Information on Thesis/Dissertation Topic Registration and Submission in the New Neptun System
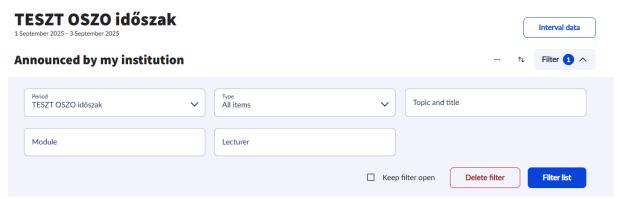
THESIS TOPIC REGISTRATION

The topic of the thesis/dissertation must be selected through the NEPTUN system: - Autumn registration period: **September 16 – October 15** - Spring registration period:
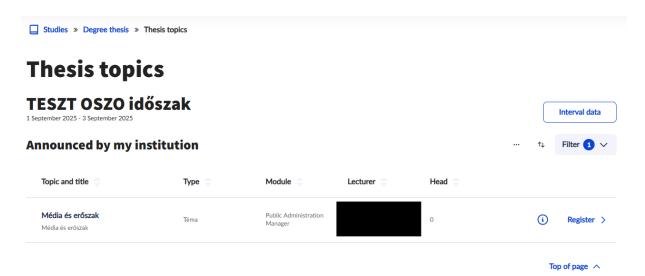
March 1 – April 1

Registration steps:

NEPTUN → Menu → Studies → Degree Thesis → Thesis Application Start → Thesis Topics

Thesis topics

TESZT OSZO időszak
1 September 2025 - 3 September 2025

Interval data

Announced by my institution   ··· ↑↓ Filter **1** ∧

Period TESZT OSZO időszak ⌄	Type All items ⌄	Topic and title
Module	Lecturer	

☐ Keep filter open   **Delete filter**   **Filter list**

By selecting the appropriate period and clicking the Filter button, the available topics will appear.

📖 Studies » Degree thesis » Thesis topics

Thesis topics

TESZT OSZO időszak
1 September 2025 - 3 September 2025

Interval data

Announced by my institution   ··· ↑↓ Filter **1** ⌄

Topic and title	Type	Module	Lecturer	Head		
Média és erőszak Média és erőszak	Téma	Public Administration Manager	███████████	0	ⓘ	Register ›

Top of page ∧

The topic is chosen by clicking the **Register** on the right-hand side. Under the selected topic, the current status of the thesis will be displayed.

The thesis title can be edited up to 2 September 2025

The application approval is pending.	Thesis writing	Reception	Upload	Judgement

Registration date: 2 September 2025 at 11:21

[Interval data] [Withdraw application]

The application can be withdrawn within the registration period by using the **Withdraw Application button**. Afterwards, a new application can be submitted using the New Application button, as long as the application conditions remain valid.

Important: The order of submitted applications matters, as allocation will be based on the student's ranking. Applications can be reordered in the interface and finalized by clicking Save. The order may be modified until the application deadline. Selected topics can be withdrawn until the supervisor did not reviewed them.

After a successful registration, by clicking the Applications button at the bottom of the page, topics can be ranked. At this stage, students apply for topics, not specific titles. The exact title must be given upon submission of the thesis.

<u>**Each student may apply for up to 5 topics.**</u>

⊗

Change order

You can drag and drop applications to change the order, which can be finalized with the Save button.

TESZT OSZO időszak
1 September 2025 at 03:00 - 3 September 2025 at 00:00

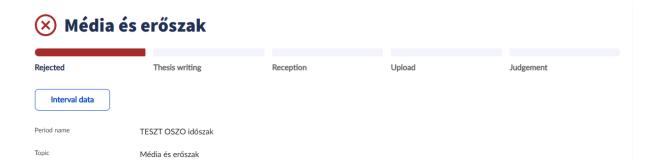**1** **A magyar közjog forrásai /XVIII.-XIX. sz./**
Topic: A magyar közjog forrásai /XVIII.-XIX. sz./
Lecturer: ▮▮▮▮▮▮▮▮   =

2 **Média és erőszak**
Topic: Média és erőszak
Lecturers: ▮▮▮▮▮▮▮   =

Cancel   **Save**

Topic allocation is finalized by October 31 (autumn semester) or May 10 (spring semester). The decision is available in NEPTUN:

NEPTUN → Menu → Studies → Thesis

The compulsory thesis/dissertation course defined in the curriculum may only be registered after a successful topic allocation, in the following semester.

Changes in thesis title, topic, or supervisor must be reported via the Faculty's central email (oktatasszervezes.antk@uni-nke.hu) by submitting the request form available on the faculty website. Such requests must be submitted at least 90 days before the thesis submission deadline. If a supervisor change is approved, the new supervisor must be assigned within 30 days. If a thesis application is rejected at any stage, the status will change to Rejected.

INDIVIDUAL TOPIC SELECTION

If no suitable topic is available among the announced ones, students may request an individual topic, preferably agreed upon in advance with the supervisor. Application path:
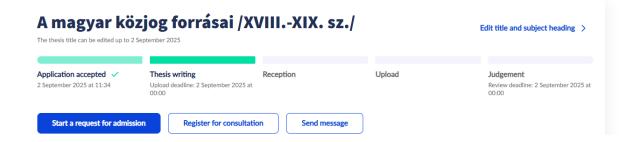
NEPTUN → Menu → Studies → Thesis → Thesis Application → Thesis Topics → Request Individual Topic → Fill in Request → Submit → Confirm → Complete Form

Each student may request only 1 individual topic.

THESIS/DISSERTATION SUBMISSION

The thesis/dissertation must be uploaded to the NEPTUN system (no paper submission required). **Prior approval from the supervisor is mandatory**.
The student must send an *Start a request for admission* to the supervisor. Once approved, uploading of thesis documents becomes available.

A magyar közjog forrásai /XVIII.-XIX. sz./

The thesis title can be edited up to 2 September 2025

Application accepted ✓
2 September 2025 at 11:34

Thesis writing ✓
2 September 2025 at 11:37

Waiting for admission
Upload deadline: 2 September 2025 at 00:00

Upload

Judgement
Review deadline: 2 September 2025 at 00:00

Register for consultation

Send message

For Neptun lecturers and reviewers.

Once the acceptance request has been sent, a green check mark will appear next to the Thesis Writing status and the thesis will enter the **Waiting for admission** status.

When the instructor accepts (or rejects) the acceptance request, the student will receive a system message and the status will change accordingly: if the acceptance request is rejected, it will return to the Thesis Writing status, and if the acceptance request is accepted, it will change to the Upload status.

The completed thesis/dissertation can be submitted by clicking on the Submit Thesis button. This will open the Confidentiality window, where you must declare the confidentiality status of your thesis (confidential/non-confidential). By clicking on the Continue button, you will be asked to provide additional information in the Submit Thesis window.

Fields marked with * are mandatory!

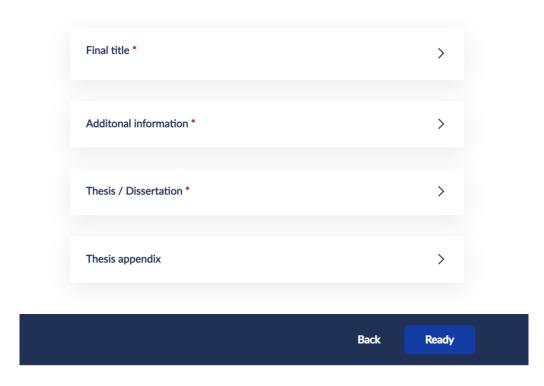There are mandatory attachments for the thesis/dissertation, which can be uploaded **AT THE SAME TIME** as the thesis:
- **plagiarism statement – prepared and uploaded by the student**
- **author's permission – prepared and uploaded by the student**
- **certificate of participation in consultations– prepared and uploaded by the student**

Only one file can be uploaded per document type.
The upload can be finalized by clicking the Done button at the bottom of the interface.

Upload degree thesis

Asterisked processes are mandatory.

Final title *	>

Additonal information *	>

Thesis / Dissertation *	>

Thesis appendix	>

Back	**Ready**

Based on the dean's instructions issued each academic year regarding the FPGIS, the thesis/dissertation must be submitted by November 30 in the case of the fall final exam period, and by April 30 in the case of the summer final exam period (if this date falls on a weekend, it can be submitted by 2:00 p.m. on the following working day).

EXCEPTION: In the case of the Science of Public Governance master programme, the submission deadline is November 15 or April 15 (if this date falls on a weekend, then by 2:00 p.m. on the following working day).

If the student does not submit their thesis by the deadline, they will not be allowed to take the final exam. There is no possibility of paying a late fee.

EVALUATION PHASE

After the theses have been submitted, the evaluation phase begins. In the case of theses and dissertations, the evaluation is carried out by one person (opponent). The person conducting the evaluation makes a recommendation for the grading of the thesis and formulates preliminary questions. If the opponent's evaluation is unsatisfactory, a new opponent must be appointed. If the result of the second assessment is different from the unsatisfactory one, the defense can begin. In the case of two unsatisfactory opponent assessments, the thesis/dissertation must be rewritten and can be submitted at the earliest during the next submission period. The assessment must be received at least one week before the final exam and made available to the student in the Neptun system no later than 5 days before the start of the final exam. Both the supervisor's and the opponent's reviews can be downloaded at the same time using the Download all reviews button.