

6/2022. Dean's Instruction about the educational and operating schedule of ELTE Faculty of Science between 5th December 2022 and 26th February 2023.

At the end of the 2022/23 academic year due to the reorganization of the usual order of university operations, it is necessary to proceed as follows:

1. Until 3rd December 2022:

The exam period is to be organized in the usual way, educational and research activities related events can be organized and held as usual.

2. 5th-10th December 2022:

In the last week of the exam period of the 2022/23 fall semester (5th-10th December) consultations and exams can be organized pursuant to Section 17 (2a) of the HKR. in point (b). in a fixed manner, with prior notice to the students. Consultations and exams follow the timetable according to the valid curriculum.

3. 5th December 2022 - 26th February 2023:

The buildings of ELTE Faculty of Science will switch to tempering heating (depending on the research activity with the exception of pre-assigned premises). With tempering heating, continuous work is not permitted on the premises for co-workers, presence is only possible for the absolutely necessary period. It is forbidden to connect any additional heating equipment (e.g. electric heater) to the university's electrical system. No events during this period can be organized in ELTE Faculty of Science buildings (exception based on dean's exemption).

The building access is limited, for which specific information will be sent separately.

4. 12th-17th December 2022:

Autumn break - classes, assessments and exams cannot be organized.

5. 24th – 26th December 2022:

Winter break - classes, assessments and exams cannot be organized.

6. 19th December 2022 - 10th February 2023:

Exam period - exams in the provided rooms, external locations and online can be organized by the deputy dean of education in the Neptun study system according to the information sent out. Doctoral defenses, habilitation proceedings can be organized online. Between 24th-26th December is winter break - exams cannot be organized.

7. February 13th-19th February 2023:

Spring semester registration period.

8. 20th-25th February 2023:

Spring break - classes, assessments and exams cannot be organized.

9. December 5th-22nd December 2022. and 9th January – 24th February 2023:

In the Science Library it's possible to pick-up the online preordered books for ELTE citizens during the following pick-up periods: Mon 10-11 a.m., Wed 2-3 p.m., Fri 11-12 a.m.

Reservation: <https://ttk.elte.hu/konyvtar>

Pick-up point for online orders: In the South building library (1st floor 1.809).

23rd December 2022 – 8th January 2023: the library's pick-up point is closed.

10. 5th December 2022 – 26th February 2023:

About the other offices (Study Registrars' Office, Department of Doctoral, Habilitation and International Affairs, Finance Office, Dean's Office, HR and other offices) we provide information about its operating procedures on the faculty website soon.

11. 27th February 2023:

The first day of the spring semester. The exam period is to be organized in the usual way, events related to educational and research activities in the usual order can be organized and maintained.

12. The general leave rules govern the procedure for granting leave on order and attendance and absence records 2/2016. (IV. 18.) as stated in the rector-chancellor's common instruction.

Budapest, 20th November 2022.

Period	Education, exams	Campus	Library
5 th - 10 th December 2022	consultation week	tempering heating (except for designated rooms)	Pick up of online orders: Monday 10-11:00 Wednesday 14-15:00 Friday 11-12:00 South building 1.809
12 th - 17 th December 2022	autumn break		
19 th - 23 rd December 2022	exam period - exams can be organized in the provided rooms, at external locations and online		Closed
24 th – 26 th December 2022	winter break		Pick up of online orders: Monday 10-11:00, Wednesday 14-15:00 Friday 11-12:00 South building 1.809
27 th December 2022 - 7 th January 2023	exam period - exams can only be organized at external locations and online		
9 th January – 10 th February 2023 (11 th February is the end of the exam period - according to the ELTE academic year schedule, it's only for correspondence and evening training schedules)	exam period - exams can only be organized at external locations and online		
13 th – 19 th February 2023	registration week		
20 th - 25 th February 2023	spring break		
from 27 th February -	spring semester (attendance education)		