**Registration number**:

**REQUEST**

Application for courses after deadline

I, the undersigned student

|  |  |
| --- | --- |
| name: |  |
| Neptune code: |  |
| Major: |  |
| Work schedule: |  |

I appeal to the OE-NIK Study Committee that in the 20../20.. academic year they allow me to (re)take the following subjects in the first/second half of the year:

|  |  |  |  |
| --- | --- | --- | --- |
| **Course code** | **Course name** | **Seminar code** (if applicable) | **Teacher’s opinion / permission** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

I acknowledge that I will only be admitted to the indicated subject(s) if there is a vacancy in the course(s) of my choice for the given subject(s).

I acknowledge that any failure to attend class until the subsequent admission will be included in the maximum 30% of my absences for the semester.

I understand that for this service according to Annex 3 of the Student Allowance and Fee Payment Regulations of Óbuda University I have a fee payment obligation, which is HUF 5,000 / course.

I acknowledge that if I have not taken any subjects for the semester and / or there was no reason not to complete my subjects during the original subject period, my application can only be granted on a special permission basis. I agree that in this case, in addition to the subsequent admission fee (HUF 5,000 / course), I will also have to pay the special permission fee (HUF 4,000) and the delay fee (HUF 4,000) in case of authorization. At the same time, I acknowledge that I will no longer be able to enjoy another special permission in my studies.

|  |  |
| --- | --- |
| Notification address |  |
| Phone number |  |
| E-mail address |  |

Date: Budapest, 20.., … , …

…………………………

 student signature

I support / reject the student's application.

Date: Budapest, 20

 ……………………………

 Deputy Dean of Education