

# NEPTUN step by step

Dear Student,

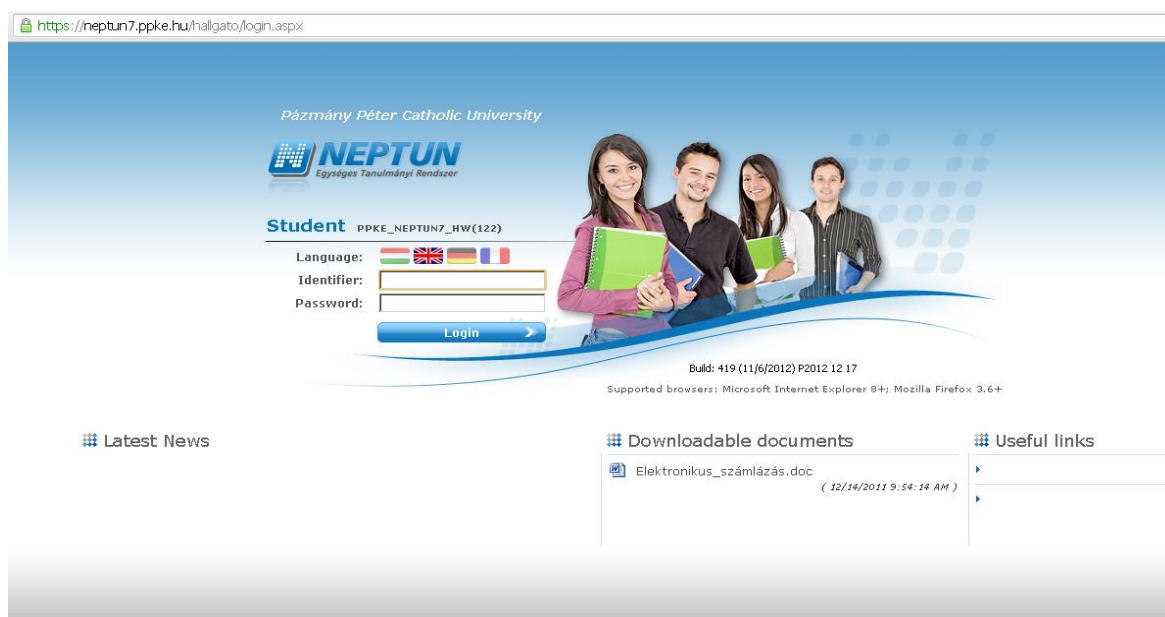
Our University uses an online study system (*NEPTUN*), which contains all the information about your studies (courses, descriptions, timetables, grades etc.). Below you can find a little summary of how you can use this system.

1. You can login to this system here: <https://neptun7.ppke.hu/hallgato/login.aspx>

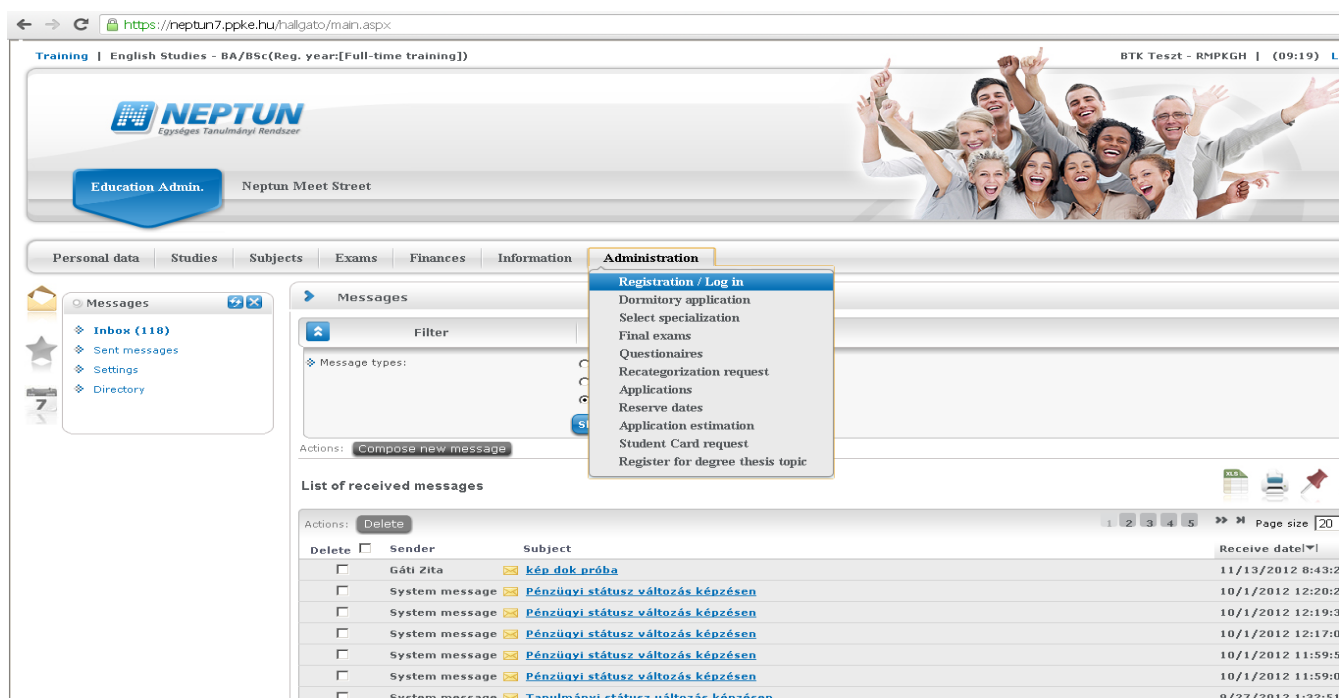
You can choose English, German and French besides Hungarian.

The “*Identifier*” is your *NEPTUN code*, which you have got via e-mail.

The “*Password*” is your date of birth (for example: 19911201 – without dots). After the first login you can change the password.



2. In order to become a “full status PPCU student”, you have to click on “*Administration*”, then “*Registration/Log in*”.



3. You will see a box, which you have to tick off, and then you become “a full status PPCU student”.

4. You have to register for all types of your courses (lecture, seminar, consultation) in the NEPTUN system, in order to get your grades and Transcript of Records by the end of the semester.

To apply for your courses, please, click on “**Subjects**”, then “**Subject registration menu**”.

5. As you see below, you have to choose the actual “**Semester**”(2013/14/1) and the ERASMUS “**Curriculums**”, then you can click on “**List subjects**” button. Then you will see all those courses which are available for Erasmus/CEEPUS students. To register a course, click on the “**Options**” button on the right side of the window, and click on “**Register**”. Then you will see your selected courses on the list. **NOTE! After the registration period you cannot add, change or delete a course.**

Subject name	Subject code	Subject group name	Number	Recommended semester	Credit	Subject type	Comment	Fulfilled	Registered	Waiting list:
<a href="#">Rudiments of Psychology</a>	BBNTS00100		3			Obligatory				<a href="#">Options</a>
<a href="#">Rudiments of Psychology</a>	BBNTS00100		3			Obligatory				<a href="#">Options</a>
<a href="#">Practice in Personality Development</a>	BBNTS00300		4			Obligatory				<a href="#">Options</a>
<a href="#">Introduction to English Literature and Theory of Literature</a>	BBNAN00100		1			Obligatory				<a href="#">Options</a>
<a href="#">History of English Literature from the Restoration to the End of the 19th Century</a>	BBNAN01100		4			Obligatory				<a href="#">Options</a>
<a href="#">English Language Practice 9</a>	BBNAN02700		6			Obligatory				<a href="#">Options</a>
<a href="#">English Phonology</a>	BBNAN04000		3			Elective				<a href="#">Options</a>
<a href="#">Business English 1</a>	BBNAN05700		5			Optional				<a href="#">Options</a>
<a href="#">Writing Techniques</a>	BBNAN06100		4			Optional				<a href="#">Options</a>