

Studies and Examination Committee

COMMITTEE REPORT

Reporting period: (year 2021)

Number of committee meetings:	4
Date of committee meetings:	02.12.2021; 03.25.2021; 09.24.2021; 10.08.2021
Main topics covered: (based on the agenda or by case types)	requests for individual curricula, for the suspension of legal relationship and for subsequent passivation

Signifiant changes in the committee: (members, roles, structure etc.)	-
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Committee decisions: (can be provided as attachments)	
number of cases discussed in the reporting period (the year preceding the current year):	6
- differentiated by case types	requests for individual curricula: 3 pcs, for the suspension of legal relationship: 1 pc, and for subsequent passivation: 2 pcs
- number of appeals against Committee decisions, differentiated by case types	0
- circumstances considered to be of major importance for the operation of the committee or for the practice of applying the rules	-
Number of resolutions based on committee decisions: (can be provided as attachments)	6 pcs
quantities, classified by topics	requests for individual curricula: 3 pcs, for the suspension of legal relationship: 1 pc, and for subsequent passivation: 2 pcs

Exceptional event in the period: (if any)	-
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<i>e.g pandemics or other unexpected event</i>	
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Applied indicators: <i>(evaluation, analysis, measuring, monitoring of roles and processes, regular supervision and further simplification of the regulatory structure, risk management, etc.)</i>	Being a small faculty, we are in constant contact with the students and with class coordinators, thus we are normally informed about the students' applications before receiving them.
Results of performance indicators: <i>(efficiency, effectiveness, simplification and coordination of processes, willingness to implement such measures, more agile operation, faster decision making in the operation of the committee,)</i>	Based on the above, decision-making in the Committee is efficient and effective.

Development proposals of the committee: <i>(quality and process based approach, efforts to decrease the administrative burden – efficiency, effectiveness, improvement of communication channels etc.)</i>	We do not have any development proposal.
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Plan of the following Committee Period:	In 2022 we intend to hold 4 regular meetings (in September and February) and additional extraordinary meetings if necessary.
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Place and Date: Budapest, 17 March 2022.

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