenshot shows a pop-up window titled "Term status" with a close button (X) in the top right corner. Below the title, there is a declaration: "I declare that in the currently selected **Doctor of Veterinary Medicine (English)**, training the status of my **2025/26/1** term is:". Below this, there are two radio button options: "Active" (which is selected) and "Passive". At the bottom right of the window, there are two buttons: "Cancel" and "Select".

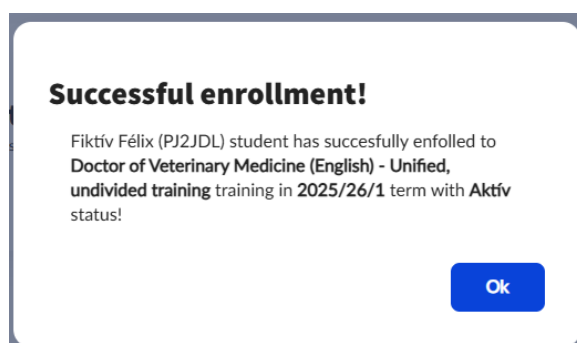
## 8. Filling out the registration form

A form will appear with pre-filled data. Check and update if necessary. Instructions are shown in the middle of the screen. If a required field is empty, a warning appears. Click **“Close”** and the missing field will be highlighted in red. Use **“Previous page”** and **“Next page”** to navigate.



The screenshot shows a web form titled "REGISTRATION SHEET FOR VETERINARY STUDENTS 2024/25/2". The form is divided into sections: "Training data:" and "Personal Data". The "Training data:" section includes fields for "Name of the University: Secretariat of International S", "Training name: Doctor of Veterinary Medicine (English)", "Institute address: University of Veterinary Medicine", and "Year having started with us:". The "Personal Data" section includes fields for "Neptun code: PJ2JDL" and "Educational ID: 72486909361". A central pop-up window titled "About filling" provides instructions: "Use the 'X' exit button in the upper right corner to pause the filling. It is possible in the pop-up window to: • Save the request (in which case the information and attachments you provide will be saved and can be resumed later), and • Restart the fill by deleting data and attachments." A "Next" button is located at the bottom right of the pop-up window. The top right of the form has a "Next page" button.


9. Az On the last page, click **“Next page”** to review the full form. If corrections are needed, go back. If everything is correct, click **“Submit request”**. You’ll receive confirmation of successful registration.



The screenshot shows a confirmation message titled "Successful enrollment!". The text reads: "Fiktív Félix (PJ2JDL) student has succesfully enfolled to **Doctor of Veterinary Medicine (English) - Unified, undivided training** training in **2025/26/1** term with **Aktív** status!". At the bottom right, there is an "Ok" button.


10. The semester status will update.

Current term




**2025/26/1**  
term

Change status




**Active**  
term status

Request details >

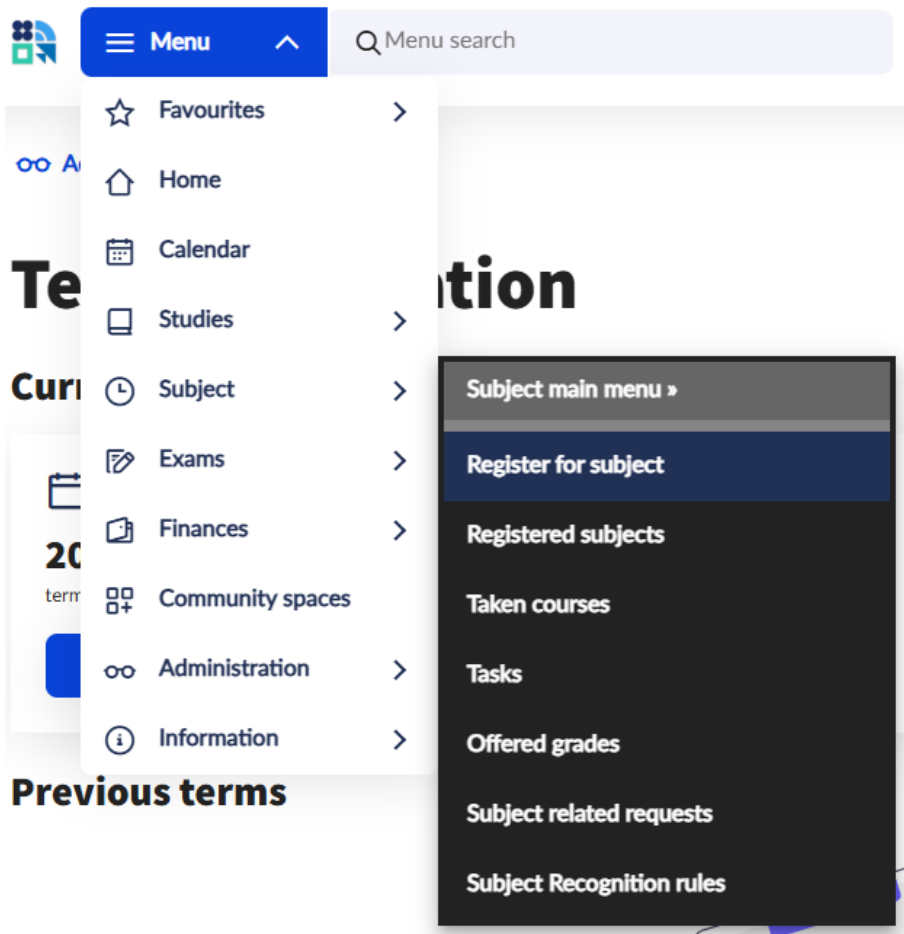


**Accepted**  
registration status




**2025/26/1**  
admission year

11. **Registering for subjects:** Go to **Subject > Register for subject**. A list of subjects for the selected semester appears (default is **Current semester**).



12. A list of subjects available in the selected semester will appear (by default, this is the semester you just registered for – **“Current semester”**).

Menu

Register for subject

Credits taken 0

Fiktiv Félix (PJ2/DL)  
Doctor of Veterinary Medicine (English)... 80%

Term  
2025/26/1 ( Current term )

Subject type  
Subjects from curriculum

Subject code/name

Additional filters

☐ Keep additional filters open

Delete filter

Search subject

Subject

☒ Also show taken subjects

ABC ascending

Legend

Professional practice - Equine medicine (4 weeks)

Obligatory (A) - 5 credit - Exam - ATELK013EON - Professional practice 11. semester

Professional practice - Equine medicine (8 weeks)

Obligatory (A) - 10 credit - Exam - ATELK014EON - Professional practice 11. semester

Professional practice - Exotic animals (4 weeks)

Obligatory (A) - 5 credit - Exam - ATEEG009EON - Professional practice 11. semester

Professional practice - Exotic animals (8 weeks)

Obligatory (A) - 10 credit - Exam - ATEEG010EON - Professional practice 11. semester

13. To register for a subject, click the downward arrow at the end of the subject row. This will display the courses offered for that subject in the selected semester, listed separately by type. You must choose one course from each type (**Theoretical, Practical, Plenary**) — depending on what is available for that subject. Exceptions: **Retake** and **Inactive exam courses** cannot be taken together with other courses.
- Click the appropriate **checkbox** to select the courses. Use the **“Add to planner”** switch at the end of the row to place the course into your timetable. Then click the **“Take subject”** button located directly below the subject name to register for the subject and the selected courses.

The screenshot shows the 'Test7' subject page. At the top, it says 'Obligatory (A) • 1 credit • Exam • TESZT07'. Below this are three buttons: 'Take subject', 'Subject details', and 'Download syllabus'. The page is divided into three sections: 'Plenary', 'Practical', and 'Theoretical'. Each section has a heading 'Choosing a course is mandatory.' and a list of courses. In the 'Plenary' section, there is one course 'Plenary' with a checkbox and an 'Add to planner' switch. In the 'Practical' section, there is one course '01' with a checkbox and an 'Add to planner' switch. In the 'Theoretical' section, there is one course '00' with a checkbox and an 'Add to planner' switch.

14. A tantárgy felvételéről, vagy annak sikertelenségéről visszajelző üzenetet küld a rendszer a képernyőn.

The screenshot shows the 'Professional practice - State veterinary medicine' subject page. At the top, it says 'Obligatory (A) • 2 credit • Exam • ATEAI020EON • Professional practice 11. semester'. Below this are several subject rows, each with a heading 'Choosing a course is mandatory.' and a list of courses. The 'Test7' subject row is highlighted with a green checkmark and an upward arrow. A notification box is open, showing a green checkmark and the text 'Subject taken successfully.' with a link to 'Open all notifications'.

15. You can view your registered subjects under the **“Subject” > “Registered subjects”** menu.

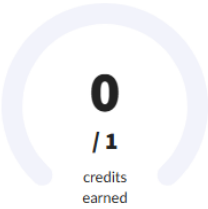
The screenshot shows the 'Register for subject' menu. The menu is open, showing a list of options: 'Favourites', 'Home', 'Calendar', 'Studies', 'Subject', 'Exams', 'Finances', 'Community spaces', 'Administration', and 'Information'. The 'Subject' option is selected, and a sub-menu is open showing the following options: 'Subject main menu', 'Register for subject', 'Registered subjects', 'Taken courses', 'Tasks', 'Offered grades', 'Subject related requests', and 'Subject Recognition rules'. The 'Registered subjects' option is highlighted.

16. In this menu, you can see the subjects you have registered for. If you decide not to take a subject after all, click the **“Drop”** text at the end of the row. If you wish to register for a different course of the same subject instead of the one previously selected, click on the **subject name**.

Subject » Registered subjects

# Registered subjects

... ↑↓ Filter 1 ▾



TERM  
2025/26/1 ( Current term )

Statement >

Name	Code	Credit	No. of times registered for	Requirement	
Test7	TESZT07	1	1	Exam	<a href="#">i</a> <a href="#">Drop &gt;</a>

17. After clicking on the subject name, the following screen will appear. Several functions are available here. In our case, the most important ones are the **“Change course”** button and the **“Deregister subject”** button. The **“Deregister subject”** button removes the subject registration. After clicking the button, a warning window will pop up, where you can unsubscribe from the subject by clicking the **“Drop”** button.

Subject » Registered subjects » Test7

# Test7

TESZT07

Status  
**Registered**

Subject's courses

3

>

Results

0

>

Topic

0

>

List of students

1

>

Textbooks

0

>

Electronic learning materials

0

>

Download syllabus

Change course

Deregister subject

Other operations:

Print basic data >

Subject review >

Original subject name

-

Credit

1

Requirement type

Exam

Registration type

Obligatory (A)

Preliminary requirement

-

Final requirement

-

Responsible lecturer

Gábor Katona

Organizational unit

Students' secretariat for Hungarian students

Administrative organizational unit

-

Classes per week

-

Classes per term

Theoretical: 15, Practical: 15

Recommended term

-

18. When you click the **“Change course”** button, a window will pop up showing the available courses. Since there is only one course per course type, in this case it is not possible to change the current courses. However, if there are multiple courses within a given type, you can change your selection by clicking the **radio button** next to the desired course and then clicking the **“Change course”** button.

×

## Change course

Subject: **Test7**

Course details to be changed


Course details to be replaced

00

☐ Theoretical • Without a date • Normal students (on queue) • Limit:

01

☐ Practical • Without a date • Normal students (on queue) • Limit:



**No result**

Choose a course you want to change!

Cancel

Change course