

In the doctoral program complex exam has to be taken at the end of the 4th semester. We prepared the following schedule according to our complex exam rules .

1. Complex exams in the 2024/25/2 semester may be held between the end of May and the beginning of July as well as at end of August. A prerequisite of your complex exam is for the Habilitation Committee and Doctoral Council (HBDT) to formally accept your proposed complex exam committee during their next meeting (20th March 2025).

2. The first step for applying for your complex exam is to fill and submit the „081 PhD Complex exam application – VBK” Neptun request and upload the attachments listed there. The request can be accessed in Neptun under the *Administration / Requests* menu by searching for the name of the request.

In the Neptun request, please provide among other things the two subjects of your complex exam and the proposed complex exam committee (including substitute members and a chair). Please note that the committee can be chaired only by a professor („egyetemi tanár”), Doctor of Science („MTA Doktora”) or Professor Emeritus/Professor Emerita, and that at least one third of the committee should consist of external members.

The Neptun request is open from 10th February 2025. The deadline for submission is 10th March 2025 11:59:00PM.

3. Please note that the requirements of complex exam registration must be met 2 weeks before your complex exam takes place, at the latest. We recommend that you check if you are on course to meet these requirements now so that you do not have last minute difficulties.

If your publication is already sent to a journal but is not yet accepted, you can submit a request for the HBDT to evaluate and accept it in a submitted but not yet accepted state. You can download the request form here: [Request for acceptance of a submitted publication for complex exam](#). The final deadline for submitting this request is **9th June 2025** (10 days before the following meeting of the HBDT on 19th June 2025).

4. The HBDT-approved complex exam committee lists will be uploaded in an Excel format shortly after the HBDT meeting as an attachment to the „081 Neptun request”. Once the Excel sheet is uploaded, you can formally start organising your complex exam with the members contained therein.

I will inform you of the exact period of complex exams and of all the further steps concerning complex exams later in the semester.