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UNIVERSITY OF MISKOLC



# NEPTUN Educational Admin

## Neptun

The main interface for communicating with students

- message, email
- news, documents, links

Neptun code, password: first login: NeYYYYMMDD

Using Neptun for

- course registration, offered grades
- exam registration
- student payments and withdrawals
- student ID card application



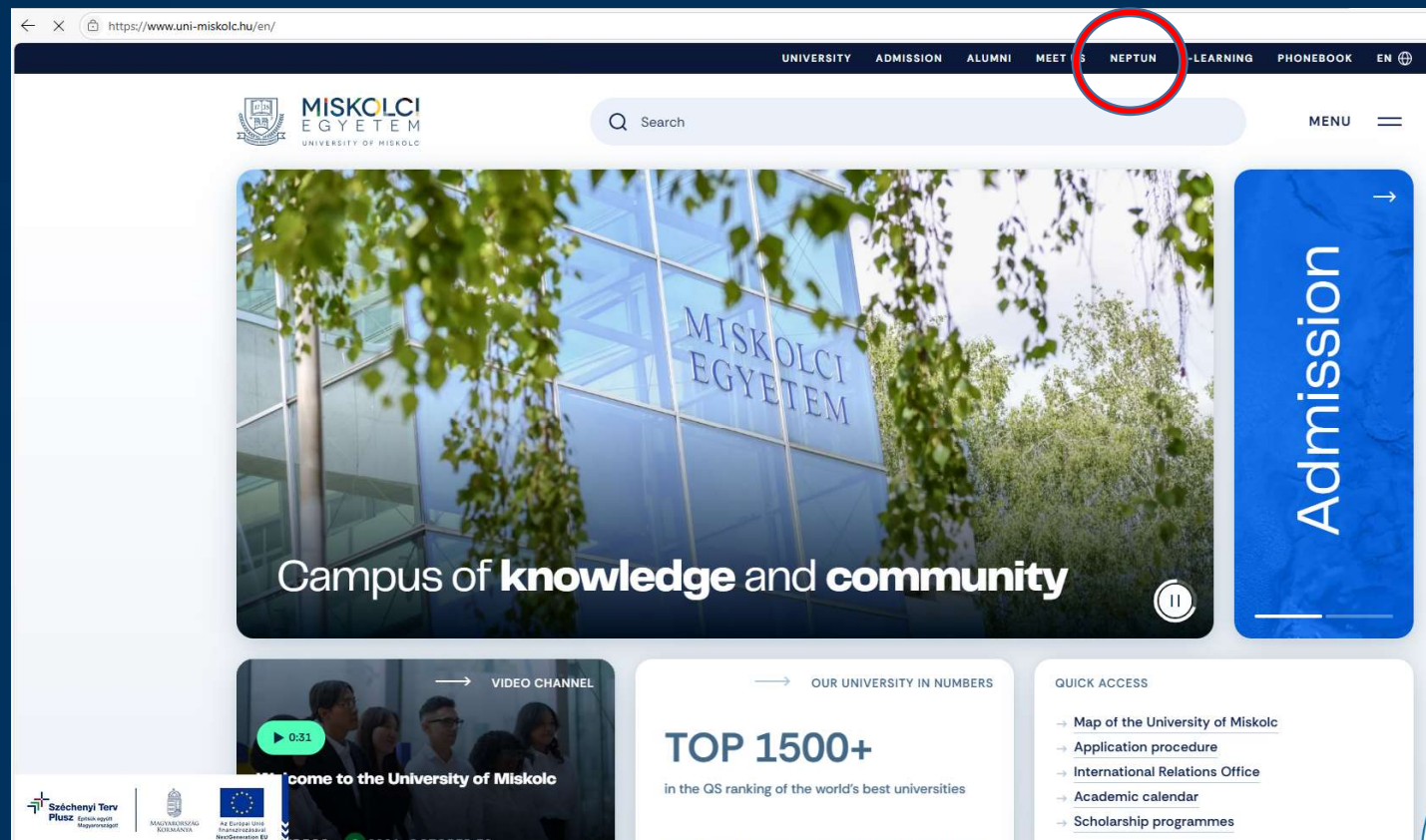
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# NEPTUN Educational Admin

First login to Neptun system:

1. Website of the university: [www.uni-miskolc.hu/en](http://www.uni-miskolc.hu/en)
2. click on „Neptun”





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3. Change the language to English and log in with your Neptun code and as password your date of birth after „Ne” (without space):  
NeYYYYMMDD  
After login change the password immediately!

The page uses cookies [Details](#) [I accept](#)

**neptun**

**University of Miskolc**

EN

**Student login**

Login name

Password

Login

[Forgotten password](#)

**News**

**Downloadable documents**

**Useful links**



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# NEPTUN Educational Admin

Personal information

Contact information

Bank account, ...

**PLEASE CHECK !!!**

The screenshot displays the NEPTUN Educational Admin interface. At the top, there is a navigation bar with a 'Menu' button and a 'Menu search' field. Below this, a user profile is shown with a 'Hello' greeting and a search bar. The main content area is divided into two columns of widgets. The left column includes 'Upcoming events', 'Exams', and 'News'. The right column includes 'To do', 'Averages', 'Debts', 'Results', 'Messages', and 'Advance'. A red arrow points to the 'Personal information' option in the dropdown menu, which is highlighted. The dropdown menu also includes options for 'Switch training', 'Document storage', 'Change history', 'Error and claim reporting', 'Help', 'Profile settings', and 'Logout'.

PK Hello

PK Polyákné Kovács Annamária (IAIQIP)  
PhD course (full-time training) AKKD... 1984

Training:  
**PhD course (full-time training) - AKKDN2**  
(Doctorate course) ([Full-time training])  
Admission year: -  
Start of legal relation: 4 September 2020

Switch training

Messages 1984

Personal information

Document storage

Change history

Error and claim reporting

Help

Profile settings

Logout



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NEPTUN Educational Admin

# Official student email

- Our colleagues generate a university email address (...@student.uni-miskolc.hu) for every students
- You can only use that for
  - the M365 system
  - E-learning system (moodle)
  - Researchgate

Please, add to the contact information.





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# NEPTUN Educational Admin

## Messages

The screenshot shows the NEPTUN Educational Admin interface. At the top, there is a header with a menu, a search bar, and a user profile for Polyáké Kovács Annamária (IAIQIP) with a 1984 status. Below the header, there is a sidebar with various links: Upcoming events, Exams, News, To do, Averages, Debts, Results, Messages (highlighted with a red arrow), and Advancement. The Messages link has a blue badge indicating 1984 messages.

The screenshot shows the NEPTUN Educational Admin interface for the Messages settings page. The page has a header with a menu, a search bar, and a user profile for Polyáké Kovács Annamária (IAIQIP) with a 1984 status. Below the header, there is a sidebar with links: Messages, Settings, and a blue badge indicating 1984 messages. The main content area is titled 'Messages' and has tabs for Inbox, Sent, Archived, and Settings. Under the 'Receiving messages' section, there are two options: 'From everyone' (unselected) and 'Only from instructors and system messages' (selected). Under the 'Authorized users' section, there is a text box for 'Selected persons' and a button to add users. Under the 'Message forwarding' section, there is a message that says 'You are currently receiving notifications set by the institution.'

### Messages concerning exams

- Exam appointment has been changed
- New exam appointment created during exam period

### Messages concerning grade registration

- Exam mark has been registered
- Mark has been registered
- Mid-term task result has been registered

### Messages concerning financial matters

- Payment obligation fulfillment

### Messages concerning offered grades

- New offered grade



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# NEPTUN Educational Admin

## Messages

### Message forwarding

✉ You are currently receiving notifications set by the institution.

[Set up notifications](#)

**Messages concerning offered grades**



**Unipoll surveys**



**User administration messages**



### Messages concerning offered grades

Notification frequency:

☒ Immediate

☐ Unique

☒ I would like an email notification

Notifications will be sent to your email address: kovacs.annamaria.uni@gmail.com

Notification topics:

New offered grade

< Back

Ok




## Periods

### Menu – Information - Periods

You can see, when  
you can register

- for semester,
- for subjects,
- for exams.



Menu

▼

Q

Menu search

PK

Materials Engineering MAKNABSC - ...

2006

▼

Information

»

Periods

Periods

... ↑↓ Filter 1 ▼

Start	End	Type	Name	Administrational organizations	
1 February 2017 at 12:00	13 February 2017 at 23:59	Registration period	Regisztráció 2016/17/2	-	<a href="#">Details</a> >
1 February 2017 at 12:00	13 February 2017 at 23:59	Beiratkozási időszak	Beiratkozási időszak 2016/17/2	-	<a href="#">Details</a> >
1 February 2017 at 12:00	3 March 2017 at 23:59	Course registration period	Kurzusjelentkezési időszak 2016/17/2	-	<a href="#">Details</a> >
1 February 2017 at 12:00	3 March 2017 at 23:59	Final subject registration period	Tárgyjelentkezés 2016/17/2	-	<a href="#">Details</a> >
6 February 2017 at 08:00	12 May 2017 at 23:59	Term time	Szorgalmi időszak 2016/17/2	-	<a href="#">Details</a> >
13 March 2017 at 08:00	26 June 2017 at 08:00	Exam registration period	Vizsgajelentkezési időszak 2016/17/2	-	<a href="#">Details</a> >







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# NEPTUN Educational Admin


## Enrollment / Registration

Menu – Administration – Term  
registration

 Menu 


PK


PhD course (full-time training) AKKD...


2006 


Administration » Term registration

### Term registration

  
**2024/25/2**  
term

  
**Active**  
term status

  
**Accepted**  
registration status

  
**-**  
admission year

### Previous terms

Term	Term status	Admission year
2024/25/1 Accepted	Active	-



## Register for subjects

Click on the  
Subject  
Choose the  
right courses

-EN

Theoretical  
and  
Practical

3

1

2

**Material testing** Obligatory subject • 4 credit • Exam • MAKPOL227B

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

**Practical** - Choosing a course is mandatory.

<input type="checkbox"/> 02EN	Practical • Dr. Géber Róbert • 0 persons / 7 limit • <a href="#">Details</a>	Add to planner <input type="checkbox"/>
<input type="checkbox"/> 03EN	Practical • Dr. Géber Róbert • 0 persons / 7 limit • <a href="#">Details</a>	Add to planner <input type="checkbox"/>
<input type="checkbox"/> 01	Full • Practical • Dr. Géber Róbert • 12 persons / 12 limit • <a href="#">Details</a>	Add to planner <input type="checkbox"/>
<input type="checkbox"/> 01EN ✓	Practical • Dr. Géber Róbert • 2 persons / 7 limit • <a href="#">Details</a>	Add to planner <input type="checkbox"/>

**Theoretical** - Choosing a course is mandatory.

<input type="checkbox"/> 00	Theoretical • Dr. Czél György, Dr. Géber Róbert, Mesterné Dr. Kurovics Eme... • 12 persons / 20 limit • <a href="#">Details</a>	Add to planner <input type="checkbox"/>
<input type="checkbox"/> 00EN ✓	Theoretical • Dr. Czél György, Dr. Géber Róbert • 2 persons / 30 limit • <a href="#">Details</a>	Add to planner <input type="checkbox"/>



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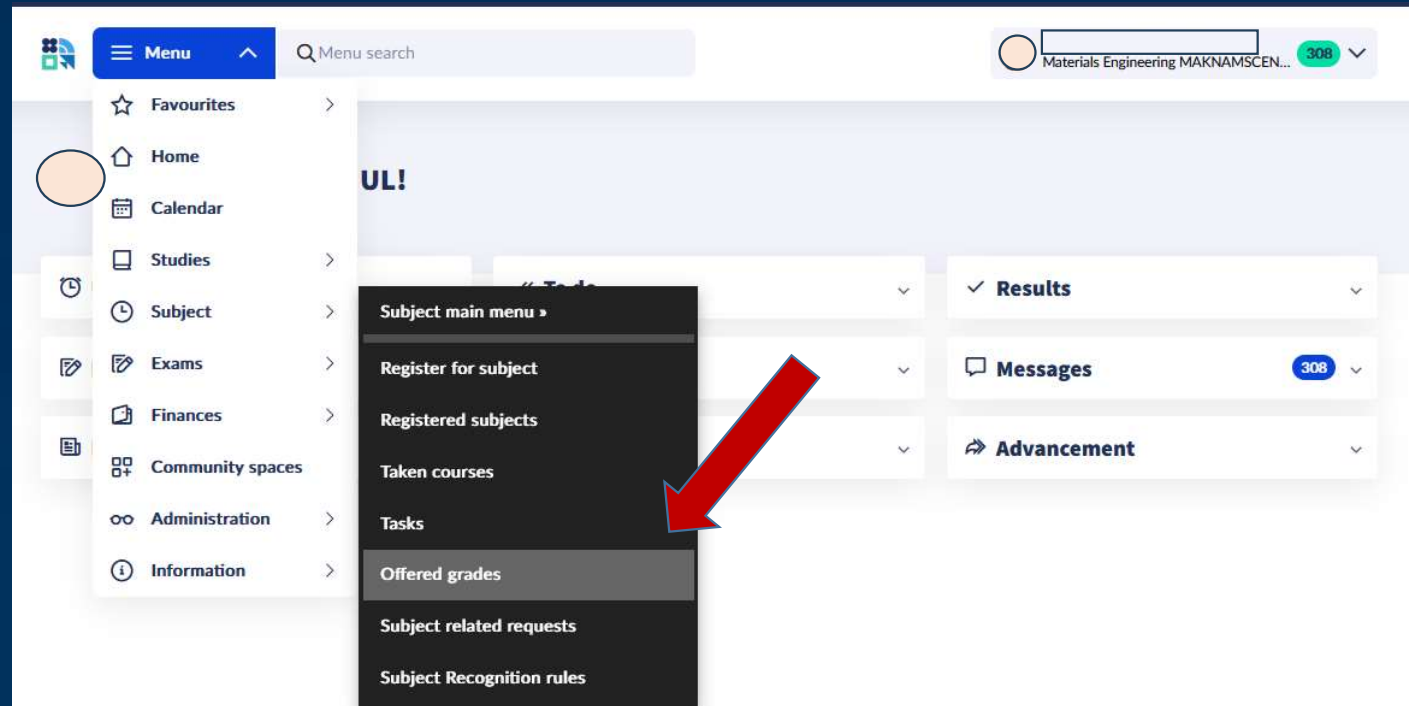


# NEPTUN Educational Admin

## Offered Grades

Menu – Subject – Offered Grades

**Accept !!!**





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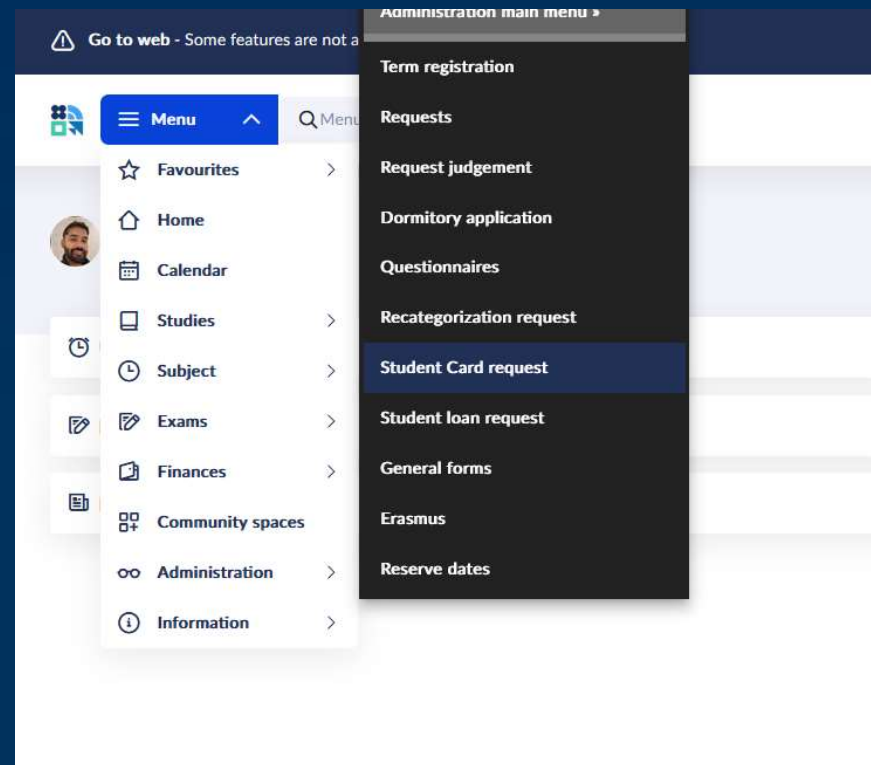


# NEPTUN Educational Admin

## Student Card request

Menu – Administration –  
Student Card Request

you need an identification  
code from the government  
office



### New request

The application is submitted with FIR data.

#### Application form

On this page you can enter important data.

##### Basic data

NEK identifier

The ID must be entered in the following format: 123456ABC1234567

Reason for request

Training:

Materials Engineering [Delete](#) [Edit](#)

Address

In case of Hungarian address data, the address of the address card!

Permanent address [Delete](#) [Edit](#)  
09999, Karachi Gulshan E Iqbal, Block 4A utca 4.

[Save](#)

the active status requires taking at least one subject



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# for ALL students !!!

- You have to register in the neptun system for all semesters
- To active status have to register at least for one subject



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# for PhD students

- You have to register in the neptun system for all semesters.
- To active status have to register at least for one subject: Research seminar or Publication.
- The registration for subjects is done centrally based on the research plan.
- The courses belonging to the scientific activity (e.g publication, research seminars, educational activities, research activities) are added to neptun after the acceptance of the semester report .