

Dear Graduating Student,

We would like to inform you how you can return your borrowed items to the library, so that your settlement form that is required for graduation can be confirmed in NEPTUN.

Under current provisions entering the building or the library is prohibited, so we ask you to

- 1) leave your borrowed items (scores, books or CDs) in the box at the reception of the main building of Liszt Academy (in Király street).
- 2) Please bring them in as one package, and write your name on it.
- 3) Please check if all of the parts are together, and the documents are in the same state as you borrowed them.
- 4) Make sure to write an e-mail to [olvasoszolgalat@zeneakademia.hu](mailto:olvasoszolgalat@zeneakademia.hu) after you returned your borrowed items, and we will send you a confirmation email within a few days. If you have no debt towards the library we will confirm your settlement form via NEPTUN as well.
- 5) In case you want to take the entrance exam to continue your studies on a higher level, there is a possibility to extend the due date of the scores until 15th of September. Please write an e-mail to ask for this.
- 6) The documents can be returned between the 4th of May and 2nd of June every working day from 7 a.m. to 8 p.m.  
All the other students are allowed to keep borrowing items for free of charge till the 1st of July - the return protocol is the same as mentioned above.

Should you have any other questions, do not hesitate to contact the librarians.

We wish you a successful exam period and hope you are safe and healthy,

the Librarians