



**University of
Veterinary Medicine
Budapest**

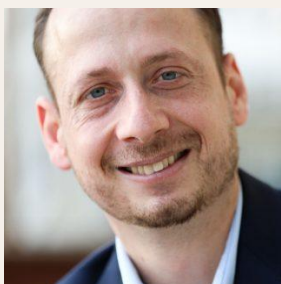
**Warm Welcome
to Our Freshmen!**





**University of Veterinary Medicine
Budapest**

Students' Secretariat of International Programmes:



Dr László REINITZ

Head of the International Secretariat



**Mrs Mónika
CSINTALANNÉ STEINER**

**Students' Secretary
for 1st year, 11th semester**



**Miss Zita
ARANY**

2nd, 3rd year



**Ms Csilla
MÁRFÖLDI**

4th, 5th year



**Ms Valéria
URBÁN**

**all inactive year
(English
programme)**



**Ms Dóra
KOVÁCS**

**German
programme**



University of Veterinary Medicine
Budapest

Our website: Education > Students' Secretariat

<https://univet.hu/en/education/students-secretariat/>

Timing, regulations, general and academic information, e.g.

- residence permit information
- student card registration



University Neptun Moodle Webmail Contact

 **University of Veterinary Medicine Budapest**
Since 1787

About Us > News > Education > Alumni > Research > Clinics > Foundation > Prep Course > Application

🏠 > Education > Students' Secretariat

Students' Secretariat

DATA HANDLING DISCLAIMER

Reception hours for students:

Administrators at the Secretariat:

Monday	9:00 – 13:00
Wednesday	9:00 – 13:00
Thursday	9:00 – 11:00 13:00 – 15:00

László Z. REINITZ, Head of the International Secretariat
Wednesday 10:00-12:00 (at the Students' Secretariat) //for issues not related to Anatomy//

László ÓZSVÁRI, Vice Rector for study affairs
After prior registration at the Department of Veterinary Forensics and Economics.

Staff

- > First Steps of Our Freshmen 2026
- > Timetable, bus schedule, Neptun, downloads, FAQ
- > Thesis
- TDK – Student's Research Circle
- Curriculum
- Tuition
- > Student activities, programs
- DATA PRIVACY NOTICE
- Complaints Handling
- > Subject exemptions
- International job offers
- Student Counseling
- News from the Student's Secretariat

SZÉCHENYI
KULTURÁLIS
KÖZPONT
EUROPEAN UNION
EUROPEAN COMMISSION
EUROPEAN PARLIAMENT
EUROPEAN COUNCIL
EUROPEAN COURT OF JUSTICE
EUROPEAN COURT OF AUDITORS
EUROPEAN OMBUDSMAN
EUROPEAN PUBLIC PROSECUTOR
EUROPEAN REGULATOR
EUROPEAN UNION
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EUROPEAN COURT OF AUDITORS
EUROPEAN OMBUDSMAN
EUROPEAN PUBLIC PROSECUTOR
EUROPEAN REGULATOR



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Opening hours

Building H, 1st floor

- ▶ **Monday** 9:00 – 13:00
- ▶ **Wednesday** 9:00 – 13:00
- ▶ **Thursday** 9:00 – 11:00
13:00 – 15:00



➡ csintalanne.steiner.monika@univet.hu



student@univet.hu



The Secretariat is
CLOSED during the
weekend, public
holidays and also in
the evening



Never email to the rector or
vice rector directly!



complaints@univet.hu



Neptun messages

Please always read the messages from your secretary
Reply via e-mail: csintalanne.steiner.monika@univet.hu

The screenshot displays the Neptun Messages web interface. At the top, there is a navigation bar with a 'Menu' button, a search bar labeled 'Menu search', and a user profile for 'MK Doctor of Veterinary Medicine (Englis...' with a '1636' notification badge. Below the navigation bar, the 'Messages' section is active, showing an 'Inbox' tab. The inbox list on the left contains several messages, with the top one from 'Dr. Mónika Csintaláné Steiner' titled 'Students' Secretariat will be closed', which is circled in red. The main preview area shows the content of this message, starting with 'Dear Students!' and informing them that the Students' Secretariat will be closed on Thursday, April 24. A right-hand sidebar provides a 'Switch training' button and a 'Messages' menu with options like 'Personal information', 'Document storage', 'Change history', 'Error and claim reporting', 'Help', 'Profile settings', and 'Logout'. The 'Messages' menu item is also circled in red. At the bottom, an orange banner states: 'The message thread creator has disabled the reply option!'.

Messages » Inbox

Messages

Inbox Sent Archived Settings

Search

CS Dr. Mónika Csintaláné Steiner a year ago
Students' Secretariat will be closed 1

System message a year ago
New sign up task was created 'ATEAI025EON-' 1

System message a year ago
New sign up task was created 'ATEAI025EON-' 1

CS Dr. Mónika Csintaláné Steiner a year ago
Burnout prevention training on 13rd May 2025 1

CS Dr. Mónika Csintaláné Steiner a year ago
Reminder - Farewell ceremony questionnaire 1

System message a year ago
Request status change 1

System message a year ago
A new exam has been created for the...

Students' Secretariat will be closed

CS Csintaláné Steiner Mónika 15

Dear Students!

Please be informed that the Students' Secretariat will be closed this Thursday in person on:

Wednesday 9:00-13:00
Thursday 9:00-11:00

Furthermore I am informing you I will be out of office on April 22-23. You will be on April 24.

I wish you all a nice holiday!
Mónika Csintaláné Steiner
Students' Secretariat of International Programmes

Training:
Doctor of Veterinary Medicine (English) - SAOANGEGYSM (Unified, undivided training) ((Full-time training))

Admission year: 2021/22/1
Start of legal relation: 9 September 2021

Switch training

Messages 1636

Personal information

Document storage

Change history

Error and claim reporting

Help

Profile settings

Logout

The message thread creator has disabled the reply option!



Communicating with the Secretariat staff

Use a polite greeting

Address them by name (e.g., “Dear Ms Steiner” or „Dear Dr. Reinitz”), or use “Dear Student Secretary,”

Introduce yourself

State your full name, Neptun code, year

State your purpose clearly

Be concise about what you need (e.g., scheduling a meeting, requesting a document, clarifying information).

„Dear Ms Csintalan or Steiner,”



I would like to register for the Biology exam on 16th December 8AM, however when I try to register, Neptun says the registration period has finished. Could you help me?

*Kind regards,
Amanda Madeup BGHJJ3, year 1*



Hi

Can you register me for Biology
Thanks



Be efficient!

Please don't send several e-mails about the same subject. Think through what you need and write it in **one** e-mail.

This saves time for both of us.

Hi,

Could you send a transcript?



Thanks. I need a student status certificate as well.

I need a proof of payment for my residence permit as well.

Check:

What do you need for your residence permit application?



Dear Ms Steiner/Mónika,

I'm renewing my residence permit. Could you provide

- a transcript
- a student status certificate
- Certificate that I have paid the tuition fee for the upcoming semester

Kind regards,
Amanda Madeup HFDZ23,
1st year



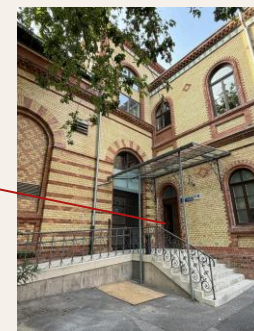
Student Representatives

- ▶ Student representatives act as intermediaries between students and university administration. They collect feedback, concerns and suggestions from their peers and communicate it with the Students' Secretariat.
- ▶ We are looking for 2 volunteers: if you are a good communicator and have an outgoing personality, please e-mail me.
- ▶ We need 2 volunteers for the opening ceremony this Friday
 - ▶ Reads the oath
 - ▶ Shakes hand with the Rector

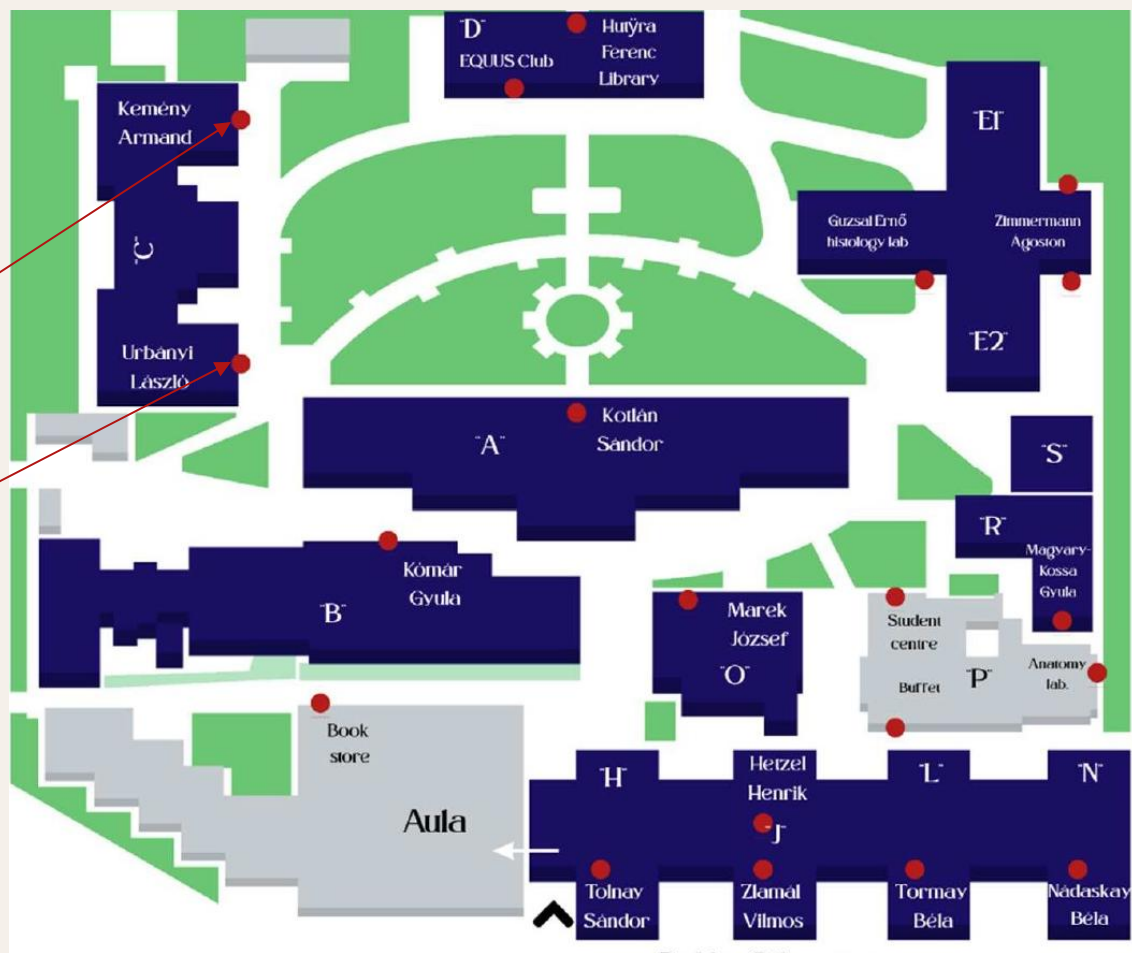
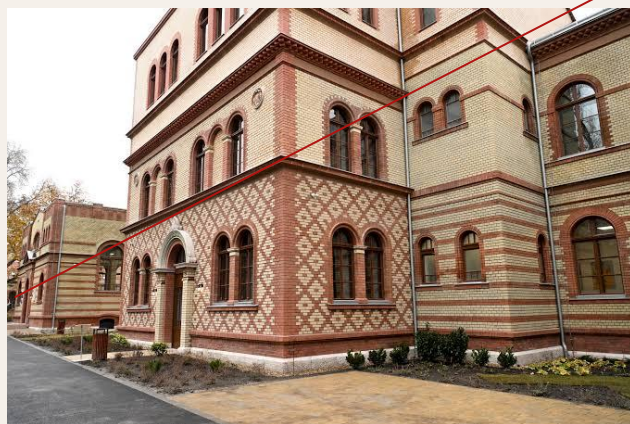


Anatomy & Histology Dept. - Bldg. E

(Anatomy, Histology, Biology lessons
- incl. Histology practice hall)



Department of Chemistry (left wing) Department of Physiology and Biochemistry (right wing) – at Building C (Chemistry, Biophysics, Physiology and Biochemistry lessons)



Botany and Animal Nutrition Department at Rottenbiller street 50.

(for practicals only! – lectures are at
István utca).

Poisonous plants elective is at
Rottenbiller street 50,
1st floor, Botany practice hall)

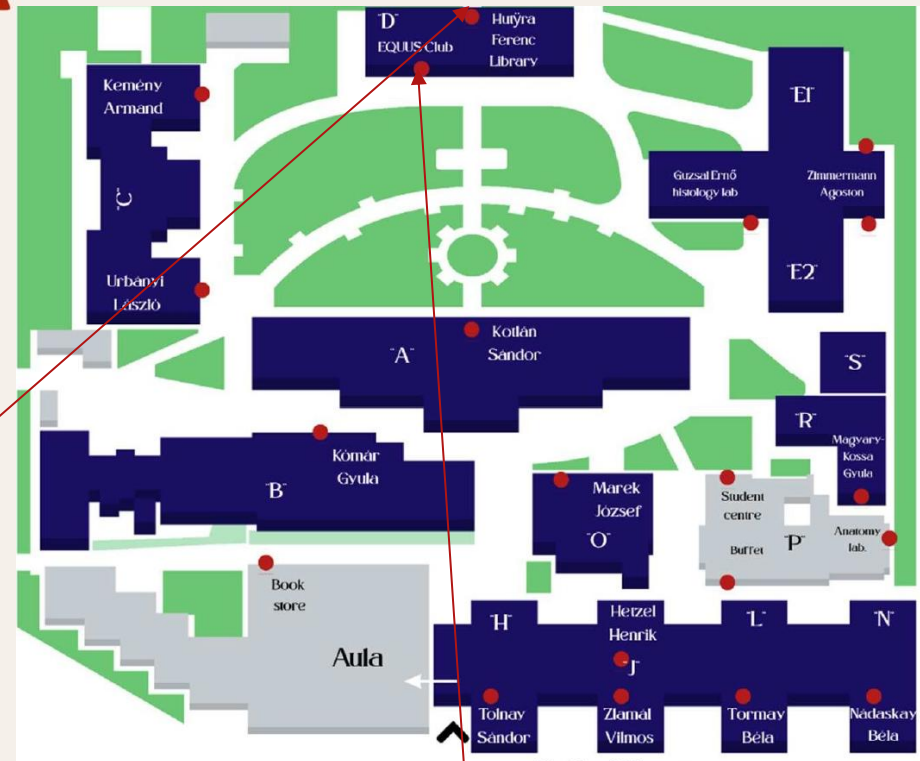




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Building D: Library (reading room – entrance from Rottenbiller street side)

Equus Club: study room, disco on Thursdays, concerts, quizzes





Building G: Bookstore, Gym, Computer labs

(weight lifting room in the basement + sauna)





University of Veterinary Medicine
Budapest

Student Center – Building P.

(cafeteria + lounge)

open 7.00 – 21.00 (Mon - Fri)

7.00 – 17.00 (Sat)

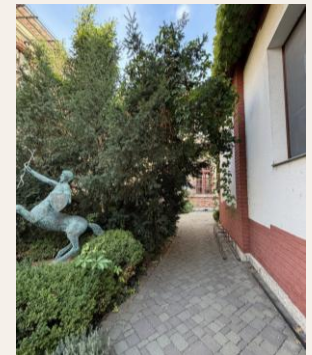




University of Veterinary Medicine
Budapest

Clinics

Small Animal Clinic and Exotic Animal Clinic are on campus



Farm Animal and Equine Clinics
are at Üllő (shuttle bus)



Biking: Bicycle-parking behind Bldg. C (Chemistry), at Bldg. B
or at the Student Center



Schedule

Opening ceremony:

Friday, September 4, 2026, at 10:00 a.m. (in the Aula)

Start of the academic year:

Monday, September 7, 2026

Enrolment in NEPTUN (for all students):

August 26, 2026 (8.00 a.m.) – September 11, 2026 (11.00 p.m.)

Course registration in NEPTUN:

From Wednesday, August 26, 2026, 8:00 a.m.

to Friday, September 11, 2026, 11:00 p.m.

Teaching period:

September 7 – December 11, 2026

Freshers' Ball:

November 7 (Saturday)



Opening ceremony

- ▶ School opening ceremony on 4th September
- ▶ Friday from 10.00 (elegant clothes)
- ▶ Headset pick up from 9.30
(name of student only)
- ▶ Sitting upstairs
- ▶ Entrance from Bethlen Gábor street
- ▶ Online streaming:
<https://univet.hu/en/ceremonial-opening-2026/>





Timetable (First semester 2026/27)

10 practical groups

At univet.hu:

see menu

Education/Students' Secretariat/Timetable, bus schedule/Timetable, clinical practice schedule

Time	Monday										Tuesday										Wednesday										Thursday										Friday									
	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10
0 7:15 8:00																																																		
1 8:15 9:00	Informatics Lab Computer room 1	Histology 1. Lab Gusztai E lab		Chemistry Lab		Informatics Lab Computer room 2									Hungarian				Chemistry Lab	Informatics Lab Computer room 1	Chemistry Urbanyi Lee							Anatomy 1. Lab					Informatics Lab Computer hall 2									Informatics Lab Computer hall 1								
2 9:15 10:00																																																		
3 10:15 11:00	Histology 1. Lab Gusztai E lab	Informatics Lab Computer room 2		Chemistry Lab		Histology 1. Lab Gusztai E lab									Hungarian				Informatics Lab Computer room 1																															
4 11:15 12:00																																																		
5 12:15 13:00	SH Hungarian																																																	
6 13:15 14:00																																																		
7 14:15 15:00																																																		
8 15:15 16:00	Chemistry Lab																																																	
9 16:15 17:00																																																		
10 17:15 18:00																																																		
11 18:15 19:00																																																		
12 19:15 20:00																																																		

The location of Hungarian classes is determined by the Language Center in its own classhalls, unless otherwise indicated.



Timetable – first week – Anatomy

MONDAY:

- ▶ lecture: 4.00-5.00 p.m.
- ▶ English Equine plenary: 5.00-6.00 p.m.

Both are in the Aula Maxima, bldg. G

LATER ON DURING THE WEEK:

- ▶ **Tuesday:** NO Anatomy lecture nor plenary
- ▶ **Wednesday-Thursday-Friday:** regular Anatomy 1 practicals (dissection) will be held in the first week also! Building E1, ground floor, Dissection Hall

BUT NOTE: Anatomy 3 practicals for 2 in 1 students are NOT held during the 1st week

- ▶ Anatomy: Exam on the Dissection room and exam regulations (material available in Moodle) will be required! **Deadline: 08th September 8:00**

Please note that you are not allowed to enter the practice room until you have passed the exam!





Timetable - Monday

Anatomy lecture

Assembly Hall (Aula)

16.00 - 17.00 by László REINITZ

Horse demonstration

Assembly Hall (Aula)

17.00 - 18.00 by Mátyás KAPILLER





University of Veterinary Medicine
Budapest

Lab-coats for Anatomy and Chemistry



<https://mediwears.hu/en/>

<https://www.samtex.hu/index.php/en/>

Student Council: ate.hok@gmail.com

Long coat: up to knees

Arms are covered

Must be white



Lab coat and gloves are compulsory from the 1st week!



Library introduction

Next week (7th-11th of September)

Building D, Lobby at Library entrance

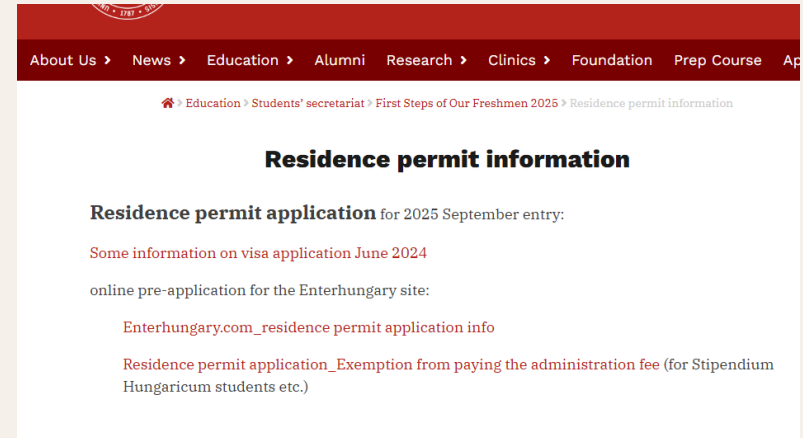


- Group #1 - Friday - 12:15
- Group #2 - Friday - 12:40
- Group #3 - Friday - 10:40
- Group #4 - Wednesday - 10:15
- Group #5 - Wednesday - 10:40
- Group #6 - Wednesday - 11:15
- Group #7 - Tuesday - 10:40
- Group #8 - Tuesday - 10:15
- Group #9 - Tuesday - 14:15
- Group #10 - Tuesday - 14:40



Residence permit

- ▶ Information on the website: Univet.hu
- ▶ 30/60 days to arrange (EU/non EU)
- ▶ What you need to submit: school enrollment certificate, lease contract, passport copy, health insurance, bank statement, photo (non-EU)
- ▶ Immigration Office website:
<https://enterhungary.gov.hu/eh/?en>
- ▶ Online application
- ▶ Requirements may vary from country to country
- ▶ Address: 1135 Bp. Szegedi út 35-37.
Email: bp2@oif.gov.hu
Phone: +361 550 1165



The residence permit card arrives at the university. We email you to come and pick it up.



Student card

Information on our website:

<https://univet.hu/en/student-support-services-at-univet-budapest/admin-help-for-freshers/permanent-student-card/>

The student card certifies your student status.

Entitles you to discounts on public transportation tickets, entrance fees (library, museums, cinemas, etc.), restaurants among others.



In order to receive the plastic card, you are requested to follow these steps:

1. Go to a **Registration Office** (in Hungarian: Okmányiroda/Kormányablak) and apply for a student card;
2. Bring your **passport/ID-card + residence permit** (bear in mind you should **already have** one before applying) with you for the application; (Take a number for „**Diákigazolvány**”=student card and wait to be called)
3. Once there ask for „**Diákigazolvány ügyintézés**” (Student card management) and they will give you a „**NEK-adatlap (NEK-sheet)**”

Fill out the sheet. Please note that all information **must match the info in Neptun** (address, mother's name etc.); Please **double-check all your data on the issued NEK-sheet!**

4. You need **to register your application electronically in the Neptun system**. Go to menu “Administration” -> “Student card request” -> “Add new” (for short guide to how to fill the application see the above link)

It can take weeks, months for the plastic card to arrive.

In the meantime apply for a **temporary card** until the official card arrives (Please note – You can only apply for a temporary card once you already applied for the official card) The temporary card is valid for **2 months**;

Once the official plastic card arrives **you will get an e-mail** from us to pick it up (only valid with a sticker, ask from the Secretary);

1st semester stickers are valid until the end of March, 2nd semester stickers are valid until the end of October.

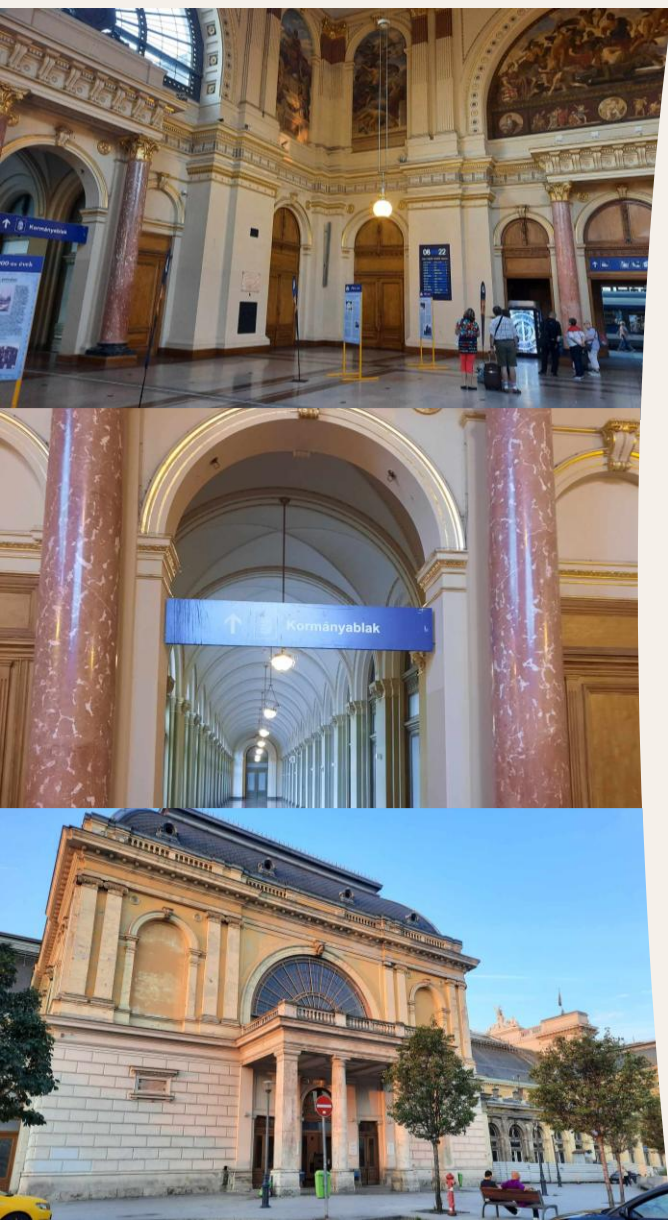


Student card registration offices ('Kormányablak'):

Some examples of the closest offices:

- ▶ **8th district** reg.office: 1087 Budapest, Kerepesi út 2-6. (Keleti Train Station)
Open: Mon: 8:00-18:00, Tue: 8:00-16:00, Wed: 11:00-19:00, Thu: 9:00-16:00, Fri: 8:00-14:00
- ▶ **7th district** reg.office:
1073 Budapest, Erzsébet körút 6. ground floor
- ▶ **6th district** reg.office:
1062 Budapest, Andrássy út 55.
- ▶ **5th district** reg.office:
1051 Budapest, Erzsébet tér 3.
- ▶ **Central Registration Office:**
Budapest 13th district, Visegrádi utca 110.

For more info on opening hours, please check:
<https://kormanyhivatalok.hu/>





University of Veterinary Medicine
Budapest

NEPTUN

unified education system:

https://neptun.univet.hu/ate_hw/login

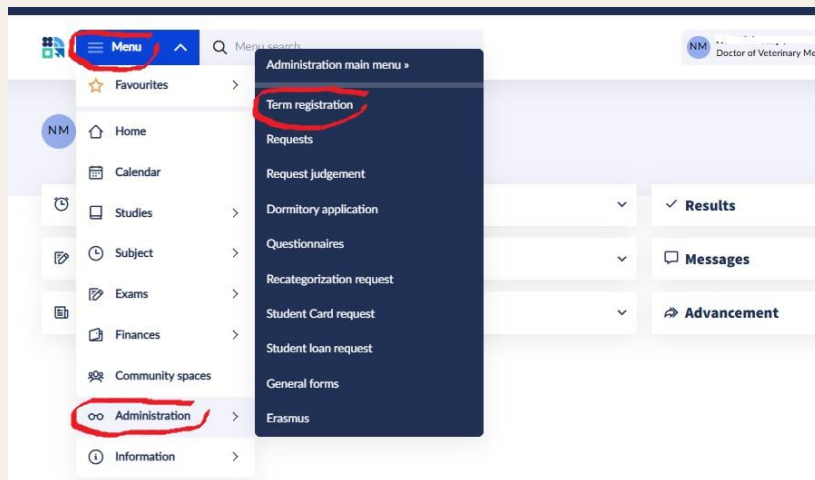
neptun.univet.hu

Neptun.Support@univet.hu

A screenshot of the NEPTUN login page. The page features the NEPTUN logo at the top left, followed by the text "University of Veterinary Medicine". Below this is a language selector set to "EN". The "Student login" section contains a "Login name" field with a red error message "This field must be filled!", a "Password" field, and a blue "Login" button. A "Forgotten password" link is located below the login button. To the right of the login form is a large, rounded image of a university courtyard with a building and trees. At the bottom of the page, there are three expandable menu items: "News", "Downloadable documents" (which is circled in red), and "Useful links".

Registering to the term

Menu > Administration > Term registration



Administration > Term registration

Term registration

Next term



2026/27/1

term



Admitted

term status



New

registration status



2026/27/1

admission year

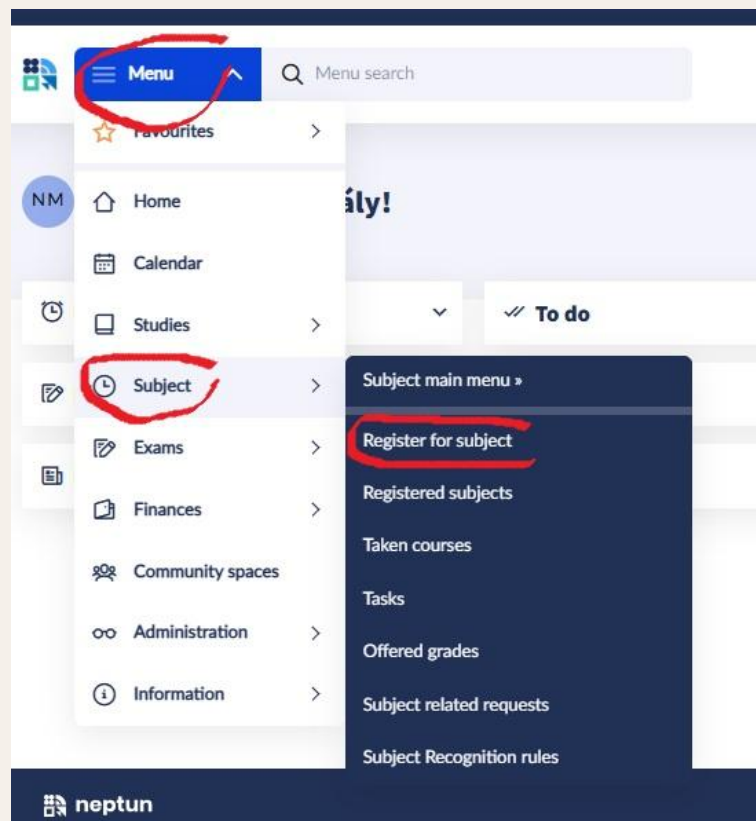
Enroll

Click on the Enroll
button

Fill out the form

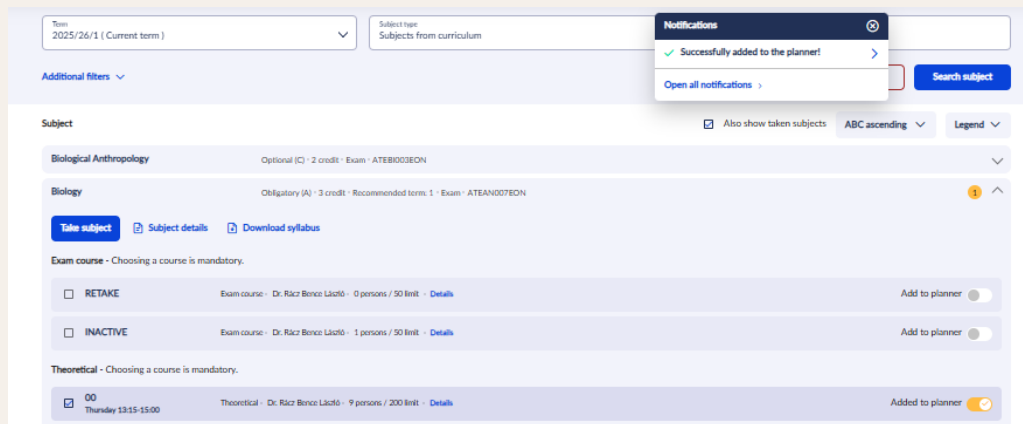
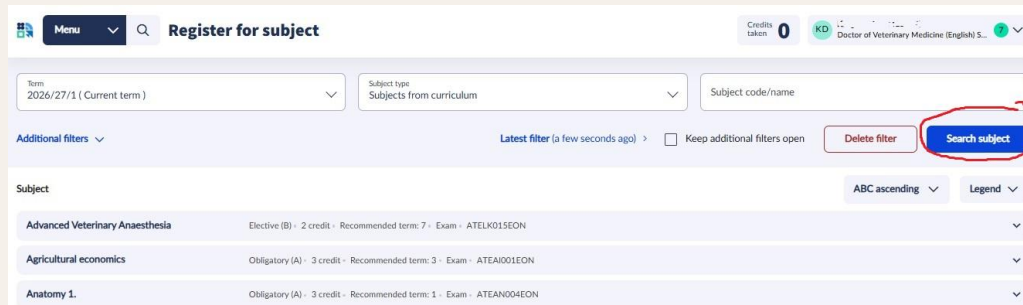


Registering for subjects (until 11th of September)



Menu > Subject (Object) > Register for subject

Make sure you are on the current term
2026/27/1





ANATOMY 1: you need to register for 2 subjects!

You need to register for the subject called „**Anatomy 1 practical exam**”(00) first!

Then you can Register for „**Anatomy 1**”: select Plenary, Practical (group) and Theoretical 00 course

Anatomy 1. Obligatory (A) · 3 credit · Recommended term: 1 · Exam · ATEAN004EON

[Take subject](#) [Subject prerequisites](#) [Subject details](#) [Download syllabus](#)

Exam course - Choosing a course is mandatory.

☐	INACTIVE	Exam course · dr. Hazai Dániel Anna, dr. Heintzmann Andorra, Dr. Kapiller Máté · English · 6 persons / 50 limit · Details	Add to planner ☐
☐	RETAKE	Exam course · dr. Hazai Dániel Anna, dr. Heintzmann Andorra, Dr. Kapiller Máté · English · 2 persons / 50 limit · Details	Add to planner ☐
Plenary - Choosing a course is mandatory.			
☒	Plenary 1 On varying dates	Hybrid · Plenary · dr. Hazai Dániel Anna, dr. Heintzmann Andorra, Dr. Kapiller Máté · English · 69 persons / 100 limit · Details	Add to planner ☐
☐	Plenary 2 On varying dates	Hybrid · Plenary · dr. Hazai Dániel Anna, dr. Heintzmann Andorra, Dr. Kapiller Máté · English · 50 persons / 100 limit · Details	Add to planner ☐
Practical - Choosing a course is mandatory.			
☐	01-02 On varying dates	Attendance · Practical · English · 23 persons / 40 limit · Details	Add to planner ☐
☒	03-04 On varying dates	Attendance · Practical · English · 28 persons / 40 limit · Details	Add to planner ☐
☐	05-06 On varying dates	Attendance · Practical · English · 26 persons / 40 limit · Details	Add to planner ☐
☐	07-08 On varying dates	Attendance · Practical · English · 26 persons / 40 limit · Details	Add to planner ☐
☐	09-10 On varying dates	Attendance · Practical · English · 16 persons / 40 limit · Details	Add to planner ☐
Theoretical - Choosing a course is mandatory.			
☒	00 On varying dates	Hybrid · Theoretical · dr. Hazai Dániel Anna, dr. Heintzmann Andorra, Dr. Kapiller Máté · English · 119 persons / 200 limit · Details	Add to planner ☐

Anatomy 1 (complete)

1. step:
Anatomy 1 practical
exam course: 00 code
ATEAN011EON

2.step
ATEAN004EON - theory: 00
course - practical: 01-10
(according to which
group you are in) -
plenary 1 (if you are in
group 1-5) and plenary 2
(if you are in group 6-10)



Chemistry: ATEKE003EON - theory: 00 course - practical: 01-10
(according to which group you are in)

Histology 1: ATEAN002EON - theory: 00 course; - practical: 01-10
(according to which group you are in, two or three groups are together)

Biology ATEAN007EON - theory: 00 course (no practical course)

Biophysics: ATEKE002EON - theory: 00 course (no practical course)

Informatics: ATEBM002EON - theory: 00 course - practical: 01-10
(according to which group you are in)

Zoology: ATEPA001EON - theory: 00 course (no practical course)

Basics of Hungarian Veterinary Communication 1: ATEIL024EON -
practical: 01-10 (according to which group you are in) **Not for
Stipendium/Diaspora scholarship holders!**

Stipendium/Diaspora scholarship holders must register: ATEIL008EON
SH Hungarian A1/1.)

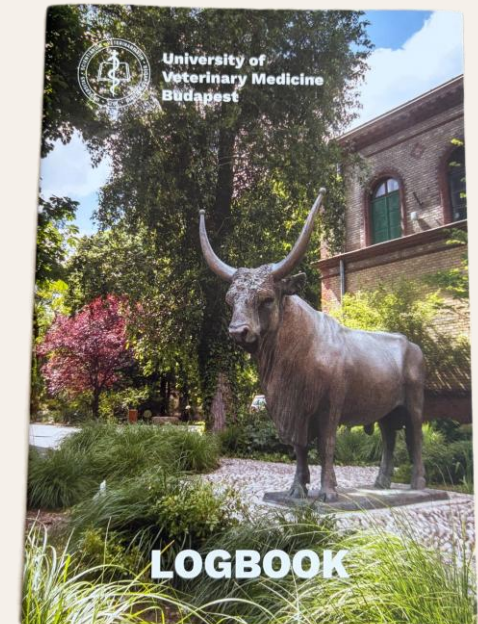
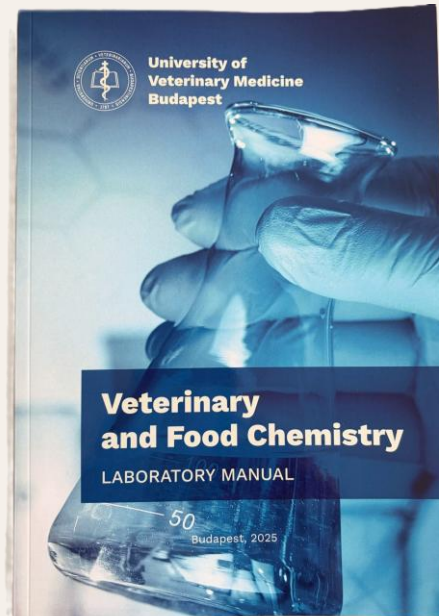


University of Veterinary Medicine
Budapest



Welcome package

- Badge for Anatomy practicals
- Workbook for Chemistry
- Logbook (recommended to make photocopy regularly!)





University of Veterinary Medicine
Budapest

Thank you for your attention!



Presentation will be available at
<https://univet.hu/en/education/students-secretariat/first-steps-of-our-freshmen-2026/>

Students for registration



According to FAMILY NAME as registered in Neptun:

A-De:	Ms Zita Arany
Dh-J:	Ms Dóra Kovács
K-Me:	Ms Mónika Csintalanné Steiner
Mi-Se:	Ms Csilla Márfoldi
Sh-Z:	Ms Valéria Urbán