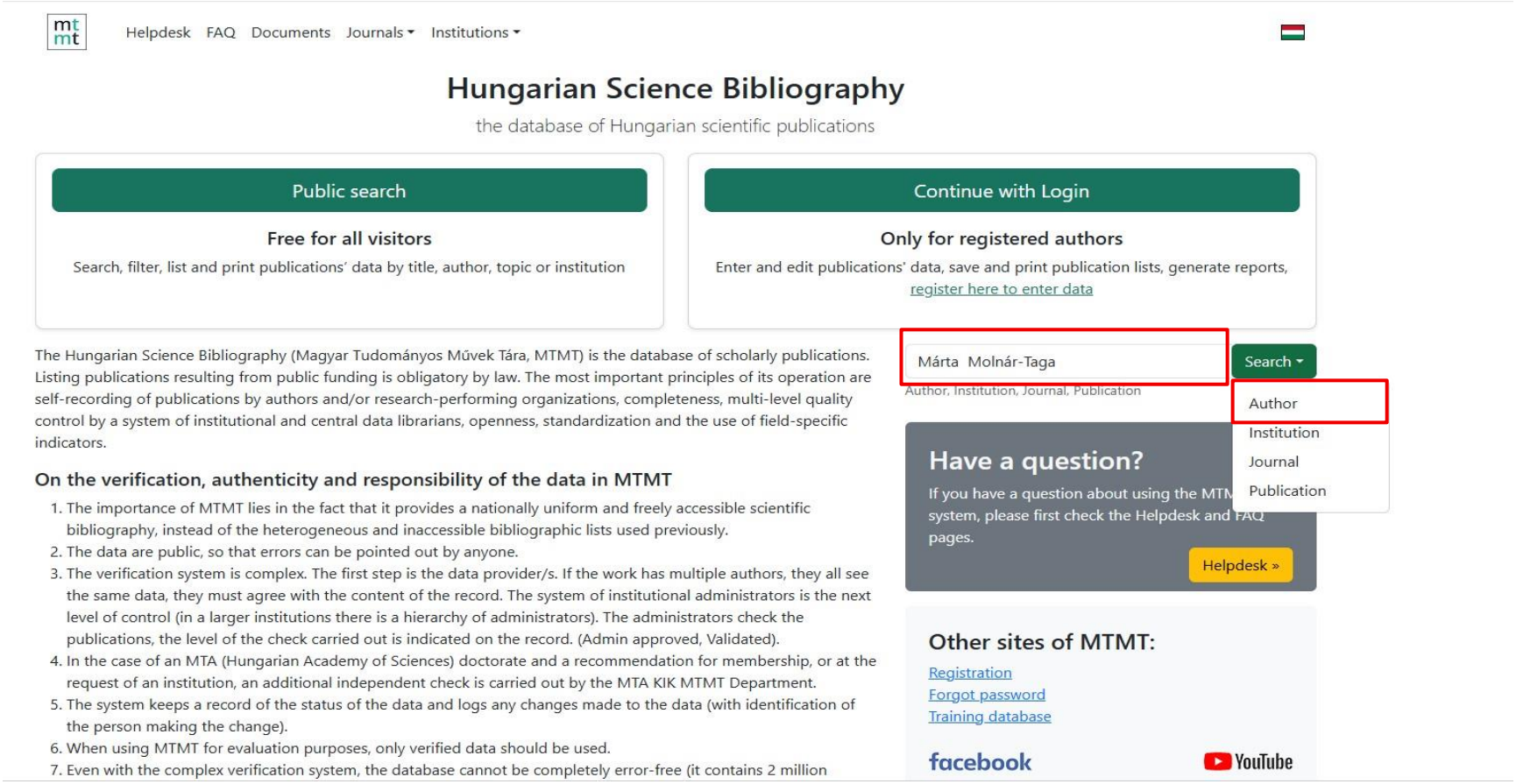
1. Verification of an existing MTMT registration

If you already have an MTMT profile, please enter your MTMT ID during enrollment.

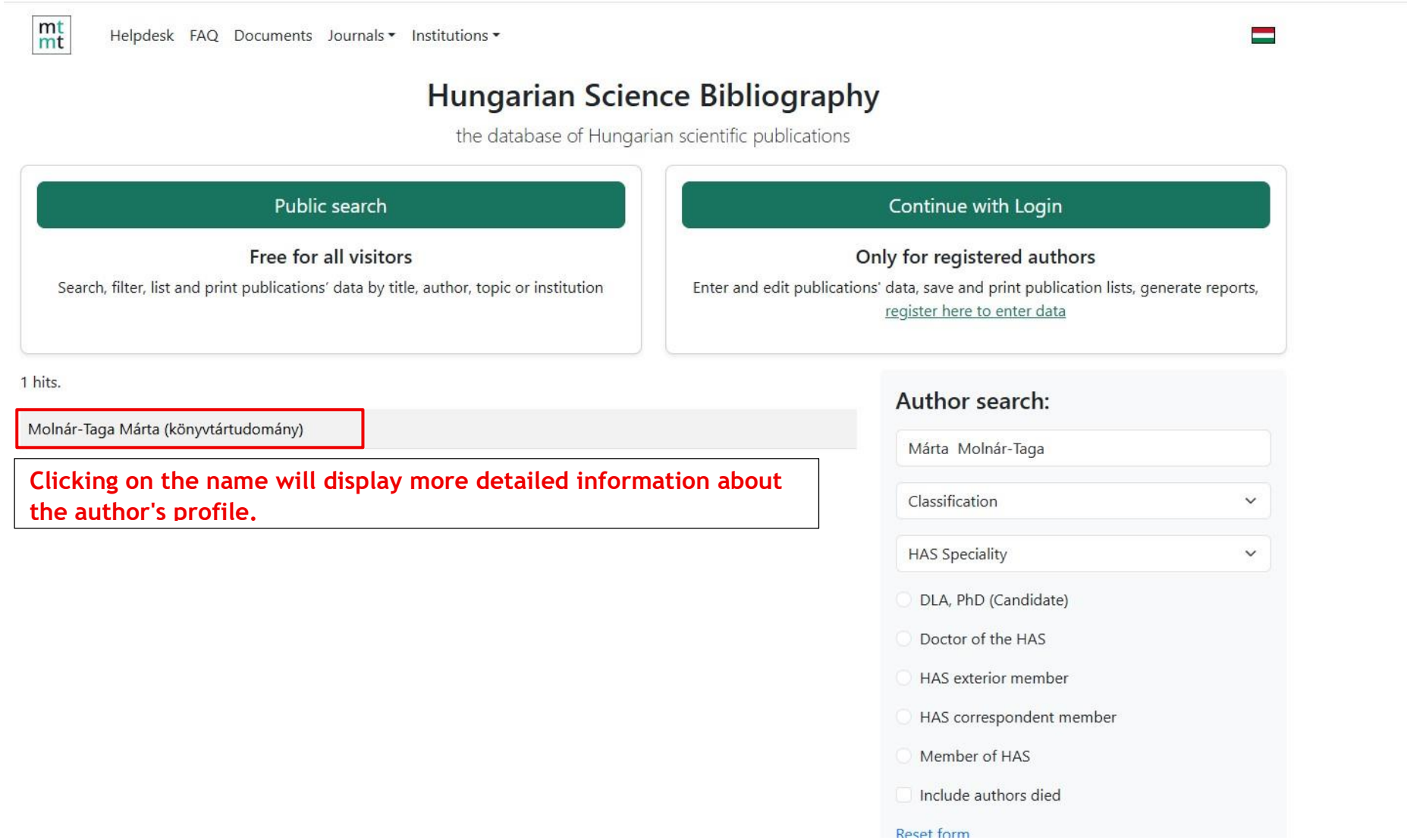
Before registering, please check to see on the public interface of MTMT database (https://mtmt.hu/en) if you already have an MTMT profile, due to administrative reasons, a departmental administrator may have previously registered you:

After entering your name, click to the "Author" tab under "Search."



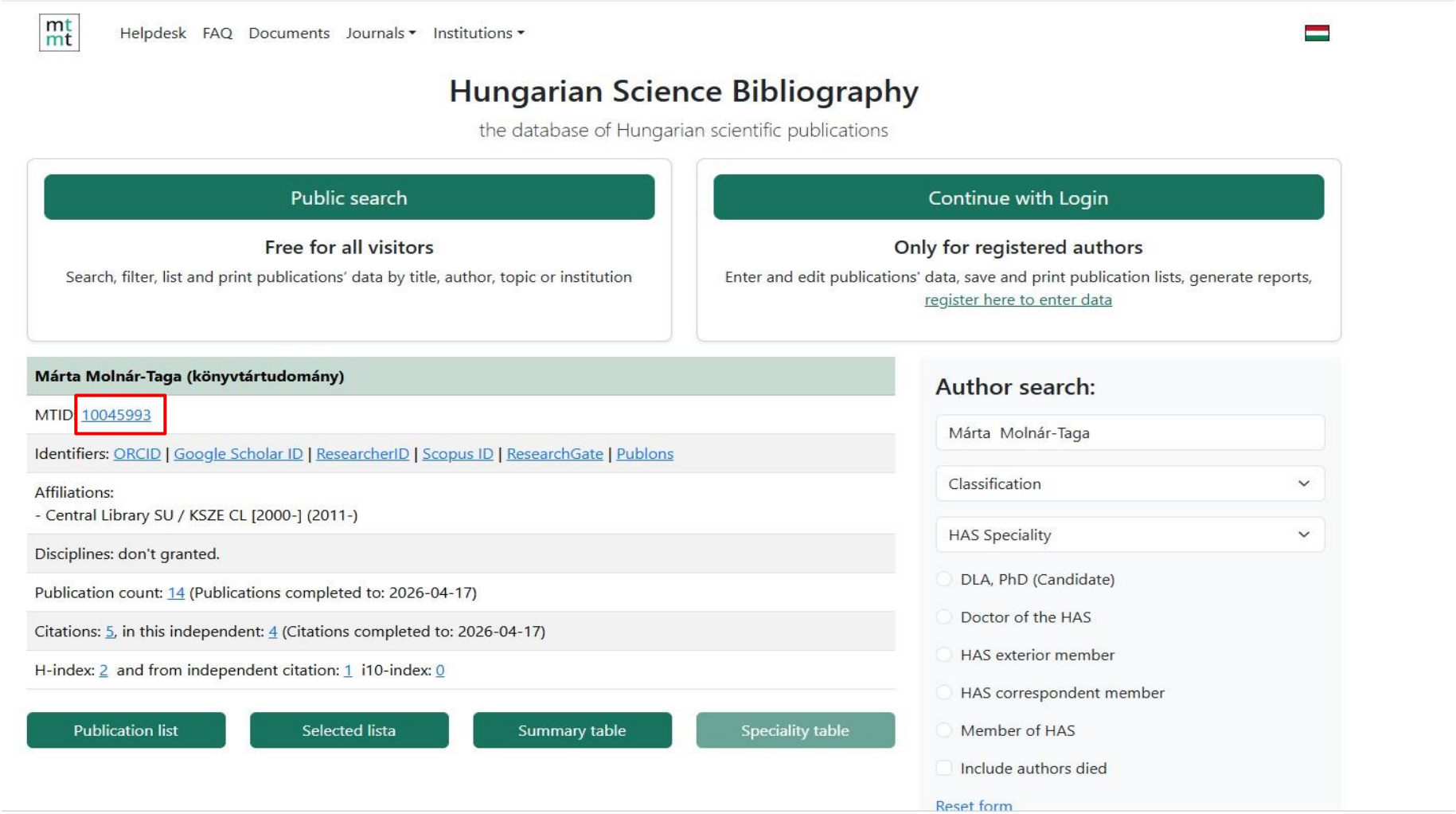
If you have an MTMT profile, your name will appear after you start a search on the public interface.

In case of identical names, the research topic determines which profile belongs to you.



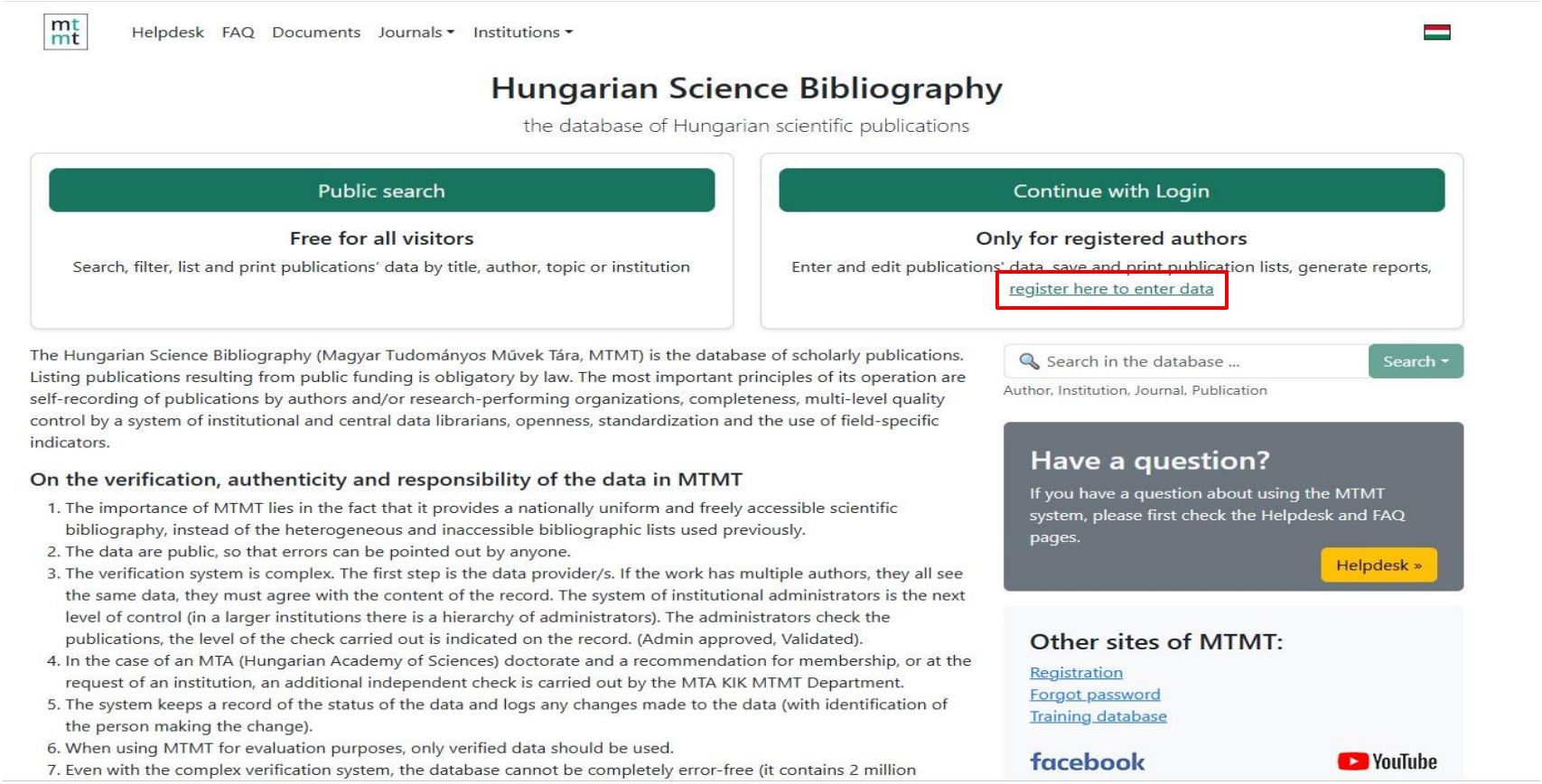
If you have found your profile on this page, you may try to log in using your email address. If you are unable to log in, please contact the MTMT administrator of the institution listed as your workplace.

By clicking on your name, the following information is displayed on the public interface (MTID means MTMT identifier):



2. MTMT registration process

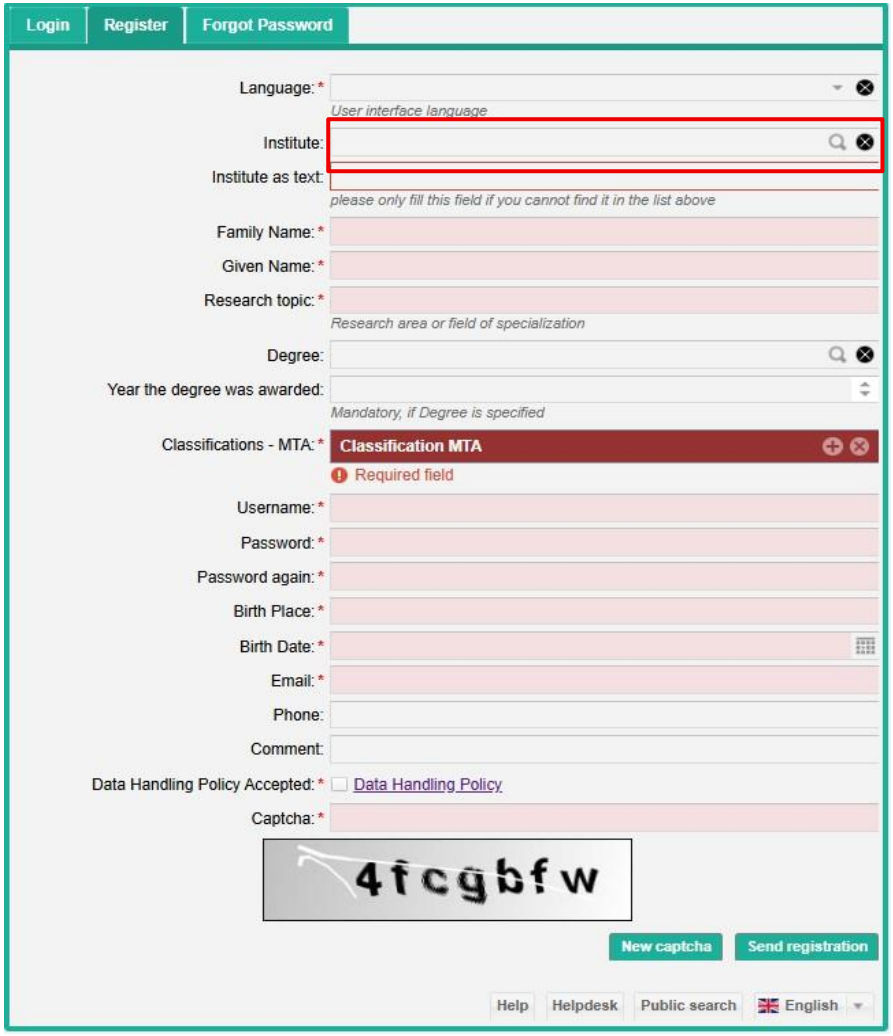
If you are certain that you do not have an MTMT profile, you can initiate the registration as follows:

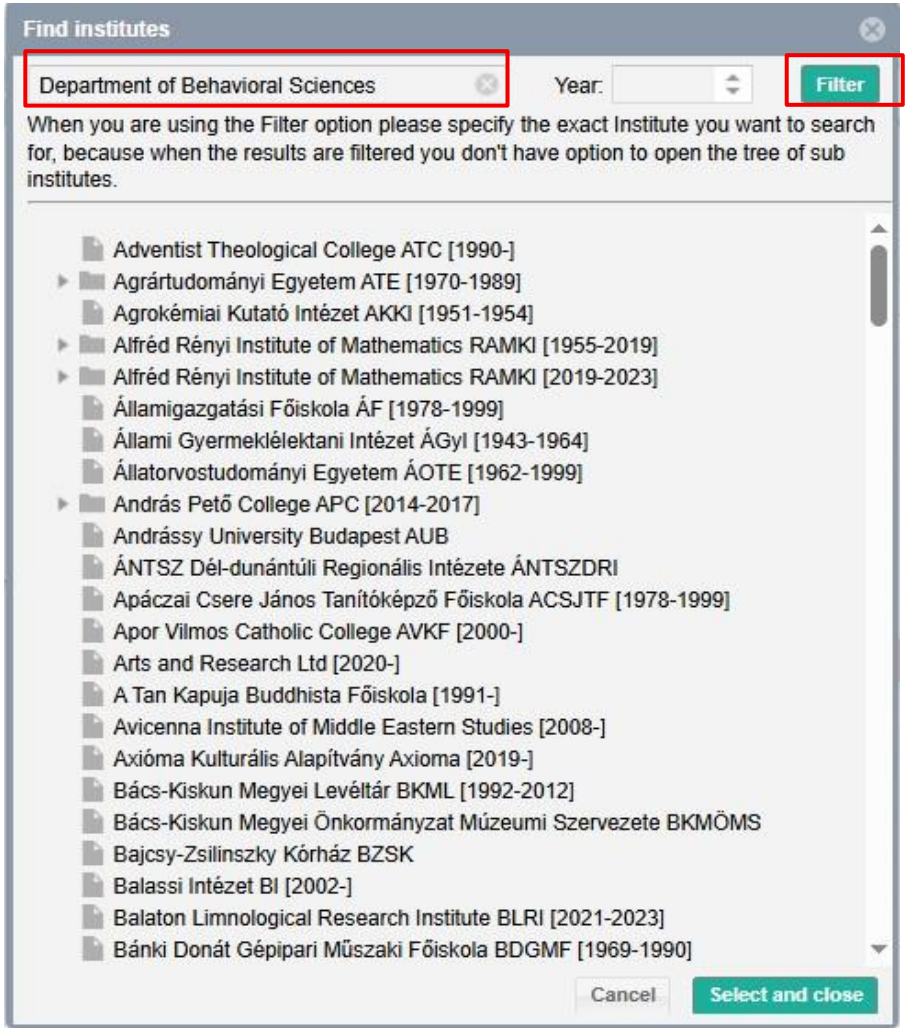


By clicking the “Register here to enter data” button, a window will appear where fields marked with an asterisk (*) are required. It is important to register with an email address that you use regularly, because if you forget your password, the notification needed to reset it will be sent to the email address you provided.

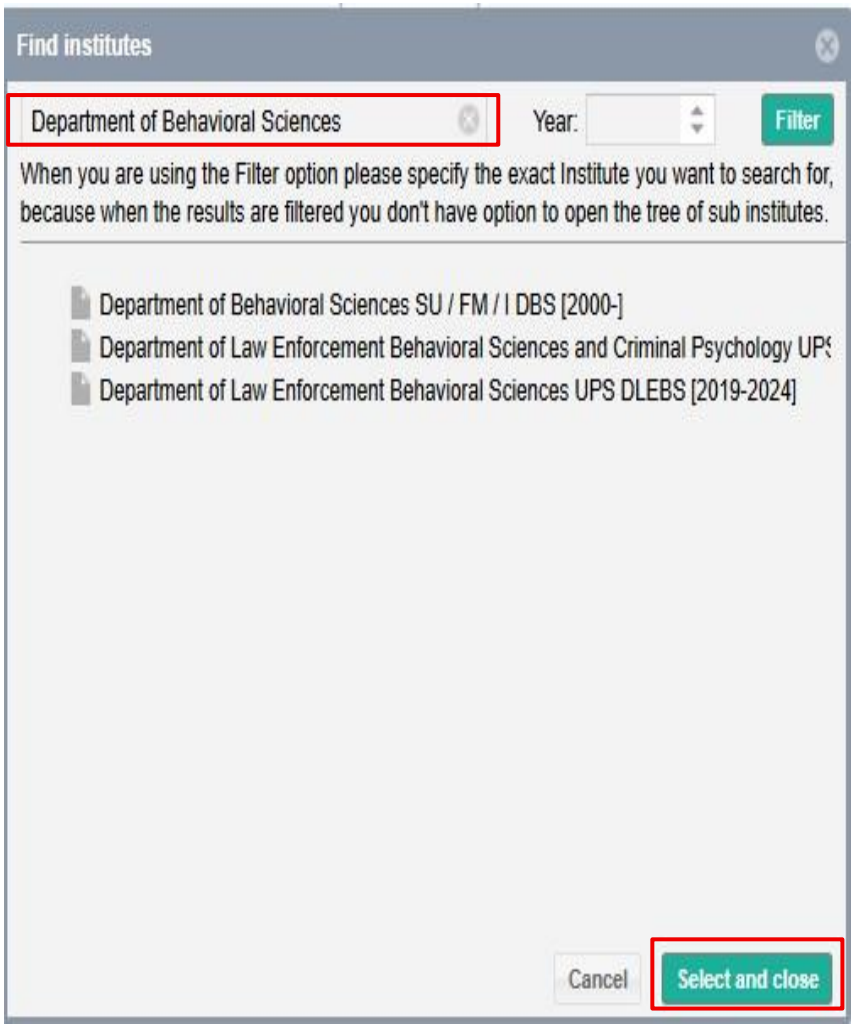
During registration, please select your workplace in accordance with your affiliation with the university:

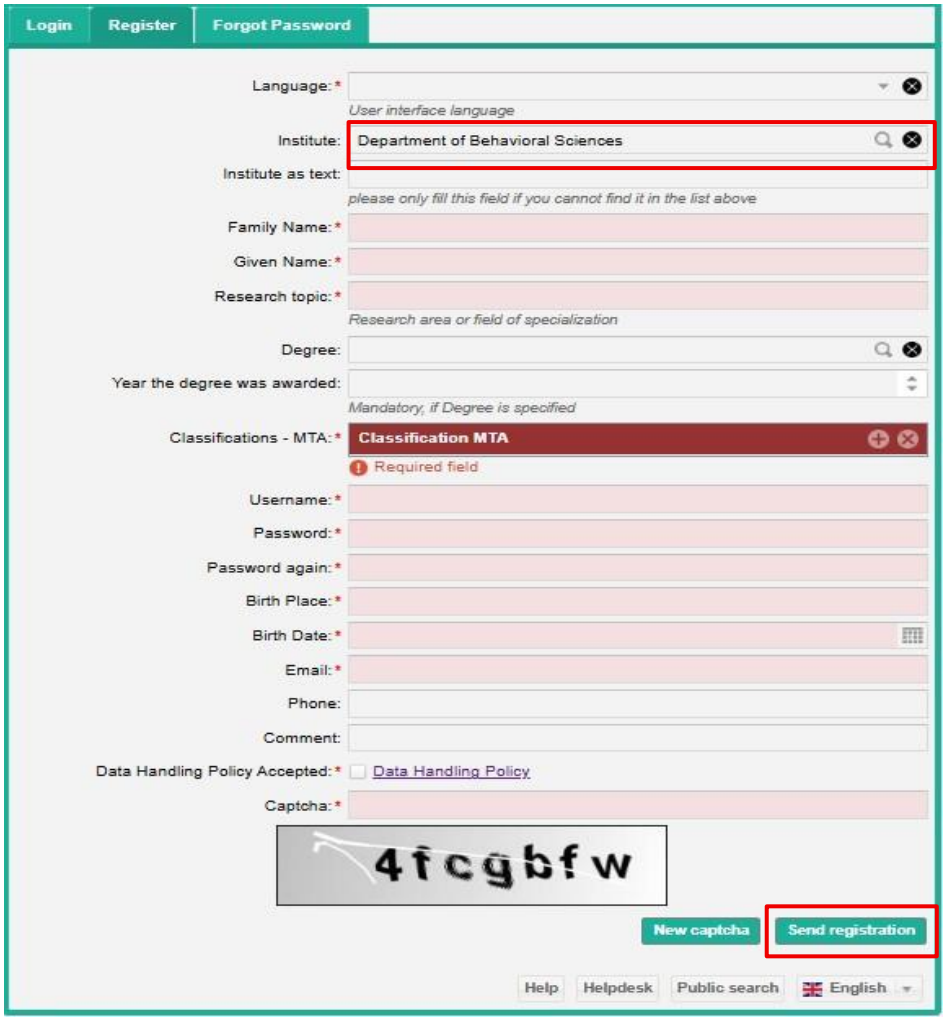
1. **If you already have an active status with Semmelweis University:** please select the relevant organizational unit (e.g., Department of Behavioral Sciences).
   Steps: Click the “Institute” search button/ under “Find institutes” enter the name of relevant SU workplace, then click the “Filter” button.





If you have found the relevant organizational unit, click on its name, then choose the “Select and close” button. After that, the name of the selected workplace will appear in the “Institute” section.





Once you have provided all required information, you can click the “Send registration” button at the bottom of the form.

2. **If you do not yet have an active status with Semmelweis University:** please select the Doctoral School as your workplace in the manner described in point 1. (in MTMT: School of PhD Studies SU SPhDs [2019-]) or the institution where you currently work. (In the latter case, the institutional MTMT administrator of Semmelweis University will not see your pending registration. Please contact the administrator of the given institution.)

If you initiated your new registration by selecting Semmelweis University as your workplace, it will be approved by the University's institutional MTMT administrator, you will receive an email notification once this has been completed. If you do not receive feedback on the approval within 1–2 days or if you have any questions, please get in touch with them using the contact information below.

Do not initiate a new registration if you have not received a notification, as this may result in duplicate author profiles.

Institutional MTMT administrator contact:

Márta Molnár-Taga
E-mail: taga.marta@semmelweis.hu
Phone: +36 1 4591500 / 60504
Mobile: +36 20 666 3633