



BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS
FACULTY OF ARCHITECTURE

**1/2024. (VI. 25.) DEAN'S INSTRUCTIONS
FOR
FACULTY OF ARCHITECTURE
2024/2025. ACADEMIC YEAR SCHEDULE**

Date of entry into force: 26 August 2024.

To follow up on the organisational regulation(s) and modifications repealed at the same time as the entry into force: Dean's Instruction No 2/2023 (VI.30) on the Timetable of the Faculty of Architecture for the Academic Year 2023/2024

Revision:

- Professional compliance: Faculty Study Committee
- Legal compliance: BME Legal and International Directorate

Responsible: Dr. György Alföldi DLA, Dean

Editor: Dr. György Alföldi DLA, Dean



Based on the authorisation granted in BME Code of Studies (hereinafter: CoS) Section 88 (8), the BME has adopted the Rector's Instruction No. 2/2024 (II. 19.) on its modification, I hereby determine the timetable of the Faculty of Architecture of the BME (hereinafter referred to as the Faculty) for the academic year 2024/2025 with the consent of the Student Committee¹ as follows:

1. §

Scope of the Instruction

- 1) The material scope of this instruction covers all basic, undergraduate and master course works within the faculty.
- 2) The personal scope of this instruction applies to:
 - a) to any person who is a student of the University and is enrolled in a bachelor's, master's or master's degree programme offered by the Faculty,
 - b) to all persons who are not students of the University and who have obtained a diploma in architecture in their bachelor's, master's and diploma courses, for the duration of their final examination, and who are registered for the final examination after the termination of their student status, in this case only for the purposes of the provisions relating to the final examination,
 - (c) all departments involved in the teaching or organisation of education, all teachers, researchers and lecturers, and all persons with teaching or organisational duties.

2. §

Registration period

- 1) General schedule, enrolment

Autumn semester registration period ²	2024. August 26 – August 30. (Monday to Thursday)
Opening ceremony for the first year foreign students	2024. October 2. (Wednesday)
Enrolment for First Year students	Date to be determined by Central Academic Office (CAO)
Re-enrolment	2024. September 2–6. (during first week of study)
Spring semester registration period	2025. February 3–6. (Monday to Thursday)

- 2) Registration (enrolment for active or passive semester in the Neptun)

Deadline for registration ³ Autumn semester	2024. August 30. (Friday)
Cancellation deadline ⁴ Autumn semester	2024. October 14. (Monday)
Subsequent activation deadline for Autumn semester	2024. September 15. (Sunday)
Deadline for registration ⁵ Spring semester	2025. February 7. (Friday)

¹ Collective Rights Regulations Section 2 (2) f)

² The registration period is the period available for enrollment, registration, and finalization of subject and course registration, in which there are no classes.

³ CoS Section 57. (3): If a student fails to comply with the obligation to register described in subsection (1), will be registered as a passive term and the student's legal status will be suspended for that term.

⁴ CoS Section 57. (2), (6),(7): If registration for an active term is withdrawn, that term will be classified as a passive term.

⁵ CoS Section 57 (3): If a student fails to comply with the obligation to register described in subsection (1), will be registered as a passive term and the student's legal status will be suspended for that term.

Cancellation deadline ⁶ Spring semester	2025. March 14. (Friday)
Subsequent activation deadline for Spring semester	2025. February 23. (Sunday)

3) Subject and Course registration

For: Undergraduate and Graduate students who have achieved an average grade of 3.7 for the Autumn semester	2024. August 22. (Thursday)) 12:00–15:00
For: Undergraduate and Graduate students who have filled the Teachers' Evaluation for the Autumn semester	2024. August 22. (Thursday) 16:00–17:50
Pre-registration for Autumn semester	2024. August 22. (Thursday) 18:00
Last chance to submit retrospective subject registration request Autumn semester	2024. September 13. (Friday)
Last chance to register for the global exam for Autumn semester	2024. November 24. (Sunday)
Deadline for registering the subjects of Internships – Autumn semester	2024. December 8. (Sunday)
For: Undergraduate and Graduate students who have achieved an average grade of 3.7 for the Spring semester	2025. January 30. (Thursday) 12:00–15:00
For: Undergraduate and Graduate students who have filled the Teachers' Evaluation for the Spring semester	2025. January 30. (Thursday) 16:00–17:50
Pre-registration for Spring semester	2025. January 30. (Thursday) 18:00
Last chance to submit retrospective subject registration request Spring semester	2025. February 21. (Friday)
Last chance to register for the global exam for Spring semester	2025. May 11. (Sunday)
Deadline for registering the subjects of Internships – Spring semester	2025. May 25. (Sunday)

3. § Study period

1) General schedule

Study period ⁷ Autumn semester	2024. September 2. (Monday) – December 6. (Friday)
Publication of mid-term exam schedule for Autumn semester	2024. September 6. (Friday)

⁶ CoS Section 57 (2), (6), (7): If registration for an active term is withdrawn, that term will be classified as a passive term.

⁷ CoS Section 112 (1): Assessments defined in point c), subsection (3), Section 110, assigned to subjects as well as summative assessments which must be performed at a specific time or until a specified deadline by all the students who registered for the particular subject [*compulsory assessment*] must be exclusively conducted at times or required to be performed until a specific deadline defined in the assessment plan approved by the FSC (Study Committee of the Faculty).

Study period ⁸ Spring semester	2025. February 10. (Monday) – May 23. (Friday)
Publication of mid-term exam schedule for Spring semester	2025. February 14. (Friday)

- a) Global exams can be given during the semester, note that each department should give at least one examination during the semester and at least three in the exam period.⁹
- b) Global exams which are prerequisites for subjects must be arranged during the first week of study period.
- c) The educational unit responsible for the subject may announce an early examination for students who are eligible to take the examination, during the study period and late completion period, which must be published in the Study Administration System (SAS) at least three weeks prior to the exam date.¹⁰

2) Schedule of the Preliminary Design Week and Draughting Week

Preliminary Design week Autumn semester	2024. October 14–18. (7 th academic week)
Preliminary Design Presentation (Diploma) Autumn semester	2024. October 14–18. (Monday to Friday)
Preliminary Design Presentation – Re-submission period (Diploma) Autumn semester	2024. October 28–31. (Monday to Thursday)
Draughting Week Autumn semester	2024. December 2–6. (14 th academic week)
Last chance to submit practical works for evaluation of Autumn semester projects. Upper year students.	2024. December 2. (Monday) 23:59
Last chance to submit practical works for evaluation of Autumn semester projects. First year students.	2024. December 6. (Friday) 23:59
Last chance to submit design works for evaluation of Autumn semester projects. All students (including diploma candidates).	2024. December 6. (Friday) 23:59
Preliminary Design week Spring semester	2025. March 24–28. (7 th academic week)
Preliminary Design Presentation (Diploma) Spring semester	2025. March 24–28. (Monday to Friday)
Preliminary Design Presentation – Re-submission period (Diploma) Spring semester	2025. April 14–16. (Monday to Wednesday)
Draughting Week Spring semester	2025. May 19–23. (14 th academic week)
Last chance to submit practical works for evaluation of Spring semester projects. All students.	2025. May 19. (Monday) 23:59
Last chance to submit design works for evaluation of Spring semester projects. All students (including diploma candidates).	2025. May 23. (Friday) 23:59

⁸ CoS Section 112 (1): Assessments defined in point c), subsection (3), Section 110, assigned to subjects as well as summative assessments which must be performed at a specific time or until a specified deadline by all the students who registered for the particular subject [*compulsory assessment*] must be exclusively conducted at times or required to be performed until a specific deadline defined in the assessment plan approved by the FSC.

⁹ CoS Section 117 (2)

¹⁰ CoS Section 117 (9)

- d) Preliminary Design and Draughting Weeks are meant for elaboration of mid-term and final submission of projects.
- e) There are no compulsory lessons during Preliminary Design and Draughting Weeks. Although these same classes might be made available for consultancy purposes on a non-mandatory basis.
- f) Preliminary Design and Draughting Weeks are not for the purpose of summative performance assessments, or their repetition, correction, or replacement.
- g) During the Preliminary Design and Draughting Weeks, formative performance assessments (submission of drawing assignments) may only be held in accordance with the performance assessment plan approved by the Study Committee of the Faculty (hereinafter referred to as 'FSC').

(3) Educational breaks, holidays, substitute work days

BME Student day – University Sport's Day <i>(usual timetable suspended)</i>	2024. September 17. (Tuesday)
Architectural Professional Day <i>(usual timetable suspended)</i>	2024. October 2. (Wednesday)
Academic Student Conference <i>(usual timetable suspended)</i>	2024. November 21. (Thursday)
Open Day <i>(usual timetable suspended)</i>	2024. November 29. (Friday)
Faculty Day <i>(usual timetable suspended)</i>	2025. April 2. (Wednesday)
Spring Break	2025. April 17. (Thursday) and April 22–25. (Tuesday – Friday)

National Day	2024. October 23. (Wednesday)
All Saints' Day	2024. November 1. (Friday)
Good Friday	2025. April 18. (Friday)
Easter	2025. April 21. (Monday)
Labour Day	2025. May 1. (Thursday)
Pentecost	2025. June 9. (Monday)

4. §

Late Completion Period

1) General Schedule

Late completion period ¹¹ autumn semester	2024. December 9–13. (Monday to Friday)
Final deadline for assessment of re-submissions ¹² autumn semester	2024. December 13. (Friday) 23:59

¹¹ The late completion period is for correcting and repeating assessments taken during the study period, during which there are no lessons.

¹² During the late completion period the assessments and their repetition, improvement, replacement can only be held in accordance with the assessment plan approved by the FSC.

Late completion period ¹³ spring semester	2025. May 26–30. (Monday to Friday)
Final deadline for assessment of re-submissions ¹⁴ spring semester	2025. May 30. (Friday) 23:59

5. § Exam Periods

2) General Schedule

Exam Period ¹⁵ Autumn semester	2024. December 16. (Monday) – December 20. (Friday) and 2025 January 6. (Monday) – 24. (Friday)
Exam registration's period starts Autumn semester	2024. December 3. (Tuesday) 18:00
Diploma submissions for defense Autumn semester (<i>BSc candidates</i>)	2024. December 13. (Friday)
Final Exam period starts Autumn semester (<i>BSc candidates</i>)	2025. January 7–9. (Tuesday–Thursday) – final exams: January 7. – diploma defenses: January 9.
Diploma submissions for defense Autumn semester (<i>BSc candidates</i>)	2025. January 13. (Monday)
Final Exam period (<i>BSc candidates</i>)	2025. January 27–31. (Monday to Friday) – final exams: January 27–29. – diploma defenses: January 29–31.
Diploma submissions for defense Autumn semester (<i>Integrated, MSc candidates</i>)	2025. January 13. (Monday)
Diploma defense autumn semester (<i>Integrated, MSc candidates</i>)	2025 January 20–31. (Monday to Friday)
Exam Period ¹⁶ Spring semester	2025. June 2 – 30. (Monday to Monday)
Exam registration's period starts Spring semester	2025. May 20. (Tuesday) 18:00
Diploma submissions for defense Spring semester (<i>BSc candidates</i>)	2025. June 20. (Friday)
Final Exam period Spring semester (<i>BSc candidates</i>)	2025. June 30. – July 4. (Monday to Friday) – final exams: June 30 – July 2. – diploma defenses: July 2–4.
Diploma submissions for defense Spring semester (<i>Integrated, MSc candidates</i>)	2025. June 16. (Monday)
Diploma defense Spring semester (<i>Integrated, MSc candidates</i>)	2025. June 23 – July 4. (Monday to Friday)

¹³ The late completion period is for correcting and repeating assessments taken during the study period, during which there are no lessons.

¹⁴ During the late completion period the assessments and their repetition, improvement, replacement can only be held in accordance with the assessment plan approved by the FSC.

¹⁵ CoS Section 117 (7): During the exam period, exams, global exams can only be held according to the exam schedule approved by the FSC.

¹⁶ CoS Section 117 (7): During the exam period, exams, global exams can only be held according to the exam schedule approved by the FSC.

6.§ Closing Remarks

- 1) The current Dean's Instruction shall enter into force on 15 August 2024, at the same time as the Dean's Instruction No. 2/2023 (VI. 30.) on the Schedule of the Faculty of Architecture for the academic year 2023/2024 shall be repealed.
- 2) This instruction shall expire on 31 August 2025.
- 3) Changes to Rector's Instruction No. 2/2024 (19.II.) on the schedule for the academic year 2024/2025 may result in modifications to this Instruction.
- 4) The Dean's Office is responsible for the maintenance of these Instructions.
- 5) These Instructions can be found and downloaded at <https://epitesz.bme.hu/szabalyzatok/>, https://kancel-laria.bme.hu/munkatarsaknak/egyeb_utasitasok and <https://szabalyozastar.bme.hu/>.

Budapest, 25 June 2024.

György Alföldi DLA Dean