



Reg. no.: 816 – 4226/2009

Adm.off.: Lívia Vágó

June 10, 2009

Dear Student,

In order to help students who failed examinations and also to substitute for the August examination period that was cancelled due to a new national decree, the leadership of the Medical School has decided to introduce exam courses and the possibility of pre-scheduled exams. Exam courses have been functioning successfully at other faculties and universities.

The point of the **exam course** is that the students do not have to (and cannot) attend classes of the course; only to take the exam at the end of the semester. The exam course is available only for students who have attended the course earlier, have been granted the semester closing signature (have met the requirements for the exam), but could not complete the exam (were absent from an exam or failed it).

Moreover, for exam courses announced for the first (fall) semester, the course director can announce **pre-scheduled exam dates**, which is intended to substitute for the cancelled August exam period. The student can try to take the exam of the exam course once (only the "A" chance) during the first three days of the second week of the fall registration period. If the exam is successful, on the days following the exam – still within the registration week of the fall semester, the student can take up the courses based on that exam. If the exam is unsuccessful, the student can still use the remaining "B" and "C" chances in the 'normal' exam period of the fall semester.

In the pre-scheduled exam period, the departments can only examine a limited number of students. This means that it is not sure that all the students who are taking the exam course have the chance to take a pre-scheduled exam. The number of students taking an exam course may also be maximized. At the moment, the announcement of the exam courses and pre-scheduled exams can be found at the webpage of the Registrar's Office, but soon they will be available also in the ETR.

I would like to call your attention to the fact that except for the attendance obligation, the exam course counts as 'normal' registration in every aspect (completing prerequisites, tuition fee, grade average, etc.), therefore it counts also for the calculation of the maximum three registration of a course which can be a reason for dismissal (Code of Studies and Examinations, Article 23 (3)). Of course the course can still be retaken in the 'normal' way if the students feel that it is beneficial for deepening their knowledge.

On June 04, 2009 the Faculty Council approved of the modification of the Code of Studies and Examinations for the Medical School. This includes the followings concerning the exam courses and the pre-scheduled exam period:

Article 2/A

- (7) The registration period of the fall semester is the two weeks before the instruction period. In the first week of the registration period students can exclusively register for the exam courses and the related pre-scheduled exam dates. In the second week any kind of course (obligatory, elective, optional, exam course, criterion requirement) can be taken up.
- (8) An exam course can be announced only for obligatory subjects, in the normal course announcement period, based on the decision of the course director. The exam course can be announced for any semester, even in both semesters, regardless of which semester the normal course is. Thus, in contrary to Article 39 (5) of this CSE , the announcement of the exam course is not compulsory for both semesters.,.
- (9) The exam course can only be taken in the ETR by those students who have attended the course earlier, have been granted the semester closing signature (have met the requirements for the exam), but could not complete the exam (were absent from an exam or failed it).
- (10) In case of the exam courses of the fall semester (taken up in the first week of the course registration period) the student can try to take the exam of the exam course once (only the “A” chance) per exam course during the first three days of the second week of the fall registration period (pre-scheduled exam period). Students have to register for the pre-scheduled exam dates at the same time as for the exam course, or by the end of the first week of the course registration period at the latest (Friday 12.00 a.m.). Apart from this, the regulations for registering for exam courses are the same as for other courses.
- (11) To assist students with course registration, the course directors are obliged to register the results of the pre-scheduled exams in the ETR according to the deadline regulated by Article 2 (18). In case of unsuccessful exams, the remaining chances can be used in the normal examination period of the semester.
- (12) In case the student registers for a pre-scheduled exam date in the registration period but does not appear at the exam, the remaining exam chances for the exam course will automatically be reduced by one.
- (13) The exam course counts as course registration for that semester even with taking a pre-scheduled exam chance. The credits and grade earned by passing the pre-scheduled exam will be registered for the given semester. Apart from the above, the same conditions and regulations apply as to the registration of the other courses, and the consequences are the same too.

The list that contains the exam courses and the related pre-scheduled exam dates for the academic year 2009/2010 is available under 'Announcements' of the Registrar's Office at the [www.aok.pte.hu](http://www.aok.pte.hu) webpage.

I call your attention that course directors are not obliged to announce exam courses, only if they have the necessary technical conditions.

I hope that both our Instructors and the Students will be satisfied with the present changes.

Regards,

Prof. Dr. Valér Csernus

Vice-Dean of General Affairs, Education and Science