

WELCOME TO ELTE, PPK!

Information for new students

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Important University Links:

<https://www.ppk.elte.hu/en/eduscience>

<https://www.ppk.elte.hu/en/organisation>

<https://www.konyvtar.elte.hu/en> (ELTE centrallibrary)

<https://www.ppk.elte.hu/en/library> (PPK libraries)

As an incoming student, visit this website and learn more about the academic life at ELTE:

https://www.ppk.elte.hu/online_orientation

Here you can find tips and training for incoming students.

My suggestion is to do “Neptun training”:

The Neptun system you will use daily to manage general administration; request official forms and documents; submit forms and requests; register for courses...



ONLINE ORIENTATION 2020

Faculty Welcome for new students

Introduction of our International Coordinators

Faculty Library

Faculty life essentials

Tips on university & Budapest life

Neptun training

Campus tour

Curriculum

WELCOME TO THE ONLINE ORIENTATION!

ACADEMIC CALENDAR:

<https://www.ppk.elte.hu/en/eduscience/academic-calendar>

AUTUMN SEMESTER	
Registration week	Latest until 8 p.m. 6 September 2020 (Friday)* <i>*Please consider ECST – European Central Summer Time</i>
Deadline for Credit Application Form submission	25 September 2020
Opening ceremony of the Doctoral School	2 p.m. 22 September 2020
International day of University Sport (no classes)	25 September 2020 (Friday)
Study period	
First day of the autumn semester	7 September 2020 (Monday)
Autumn holiday	26-30 October 2020 (Monday-Thursday)
Last day of the autumn semester	11 December 2020 (Friday)
Exam period	
First day of the exam period	14 December 2020 (Monday)
Last day of the exam period	30 January 2021 (Saturday)

PHD REQUIREMENTS:

IMPORTANT:

During your studies (from the beginning), pay attention to the requirements that you must fulfill. Below is a summary table of credits, that includes course credits, credits for teaching activities and for research.

Annex 1 of the ELTE PPK Doctoral regulations

PhD in Education Curriculum

Requirements		SUM of ECTS (Phase I / II.)	Phase I. Course-based & Research-based work (semester)				Complex examination	Phase II. Research-based work & Dissertation			
Type of Activity	ECTS / activity		1.	2.	3.	4.		5.	6.	7.	8.
Course-based work	7 ECTS/ course	84 (84/0)	3*7	3*7	3*7	3*7					
Complex examination		12					12				
Research-based work	app. 6/22 ECTS/ semester	112 (24/88)	6	6	6	6		22	22	22	22
Teaching (11 courses) – can be accomplished by research activity	4 ECTS / course	44 (12/32)	0(-4)	4(-12)	4(-12)	4(-12)		8(-32)	8(-32)	8(-32)	8(-32)
Sum		252 (120/120)	120				12	120			

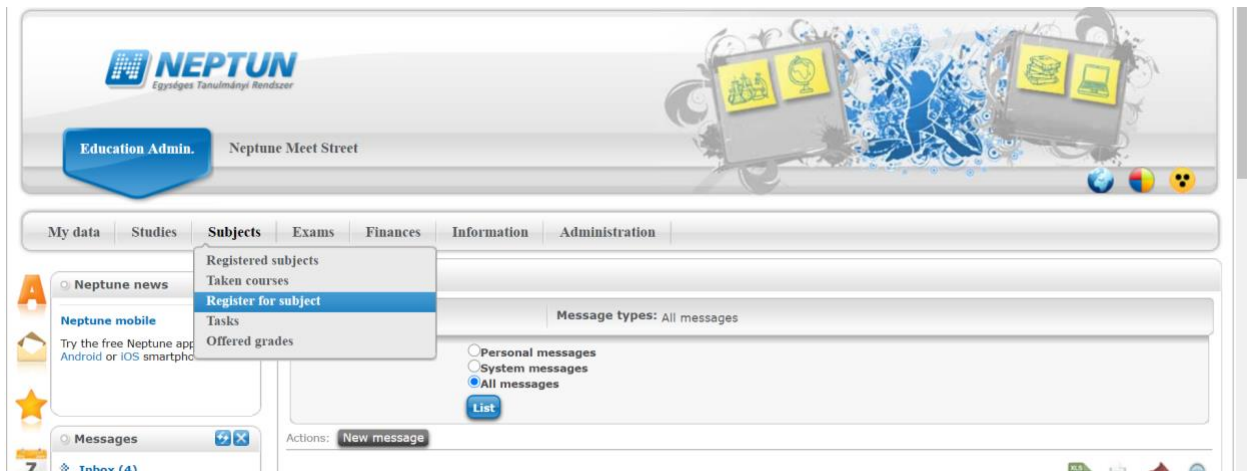
As Ph.D. students, we must complete 84 course credits during the first 2 years, that is, up to the complex exam. You'll receive 7 credits for each completed course, thus, you must complete 12 courses during 4 semesters.

The list of courses is long, (CURRICULUM OF THE DOCTORAL SCHOOL OF EDUCATIONAL SCIENCES), however, you must be careful when choosing specific courses. You'll find in your letter of acceptance the 3 Modules that you must complete. When selecting the courses for each semester, you need to consider these modules.

Important: You must complete 3 courses in each module (total of 9 courses) and the 3 additional courses can be electives. Be careful, because at the end of the 2nd year, you must have at least 3 courses in each module + 3 electives.

REGISTERED FOR SUBJECT:

Every semester you need to activate your student status and after that you will register for the courses. To do this, pay attention to the registration period. Remember to pay attention to the module that each course is part of, (check the codes that are in the annex of the Curriculum).



Here you define whether you want from your curriculum or not

Here you select the semester

Also you can search for the name or code of the course

Terms: 1/2/2020

Subject type: Subjects from curriculum All other subjects in the institution

Subject name:

Subject code:

Course lecturer:

Course code:

Curriculums: All

Subject group: All

Language: All

Period start: Monday

Period end: Monday

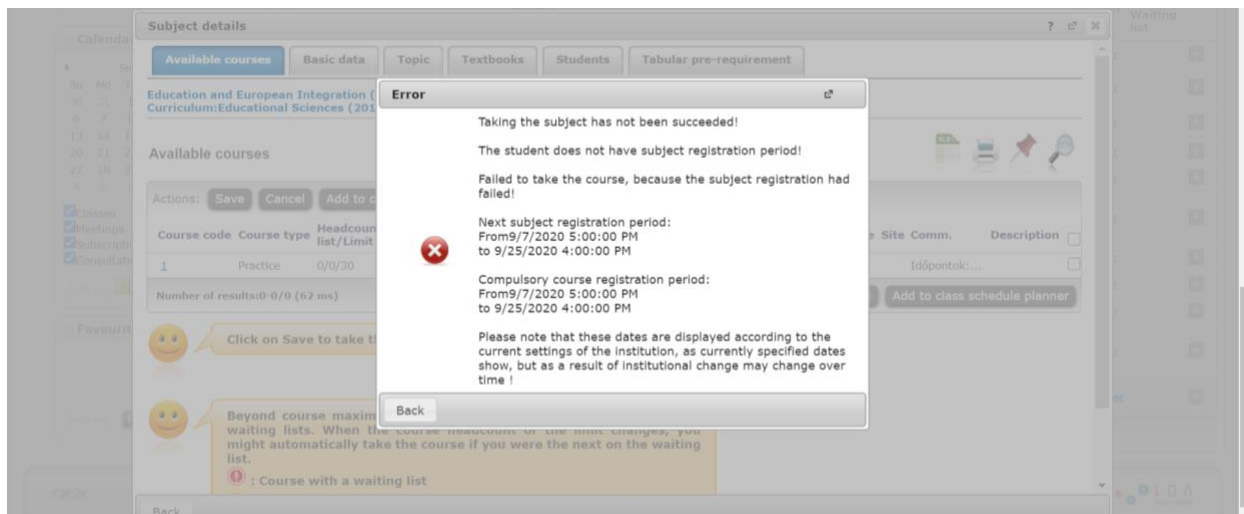
List subjects

Here you can see the name of the course, check by the code of which module it is part and how many credits are.

Subjects from curriculum 2020/21/1 (All)

Subject name	Subject code	Subject group name	Number	Recommended term	Credit	Subject type	Notes	Term min	Term max	Fulfilled	Registered	Register for subject	Waiting list
Research Seminar 1.	DEDU16-LPRM-101				7	Obligatory						Register	+
Complex exam	DEDU16-X				12	Obligatory						Register	+
Comparative trends in teacher education worldwide	DEDU16-EDM-102				7	Obligatory						Register	+
Education and European Integration	DEDU16-TM-101				7	Obligatory						Register	+
Research seminar 3.	DEDU16-LPRM-103				7	Obligatory						Register	+
Research strategies and	DEDU16-					Obligatory						Register	+

If the registration period is not open, the following message appears:



WORKSHOPS

In addition to the courses listed in Neptun, each student is required to complete one Workshop (I-IV) per semester. These workshops are research methods seminars but they are not listed in Neptun. The Special Education Program offers one Workshop / semester. During the first 2 years, students are required to complete the listed workshop every semester. Please make sure that you sign up for these workshops by contacting the given professor because there are no make-up opportunities and the completion of these workshops is required prior to the complex exam.

STUDENT ADMINISTRATION - FORMS

Every semester (at the beginning and at the end) you must submit the credit form that must be signed by your supervisor, by the head of the Doctoral Program, and by the head of the Doctoral School.

Below is the link where you can access this form (among other documents). However, normally the university sends us this document and the deadline by email at the beginning of each semester.

https://www.ppk.elte.hu/en/student_administration/forms

At the beginning of the semester you submit your plan for credits, but at the end of the semester you may change the form, according to the activities that you performed during the semester. After that, these credits are also published in Neptun.

Always pay attention to the deadline.



CREDIT APPLICATION FORM (PHD PROGRAMME FROM 2016/2017)

Semester:
Name of PhD Student: Neptun-code: Name of Supervisor(s):

I. Planned details and verification of guided research.

To be filled in at the beginning of the semester ¹					To be filled in at the end of the semester ²	
Research activity	Planned period (date: from/to)	Planned total period (hours)	Planned no. of credits ³	Supervisor's signature	achieved no. of credits ³	Signature of supervisor
<i>[rows can be added optionally]</i>						
I, as the person in charge of the programme, approve of the above plan. Signature: Signature of the Head of the Doctoral School:					I verify that the research credits have been acquired. Signature of the Person in Charge of the Programme	

¹To be handed in the Registrar's Office until the last day of the registration period by the student.

²To be handed in the Registrar's Office before the last week of the examination period by the Doctoral School. (Faculty Doctoral Rules and Regulations No.2, §21).

³Credits are calculated as follows: 1 credit corresponds to 30 hours student workload (National Higher Education Act No.24, §108).

II. Details and verification of the teaching activity (only in case of teaching at the Faculty of Education and Psychology – in case of teaching at other institutions acceptance can be initiated in a request to the Doctoral School (Faculty Doctoral Rules and Regulations No.3, §22))

To be filled in at the beginning of the semester ¹		To be filled in at the end of the semester ²	
Subject	code	achieved no. of credits ³	Signature of supervisor
<i>[rows can be added optionally]</i>			
I verify that the research credits have been acquired. Signature of the Head of the Doctoral School:			

¹To be handed in the Registrar's Office until the last day of the registration period by the student.

²To be handed in the Registrar's Office before the last week of the examination period by the Doctoral School (Faculty Doctoral Rules and Regulations No.2, §22).

³One course with minimum 5 participants corresponds to 4 credits (Faculty Doctoral Rules and Regulations No.2, §22).

[detailed information on the next page]

Before arriving in Hungary:

E-MAIL ELTE:

As an Elte student you are entitled to an email linked to the institution. This email is very important especially at this time of distance learning because it gives you free access to Microsoft Teams for example.

At this link you can get information on how to get your student email address and account.

<https://www.elte.hu/en/email>

VISA/RESIDENCE PERMIT

Please check all procedures for obtaining your resident permit before arriving in Hungary. For each country there are different procedures, some must be done before arrival, others you may do after arriving in the country. Therefore, carefully check and prepare all necessary documentation.

<https://www.elte.hu/en/visa-procedure>

After arriving in Hungary:

STUDENT CARD

The student card is very important to have rights and discounts, and you will use it daily.

<https://www.elte.hu/en/student-card>

TAX CARD

If you receive a scholarship from Eötvös Loránd University, you are required to apply for a Tax Card after your arrival in Hungary.

https://www.elte.hu/en/tax_card

Quaestura Office

The Quaestura Office of Student Services will give you a helping hand during the administration procedure. You will use this service a lot, for example, to get your student card and validate it every semester; request the student statement; signing of health insurance contract and so on.

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

Other useful websites:

<https://www.facebook.com/elteppkinternational/>

News and events about Hungary:

<https://hungarytoday.hu/>

Events and good places to go in Budapest:

<https://welovebudapest.com/en>