



**SEMMELWEIS UNIVERSITY**  
FACULTY OF MEDICINE

Dean  
**DR. PÉTER NYIRÁDY**

...../AOATO/2025

**Dear Fourth-Year Student,**

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

**The duration of the practice is one month, with 40 working hours (60 minutes) 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).

According to § 11, section (3) of the Study and Examination Regulations, in the case of professional practices, signatures must be refused if absences have reached 10% of the total duration of the given practice.

The professional practice is **completed with a practical exam** graded from 1 to 5, **which can only be taken at a clinic affiliated with the University**, even if the practice was completed at an external location accredited by the University, such as a public hospital or a hospital abroad. Successful completion of the exam is rewarded with 3 credit points.

Summer practice in surgery 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 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/> (Appendices No. 1/a and 1/b), in accordance with the specified syllabus (Appendix No. 2).

**In the case of clinics, applications for practice can only be submitted via the Neptun system.**

**In the case of hospitals, students must apply in person at the place of practice**, presenting a valid student ID card and a certificate of legal status issued for this purpose. Subsequently, **it is also necessary to sign up in the Neptun system for the July or August external hospital course of the clinic** (e.g. **STÉG külső kh. július, STÉG külső kh. augusztus**), where they will take the practical exam.

From a professional point of view and to ensure thorough preparation for the exam, it is recommended that the practice be completed at a university clinic.

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.

**Final application deadline: June 13, 2025**

In addition to the practical training locations listed in Appendices 1/a and 1/b, practice may also be completed at institutions accredited for graduate training (teaching hospitals) by the general faculties of medicine of Hungarian medical universities, provided that the hospital in question is willing to

accept the student. These practices may only be completed with the prior approval of the Registrar's Office (*form available for download on the website*). The request for approval must be sent by email to the registrar of the relevant year at the Registrar's Office at least two weeks before the start of the practice.

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 clinic conducting the examination, also attaching the hospital's acceptance letter and accreditation statement.

The form for the approval of domestic practice locations, the information sheet on completing practical training abroad, the form for authorizing summer surgery 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 certificate must be sent to the clinic conducting the examination immediately after completion.

Please make sure that the date on the certificate is not earlier than the end date of the practical training.

**The clinic conducting the examination will record the completion of the practice in the Neptun system based on this certificate.**

Please note that a valid work aptitude certificate is required to begin the practice.

Budapest, ... 2025

Prof. Dr. Péter Nyirády  
Dean