

**INFORMATION ON FINAL EXAMINATION REQUIREMENTS  
2023/2024. academic year II. (spring) semester**

**Bachelor's degree program in International Public Administration III. year (for  
students admitted in the 2021/2022 academic year)**

**1) The final exam**

Conditions for admission to the final exam:

- Obtaining an absolutory (certificate)\*;
- Completion of an internship;
- Preparation of a thesis, which the supervisor considers suitable for evaluation and suitable for defense.

\*Conditions for obtaining the final certificate:

Number of credits to obtain the bachelor's degree: 180 credits, of which:

- compulsory subjects: 130 credits
- credit assigned to the thesis: 15 credits
- internship: 12 credits
- optional subjects: 12 credits
- compulsory elective subjects: 8 credits

The final exam includes:

- Defense of the thesis;
- Oral exam in the subjects specified below:

<b>Code number</b>	<b>Subject name</b>	<b>Kr.</b>
INBTB26	International organizations	3
INBTB31	International law 1.	3
INBTB32	International law 2.	3
INITB133	EU legal system	4
INITB158	EU economic integration	4
Total credit value of the final exam subjects:		17

*(1) The elements of the defense of the thesis:*

The examiner requires a computer presentation related to the defense of the thesis. (There is no mandatory template). The time available for defending the thesis is set at 15 minutes.

Computer presentation:

The time available for the presentation is determined by the given educational department, maximum 8-10 slides can be used. Main elements of a computer presentation:

- introductory slide;
- a slide showing the structure of the thesis;
- justification of topic selection
- hypotheses and research questions
- a brief summary of the results of the thesis (evaluation of hypotheses, future research directions);
- the questions to be answered by the reviewer and their answers;
- closing

After the presentation, in addition to the questions asked by the opponent, the committee may ask its own questions.

*(2) Oral exam:*

The final oral exam can be started by the student who has successfully defended his/her thesis. In case of an unsuccessful thesis defense, the candidate cannot begin the oral final exam.

The current list of items can be found on the [faculty website](#).

During the oral exam, 1-1 items must be drawn from both A and B questions.

The result of the final exam:

The result of the final exam is the arithmetic average of the grade given for the thesis defense and the grade of the oral final exam, as follows:

$$\text{Final Exam}_{\text{Total}} = (\text{Thesis Defense} + \text{Final Exam})/2$$

A successful final exam cannot be corrected.

If one of the final exam parts was unsatisfactory, the candidate must retake only that part of the final exam which was failed. The final exam part can be repeated twice. Remedial final exams may only be taken in the following final exam period(s). If the student successfully defended his/her thesis in the final exam, but was unable to meet one of the other exam requirements, he/she does not have to prepare a new thesis for the repeat exam.

## **2) The thesis**

The thesis is the final task of the studies, which can be completed in one semester based on the student's studies and under the guidance of a supervisor. It proves that the student has acquired sufficient proficiency in the practical application of the knowledge material learned and is able to process the literature related to the topic under professional guidance, and is also able to summarize the work done and the results professionally.

During the preparation of the thesis, the student must consult at least three times - also confirmed by signature. If the consultations do not take place in accordance with the provisions of this point, the thesis cannot be submitted for evaluation or defense. The supervisor is entitled to evaluate the preparation of the thesis.

The completed theses are submitted through the Neptun system, the deadline for this is November 30 for the winter final exam period and April 30 for the summer final exam period (if these fall on a public holiday, by 2:00 p.m. on the next working day). If the student does not submit the thesis by this date, he/she cannot take the final exam in the subsequent final exam period. The submission of a thesis is considered valid if the student also fully submits (uploads) the documents specified in Chapter VII of Annex 5 to the Study and Examination Regulations together with his/her thesis.

Credit value assigned to the preparation of the thesis: 15 credits

Thesis subject: Thesis preparation

The consultant certifies the completion of the subject in Neptun by providing a signature and a grade.

## **3) The diploma**

The condition for issuing the diploma is a successful final exam.  
Determination of the qualification of the diploma:

The qualification of the diploma is determined by the simple average of the following:

- the grade given for the defense of the thesis;
- a grade given for the oral part of the final exam;
- the average of the academic averages of the completed semesters (expressed to two decimal places), rounded to a whole number:

$$Th + FE + ((A1 + A2 + \dots + An)/n) / 3$$

The qualification of the diploma shall be determined taking into account the following limits if the value calculated on the basis of the above method is:

- excellent: if the average is 5.00
- very good: if the average is 4.51-4.99
- good: if the average is 3.51-4.50
- medium: if the average is 2.51-3.50
- sufficient: if the average is 2.00

Budapest, 2024.