

Dear Students preparing BSc and MSc Thesis!

I am receiving more and more questions regarding the submission of the BSc and MSc thesis, here I summarize information you may need.

**Submission of BSc and MSc Thesis:**

- Deadline of the BSc and MSc Thesis submission is 7<sup>th</sup> of December, final deadline (fee due) for submission is 14<sup>th</sup> of December 12:00. The requirements are the same for both deadlines (see the three options in the Schedule: 100%, 80% and <80%).
- If you submitted your Thesis until 14<sup>th</sup> of December (100%), the Department provides review report(s) and you are allowed to attend the Final exam in 2019, January (Neptun registration is needed). If you prefer not to attend the Final exam in 2019, January, but submitted your Thesis, you will receive reviewer report(s).
- The reviewer report(s) will be sent by e-mail before the Final exam. You will receive at least one reviewer report. Be patient, the reviewers are busy! If you not received at least one reviewer report 5 days prior to the Final exam, let me know.
- If you reached 80% on 14<sup>th</sup> December and it is written in the diploma work diary signed by your department consultant, you are not allowed to do the Final exam in 2019 January. You can finish your Thesis without consultation and submit it until the deadline of the next semesters (the maximum number of semesters cleared in the Code of Studies).
- If you not reached 80% (the 80% is not written in the diploma work diary signed by your department consultant) you failed the subject. You may continue the topic of your Thesis only if the Department agrees (the maximum number of semesters cleared in the Code of Studies).
- There is no any pre-requirement to fulfil between today and 14<sup>th</sup> of December.
- Later than 14<sup>th</sup> of December 12:00 Thesis are not accepted for submission!

**Final exam:**

- You have to register for the Final exam on Neptun.
- The final exam period is 2<sup>nd</sup>-25<sup>th</sup> January 2019. The date of the Final exam is decided by the Department, student's requests are NOT accepted!

- Dates of the Final exam will be published after we know how many students wants to make Final exam, on each specialization, on BSc, on MSc. No Final exam dates before closing the Neptun registration.
- The Final exam has two parts: presentation of your thesis and examination, based on the Final exam questions.
- Prepare 10 min presentation of your Thesis (longer presentations are interrupted as reached 10 minutes!). In your presentation summarize the topic of your Thesis, emphasizing the most important parts.
- After the presentation the questions of the reviewer report(s) and the questions of the committee have to be answered.
- During the examination two of the Final exam questions have to be answered. The two questions given by the Head of the Final Exam committee based on the list of the Final exam questions list.
- BSc Final exam question lists: <http://epito.bme.hu/bsc-zarovizsga?language=hu>
- MSc Final exam question lists:  
     Specialisation in Structures: <http://epito.bme.hu/msc-feq?language=en>  
     Specialisation in Structural Eng.: <http://epito.bme.hu/msc-zarovizsga?language=hu>
- The Final exam is usually the following: at 7:30 students receive the Final exam questions and make notes on them. The committee arrives at 8:00, opening ceremony begin. After this the students presents their Thesis one-by-one to the committee. After all the presentation finishes, the examinations begin. After this the committee have a closed section deciding the grades. Finally, all the students are gathered and the Head of the committee presents the results, this is the closing ceremony. Small differences in the above schedules may happened by committees.

I hope you received answers for all your doubts, if you have more question send me an e-mail.

Budapest, 2018. 4<sup>th</sup> December

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