

Preliminary course registration at ELTE BTK

2026/27/1

01 August 2026, 17:00 – 28 August 2026, 16:00

What is the preliminary course registration?

During this period, you can pre-register for subjects you would like to take in the upcoming semester. It helps you to plan your schedule, and it helps the university to estimate the demand for each course. If you register for a course in the preliminary course registration period, you get extra points during the ranking course registration period, which will give you a better chance to get in to the class. If you are a freshman, you automatically get these extra points during the first registration period of your studies. (This happens automatically only in your first semester.)

What should I do in this period?

Register for your courses as described in your curriculum. Make sure that you register **by code**. Type in the exact subject code under **Menu/Subjects/Register for subject** and click on “*Search subject*”:

The screenshot shows a search interface for subjects. At the top, there are three input fields: 'Term' (2025/26/2 (Current term)), 'Subject type' (Subjects from curriculum), and 'Subject code/name' (BBI-ANG-206E). Below these fields are several controls: 'Additional filters' (dropdown), 'Latest filter (a few seconds ago)' (text), a checkbox for 'Keep additional filters open', a 'Delete filter' button, and a 'Search subject' button (circled in green). Below the search bar, the results are displayed in a table. The first row shows the subject 'Advanced Writing' with details: 'Compulsory · 3 credit · Recommended term: 5 · Min. / max. semester 5 / 6 · term mark - BBI-ANG-206E · Advanced academic skills'. There are also 'ABC ascending' and 'Legend' dropdowns on the right side of the table.

I am on the waiting list/my application is pending. Is that a problem?

No. Everyone is on the waiting list in this period. Your registration becomes final at the end of the ranking course registration period.

I cannot find a subject. What should I do?

Did you search for the correct code? Did you select “Subjects from curriculum”? If so, contact the responsible institute’s/department’s administrator ([contact info](#)). If you do not manage to sort it out with them, contact your study coordinator (kertesz.emese@btk.elte.hu).


Ranking course registration at ELTE BTK

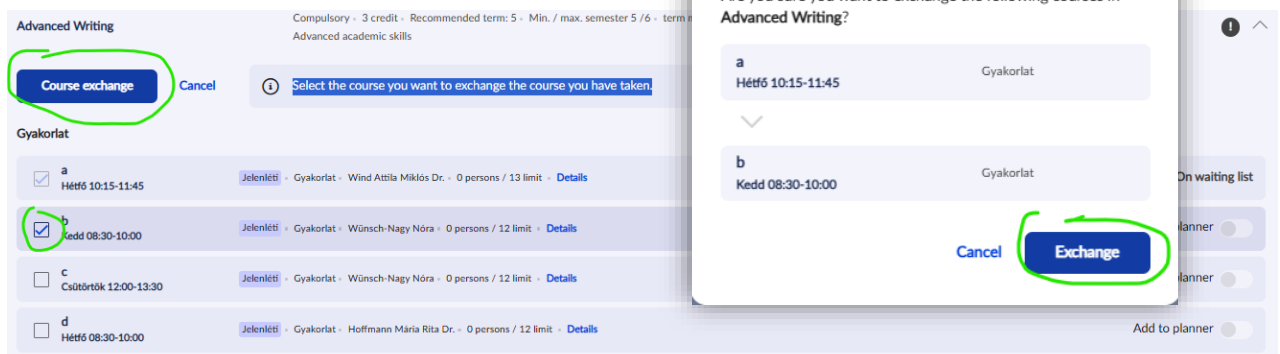
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28 August 2026, 20:00 – 03 September 2026, 17:00

What is the ranking course registration?

During this period, Neptun gives you ranking points according to different criteria, based on Section 60. of [ELTE Academic Regulations](#). Based on your ranking points, you are put in a ranking list. Your ranking position shows whether you can stay registered or Neptun will drop you.

- **When will Neptun drop you?**
 - If your ranking position is above the limit by the end of the ranking period.
 - If you did not complete a strong prerequisite.
 - The reason is always described in a Neptun message, which is sent to you shortly after you are dropped.
- **Waiting list:** Everyone is on the waiting list in this period. Your registration becomes final at the end of the period.
- You can get different ranking points for each course (even within the same subject).
- **Monitor your ranking positions** under **Subject/Taken courses** in Neptun.
 - The last two columns show your ranking position (“Ranking sequence”) and the limit of each course (“Max. headcount”). If your ranking position is above the limit, you will be dropped from the course at the end of the ranking period. (See Figure A) – Updated description on how to monitor your ranking position on the Neptun surface is coming soon!
- **Make sure you can get in for each course!**
 - **Changing courses:** You can change groups (courses) during the ranking period using one of the following methods:
 - **method a):** Find the subject under **Menu/Subject/Register for subjects** in Neptun. Click on the “Change course”  **Change course** sign and select the course you want to exchange and the course you have taken. Double-check the data in the pop-up window and confirm the change by clicking on the “Exchange” button:



The screenshot shows the Neptun interface for course registration. In the background, a table lists courses under 'Advanced Writing'. The 'Course exchange' button is highlighted with a green circle. A modal dialog titled 'Change course' is open, asking for confirmation to exchange courses. The dialog lists two courses: 'a Hétfő 10:15-11:45 Gyakorlat' and 'b Kedd 08:30-10:00 Gyakorlat'. The 'Exchange' button in the dialog is also highlighted with a green circle.

- **method b):** Click on the subject's name under **Menu/Subjects/Registered subjects** and select "Change course" in the upper-right corner. In the pop-up window, select the course you want to exchange on the left side, then select the new course on the right side. Save the change by clicking on "Change course":

The screenshot shows the Neptun system interface for the subject 'Advanced Writing' (BBI-ANG-206E). The main page has a sidebar with options like 'Subject's courses', 'Results', 'Topic', and 'List of students'. A 'Change course' button is highlighted in green in the top right. A pop-up window titled 'Change course' is open, showing a list of courses to switch to. The 'From' column shows the current course 'a' (Practice - Monday 10:15 - 11:45 - Rákóczi út 5 IV.em 451. Szeminárium (BR-4-451-01-12) Wind Attila Miklós Dr. - Normal, 0 students (on 16 queue) - Limit: 13). The 'To' column shows three options: 'b' (Practice - Tuesday 08:30 - 10:00 - Rákóczi út 5 III.em 315/a Szeminárium (BR-3-315/a-01-12) Wünsch-Nagy Nóra - Normal, 0 students (on 10 queue) - Limit: 12), 'c' (Practice - Thursday 12:00 - 13:30 - Rákóczi út 5 III.em 315/a Szeminárium (BR-3-315/a-01-12) Wünsch-Nagy Nóra - Normal, 0 students (on 15 queue) - Limit: 12), and 'd' (Practice - Monday 08:30 - 10:00 - Rákóczi út 5 III.em 315/a Szeminárium (BR-3-315/a-01-12) Wünsch-Nagy Nóra - Normal, 0 students (on 10 queue) - Limit: 12). The radio button for option 'c' is selected and highlighted with a green circle. The 'Change course' button at the bottom right of the pop-up is also highlighted with a green circle.

- If you register for a course **where the limit is full, you can still get in**, if you have **higher ranking points** than the other students. ~~You can see what your ranking position would be at each course in the "Ranking sequence" column.~~ - **Updated description on how to monitor your ranking position in the Neptun surface is coming soon!** Other students can also change their registrations, so it can happen that someone leaves the course and you step ahead on the ranking list.
- You can also register for new subjects in this period.
- In the following period (first-come, first-served), you can register only for vacant places (=where the limit is not filled)

What to do if...

- **...Neptun dropped me even though I completed the prerequisite?**
 - a) Check the code you registered for and check the code of the prerequisite. Did you complete and register for both on the **correct code**?
 - b) How do I know if it is the correct code?
 - **Find your study unit list (curriculum)** on the [faculty website under the Education menu](#). (Some study programmes have more versions. Pay attention to the year of admission and the specialisation (if applicable).
 - **BA students:** [Education > Bachelor Programmes](#)
 - **MA students:** [Education > Master Programmes](#)

- **Compare the codes** in Neptun with the codes in the study unit list.
 - The codes have to match. Pay attention to the beginning of the code (BBI- vs BBN- / BMI- vs BMA-) and the possible extension of the code (e.g. these are all different codes belonging to different curricula: BBI-AME**21**-228E; BBI-AME-228E; BBN-AME-228, BBN-AME**21**-228;) Even though they have the same title, you have to select the code that is in your study unit list.
- Always use the **“Subjects from curriculum”** option when you register for compulsory subjects. This way, only the correct codes will be displayed. (Except for some specialisations, e.g. on the Film Studies MA, Communication and Media Studies MA...etc.)
- **...Neptun dropped me because my position was above the limit?**
 - a) Select a different group where you can still fit in. (See “Changing courses” above.)
 - b) Ask the teacher to raise the limit.
- **...Neptun dropped me and I do not know why?**
 - a) Check the Neptun message in which the reason is described.
 - b) Check your ranking position. Was that above the limit? (If so, see the previous point.)
 - c) Have you completed the prerequisites of the course (on the correct code)?
 - d) Did you register for the subject on the correct code, which belongs to your curriculum?
- **...I have an overlap in my schedule?**
 - a) Change groups, so that you can attend at a different time.
 - b) Ask the teacher whether they tolerate if you come late/leave early.
 - c) **It is your responsibility to avoid overlaps!**

First-come, first-served course registration at ELTE BTK

2026/27/1

04 September 2026, 08:00 – 11 September 2026, 16:00

What is the first-come, first-served registration?

- In this period, you can register only for vacant places (=where the limit is not filled).
- Your course registration becomes final in this period.
- If you did not manage to register for a compulsory subject before this period starts, and there are no more vacant places,
 - Ask the teacher to raise the limit.
 - If you have the teacher's written approval for registration above the limit, contact your study coordinator (kertesze.emese@btk.elte.hu). Please, do not contact her without the approval! She will ask for it anyways.
- This period is also the first week of tuition, so you have the opportunity to go to the first classes, gather information about the courses and make modifications, if necessary.
- You can also **drop** courses **until the end of this period**, but dropping a course is ***not possible after*** this period ends (only in exceptional cases, e.g., hospitalization).
- **You must finalise your schedule until the end of this period!**

Late course registration at ELTE BTK (only for a fee!)

2026/27/1

11 September 2026, 16:00 – 20 September 2026, 16:00

Neptun **registration closes** at the **end** of the **first-come, first-served** course registration period. You cannot register for courses after this date on your own. If you did not manage to register for a compulsory course during the above-mentioned three periods, you can request late course registration which means that the Office of Educational Affairs registers you in Neptun, if you fulfil the requirements. You have to officially request the late registration in Neptun until the deadline and you must **pay a fee** for it.

1. Go to **Menu/Administration/Requests/Request fill** in Neptun.
2. Fill in the form: "**Request for being registered to course after the course registration period_2026/27/1**"
3. Contact the teacher who is teaching the course you would like to join and ask for their **written approval** to join the course. The approval can be a simple email sent by the teacher which contains the code of the course, the time, location and the statement that they agree with the late registration.
4. Take a **screenshot of the approval** and **upload** it to your Neptun request.
5. The fee of late registration is **5000 HUF/course** currently. The fee will be issued after the course registration.

You will be registered for the required course if

- You officially requested it in Neptun until the deadline (see step 2.)
- You upload the teacher's written approval (see step 3-4.)
- You completed all prerequisites of the subject (see your study unit list)