



**SEMMELWEIS UNIVERSITY**  
FACULTY OF MEDICINE

Dean  
**DR. PÉTER NYIRÁDY**

...../AOATO/2025

**Dear First-Year Student,**

Regarding the summer (nursing) practice, I would like to inform you about the following.

The duration of the practice is one month, with 40 working hours per week. As part of the practice, students may be assigned to a maximum of 12 hours of on-call practice (practical participation during on-call hours) every two weeks, scheduled for the weekend (or, depending on the student's choice, for the night). The summer nursing practice can be completed in one of the following two shifts:

**from July 1, 2025 to July 31, 2025, or  
from August 1, 2025 to August 31, 2025.**

The professional practice can also be completed at the end of the second year.

Application deadline: **June 13, 2025**

Applying for the practice: The summer nursing practice can only be completed at the University's clinics or at departments of hospitals accredited by the University.

The practical training can be completed at university teaching and research units and at the departments of training hospitals listed under the heading 'Professional practice locations' at the link <https://semmelweis.hu/aok/oktatas/szakmai-gyakorlatok/> (Appendix No. 1), in accordance with the specified syllabus (Appendix No. 2).

**In the case of university clinics**, the department in question will publish the number of practical training positions available in the Neptun system. Applications for clinical practice must be submitted via the Neptun system. Before starting the practice, students must contact the head nurse of the clinic and present their relevant certificates.

**In the case of hospital departments accredited by the University**, students must apply in person to the nursing director/specialist instructor of the given institution, presenting a valid student ID card and a certificate of legal status issued specifically for this purpose. After that, **they must also register through the Neptun system for the external hospital course of the clinic in July or August (e.g. Ápolástan XY külső kh. \_július, Ápolástan XY külső kh. \_augusztus)** where they will take the practical exam.

The certificate of legal status can be requested by email from the registrar of the relevant year at the Registrar's Office.

We will send further details about the application process in Neptun later.

With prior permission from the vice dean, it is also possible to complete the practice at an **accredited training institution abroad**. The request must be submitted by e-mail to the registrar of the relevant year at the Registrar's Office, accompanied by the opinion of the person responsible for the subject of nursing (Krisztina Tódorné Bognár, clinical head nurse, [bognar.krisztina@semmelweis.hu](mailto:bognar.krisztina@semmelweis.hu), Department of Urology), also attaching the hospital's acceptance letter and accreditation statement.

**A notification of the approval must be sent by email to the registrar responsible for the relevant year at the Registrar's Office at least two weeks before the start of the practice.**

Documents required for the practice:

- a valid occupational health test (aptitude test) certificate, healthcare booklet, and hepatitis C and B antibody test results.
- **for pediatric clinics: stool culture for E. coli and healthcare booklet!**
- certificates of completion of occupational safety, fire safety, and environmental protection training.

Absence:

**Students are only allowed to miss two practice sessions; further absences cannot be made up for!**

Requirement for receiving a signature confirming completion of the practice:

**The student activity list must be signed off by the practice supervisor for each entry.**

Requirements for exemption from the practice:

- Minimum 6 months of work experience as a nursing assistant or nurse.
- Completed training at a vocational school in healthcare or proof of passing a basic sectoral examination. For those who graduated from the Faculty of Health Sciences, proof of passing the basic examination.
- In the case of a transfer from another medical university, written confirmation from the place of practice about the completion of the practice.

**Required documents:**

application for recognition of academic achievements in relation to an obligatory subject, certification of employment or a diploma/certificate on completion of a basic examination/qualification or certification of a completed nursing practice.

The required documents should be submitted to the **course coordinator**: Krisztina Tódorné Bognár [bognar.krisztina@semmelweis.hu](mailto:bognar.krisztina@semmelweis.hu)

**Deadline: 13 June 2025**

The form for the approval of domestic practice locations, the information sheet on completing practical training abroad, the form for authorizing summer nursing practice abroad, the form for the preliminary accreditation statement, and the form for certifying completion of the practice can be downloaded from the faculty website: <https://semmelweis.hu/aok/oktatas/szakmai-gyakorlatok/>

In the case of non-university or foreign practice, professional practice must be certified by the place of practice on the evaluation form provided by the faculty for this purpose.

**The course is completed with a practical exam, which is mandatory even for students who have been exempted!**

Procedure of the exam:

Based on the list of examination questions provided, one question is randomly selected by the student. The student is asked to complete the practical task specified in the question. In relation to

the task specified in the question, the student is expected to assess the patient's nursing needs, detect, observe, and document the patient's parameters.

#### How to apply for the exam

In the case of practice completed at clinics affiliated with Semmelweis University, the practical exam will take place on the last day of the practical training period at the place of practice.

**In the case of practice completed elsewhere than at Semmelweis University clinics, the practical exam can only be taken at a university clinic.**

**The exam dates are announced by the clinics (Department of Urology, Department of Cardiology, Department of Pediatrics) in the Neptun system. The exam date must be confirmed with the head nurse of the relevant clinic by phone or email during the practice period. In this case, students must bring their activity list signed by their practice supervisor and a confirmation that they have completed the practice.**

For students who have been exempted, the course coordinator will announce the exam dates in the Neptun system separately.

Budapest, ... 2025

Prof. Dr. Péter Nyirády  
Dean