

UNIVERSITY OF SZEGED FACULTY OF AGRICULTURE



THE PROCEDURE OF THE FINAL EXAMINATION

**for international students
(BSc)**

**Hódmezővásárhely
2025**

THE PROCEDURE OF THE FINAL EXAMINATION

The legal regulation of the Final examination for the 2015–2016 academic year and for students who participated in subsequent admission procedures:

National Higher Education Act (Nftv.) Section 50

- (1) The higher education institution shall issue a pre-degree certificate (absolutorium) to students who have fulfilled the study and examination requirements prescribed in the curriculum, except for those relating to the bachelor or master thesis, completed the required practice period and acquired the required number of credits.
- (2) Students participating in higher education vocational, bachelor, master and postgraduate specialization programmes shall take a final examination upon the completion of their studies.
- (3) The final examination shall be taken after obtaining a pre-degree certificate (absolutorium). Students may complete the final examination during the examination period following the award of the pre-degree certificate, before the termination of student status, or in any other examination period within two years after the termination of student status, in accordance with the prevailing programme requirements. The Academic and Examination Regulation may impose conditions on the completion of a final examination after the expiry of the two-year period following the award of the pre-degree certificate. If more than five years have passed since the termination of student status, a final examination shall not be taken.
- (4) The final examination is the verification and assessment of the knowledge, skills and competencies necessary for obtaining a diploma, in the course of which students are also required to demonstrate their ability to apply the acquired knowledge. As defined in the curriculum, the final examination may comprise several parts, such as the bachelor or master thesis defence and oral, written and practical components.

Executive Regulation (Vhr) Section 59

- (1) The final examination must be taken in front of a final examination board composed of the chairperson and at least two other members. The final examination board shall be composed in such a way that at least one member is a university or college professor or associate professor and at least one member who is not employed by the higher education institution concerned, or is a lecturer in another training programme at the higher education institution. Minutes shall be taken of the final examination.

THESIS REVIEW, THESIS APPROVAL

Final examinations can only be taken with an evaluated and accepted thesis and with a minimum grade of satisfactory (2).

If the thesis reviewer considers the thesis unsatisfactory because it does not meet the formal or substantive requirements or because of plagiarism, the head of the Institute will appoint another thesis reviewer. If the two reviewers' opinions differ, the thesis can be defended and the candidate may be admitted to the Final examination. If the second thesis reviewer also gives an unsatisfactory grade, the candidate may not be admitted to the Final examination. The student may only submit a new thesis in the next Final examination period.

After the thesis has been evaluated, the student must defend his/her thesis in a "pre-defence" before the Final examination in front of the lecturers of the institute that has published the thesis topics. The student defends his/her thesis again in front of the members of the Final Examination Committee, taking into account the comments received on his/her presentation at the pre-defence.

Academic and Examination Regulations of the University of Szeged (TVSZ)

- 18.1.) The method of defining the thesis and diploma work topics, the content requirements, the general criteria for evaluation and the deadline for submission are determined by the faculties and published in a notice.

FINAL EXAMINATION PROCEDURE

At the beginning of the final examination, with the permission of the final examination committee chairman, 3-4 students choose topics. The students prepare an outline of their response to the topic on a sealed sheet of paper provided by the secretary in the exam room. They have 30 minutes to work on the topic. **Students with disabilities** are given extra time to prepare, and, if justified, they may be allowed to take the exam in writing only, upon the student's request. Prepared students continuously take the exam.

Thesis Defense: The duration is 10 minutes. After that, any member of the final examination committee may ask questions regarding the thesis

Oral presentation: The duration is 10 minutes. After the presentation, any member of the final examination committee may ask questions to the student.

After choosing the topic, the secretary fills out the final examination protocol and records the questions addressed to the student.

The student's preparedness is assessed by the members of the final examination committee, and then, in a closed session – with a vote in case of a dispute – the final examination grade is determined. In case of a tie, the chairman's vote decides.

The secretary records the final examination grade during the evaluation, calculates the average of the final examination and the diploma, and determines their qualification.

FINAL EXAMINATION AND DIPLOMA GRADING

For Bachelor's Programs (BSc): *(First applied in the Final examination of the 2016/2017 academic year.)*

The result of the final exam is the simple arithmetic average of the grade obtained in the final examination and the grade of the thesis.

The classification of the diploma is based on the simple arithmetic average of the final examination result and the #cumulative weighted average, rounded to two decimal places.

Final examination grading:

4,51-5,00	excellent
3,51-4,50	good
2,51-3,50	satisfactory
2,00-2,50	pass
under 2,00	fail or in case any part result of the final examination is fail

Diploma grading:

4,51-5,00	outstanding
3,51-4,50	good
2,51-3,50	satisfactory
2,00-2,50	pass

#Cumulative Weighted Average: The weighted average of all grades earned by the student in the Bachelor's program at the Faculty.

During the final examination, the secretary of the final examination committee handles the students' documents, calls the next student into the examination room, mobilizes the students for the announcement of results, and forwards the exam results to the Student Registration Office.

After the Final examination results are concluded, the final examination committee announces

the results publicly, provided that all concerned students consent.

Each committee holds a separate final meeting. During the meeting, they evaluate the students' preparedness, the results of the exams, the working conditions of the exam committee, as well as the professional education conducted at the faculty according to the criteria set by the MAB (Hungarian Accreditation Committee). A protocol is prepared from the meeting.

CONDITIONS FOR THE DIPLOMA ISSUANCE

The legal regulation of diploma issuance for students who enrolled in the 2015–2016 academic year and in subsequent admission procedures:

National Higher Education Act (Nftv.) Section 51

- (1) The precondition of issuing the diploma is the successful completion of the final examination.
- (2) The higher education institution issues and provides the diploma to the student within thirty days of the date of the successful final examination.
- (4) Only higher education institutions falling under the scope of this law are authorized to issue diplomas. The designation of "diploma" may only be used for documents issued by higher education institutions under this law, certifying professional qualifications and, except for higher vocational education and specialized continuing education, higher education degree levels or doctoral degrees.
- (5) A diploma shall be an authentic instrument that includes the coat of arms of Hungary, the name and institution identification number of the awarding higher education institution, the serial number of the diploma, the name, name at birth and place and date of birth of the holder, the specification of the level of qualification, the awarded degree, the programme and the professional qualification, the grade of the diploma, the place, year, month and day of issue, the classification of the degree and the qualification attested by the diploma within the Hungarian Qualifications Framework and the European Qualifications Framework, and the programme duration according to the related programme and outcome requirements. It shall also bear the original signature of the head of the higher education institution, or the executive officer identified in the study and examination rules, and the imprint of the stamp of the higher education institution
- (6) A central register of the diplomas issued must be kept.

Hódmezővásárhely, 28 April 2025.

Dr. habil Levente Komarek sgd.

Vice dean for education

Clause

This regulation was accepted by the Council of the Faculty of Agriculture, University of Szeged on its meeting of 28 April 2025, by decision No. 39/2024-2025. The regulation comes into effect on the day it is accepted by the Faculty Council.