

# HUNGARIAN UNIVERSITY OF SPORTS SCIENCE

## Organizational and Operating Regulations Part 3 - Student Requirements System

### Chapter IV

## REIMBURSEMENT AND BENEFIT POLICY

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## REIMBURSEMENT AND BENEFIT RULES

The Senate of the Hungarian University of Sports Science determines the Reimbursement and Benefit Regulations of the University (hereinafter: Regulations) authorized by point eb) of § 12. (1) of the Organizational and Operating Regulations, as per point 3.d) of Annex 2 of Act CCIV of 2011 on National Higher Education as a part of the Student Requirements System, in compliance with Act CCIV of 2011 on National Higher Education (hereinafter referred to as NHEA) and Government Decree no. 87/2015 on the implementation of certain provisions of the Act (IV. 9.), and Government Decree (hereinafter referred to as GD) no. 51/2007. (III. 26.) on the benefits of students participating in higher education and the individual fees they must pay as follows.

In these regulations, the relevant legal citations are written in small bold letters at the beginning of the paragraphs.

### CHAPTER I GENERAL PROVISIONS

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#### 1 § SCOPE OF THE REGULATIONS

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(1) The scope of the Regulation covers all students at the University on bachelor's degree programs, single-course degree programs, master's degree programs and further specialized education, as well as in education aimed at obtaining partial knowledge. A separate regulation applies to students participating in doctoral training, as well as to those participating in professional and other training. Provisions of § 35, § 42, § 44, § 45, § 46 and § 47 of these regulations apply to students participating in doctoral training, and provisions of § 11 regarding the fee discount available on the fees payable for the educational program, and provisions of § 12 regarding the bearing of expenses of self-funded students who are also employed by the University based on a study contract apply to students in vocational and other training programs.

### CHAPTER II FUNDING STATUS AND DURATION OF SUPPORT

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#### 2 § CLASSIFICATION OF STUDENTS ACCORDING TO EXPENDITURE

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**(1) of § 46 of the NHEA: According to the form of cost bearing, a participant in higher education programs can be**

- a) a student supported by a Hungarian state scholarship,**
- b) a student supported by a Hungarian state partial scholarship,**
- c) a self-funded student.**

**(1) of § 47: A person in higher education vocational training, bachelor's and master's training programs may continue studies in higher education for a period of twelve semesters in Hungarian state (partial) scholarship training (hereinafter: support period) in total. The support period is a maximum of fourteen semesters if the student participates in single-course training and according to the training requirements, and the educational period exceeds ten semesters.**

**(1a) For studies conducted in parallel training with a non-teaching master's degree or a single-course degree or in a teaching degree, a professional teaching degree taken after a non-teaching master's degree, or a non-teaching master's degree, as well as in the teaching degree specified in the government decree which is a second, additional master's degree based on the non-teaching master's degree in its field can be taken up in education aimed at obtaining a professional teaching qualification, the support period according to paragraph (1) may be extended by another two semesters.**

**(2) The period of support for a student participating in doctoral training is a maximum of eight semesters.**

**(3) In the training program according to paragraph (1), the support period available for obtaining the diploma may be extended by a maximum of two semesters, and by applying paragraph (4) by a maximum of six semesters longer than the educational period of the given studies. The support time previously used in the same program must be included in the support time of the course in question. If the student is unable to obtain the given degree (certificate) during the support period determined in this way, he or she may continue his or her studies in the course as a self-funded student even if he or she has not otherwise exhausted the support period according to paragraph (1).**

**(4) The higher education institution may increase the support period of a student with a disability specified in paragraph (1) by a maximum of four semesters. This discount can be used to obtain several degrees (diplomas), provided that the support period used in view of this paragraph cannot exceed four semesters in total.**

**(5) The support time used by the student is considered to last for all semesters in which the student is registered.**

**(6) Periods not to be taken into account when calculating the support period:**

**a) the semester underway if it was not possible to finish the semester due to illness, childbirth or other reasons not attributable to the student,**

**b) the semester completed at the expense of the support period, if the higher education institution was terminated without the student being able to complete his or her studies, provided that he or she could not continue his or her studies at another higher education institution,**

**c) the semester that the higher education institution did not recognize from the semesters completed in the discontinued institution when continuing studies,**

**d) the semester defined by paragraph 21/A of Act CXXXII of 2011 on the National Public Service University and Public Finance, Law Enforcement and Military Higher Education Act (hereinafter: Act on the National Public Service University). A student in the legal relationship specified in points a), b) and d) of § (1) has taken part in the training of the National University of Public Service,**

**e) the semester that the student took in the master's teaching program admitted in accordance with § 39, paragraph (4a), and**

**f) the semester used in the two, three, and four-semester master's degree program in teaching.**

**(7) Participation in training supported by a Hungarian state (partial) scholarship is not precluded by the degree and professional qualification obtained in higher education, with the fact that those who study in a Hungarian state (partial) scholarship program in one training cycle can take additional (parallel) courses belonging to the same training cycle in the case of continuation of education, the number of semesters corresponding to the number of parallel state (partial) scholarship-supported courses must be deducted from the support period every semester.**

**(8) If the student has exhausted the support period available to him or her, he or she may only continue studies in higher education in the form of self-funded education.**

**§ 48 (1) The student must be classified as a Hungarian state (partial) scholarship or as self-funded.**

**(2) The higher education institution, in accordance with the procedure set out in the government decree, is obliged to reclassify students to self-funded education each academic year if participating in the Hungarian state (partial) scholarship program, or if they participated in the foreign training specified in paragraphs (3) and (4) of § 81 or if, in the average of the last two semesters in which student status was not interrupted, have not obtained the credit or academic average specified in the organizational and operational regulations of the higher education institution at least 15 days before the academic year, as well as if they withdraw their declaration according to paragraph (2) of § 48/D.**

**(3) If student status of a student admitted to a Hungarian state (partial) scholarship is terminated before the completion of studies, or if the student continues his or her studies for any reason at his or her own expense, he or she can be replaced - in the event of such a request - by a self-funded student studying in the same major at the higher education institution. The higher education institution decides on the reclassification based on the academic performance of self-funded students who request to be reclassified to a program supported by a Hungarian state (partial) scholarship.**

**48/A. § A Hungarian state (partial) scholarship student must:**

**a) obtain the diploma during the study period specified in the training and completion requirements or one and a half times the training time specified in the training and completion requirements at the longest in the given training course supported by the Hungarian state (partial) scholarship (...).**

**48/D. § (2) An applicant classified for a program supported by a state (partial) scholarship declares acceptance of the conditions of the training program upon enrollment, and a student reclassified for such a program declares acceptance of the conditions of the training program upon the first login following reclassification. 39. § (3) (...) A student study contract must be concluded for the education carried out with self-funded payment as defined in § 15 paragraphs (2)-(6). 108. § 8. student study contract: the contract between the higher education institution and the student who has been classified for self-funded education according to § 39, paragraph (3).**

**48/G. § The higher education institution shall ensure**

**b) the recording of the fact of the establishment of a student relationship related to the education supported by a state (partial) scholarship, as well as the date of obtaining the diploma in the study Finance register,**

**c) the provision of the data specified in point b) to the body responsible for registering the fulfillment of the conditions of the Hungarian state scholarship.**

**87/2015. Government decree § 61 (2) In order to determine the number of students who can be reclassified in the next educational period, the higher education institution must establish, on the basis of the students' academic performance, that in the given academic year, in the given major**

**a) how many Hungarian state (partial) scholarship holders and how many state-supported students had their student status terminated before obtaining their final certificate,**

**b) how many Hungarian state (partial) scholarship holders and how many state-subsidized students were reclassified to self-funded or cost-reimbursed education,**

- c) how many students have already used the support period available according to § 47, paragraph (3) of the NHEA in the course in question in the completed semester. (3) Students who have studied at the given higher education institution for no more than one educational period, as well as those who were unable to complete their semester due to the provisions of the Section 47 (6) of the NHEA do not have to be included in the reclassification decision for the given academic year. (4) A self-funded student may only request to be reclassified to a Hungarian state scholarship type of course, and a student who pays expenses may only request to be reclassified to a state-funded course. (6) When registering for the first semester following reclassification to the Hungarian state scholarship, the student shall make the declaration with the content according to point 10 of Annex 9, on a unique form. The declaration must be attached to the registry page. (7) If the admitted applicant or the student requesting reclassification does not accept the conditions of the education supported by the Hungarian state (partial) scholarship, the higher education institution must offer him or her the opportunity to participate in self-funded education for the same training. (8) The reclassification decision according to § 48, paragraph (2) of the NHEA must be made one every academic year by 31 July. If, on the basis of § 56, paragraph (1), the credit for the given semester is fulfilled after 31 July, and the higher education institution has a place for a Hungarian state scholarship that can be filled, the reclassification decision must be reviewed and, if necessary, amended taking this into account.\* (9) According to § 48 of the NHEA, the student who did not obtain the credit determined on the basis of § 48, paragraph (2), or did not reach the weighted academic average determined for each field of study must be reclassified. Earned credit is the credit earned by the student in the course in question and academic year and the credit credited in the given academic year according to subsection (3), point 9 of § 41. (10) The higher education institution shall inform the Office by 15 July of the number of decisions on reclassification to self-financed education per educational area.

**51/2007. NOK Section 29**

**51/2007 Cr. § 11. (1) The titles and conditions of the grants that higher education institutions can provide to students must be established in advance for the duration of one academic year, and must be published in the usual manner by the institution. (2) In the higher education institution, the fees to be paid by the student due to failure to pay and late payment, the legal titles, conditions and extent of reimbursement fees, as well as the dormitory fee, and the amount of self-funded tuition fee and cost reimbursement must be determined for the duration of one academic year, and must be published in the usual way in the institution on the basis of § 46, paragraph (3) and § 83 of the NHEA.**

(1) Depending on the form of cost bearing, a participant in the higher education training may be

- a) supported by a Hungarian state scholarship,
- b) supported by a Hungarian state partial scholarship,
- c) A self-funded student.

(2) The cost of education of a student supported by a Hungarian state scholarship and a part of the cost of a student supported by a Hungarian state partial scholarship, is borne

by the state, and the costs of the self-funded or cost-reimbursed education are borne by the students, as defined by the law. Students participating in self-funded/reimbursed education must pay the fee, and students with student status must pay the levied procedural fee, the late payment fee and other fees set in the NEPTUN system by the deadline prescribed by the Academic Registrar's Office.

(3) Students may use the services or tools requested until the deadline and under the conditions determined by the competent organizational unit.

(4) A student participating in self-funded/reimbursed education is entitled to a discount, exemption, or installments from the self-funded tuition fee/reimbursement amount, according to the conditions specified in these regulations.

(5) Discounts and exemptions from the payment of the late payment fee may not be granted to those with student status. Discounts or exemptions from the procedural fee may be granted with the Rector's permission in specially justified cases, along with the documents supporting the reason.

(7) The student's self-funded tuition fee/reimbursement fee, procedural late payment fees and other fees shall be credited by the Financial and Accounting Directorate within 15 days of the date of payment, so that the paid item appears as completed in the NEPTUN system.

(8) If the student fails to comply with the payment obligation at the request of the Academic Registrar's Office, or fails to return the equipment entrusted to him or her at the request of the competent organizational unit, or does not stop using the service by the specified deadline, he or she may not register for the semester, take exams or the final exam.

(9) If despite the Rector's request, the student does not pay the overdue payment by the specified deadline and does not prove the reason for his or her failure or his or her unexpectedly changed social situation, the university will terminate his or her studentship on the day the decision regarding the termination becomes final.

(10) The student is obliged to notify the Academic Registrar's Office and the competent organizational unit of any unauthorized payment (support, scholarship, other fees or payments, concessions or exemptions), or damage or loss to any device within 15 days of receiving the unauthorized payment (provision of service or transfer). Students are obliged to pay/return the monetary allowance and the price of the damaged/lost device within the specified time in the NEPTUN system, and are also obliged to stop using the service and return the device to the competent organizational unit.

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### 3 § STATE-FUNDED STUDENTS

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(1) A state-funded student is a student that participates in a state-supported program, as well as students admitted to the Hungarian state (partial) scholarship program as of 1 September 2012.

(2) An applicant classified for a program supported by a state (partial) scholarship, upon enrollment, and a student reclassified for such a program declares acceptance of the terms of the program at the Academic Registrar's Office upon the first registration after reclassification.



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#### 4 § PERIOD OF SUPPORT OF STATE-FUNDED STUDENTS

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(1) A person may pursue studies in higher education vocational training and bachelor's and master's programs for twelve semesters as a state subsidized person. He or she may spend fourteen semesters in single-course training, provided the educational period is more than ten semesters. In parallel training on the vocational training master's program or in the teaching program taken after that, the support period according to this paragraph may be extended by another two semesters.

(2) A maximum of two (or four in the case of disabled students) state-subsidized semesters may be used to obtain a specific diploma, in which the subsidized time previously used in the same major must be included. If the student is unable to obtain the given diploma during the support period determined in this way, he or she may continue his or her studies in the major in the form of self-funded education.

(3) If the student does not obtain the diploma during the educational period and the two-semester support period, he or she must be reclassified to self-funded education, even if he or she has not exhausted the available twelve (fourteen in the case of single-course training) semesters.

(4) All semesters for which the student is registered with active status count as support.

(5) The support period does not cover:

- a) a started semester, if the semester could not be completed due to illness, childbirth or other reasons not attributable to the student,
- b) a semester completed within the support period, if the higher education institution was terminated without the student being able to complete his or her studies, provided that he or she was unable to continue his or her studies at another higher education institution,
- c) a semester which, when continuing the studies, was not recognized by the higher education institution from the semesters completed in the defunct institution,
- d) a semester defined by 21/A of Act CXXXII of 2011 on the National Public Service University and Public Finance, Law Enforcement and Military Higher Education Act (hereinafter called "Act on the National Public Service University") completed while in a legal relationship defined in points a), b) and d) of § (1) who has taken part in the training of the National University of Public Service,
- e) a semester that the student enrolled in accordance with § 39, paragraph (4a) of the NHEA completed in a teaching master's degree program, and
- f) a semester used in the two, three, and four-semester master's degree in teaching.

(6) The student's enrollment in state-funded, state (partial) scholarship, or self-funded education is for one academic year.

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#### 5 § TIME OF SUPPORT OF PARALLEL TRAINING PROGRAMS

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(1) If a student pursues parallel studies, the active subsidized semesters count separately and must be deducted from the subsidized period. An exception to this is the semester used in the teaching master's course taken in a single-course non-teaching or parallel course with the master's course.

**Section 39 (1) of the NHEA: Every Hungarian citizen has the right to study in a higher education institution according to the conditions set out in this law, supported by a Hungarian state scholarship, a Hungarian state partial scholarship [hereinafter: Hungarian state (partial) scholarship] or self-funded education.**

- a) those with the right of free movement and residence,**
- b) stateless persons, refugees, asylum seekers, admitted persons, immigrants, settled persons living in the territory of Hungary,**
- c) foreigners subject to the same treatment as Hungarian citizens based on an international agreement,**
- d) persons subject to the principle of reciprocity,**
- e) persons subject to the Act on Hungarians,**
- f) third country citizens,**
- g) third country citizens with EU Blue Cards,**
- h) third-country nationals with combined permits**

**also have the same right.**

**(2) Persons not mentioned in paragraph (1) may only study at their own expense.**

**(3) Student status is established on the basis of the decision about admission or acceptance, and this starts with enrollment. A student participating in a program supported by a Hungarian state (partial) scholarship as defined in Section 15 (2)-(6) is required to fulfill the specific conditions prescribed in this law. A student study contract must be concluded with regards to education carried out with the payment of costs defined in Section 15 (2)-(6).**

**§ 42. (2) The higher education institution may enroll persons who do not have student status for the purpose of partial training, within the framework of a legal relationship, to any course or module of the institution without a separate admission procedure for self-funded education. The institution is obliged to issue a certificate of academic performance from its academic system including the course description (syllabus). Completion of the completed course or module can count towards further higher education studies according to the rules of credit transfer.**

**§ 46. (1) According to the form of cost bearing, a participant in higher education training may be**

- a) a student supported by a Hungarian state scholarship,**
- b) a student supported by a Hungarian state partial scholarship,**
- c) a self-funded student.**

**(3) The cost of the training of a student supported by a Hungarian state scholarship as defined by law, as well as a part of the training cost of a student supported by a Hungarian state partial scholarship, is borne by the state, while the costs of self-funded education are borne by the student. With regards to the education supported by the Hungarian state (partial) scholarship, the repayment obligation established by the body responsible for recording the fulfillment of the conditions of the Hungarian state scholarship is a public debt to be collected in the form of taxes.**

**§ 47. (8) If the student has exhausted the support period available to him or her as specified, he or she may only continue studies in higher education in the form of self-funded education.**

**§ 48 (1) The student must be classified as a Hungarian state (partial) scholarship or self-funded form of education.**

**(2) The higher education institution, in accordance with the procedure defined by the government decree, shall reclassify to self-funded education every student participating in a program supported by a Hungarian state (partial) scholarship who, in the average of the last two semesters in which his or her student status was not interrupted, and when he or she did not participate in education abroad as per paragraphs (3) and (4) of §81, who did not obtain at least the amount of credit or academic average specified in the organizational and operating regulations of the higher education institution at least 15 days before the academic year. Students who withdraw their declaration according to paragraph (2) of §48/ D shall also be reclassified this way.**

**§ 59. (1) Student status shall be terminated if**

**c) the student cannot continue his or her studies in a program supported by a Hungarian state (partial) scholarship and does not wish to continue it in a self-funded program,**

**f) it is terminated by the Rector due to overdue payments, after contacting the student unsuccessfully and examining his or her social situation, on the day the decision regarding the termination becomes final,**

**i) the student participating in education supported by a Hungarian state (partial) scholarship revokes his or her declaration in accordance with Article (2) of 48/D § and does not wish to participate in self-funded education.**

**Section 80 (6): Students who are supported by a Hungarian state partial scholarship or are in self-funded education under the scope of the Discounts Act may apply for partial or full reimbursement of their costs related to their stay and studies in Hungary, in accordance with a separate legislation, by means of application.**

(1) A student study contract must be entered into with regard to training carried out with the payment of costs

a) with the student admitted to the self-funded education at the time of enrollment;

b) with a student who has been transferred from another institution, during the transfer;

c) in the event of a change of majors, if the institution is unable to accept the student for self-funded education due to lack of capacity;

d) if the student was reclassified from state-supported education to self-funded education;

e) if the student withdraws his or her statement regarding the state-supported education and wishes to transfer to self-funded education.

(2) Tasks related to the conclusion of the student contract shall be carried out by the Academic Registrar's Office. Two original copies shall be made, one of which shall be handed over to the student, and the other shall be attached to the student's personal file.

(3) The amount of the self-funded fee must be recorded in the student study contract. Instead of education with a state scholarship (due to reclassification, individual decision, or other reasons), the costs effective at the beginning of the educational program are considered guiding when continuing in self-funded education. In the NEPTUN system, the student's out-of-pocket fee shall be charged in one lump sum.

By the end of the day before the registration period, students are obliged to pay the declared out-of-pocket fee in a lump sum through the NEPTUN system, unless they submit a request for payment in installments according to §7 of these Regulations. However, the

payment deadline for the first installment of the out-of-pocket fee does not change in this case either.

A student who has an overdue payment is also obliged to pay the published self-funded fee (20% of the self-funded tuition fee according to the study contract) through the NEPTUN system by the deadline prescribed by the Academic Registrar's Office. During the registration period, the Academic Registrar's Office shall determine the fee payable by the student who is late with the payment on a credit-proportional basis, which cannot be less than the amount of the fee announced and paid in advance. If the credit-proportional fee exceeds 20% of the fee according to the study contract, the Academic Registrar's Office will take measures to modify the announced item.

If the student wishes to pay the cost/reimbursement fee using a student loan, he or she must make a declaration to this effect by the 10th day before the registration period, in which he or she must also request activation of his or her status from the Academic Registrar's Office. If, after making the declaration, the student does not pay the self-funded tuition fee/expense reimbursement fee using a student loan, he or she is obliged to pay late payment interest until the expense reimbursement fee has been paid.

When requesting a different name to appear on the invoice, the deadline for submitting the invoice request statement is the 10th day before the registration period. After the deadline, the invoice request statement may only be amended for a fee, by a separate request and before the start of the registration period.

(4) The amount of reimbursement announced for the first year must be published on felvi.hu.

(5) The number of study semesters in self-funded education is not limited. However, the student cannot use allowances, discounts, or services based on legislation if the number of semesters he or she started at the higher education institution including the time of the state-supported education exceeds sixteen semesters.

### CHAPTER III SPECIAL RULES FOR COURSE FEES AND REFUNDS PAID BY STUDENTS

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#### 7 § RULES OF PAYMENT OF FEES IN INSTALLMENTS

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**NHEA. § 83. (4) The organizational and operational regulations must define the rules on the basis of which the Rector decides on discounts based on academic results and on the basis of social status, and on the authorization of installment payments for students participating in self-funded education.**

(1) If there has been an appreciable change in the student's life, income, family circumstances, or state of health, which does not allow the payment of the out-of-pocket fee in a lump sum, on time, the student may submit a request for payment of the out-of-pocket fee in installments. It is possible to request the payment of the out-of-pocket fee in two installments through the NEPTUN system, with the simultaneous submission of supporting certificates, up to the 10th day before the start of the registration period.

(2) It is not possible to submit an application for payment in installments after the deadline specified in paragraph (1).

(3) The head of the Academic Registrar's Office decides on the request for payment in installments, and the student is obliged to pay the second installment of the out-of-pocket fee by the date specified by the Academic Registrar's Office.

(4) If the student has applied for installment payment in the NEPTUN system and does not fulfill his or her payment obligation by the specified deadline, he or she is also obliged to reimburse the late payment fee specified in these regulations. A late payment fee resulting from default cannot be waived.

(5) If the student does not fulfill his or her payment obligation by the exam period at the latest, even at the request of the Academic Registrar's Office, he or she cannot be admitted to the exam.

(6) If the student does not pay the arrears of payment despite the notice and does not prove the reason for his or her failure or his or her unexpectedly deteriorated social situation, the Rector will terminate the student's legal relationship on the day the decision regarding the termination becomes final.

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## 8 § RULES OF CREDIT-PROPORTIONATE MITIGATION

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(1) A student participating in an expense-reimbursed/self-funded education course who does not fulfill his academic obligations during the educational period specified in the training and output requirements is considered a truant student.

(2) The University can provide students who overrun with a discount from the amount of the reimbursement fee/out-of-pocket fee.

(3) The amount of reimbursement/out-of-pocket costs to be paid is determined by the Academic Registrar's Office during the registration period and is recorded in the NEPTUN system.

(4) The calculation of the reimbursement fee/out-of-pocket cost to be paid is as follows: reimbursement/out-of-pocket expenses effective at the beginning of the student's education divided by thirty = the fee of one credit, then the received amount must be multiplied by all the credits taken by the student in the semester.

(5) If the student does not fulfill his or her payment obligation by the deadline prescribed in the NEPTUN system, he or she is also obliged to pay the late payment fee specified in the University's Reimbursement and Benefit Regulations. The late payment fee resulting from default cannot be waived.

(6) During the determination of the self-funded tuition fee to be paid in proportion to the credit, the basis of the fee to be paid by the student is the subject enrollment, the examination course enrollment is free.

(7) The minimum amount of the self-funded tuition fee to be paid in proportion to the credit by the overrunning student is 20% of the self-funded tuition fee according to the study contract.

**Pursuant to § 83, paragraph (3) of the NHEA, the proportional part of the paid out-of-pocket expenses specified in the organizational and operational regulations must be repaid if the student announces by the date specified in the organizational and operational regulations that he or she is terminating or suspending his or her studentship.**

(1) In the event that the suspension of the student relationship is announced during the registration period, or the suspension is established ex officio, the student shall be exempted from paying his or her own costs, the item announced based on the obligation to pay self-funded tuition fees will be deleted in the NEPTUN system. If the student has partially or fully paid the tuition fee before announcing the suspension of the student relationship, the University will refund it.

(2) If, after the start of the educational period, the student announces in writing (by October 14 in the fall semester and by March 14 in the spring semester) that he or she is suspending his or her student status, and if, based on Section 6 (3) of the Study and Examination Regulations, for the given educational period for the subsequent passivation of the semester, the student must be reimbursed for the reimbursement of expenses paid for the given educational period. From 14 October in the fall semester and from 14 March in the spring semester, it is no longer possible to make the student relationship passive - except in the cases specified in Section 6 (3) of the Study and Examination Regulations - so the paid self-funded tuition fee cannot be refunded.

(3) If the student registering for the educational period provides notification in writing within 30 days after the start of the educational period that he or she is terminating his or her student relationship, the self-funded tuition fee paid for the given semester must be refunded. If the student has already started his or her studies on merit, the University will refund 80% of the self-funded tuition fee paid for the given educational period, to this extent exempting him or her from paying the self-funded tuition fee. The student has started his studies on merit if he or she participated in one of the sessions of the subject he or she enrolled in in the given semester. In the event of termination of the legal relationship after 30 days after the start of the educational period, in particularly justified cases, a maximum of 80% of the self-funded tuition fee and a minimum of 20% can be reimbursed with the Rector's permission.

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10 §    RECTOR'S RIGHTS REGARDING PAYMENT OBLIGATIONS

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**NHEA. § 43. (3) The student is entitled to an installment payment discount, deferment, or exemption in order to fulfill his or her payment obligations towards the higher education institution, according to the conditions and procedures contained in the organizational and operational regulations, based on the decision of the Rector - made with the information of the maintainer.**

**NHEA. § 83. (4) The organizational and operational regulations must define the rules on the basis of which the Rector decides on discounts based on academic results and on the basis of social status, and on the authorization of installment payments for students participating in self-funded education.**

**51/2007. Within the meaning of § 4 Cr**

**(1) In order to fulfill his or her payment obligation, the student may receive, based on his application:**

- exemption,
- installment payment discount,
- postponement.

**(5) exemption, installment payment discount or deferred payment option defined in the reimbursement and benefit regulations cannot be given:**

- from paying default and late performance fees,
- also on the basis of participation in community activities.

**(6) The committee established in accordance with the organizational and operating regulations or the organization specified in the student requirements section of the institutional regulations will deal with the application related to the fulfillment of the payment obligation.**

**(7) A decree must be delivered on the decision made regarding the fulfillment of the payment obligation. The deadline and schedule for performance, as well as the consequences of non-payment, must be recorded in the decision providing the possibility of payment in installments. In case of rejection, the decision must be justified and information must be given about the possibility of legal redress.**

(1)<sup>1</sup> There is no right of appeal against a decision regarding the fulfillment of the payment obligation taken by the Rector in the exercise of his or her discretionary powers.

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## 11 § DISCOUNTS ON VOCATIONAL TRAINING AND OTHER FURTHER TRAINING

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(1) In professional training programs offering professional qualifications and in some other secondary level trainings, participants are entitled to a discount on the tuition fee as follows:

- a) For holders of diplomas earned from the Hungarian University of Sports Science and its legal predecessors or a certificate certifying (partial) qualification, or a certificate issued by the Hungarian University of Sports Science, for those who have completed professional training for a professional qualification with proof thereof, the discount rate is 20%.
- b) For students at the Hungarian University of Sports Science with active status, the discount is 50%.
- c) Participant groups sent by a national sports federation or sports association a discount of 5-10% may be granted, depending on the number of participants and the sport.

(2) Discounts specified in this paragraph. may not be combined.

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## 12 § BEARING THE FEES OF STUDENT EMPLOYEES WITH A STUDY CONTRACT

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(1) The University may enter into a study contract with an employee of the University, which includes the extent of reimbursement related to participation in the University's educational programs (bachelor's, master's, single-course programs, other training and further training related to professional qualification and adult education and specialized further training).

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<sup>1</sup> Introduced by Senate Resolution No. 60/2023. (XII. 14.), effective as of 1. February 2024

(2) The applicant may submit his or her application for the conclusion of the study contract to the Academic Registrar's Office through the NEPTUN system before the end of the registration period. The Academic Registrar's Office shall ensure that the request is forwarded to the HR Department.

(3) Documents to be attached to the application:

- a) a statement of support from the organizational unit manager,
- b) the decision on hiring the employee or proof of a legal relationship.

(4) The Rector shall decide about the study contract within 15 days of the receipt of the application. The HR Department is in charge of concluding study contracts.

(5) The part of the amount paid by the student as set in the study contract that is borne by the employer will, upon deduction of tax and contributions determined in the relevant legislation, be reimbursed to the student.

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### 13 § SOCIAL EXEMPTION FROM COLLEGE FEES

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(1) If there has been a sudden deterioration in the student's income, family circumstances, state of health, or other circumstances, he or she may apply for exemption from dormitory fees.

(2) Students can submit the application to the director of the dormitory (regardless of the deadline) by attaching the necessary documents (e.g. proof of loss of income, loss of dependent income, death of dependent, inability to earn due to accident).

(3) The Rector shall decide on the exemption within fifteen days, taking into account the opinion of the director of the college.

(4) The director of the dormitory shall include the decision in a decree and then publish it in the NEPTUN system.

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### 14 § DISCOUNT ON THE FEES OF YOUR OWN EXPENSES ON THE BASIS OF A COOPERATION AGREEMENT

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(1) Based on the provisions of the cooperation agreement concluded with the University, if the principle of reciprocity prevails, the Rector may grant a discount on the student's self-funded fees included in the agreement.

(2) The student may submit the application to the Academic Registrar's Office before the start of the educational period by simultaneously attaching the necessary certificates:

- a) Cooperation Agreement;
- b) confirmation from the other party of the cooperation agreement that the student is entitled to use the discount.

(3) Applications submitted after one month of the start of the educational period will be automatically rejected.

(4) Within fifteen days from the receipt of the request, taking into account the opinion of the Academic Registrar's Office, the Rector shall decide on the matter.



(5) The decision is included in a decree by the Academic Registrar's Office and then uploaded into the NEPTUN system.

(6) If the discount is determined, students also have the option to set up installment payments in the NEPTUN system for one month from the start of the educational period.

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#### 15 § RECLASSIFICATION

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**83. (2) of the NHEA: The procedure for determining the reimbursement fee shall be determined in the reimbursement and benefits regulations, on the basis of which the student and the higher education institution set the amount of the reimbursement fee in an agreement.**

(1) If the student has exhausted the period of state support, he or she must be reclassified to self-funded tuition.

(2) The decision about the reclassification between the state-funded, Hungarian state (partial) scholarship, and the self-funded form of education must be made once every academic year by 31 July.

(3) During the reclassification decision, students who have studied at the higher education institution in question for no more than one educational period, and who could not complete their semester due to illness, childbirth, or other reasons not attributable to the student, shall not be included.

(4) In the case of students with the same adjusted credit index, the decisions must also be the same.

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#### 16 § RECLASSIFICATION TO SELF-FUNDED PROGRAMS

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(1) In accordance with the procedure defined by the government decree, the University shall reclassify the following students participating in the Hungarian state (partial) scholarship program to self-funded programs each academic year:

- a) students who, in the average of the last two semesters in which their student status was not interrupted, or who did not take part in foreign training programs defined in subsections (3) and (4) of § 81 of the NHEA and failed to obtain at least 15 credits, or
- b) did not reach a weighted academic grade average of 3.00, and
- c) who withdrew their declaration of acceptance of the conditions of education.

(2) Students with a state (partial) scholarship must obtain the diploma within the period specified in the training and completion requirements or within no more than one and a half times of the period specified in the training and completion requirements.

(3) If a student fails to obtain the diploma within this period and two additional semesters of support, he or she must be reclassified to a self-funded program, even if he or she has not exhausted the available twelve semesters (fourteen in the case of single-course programs).

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## 17 § RECLASSIFICATION TO STATE-FUNDED PROGRAMS

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(1) If the student status of a student supported by a state (partial) scholarship is terminated before the end of his or her studies, or if the student continues his or her studies at their own expenses for any reason, he or she may be replaced by a student studying in the same major in a self-funded form by the University upon request for such a reclassification.

(2) Enrollment in a state (partial) scholarship or self-funded programs is for one academic year, which must be announced at the University.

(3) In order to determine the number of students who can be reclassified to state-supported form for the next educational period, the University must establish, on the basis of the students' academic performance

- a) how many students with state (partial) scholarships had their student status terminated in the semester in question,
- b) how many state (partial) scholarship-supported students are on the list who have been reclassified to cost-reimbursed education programs,
- c) how many students there are with completed semesters who have already used the state-supported (partial) scholarship semesters available in the given major.

(4) The number of students supported by an unused state (partial) scholarship can be transferred on to those who

- a) obtained at least 15 credits in their grade average of the last two semesters in which their student status was not interrupted, and reached a weighted academic grade average of 3.00, and
- b) are listed at the top of the student ranking created using the aggregated adjusted credit index.

(5) Students can submit the application to the Academic Registrar's Office via the NEPTUN system within two weeks of the spring exam period (in the case of a cross-semester course, within two weeks after the fall exam period) on the form provided for this purpose.

(6) Students who have not been reclassified will continue their studies in the same form of financing in the following academic year as they had in the previous one.

## CHAPTER IV GENERAL RULES FOR SUBSIDIES AVAILABLE TO STUDENTS

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### 18 § TITLES OF STUDENT BENEFITS

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(1) The University may use the funds available for student benefits under the following legal titles:

- a) to pay a performance-based scholarship, which may be
  - aa) a study scholarship,
  - ab) a national higher education scholarship,
  - ac) an institutional professional, academic or public scholarship;

- b) for the payment of a social-based scholarship, which may be
  - ba) a regular social scholarship,
  - bb) an extraordinary social scholarship,
  - bc) the institutional part of the Bursa Hungarica Higher Education Municipal Scholarship (hereinafter called “the Bursa scholarship”),
  - bd) a ministerial scholarship for foreign students,
  - b) basic support,
  - bf) support for participation in professional practice,
- a) for the payment of a doctoral student scholarship,
- b) other scholarships specified in the reimbursement and benefit regulations of the higher education institution, as well as for the payment of scholarships supplementing the study costs of those participating in Hungarian state (partial) scholarship programs, especially disadvantaged students and athletes,
- c) to finance institutional operating costs, which may mean
  - ea) support for the production of notes, the purchase of electronic textbooks, study materials and the electronic devices necessary for preparation, as well as the purchase of devices to help the education of students with disabilities,
  - eb) supporting cultural activities and sports activities,
  - ec) maintaining and operating a dormitory,
  - ed) renting dormitory accommodation, dormitory renovation,
  - ee) supporting the operation of student and doctoral student bodies,
  - ef) supporting the operation of student advisory organizations.

(2) Among the student grants, the University awards the study scholarship, the national higher education scholarship, the institutional professional, academic and public scholarships, the regular social scholarship, the extraordinary social scholarship, the Bursa scholarship, the ministerial award for foreigners, the basic support, the support for professional practice, other scholarships defined in the reimbursement and benefits regulations of the higher education institution, as well as the doctoral student scholarship in the form of financial support.

(3) The study scholarship, the national higher education scholarship, the institutional professional scientific and public scholarships, the regular social scholarship, the Bursa scholarship, the ministerial award for foreigners, and the doctoral student scholarship must be paid to the student on a monthly basis.

(4) In view of their student status, students may only receive benefits from the University under the legal titles listed in paragraph (1).

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## 19 § CONDITIONS OF ACCESS TO STUDENT ALLOWANCES PROVIDED FROM THE STATE BUDGET

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(1) In addition to the social and performance-based support that can be provided to students, the University may grant other scholarships from budgetary resources, revenues, donations and contributions in the manner specified in its regulations, through applications.

(2) In the study grant, students participating in the state-funded, full-time bachelor's degree programs, single-course programs, master's degree programs, or vocational

higher education may receive the basic support. In the case of an additional (parallel) student relationship, the study scholarship may be available subject to the academic results achieved in the first and further bachelor's and master's courses.

(3) Students participating in state-supported, full-time bachelor's education, single-course education, master's education, and higher education vocational education can receive institutional professional, academic and public scholarships. The institutional professional, scientific and social scholarship is a non-compulsory benefit paid for a specific period of time, monthly or once, to a student who performs activities beyond the curriculum requirements according to the procedures and principles laid down in these regulations of the University, by way of application.

(4) Students entitled to social benefits may receive support in regular social and extraordinary social scholarships.

(5) A full-time student participating in a bachelor's degree program, a single-course degree program, a master's degree program, higher level or higher education vocational training may receive a Bursa scholarship.

(6) In the ministerial scholarship for foreign students, state-funded, full-time undergraduate, single-course and master's programs, as well as students pursuing part-time studies may receive support.

(7) A student participating in a state-supported full-time bachelor's degree program, a single-course degree program or a master's degree program may receive support for professional practice.

(8) A student participating in a state-funded, full-time doctoral program may receive support in form of a doctoral student scholarship.

(9) A student may receive support from only one higher education institution at the same time under the regular social scholarship, the extraordinary social scholarship, the Bursa scholarship, a ministerial award for foreigners, basic support, support for professional practice, and doctoral student scholarship. If the student has student status at other higher education institutions at the same time, the University may only benefit from these grants if the student established the first state-funded student status at the University.

(10) In Hungarian state (partial) scholarship programs jointly advertised based on the agreement among higher education institutions, students may receive these subsidies from the institution that offers the major and issues the diploma.

(11) With the exception of the first month of the diligence period, arrangements for the payment of monthly benefits must be made by the tenth day of the given month at the latest.

(12) The social situation of the student - with the exception of the application for the extraordinary social scholarship - as well as the eligibility for institutional, professional, academic and public scholarships - with the exception of the application for the one-time public scholarship - is assessed uniformly at the institutional level once every semester by the committee appointed for this purpose. The aim of this is to assess both the social scholarship and dormitory admissions, as well as all other needs-based benefits. At the

University, this task is performed by the Social and Equality Committee named in §66 of the Study and Examination Regulations (hereinafter called SER).

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## 20 § HOMOGENEOUS STUDENT GROUPS

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(1) In order to evaluate the academic performance of the students within the university, they must be classified into homogeneous student groups for each year within a major.

(2) The classification is for a given semester.

(3) When forming homogeneous student groups, efforts must be made to ensure that academic results achieved on the basis of the same or similar academic obligations are comparable.

## CHAPTER V STANDARD-BASED PERFORMANCE SCHOLARSHIPS

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### 21 § THE SCHOLARSHIP

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(1) A maximum of 50% of students participating in the University's full-time bachelor's degree programs, single-course programs or master's degree programs with funding supported by a Hungarian state scholarship, may be awarded a study scholarship starting from the second semester of their education, if the conditions specified in these regulations are met.

(2) The study scholarship is a monthly allowance for one semester, the amount of which is at least 5% of the student norm per month.

(3) When determining the study scholarship, results achieved on the basis of the same or similar study obligation must be comparable, and the scholarships established in this way must be the same amount.

(4) When determining the academic results of a student previously transferred from another higher education institution (major), the result achieved there must be taken into account. In other respects, the assessment rules are identical to the relevant rules of the University.

(5) In the case of further parallel studentship, the study scholarship can be applied for based on the academic results achieved in the first and further bachelor's and master's courses.

(6) When awarding the study scholarship, the available budget must be distributed among homogeneous groups of students in proportion to the number of students.

(7) A student who has won a national higher education scholarship cannot be excluded from a study scholarship support.

(8) The Finance related to the study scholarship is carried out with the joint cooperation of the Student Body (SB), the Financial and Accounting Directorate, and the Academic Registrar's Office.

(9) The SB shall prepare the information on the eligibility conditions of the study scholarship, and then the head of the Academic Registrar's Office shall approve it and arranges for it to be published in the NEPTUN system.

(10) The financial framework amount of the study scholarship is determined by the Finance and Accounting Directorate based on the data provided by the Academic Registrar's Office, which is countersigned by the Director General of Finance.

(11) The Academic Registrar's Office and the Student Body shall determine the recipients of the scholarship, and the Head of the Office countersigns the list of names and forwards it to the Director of Finance.

(12) After the list containing established scholarships has been countersigned by the Director General of Finance, the Academic Registrar's Office publishes the list of those entitled to scholarships in the NEPTUN system. The financial and accounting directorate and the Academic Registrar's Office take care of disbursing the scholarship.

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## 22 § METHOD OF CALCULATING THE STUDY SCHOLARSHIP

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(1) The basis for awarding the study scholarship is the scholarship average. Students must be classified into homogeneous groups according to majors and years. Students participating in state-funded and full-time education may remain in the groups, and then, enrolled students, as well as those students who did not take at least the credit value of the mandatory subjects defined in the sample curriculum in the previous semester, will be removed from these groups. The scholarship index of the members of the homogenous group formed in this way is calculated, and then, moving from the best averages of this ranking to the lowest one, a maximum of 50% of the students receive a study scholarship according to their average.

(2) When determining the scholarship, the quotient between the largest and smallest scholarship amount has to be at least three.

(3) Determination of the scholarship index based on the setting of the operator of the NEPTUN system is as follows:

$$\bar{O}I = \frac{\sum (Kr_t x J_t)}{\sum Kr_f}$$

where  $Kr_t$  is the credit value of a given subject completed by the student,  $J_t$  is the grade obtained from it,  $Kr_f$  is the credit value received for subjects. In the case of a subject with an insufficient grade or credit value, when the student obtains a signature but does not appear for the exam and does not obtain a grade, then  $J_t = 1$ . If the student does not fulfill the conditions of the subject, the instructor refuses to sign, then  $J_t = 1$ .

When determining the scholarship index, only subjects completed in the given semester may be taken into account. Courses completed previously and included during the credit recognition procedure or validation procedure cannot be taken into account when determining the scholarship index for the semester in question.

(4) The lowest study scholarship amount to be paid out every month must be determined in each semester. The lowest monthly study scholarship will be awarded to students who have earned the lowest grades to receive a small scholarship with their average in each homogeneous student group.

**The study grant of each student:**

$$X = \text{base} + ((\ddot{O}I - \text{min}) * 100) * \text{percentage}$$

where:

**X:** is the student's monthly allowance

**base:** the specified minimum monthly study scholarship

**ÖI:** defined average, where the grade of the failed subject is considered insufficient.

**min:** lowest ÖI value among scholarship recipients within a given group

**century price:** amount determined per homogeneous student group

**Definition of the century price:**

$$\text{century price} = [k - (n * \text{base})] / \sum((\ddot{O}I - \text{min}) * 100)$$

where:

**k:** frame part per given homogeneous student group

**n:** the number of scholarship recipients in a given homogeneous group of students

**basis:** the specified minimum monthly study grant

$\sum((\ddot{O}I - \text{min}) * 100)$ : the total scores achieved by the students above the average for the smallest scholarship.

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## 23 § THE NATIONAL HIGHER EDUCATION SCHOLARSHIP

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(1) The national higher education scholarship can only be awarded to a student participating in a full-time basic or master's program or a single-course program who has registered for at least two semesters during his or her previous studies and obtained at least 55 credits.

(2) The national higher education scholarship:

- a) is awarded for the duration of one full academic year (ten months);
- b) can only be awarded by way of application;
- c) the current monthly amount thereof is determined by law.

(3) The maximum number of students to be awarded a national higher education scholarship is 0.8% of the number of students participating in state-funded full-time bachelor's, master's, and single-course programs according to the statistical data release recording the status on 15 October of the previous year, but at least one person per institution.

(4) The relevant call for applications, together with the criteria for assessing the applications must be published by the Academic Registrar's Office on the University's website and in the NEPTUN system thirty days before the application deadline.

(5) On the basis of the applications, the Senate shall make a proposal to the minister by 1 August of each year to award the national higher education scholarship separately to students participating in bachelor's, master's and single-course programs.

(6) The national higher education scholarship awarded for the given academic year may only be paid in the academic year in question.

(7) If the student's legal relationship as a student is terminated or interrupted for any reason, the national higher education scholarship may no longer be paid to him or her. For studies ending in an odd academic semester according to the educational period, the right to a national higher education scholarship does not cease if the student continues his or her studies in the second semester of the given academic year.

(8) If, a student who applied for a national higher education scholarship but was rejected, proves to be worthy of the national higher education scholarship in the legal remedy procedure and he or she would be entitled to it based on the specified conditions and the institutional frame quota in the University's recommendation but that the student did not receive the scholarship due to a procedural mistake, the minister is entitled to grant a national higher education scholarship to the student. In such cases, however, the student cannot be taken into account when determining the framework quota of the national higher education scholarship, and the University must pay the scholarship from the budget aimed at students or its own budget.

(9) A student who has won a national higher education scholarship cannot be excluded from a study scholarship support.

(10) A student may only receive a national higher education scholarship at one institution at the same time. If multiple institutions propose awarding the same person, the student will receive benefits at the institution with which he or she first established student status.

(11) The relevant application must be submitted to the Academic Registrar's Office, addressed to the Rector in accordance with the call for applications.

(12) The range of scholarship recipients shall be published by the Academic Registrar's Office in the NEPTUN system. The financial and accounting directorate and the Academic Registrar's Office are in charge of disbursing the scholarship.

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#### 24 § INSTITUTION PROFESSIONAL, ACADEMIC AND COMMUNITY SCHOLARSHIPS

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(1) Institutional sports professional, regular and one-time public life scholarships can be awarded to students who, in the form of funding supported by a Hungarian state scholarship, are full-time undergraduate students at the University in single-course programs, they have the legal status of a master's degree student and they carry out activities that go beyond curricular requirements.

(2) Activities that go beyond curricular requirements mentioned in point (1) shall be understood as

- a) outstanding public activity,
- b) outstanding cultural or community activity,
- c) outstanding sports professional activity.

(3) Students who meet the criteria defined in paragraph (1) of Section 24 and who, as elected officials of the student government, engage in public activities beyond the curricular requirements for the benefit of their fellow students may receive institutional public life scholarships.

(4) Students who meet the criteria set out in paragraph (1) of Section 24 and who, for the benefit of their fellow students, engage in cultural activities that go beyond the curriculum requirements in the TF workshop or participate in community activities that contribute to the organization of the University's leisure programs or they are related to the work of one of the University's Committees.



(5) Students who meet the criteria defined in paragraph (1) of Section 24 and perform outstanding sports activities beyond the curriculum requirements may receive an institutional sports professional scholarship.

(6) The SB shall prepare the call for applications for institutional sports professional, regular and one-time public life scholarships, then the head of the Academic Registrar's Office shall approve and arranges for publication in the NEPTUN system.

(7) The budget of the institutional sports professional, regular and one-time public scholarship is determined by the Financial and Accounting Directorate, taking into account the data provided by the Academic Registrar's Office, which is countersigned by the Director General of Finance.

(8) The submitted applications will be judged by the Committee of Social and Equality Affairs (CSEA) on the basis of the documents attached to the application and the established system of criteria and principles. The CSEA shall determine the range of scholarship recipients, their amount, and the list containing the established scholarships shall be sent by the representative of the CSEA for countersigning by the Finance Department and the Rector.

(9) Following the countersignature of the Director-General of Finance and the Rector, the Academic Registrar's Office includes the CSEA's decision in a decree and publishes the range of scholarship recipients in the NEPTUN system. The financial and accounting directorate and the Academic Registrar's Office are in charge of disbursing the scholarship.

## CHAPTER VI NORMATIVELY BASED SOCIAL GRANTS

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### 25 § PROCEDURE FOR THE SUBMISSION OF SOCIAL SCHOLARSHIPS

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- (1) The student can win a social scholarship based on an application every semester.
- (2) Social scholarship applications must be submitted on the scholarship application form addressed to CSEA by the date announced by the Academic Registrar's Office.
- (3) The application must include the completed application form, as well as the attached documents and certificates required in the application instructions.
- (4) Applications will be rejected
  - a) if submitted after the specified deadline,
  - b) if they are filled out incompletely,
  - c) if they do not include documents and certificates that must be attached to the application form required in the application guide,
  - d) if the applicant does not meet the application conditions stipulated in the legislation and these regulations.

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### 26 § ASSESSMENT OF STUDENTS' SOCIAL SITUATION

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- (1) When assessing the student's social situation, the following must be taken into account:
  - a) the number and income status of people who live together at the student's address, who are registered or have a place of residence there;

- b) the distance between the place of education and the place of residence, the duration and cost of the trip;
- c) if the student does not live in a permanent residence during his or her studies, the resulting additional costs;
- d) how much money the disabled student has to spend on purchasing and maintaining special equipment, special travel needs, and the use of a personal assistant or sign language interpreter;
- e) regular medical expenses due to the health condition of the student or a close relative living in the same household as the student;
- f) the number of dependents living in the same household as the student, in particular the number of dependent children together with the student;
- g) the costs associated with caring for a relative in need of care.

(2) When calculating income, the following must be taken into account:

- a) for incomes that can be measured regularly on a monthly basis, the average of the last three months,
- b) for other incomes, the twelfth of the last year,
- c) at the student's request, proven changes in future income.

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## 27 § CLASSIFICATION OF THE STUDENT

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(1) Applicants for social-based scholarships selected by I. or II. or III. CSEA are classified as in need of support.

(2) Classification applies to the semester in question.

(3) Eligibility for a social scholarships:

- a) students who achieve the minimum score based on the points system, as well as
- b) students whose net income per person does not exceed 100% of the current net minimum wage.

Applicants whose per capita income exceeds 100% of the net minimum wage will not receive a social scholarship even if they submit a valid application.

(4) Students in need of support include

- a) disabled students
- b) those in need due to their health, or
- c) students with cumulative disadvantage
- d) breadwinners or
- e) students with a large family,
- f) orphans.

(5) Group II. includes

- a) disadvantaged students
- b) students over whom guardianship has ceased due to their maturity
- c) half-orphans

(6) The III. I. and II. students who do not meet the conditions of the group but are socially in need of support are to be listed.

28 § POINTS SYSTEM FOR JUDGING APPLICATIONS SUBMITTED FOR SOCIAL ASSISTANCE AND COLLEGE PLACEMENT

(1) Points system for assessing social benefits:

<b>1. Conditions considered when evaluating the application</b>	<b>Points</b>	
Dependent sibling living in the same household as the Applicant who is a student or who is not yet required to attend school (if not a large family)	3 points/person	
Retired parent/carer	3 points/person	
Parent/carer with a disability pension	5 points/person	
Registered unemployed parent/carer (receives benefits)	3 points/person	
Registered unemployed parent/carer (does not receive benefits)	5 points/person	
Domestic/unregistered unemployed parent	3 points/person	
A breadwinner bringing up the dependents alone (if only he or she has earnings at the registered address)	3 points/person	
Self-supporting applicant	13 points/person	
A person living in the household with the applicant has a disability	1 point/person	
The applicant's dependent is disabled	2 points/person	
<b>Additional evaluation criteria:</b>	<b>Basic support, Social scholarship</b>	<b>College admission and other needs-based benefits</b>
Applicant with a disability or in need due to health conditions	20 %	12 points
Family breadwinner (who has at least one child or is entitled to statutory care fees)		
Orphan applicant		
Cumulatively disadvantaged applicant		
Applicant with a large family		
Disadvantaged Candidate	10 %	6 points
Half-orphan		
Guardianship terminated due to his age		

<b>2. Distance of the student's permanent residence from the place of education</b>	<b>Points</b>
0-50 km	0.5 points
51-100 km	1 point
101-150 km	1.5 points
151-200 km	2 points
201-250 km	2.5 points
Over 250 km	3 points
Drives daily (up to 50 km)	1 point
Visits daily (from 51 km)	2 points

<b>Other housing conditions</b>	
A self-supporting applicant living in rented accommodation in the same town as the place of education	4 points
A self-supporting applicant living in a dormitory or subsidized housing in the same town as the place of training	2 points

Additional assessment criteria defined in point 1 of paragraph (1) form the basis of the Basic Scholarship, in which case, if there is a positive assessment, a first-time student in state-funded full-time higher education vocational training, a bachelor's degree program, or a single-course training program is entitled to a basic subsidy in the amount identical to 50% of the student norm and 75% in the master's program.

<b>3. Points awarded based on per capita income</b>		
<b>lower limit</b>	<b>upper limit</b>	<b>points</b>
28,500	30,000	10
30,001	32,500	9.5
32,501	35,000	9
35,001	37,500	8.5
37,501	40,000	8
40,001	42,500	7.5
42,501	45,000	7
45,001	47,500	6.5
47,501	50,000	6
50,001	52,500	5.5
52,501	55,000	5
55,001	57,500	4.5
57,501	60,000	4
60,001	62,500	3.5
62,501	65,000	3
65,001	67,500	2.5
67,501	70,000	2
70,001	72,500	1.5
72,501	75,000	1
75,001	77,500	0.5
77,501	and over	-

(2) Conditions to be taken into account in addition to the criteria specified in paragraph (1) of § 28 in the assessment of dormitory admission and the Housing Student Scholarship:

During admission to the dormitory, 75% of the total points that can be given during the assessment for first-year students are those specified in § 28 (1), and the other 25% are points from sports activities.

During the admission to the dormitory, 50% of the total points that can be given during the assessment for senior students are those specified in paragraph (1) of § 28, another 25% is academic points, and 25% is points from community and/or sports activities.

<b>1. Academic points awarded to senior year applicants (max. 25 points)</b>			
<b>Cumulative average</b>	<b>Points</b>	<b>Cumulative average</b>	<b>Points</b>
<b>4.91-5.00</b>	25	<b>4.11-4.20</b>	17
<b>4.81-4.90</b>	24	<b>4.01-4.10</b>	16
<b>4.71-4.80</b>	23	<b>3.91-4.00</b>	15
<b>4.61-4.70</b>	22	<b>3.81-3.90</b>	14
<b>4.51-4.60</b>	21	<b>3.71-3.80</b>	13
<b>4.41-4.50</b>	20	<b>3.61-3.70</b>	12
<b>4.31-4.40</b>	19	<b>3.50-3.60</b>	11
<b>4.21-4.30</b>	18		
<b>2. Points for activities carried out for the benefit of the community and points for sports activities (max. 25 points)</b>			
Interest representation organization University Student Body	President	25 points/semester	
	Vice president	20 points/semester	
	Committee chairman	20 points/semester	
	Dormitory referee	20 points/semester	
	Office manager	15 points/semester	
	SB committee member (certification from SB president)	5 points/semester	
	Member of another student organization (on the basis of a certificate from a given organization)	5 points/semester	
	Activities for the benefit of the dormitory community life/assistance provided to the dormitory management on the basis of a certificate issued by the dormitory director	5 points/semester	
Sports activity	Judging the sports activity based on the points system defined in point 3 of paragraph (2).		
	Certified USSA athlete	5 points/semester	
Erasmus Mentor Program	Mentor (on the basis of a certificate issued by the Directorate of International Relations)	5 points/semester	
Activity carried out within the Doctoral Student Body	Doctoral student on the basis of a certificate issued by the Body	10 points/semester	

<b>3. Points system for evaluating sports activities</b>			
	<b>Olympic</b>	<b>Non-Olympic</b>	<b>Point</b>
	First to third place in the Olympics, World Championships or European Championships		13 points
	Fourth to eighth place in the Olympics, World Championships or European Championships, first to third place in the Youth Olympics, Under 21 Championships or European Championships	First to third place in the World Games, World Championships and European Championship	12 points
	Participation in the Olympics, World Championships or European Championships, fourth to eighth place in the Youth Olympics, Under 21 World Championships or European Championships.	Fourth to eighth place in the World Games, World Championships and European Championships, first to third place in the Under 21 world championships and European championships	11 points
	Participation in the Youth Olympics, Under 21 world championships or European championships, first to third place in other international competitions, first to third place in "A" class national championships	Participation in the World Games, World Championships, or European Championships	9 points
	Fourth to eighth place in other international competitions, fourth to eighth place in National Championship "A" class competitions, first to third place in Class "B" competitions, and first to third place in World Cup events	First to third place in other international competitions, first to third place in national championships	8 points
	Fourth to eighth place in national Championship "B" class competitions	Fourth to eighth place in national championship competitions,	7 points
	National Championship class "B" participation	National championship participation	5.5 points
<b>Bonus points available</b>			
	University representation at the World University Games, World Championships, European Championships, EUG		5 points
	First to third place in Hungarian University National Championship and Student Olympics		3 points

During the evaluation of the sports activity specified in point 3 of paragraph (2), only the best results can be awarded. Sports results from the last two years can be taken into account, except for competitions that are held every four years.

A competition is considered international if athletes from at least five nations take part in it.

(3) The points system defined in paragraph (1) applies to all applications with a social content, the points system defined in paragraphs (1) and (2) is applicable during the assessment of dormitory admission applications and the Student Housing Scholarship. The points system for evaluating sports activities defined in point 3 of paragraph (2) is applicable during the evaluation of the institutional sports professional scholarship.

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## 29 § REGULAR SOCIAL SCHOLARSHIP

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(1) The regular social scholarship, in the form of funding supported by the Hungarian state scholarship, is a monthly benefit provided for the period of the educational program based on the social status of a student with active student status in the University's full-time bachelor's, single-course, or master's programs, the amount of which may not be lower than 20% of the annual student norm, and where the student is:

- a) disabled or in need due to his or her health condition, or
- b) cumulatively disadvantaged, or
- c) breadwinner or
- d) has a large family, or
- e) is an orphan.

(2) The monthly amount of the regular social scholarship may not be lower than 10% of the annual student norm for:

- a) disadvantaged students
- b) students over whom guardianship has ceased due to their maturity
- c) half-orphans

(3) The monthly amount of the regular social scholarship may not be lower than 10% of the annual student norm, if the student receives a ministerial scholarship established by the Minister of Foreign Affairs to support the studies of foreign citizens in Hungary. This scholarship is not awarded for the duration of partial training programs.

(4) During the assessment of applications for regular social scholarships, the student's social situation shall be determined based on the criteria set out in § 28 of these regulations, as well as taking into account the submitted application and documentation.

(5) A student may receive a regular social scholarship from only one higher education institution at the same time. If the student has student status at more than one higher education institution at the same time, he or she may receive a regular social scholarship in the higher education institution where he or she first established student status supported by a state scholarship.

(6) The call for applications for the regular social scholarship shall be prepared by the SB, and the head of the Academic Registrar's Office shall approve it and arrange for its publication in the NEPTUN system.

(7) The general amount of the regular social scholarship shall be determined by the Finance and Accounting Directorate, taking into account the details provided by the Academic Registrar's Office, which shall be countersigned by the Director General of Finance.

(8) The submitted applications shall be assessed by the SB, and the students shall be classified into groups and then assessed. The SB shall establish the range of scholarship

recipients, the amount and the list containing the established scholarships for countersigning by the representative of the SB in the Finance and the Rector's office.

(9) Following the countersignature of the Director-General of Finance and the Rector, the Academic Registrar's Office shall include the SB's decision in a decree and publish scholarship recipients in the NEPTUN system. The financial and accounting directorate and the Academic Registrar's Office are in charge of disbursing the scholarship.

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### 30 § EXTRAORDINARY SOCIAL SCHOLARSHIP

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(1) The extraordinary social scholarship in the form of funding supported by the Hungarian state scholarship is a one-time benefit that can be given at the student's request to mitigate an unexpected deterioration in his or her social situation based on the social situation of a student with active student status in the full-time bachelor's degree programs, single-course degree programs, or master's degree programs of the University.

(2) A decision must be made about the received student applications at least once a month, and payment arrangements must be made within eight working days of the decision.

(3) The extraordinary social scholarship may be awarded once a semester. Its amount may not exceed the current lowest mandatory monthly wage (minimum wage).

(4) During the assessment of applications for the extraordinary social scholarship, the student's social situation is determined based on the criteria set out in § 28 of these regulations, as well as by taking into account the submitted application and documentation.

(5) A student may receive an extraordinary social scholarship from only one higher education institution at one time. If the student has student status at more than one higher education institutions at the same time, he or she may receive an extraordinary social scholarship in the higher education institution where he or she first established a student relationship supported by a state scholarship.

(6) The call for applications for the extraordinary social scholarship shall be prepared by the SB, then approved by the head of the Academic Registrar's Office, who shall arrange for its publication in the NEPTUN system.

(7) The general amount of the extraordinary social scholarship is established by the Financial and Accounting Directorate, taking into account the details provided by the Academic Registrar's Office, which is countersigned by the Director General of Finance.

(8) The submitted applications shall be examined by the SB, and the students shall be classified into groups and then assessed. The SB shall establish the scholarship recipients, the amount and the list containing the established scholarships for countersigning by the representative of the SB in the Finance Department and the Rector's office.

(9) Following the countersignature of the Director-General of Finance and the Rector, the Academic Registrar's Office shall include the SB's decision in a decree and publish the range of scholarship recipients in the NEPTUN system. The financial and accounting directorate and the Academic Registrar's Office are in charge of disbursing the scholarship.



**Pursuant to Government Decree 51/2007 (III. 26.) on the allowances of students participating in higher education and the individual fees they must pay:**

(1) The Bursa Hungarica Higher Education Local Government Scholarship (hereinafter referred to as the Bursa scholarship) is a monetary social benefit that can be claimed by a student participating in a full-time bachelor's degree program or a master's program. It consists of a social scholarship granted to the student by the municipalities and a social scholarship established by the higher education institution.

(2) The monthly amount of the institutional part is the same as the amount of the local government scholarship part, but may not exceed the amount established by the minister.

(3) The minister shall publish the maximum amount of the institutional part per person per month in the official journal of the ministry annually.

(4) The Bursa scholarship can be judged solely on the basis of the applicant's social status. The applicant's academic results may not be taken into account, and it is independent of any other support provided by the higher education institution.

(5) The University shall examine eligibility before starting the payment.

(6) For students who have already started their higher education before the Bursa scholarship is awarded, the institutional scholarship portion will be paid in the month of March, and it must be paid in the same order as the student benefits. The payment of the local governmental scholarship portion starts in March, but no later than when the first scholarship payment is made after the transfer to the higher education institution, when the scholarships due up to that point are paid, and thereafter it is made according to the scholarship payment schedule together with the payment of the institutional scholarship portion.

(7) If the student first started his or her higher education studies in the semester in which the scholarship is awarded, then the institutional scholarship part will be paid in the same order as the institutional student benefits are paid from the month of October (in the case of cross-semester courses, March). Payment of the local governmental scholarship begins in the month of October (in the case of cross-semester courses, March), but no later than when the first scholarship payment is made following the transfer to the higher education institution, when the scholarships due up to that point are paid. It is made according to the scholarship payment schedule together with the payment of the institutional scholarship portion afterwards.

(8) In the months in which student status is suspended, the payment of the scholarship is suspended in its entirety. This does not change the payment deadline.

(9) If the scholarship recipient does not meet the conditions for the grant of the scholarship, the higher education institution is obliged to terminate the scholarship grant.

(10) The student receiving the scholarship is obliged to notify the University and the application management organization in writing of all changes affecting the scholarship

during the period during which the scholarship is awarded. The student must fulfill the notification obligation within five working days when any of the following changes occur

- a) the student's name, place of residence, e-mail address changes,
- b) the name of the student's training, work schedule, form of financing changes,
- c) the student's studies are postponed.

(11) A Bursa scholarship recipient who does not comply with this notification obligation may be excluded from the scholarship and from the next year's round of the scholarship system. The recipient of the scholarship must repay the unauthorized scholarship to the disbursing higher education institution within thirty days. A scholarship recipient who fails to pay the scholarship due to failure to notify can no longer claim his or her unpaid scholarship after the end of the academic semester (until 30 June 30 or 31 January).

(12) Higher education institutions are obliged to pay the Bursa scholarship free of charge every month, along with the other benefits they provide and in the same way. The higher education institution is only obliged to pay the local governmental scholarship if it has transferred its cover from the application management organization to its account.

(13) The Academic Registrar's Office shall publish information on the eligibility conditions for the Bursa scholarship on the University's website, and the list of Bursa scholarship recipients, and the Academic Registrar's Office in the NEPTUN system.

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### 32 § SUBSIDY REGIME FOR FOREIGN CITIZENS' STUDIES IN HUNGARY

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(1) The conditions of the support system for the studies of foreign citizens in Hungary are set out in government decree 26-28 §§ of Article 51/2007.

(2) If the application must be submitted at the university, and the ranking of the applications shall carried out by the SB.

(3) Information on the eligibility conditions for the scholarship, as well as the range of scholarship recipients, shall be published by the Academic Registrar's Office in the NEPTUN system.

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### 33 § BASIC SUPPORT

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(1) A person establishing student status for the first time in a full-time bachelor's degree or single-course degree program in the form of funding supported by a Hungarian state scholarship, who, at the time of his or her first registration, is classified into Group I or II and meets the conditions set out therein is entitled to basic support in the amount of 50% of the student norm.

(2) A person establishing student status in a full-time master's program in the form of funding supported by a Hungarian state scholarship for the first time, at the time of his or her first registration, is classified to be in Group I or II and meets the conditions set out therein is entitled to basic support in the amount of 75% of the student norm.

(3) Based on the student's application, he or she may receive a regular social scholarship from only one higher education institution at the same time. If the student has student status at more than one higher education institution at the same time, he or she may receive a regular social scholarship in the higher education institution where he or she first established student status supported by a state scholarship.

(4) Information about the eligibility conditions for basic support shall be published by the Office of Education in the NEPTUN system.

(5) The general amount of the regular social scholarship shall be determined by the Finance and Accounting Directorate, taking into account the details provided by the Academic Registrar's Office, which is countersigned by the Director General of Finance.

(6) The submitted applications are assessed by the SB, and the students are classified into groups and then assessed. The SB establishes the range of scholarship recipients, the amount and the list containing the established scholarships for countersigning by the representative of the SB in the Finance and the Rector's office.

(7) Following the countersignature of the Director-General of Finance and the Rector, the Academic Registrar's Office includes the SB's decision in a decree and publishes scholarship recipients in the NEPTUN system. The financial and accounting directorate and the Academic Registrar's Office are in charge of disbursing the scholarship.

## CHAPTER VII SCHOLARSHIPS BASED ON THE UNIVERSITY'S OWN FUNDS

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### 34 § OTHER UNIVERSITY SCHOLARSHIPS

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(1) The University may grant other scholarships through applications in the manner specified in the University regulations. Other university scholarships may be performance-based or social-based.

Other university performance-based scholarships:

- a) Student Mentor Scholarship
- b) First-year Single-course Teacher's Scholarship
- c) Erasmus Scholarship
- d) Good Student-Good Athlete Scholarship
- e) Excellence Scholarship
- f) International Student Scholarship
- g) József Pálincás Scholarship
- h) Sports Professional Excellence Scholarship
- i) Vocational College Scholarship
- j) SSA SSC Scholarship
- k) USS Athlete
- l) USSA Sports Scholarship

Other university social-based scholarships:

- a) Scholarship for students with children
- b) Student Housing Grant

CHAPTER VII/A  
OTHER SCHOLARSHIPS BASED ON UNIVERSITY PERFORMANCE

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35 § STUDENT MENTOR SCHOLARSHIP

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(1) Students who are supported by a Hungarian state scholarship or self-funded in the undergraduate, single-course, master's and doctoral programs of the University in full-time or correspondence schedules, have active student status and participate in mentoring their fellow students through the student mentor system may receive a student mentor scholarship. The goal of the scholarship is for the student mentor to increase the rate of successful exams and the chance of progressing in studies and remaining in education in the subjects that are most difficult for students to pass.

(2) The amount of the scholarship for the semester is determined by the Rector together with the director general of Finance in each semester depending on the available financial resources.

(3) The conditions for awarding the scholarship and the procedure for its assessment are defined in the call for applications prepared by the Board of Education and in the application guide. The Board of Education shall arrange for the publication of the call for applications and the guide on the University's website at least 15 days before the application deadline.

(4) The student mentor's stipend may change monthly depending on his or her performance.

(5) The Financial and Accounting Directorate, in cooperation with the Academic Registrar's Office, ensures the payment of the student mentor scholarship.

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36 § FIRST-YEAR SINGLE-COURSE TEACHERS' SCHOLARSHIP

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(1) Students with active status who have enrolled for the first time in the University's full-time teacher training programs supported by a Hungarian state scholarship and who are among the top twenty in the ranking of applicants with the most points in the admission procedure may receive the first-year single-course teaching scholarship.

(2) The budget for first-year single-course teachers' scholarship for the semester shall be determined by the Rector with the Director General of Finance.

(3) The first-year single-course teachers' scholarship is a benefit subject to application. Information on the eligibility conditions for the scholarship is prepared by the Academic Registrar's Office and the Head of the office shall arrange for its publication in the NEPTUN system.

(4) The student shall indicate his or her request for the first-year single-course teachers' scholarship during registration for his or her course, which is considered a request for application. Within one month of the registration period, the Academic Registrar's Office and the SB shall determine the range of those entitled to the scholarship, which shall be countersigned by the head of the Academic Registrar's Office. Following the Rector's approval of the list containing the established scholarships, the Financial and Accounting

Directorate and the Academic Registrar's Office shall jointly ensure the disbursement of the scholarship.

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### 37 § ERASMUS SCHOLARSHIPS

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(1) Erasmus scholarships are available to students who, in the form of state scholarships or self-funded tuition, have active student status in the University's bachelor's programs, single-course programs, or master's programs and who, as Erasmus mentors, help the integration of foreign students coming to the University within the framework of the Erasmus program (among other things, they provide support for the functioning of the different study system in getting to know them quickly and efficiently, establishing relationships with the new environment and meeting academic expectations) during their scholarship period.

(2) The amount of the scholarship for the semester shall be determined by the Rector, together with the director general of Finance based on the funds provided in the grant contract, and the amount shall be determined in each semester depending on the available financial resources.

(3) The conditions for awarding the scholarship and the procedure for judging it shall be defined in the call for applications prepared by the Directorate of International Relations and in the application guide. The International Relations Directorate is responsible for publishing the call for applications and the guide on the University's website.

(4) The Rector shall decide the names of the students receiving the Erasmus mentor scholarship and the amount of the scholarship based on the proposal of the International Relations Directorate. The Directorate of International Relations shall include the Rector's decision in a decree, which it shall send to the student in electronic form.

(5) The scholarship shall be paid subsequently on the basis of the certificate of completion issued by the Directorate of International Relations.

(6) The Financial and Accounting Directorate, in cooperation with the Academic Registrar's Office, is in charge of disbursing the scholarship.

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### 38 § GOOD STUDENT - GOOD ATHLETE SCHOLARSHIP

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(1) The good student-good athlete scholarship may be awarded to a student who is supported by a Hungarian state scholarship or self-funded in the form of self-financed, full-time undergraduate, single-course, or master's programs at the University, has an active student relationship and, in addition to outstanding academic performance, also achieves professional success in sports. The purpose of the scholarship is for the University and the University Sports Association (USSA) to encourage students to be more productive in their studies and sports, and demonstrate that university studies and high-level sports are compatible with each other.

(2) The scholarship can be awarded by way of application, which will be announced depending on the available financial resources. The budget of the good student - good athlete scholarship shall be determined by the Rector together with the Director General of Finance.

(3) Information on the eligibility conditions for the good student-good athlete scholarship and the call for applications shall be prepared by the SB, and after the approval by the Sports Office and the USSA, the Academic Registrar's Office arranges for publication in the NEPTUN system.

Submissions shall be assessed and rankings will be established on the basis of grades in the current year - the second semester of the previous academic year and the first semester of the given academic year - as well as results achieved in the USSA or other sports organizations, on the basis of the system of criteria defined in the annex of the call for applications. In the event of a tie, applications shall be ranked based on their academic results.

(4) Applications can only be submitted electronically, on the Unipoll interface, during the period specified in the call for applications. Late applications will be rejected.

(5) Based on the scores, the USSA and the SB shall jointly establish a ranking, and the Rector shall decide on awarding the scholarship based on their recommendation.

(6) The Rector shall present the award in a ceremonial setting at the first senate meeting following the evaluation.

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### 39 § EXCELLENCE SCHOLARSHIP

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(1) Students who have active full-time student status in the University's bachelor's, single-course, or master's programs supported by a Hungarian state scholarship or are self-funded and who are among the top 20% of students in each year and program can receive an excellence scholarship.

(2) The scholarship of excellence is a grant that can be awarded every semester, linked to an application, and its purpose, as detailed in paragraph (4), is to support the most outstanding students.

(3) The excellence scholarship is announced every semester depending on the available financial resources. The amount available under the Excellence Scholarship for the semester shall be determined by the Rector with the Director General of Finance.

(4) The basic condition for receiving the excellence scholarship is the completion of at least 90% of the required credits of the prescribed sample curriculum in the current semester, in proportion to the time, and a corrected academic average of at least 4.00 for the grades obtained in the previous semester. The practical semester of single-course teacher training cannot be taken into account when determining the excellence scholarship.

(5) Information about the conditions for eligibility for an excellence scholarship shall be prepared by the Academic Registrar's Office, then the head of the Academic Registrar's Office shall approve it and arranges for its publication in the NEPTUN system. Students may receive an excellence scholarship several times during their studies.

(6) During the registration period, the student shall indicate his or her request for the excellence scholarship, which shall be considered a request for application. Within one month of the registration period, the Academic Registrar's Office and the SB shall determine the range of those eligible for the excellence scholarship, which shall be

countersigned by the head of the Academic Registrar's Office. After the Rector's approval of the list containing the established scholarships, the Financial and Accounting Directorate and the Academic Registrar's Office shall jointly disburse the excellence scholarship.

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#### 40 § INTERNATIONAL STUDENT SCHOLARSHIP

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(1) An international student scholarship may be awarded to a foreign student (incoming) with a valid status who has been admitted to the University's bachelor's degree, single-course degree or master's degree in a full-time or correspondence program supported by a Hungarian state scholarship or is self-funded, as well as students with active status to support their studies abroad (outgoing) who have an active full-time student status in the University's bachelor's degree, single-course degree or master's degree in the form of state scholarship or self-financing.

(2) The strategic goal of the University – related to its internationalization efforts – is to support student mobility (incoming and outgoing), and at the same time help increase the number of students taking part in mobility. In order to achieve this goal, the university can donate an international scholarship in a specified way.

(3) The scholarship can be awarded by way of application up to the amount specified and approved in the Internationalization Fund for a maximum of two people (one incoming student and one outgoing student). The scholarship is awarded for one semester (five months).

(4) A foreign student with active status (incoming) who has been admitted to a bachelor's degree, a single-course degree or a master's degree can apply for the scholarship. A student who receives another scholarship (e.g. Erasmus+ programme, Stipendium Hungaricum Scholarship, Stipendium Hungaricum Sport Scholarship, Hungarian Diaspora Scholarship, or Scholarship for Christian Young People) may not be awarded the international student scholarship. Furthermore, in addition to any other international scholarship awarded (e.g.: Erasmus+ programme, Stipendium Hungaricum Scholarship, Stipendium Hungaricum Sport Scholarship, Hungarian Diaspora Scholarship, or Scholarship for Christian Young People), a student with active student status participating in full-time bachelor's degree, single-course degree or master's degree (outgoing), who, during his or her stay abroad, develops the University's international relations, promotes its courses, and participates in the recruitment of foreign students, may also apply for a complementary scholarship as determined by the University.

(5) The conditions for awarding the scholarship and the procedure for assessment shall be determined by the International Committee in the call and the guidelines, which must be published on the University's website at least fifteen days before the submission deadline.

(6) The Rector shall decide on awarding scholarships upon the recommendation of the International Committee.

(7) The International Relations Directorate, in cooperation with the Finance and Accounting Directorate, is in charge of payment of the scholarships.

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#### 41 § JÓZSEF PÁLINKÁS SCHOLARSHIP

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(1) The József Pálinkás scholarship can be awarded to students who are at least in their second year, who have active student status in the university's single-course teacher education and coach education program supported by a Hungarian state scholarship or are self-funded, and who have performed outstandingly in basketball in the previous calendar year and have shown a love of the game and strengthened team spirit.

(2) The scholarship can be awarded by way of application depending on the available financial resources, it shall be awarded to a maximum of two people. The amount of the scholarship for the academic year shall be determined by the Rector with the Director General of Finance.

(3) The scholarship shall be awarded for the duration of one full academic year (ten months). If the student's status is terminated or interrupted for any reason, the scholarship may not be paid to him or her.

(4) The conditions for receiving the scholarship, the evaluation criteria of the applications and the method of evaluation are contained in the call for applications. The call for applications shall be prepared by the Sports Office in cooperation with the Academic Registrar's Office, and then the head of the Academic Registrar's Office shall arrange for its publication in the NEPTUN system and on the University's website.

(5) A five-member Committee shall decide on awarding the scholarship. Committee members include

- a) The instructor responsible for basketball delegated by the head of the Sports and Games Department
- b) A delegate of the National Association of Hungarian Basketball Players
- c) the SB delegate
- d) USSA delegate
- e) A representative of the Pálinkás family

(6) The Financial and Accounting Directorate and the Academic Registrar's Office shall jointly ensure the disbursement of the established scholarship.

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#### 42 § SCHOLARSHIP FOR EXCELLENCE IN SPORTS

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(1) Students who are supported by a Hungarian state scholarship or are self-funded in full-time or correspondence studies at the University doing a bachelor's degree, a single-course degree, a master's degree, specialized continuing education or a doctoral degree, and who represent the University in a domestic or international sports competition can receive a sports professional excellence scholarship.

(2) The scholarship is a monetary benefit that can be paid in a lump sum or in monthly installments, determined in each academic semester depending on the available financial resources, with the aim of recognizing the activity of an outstanding athlete or sports professional.

(3) The conditions for awarding the scholarship and the procedure for its evaluation are determined by the Sports Office in the call for applications, which is published by the Academic Registrar's Office in the NEPTUN system and on the University's website.



(4) The Sports Office shall examine the applications received, and then the Rector shall decide which student shall receive the scholarship and the amount of the scholarship based on the professional proposal prepared by the Sports Office. The Sports Office includes the Rector's decision in a decree, which is sent to the student in electronic form.

(5) The Financial and Accounting Directorate and the Academic Registrar's Office are in charge of awarding the scholarship in cooperation.

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#### 43 § COLLEGE FOR ADVANCED STUDIES SCHOLARSHIP

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(1) Students who are full-time or correspondence students in the University's bachelor's, single-course or master's programs supported by a Hungarian state scholarship or self-financed, and who are members of the Klebelsberg Kuno College for Advanced Studies may receive this scholarship.

(2) The College for Advanced Studies Scholarship can be awarded by way of application, which shall be determined in each semester depending on the available financial resources. The online application required for admission to the College is considered an application for a scholarship. The amount of the scholarship for the academic year shall be determined by the Rector with the Director General of Finance.

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#### 44 § SSA SCHOLARSHIP

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(1) SSA scholarships are available to students who, supported by a Hungarian state scholarship or are self-funded, have active student status in the University's bachelor's, single-course or master's programs in a full-time or correspondence program, and who have completed internships at the Institutional Scientific Student Conference and the National Scientific Student Association, or doctoral students of the University who, having obtained eligibility during graduate education, presented a project at the national Scientific Student Association.

(2) The purpose of the SSA Scholarship is to encourage high-quality scientific research and talent development at the University, with student participation in the Institutional Scientific Student Conference and the National Scientific Student Association.

(3) The conditions for awarding the Scholarship and the procedure for assessment are defined in the call for applications prepared by the SSA Committee, which is published by the Academic Registrar's Office in the NEPTUN system and on the University's website. The amount of the scholarship for the academic year is determined by the Rector with the Director General of Finance.

(4) The student can submit his or her application by the deadline specified in advance, which will be judged by the SSA Committee. The Rector shall decide on the range of scholarship recipients and the amount of the Scholarship based on the proposal of the SSA Committee. The SSA Committee includes the decision in a decree, which it shall send to the student electronically.

(5) The Academic Office, in cooperation with the Financial and Accounting Directorate, shall disburse the scholarships.

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#### 45 § SPORTSPERSON OF THE HUSS

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(1) The athlete of the HUSS award can be awarded to those students who, supported by a Hungarian state scholarship or are self-funded, have active student status in the University's bachelor's degree, single-course degree, master's degree, specialist further education and doctoral degree, full-time or correspondence, and have outstanding sports results in the previous calendar year in the USSA or another sports organization.

(2) The award can be given to five people in the following three categories:

a) best female and male athlete of the previous calendar year (among the athletes who were HUSS students in the previous calendar year);

b) best female and male athlete of the previous calendar year who achieved their results as a certified competitor of the USSA and a student at the University;

c) the team of the previous calendar year, which is selected from among the teams that achieved outstanding results representing the University or the USSA.

(3) In the three categories, the USSA and the Sport Office nominate candidates. A five-member Committee decides on awarding the HUSS Sportsperson award.

Committee members include:

a) the Rector;

b) the current director of the Sports Institute;

c) the chairman of the Sports Professional Committee of the USSA;

d) the head of the Communication and Event Management Department;

e) an SB delegate.

(4) The Commission decides by simple majority vote:

a) About the persons of the two athletes nominated in point a) of paragraph (2);

b) About the persons of the two athletes nominated in point b) of paragraph (2);

c) On the selection of three teams from among the teams specified in point c) of paragraph (2).

(5) Students at the University with active status can vote for the team of the previous calendar year, choosing from the three teams determined by the Committee, on the designated platform within a period of fourteen days. The team with the most votes will be awarded Team of the Year.

(6) The award will be presented at the public graduation ceremony closing the first semester.

(7) The University may give the winners extra rewards.

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#### 46 § USSA SPORTS SCHOLARSHIP

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(1) On the basis of the cooperation agreement between the University and the University Sports Association (USSA), students who are supported by a Hungarian state scholarship

or are self-funded in the University's bachelor's degree, single-course degree, master's degree, specialist further education and doctoral degree in full-time or correspondence form, have active student status and perform sports and professional activities at the USSA can receive a USSA Sports Scholarship.

(2) A monthly allowance may be awarded every six months through the scholarship application, which shall be announced depending on the available financial resources. The budget for the USSA sports scholarship for the semester is determined by the Rector together with the director general of Finance.

(3) The USSA Sports Scholarship can only be awarded to students who submitted a valid application before the application deadline, which fully complies with the call for applications.

(4) Information on the eligibility conditions for the USSA Sports Scholarship and the call for applications shall be prepared by the USSA and published by the Academic Registrar's Office in the NEPTUN system. Submitted applications shall be evaluated by the Sports Professional Committee of the USSA, which then makes a recommendation to the Rector regarding departmental frameworks and the range of scholarship recipients. Depending on the student's performance, the USSA representative shall submit the list of scholarships established on the basis of the department head's recommendation to the Rector by the end of each month. The Rector shall decide on awarding the USSA Sports Scholarship. The decision is included in the decision of the Sport Office.

(5) Based on the cooperation agreement between the University and the USSA, the student who wins the scholarship application shall participate in the sports professional work of the relevant department.

(6) Depending on students' performance, the scholarship of the winners of the application can be changed every month. If the student fails to fulfill the conditions specified in paragraph (5), the head of the department may make a recommendation to the president of the USSA to terminate the scholarship. At the request of the USSA representative, the Rector may order the disbursement of the USSA Sports Scholarship to be terminated.

(7) The Financial and Accounting Directorate, in cooperation with the Academic Office, shall disburse the USSA Sports Scholarship.

## CHAPTER VII/B OTHER UNIVERSITY SOCIAL SCHOLARSHIPS

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### 47 § SCHOLARSHIP FOR THOSE RAISING CHILDREN

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(1) Students who have active full-time or correspondence student status in the University's bachelor's, single-course, master's, specialized continuing education, or doctoral programs in the form of funding supported by a Hungarian state scholarship, are raising a child in their own household and receive a childcare fee, or child care assistance, or child care or child education support can receive scholarships for those raising children.

(2) A one-time allowance can be awarded every semester through the scholarship application, which shall be announced depending on the available financial resources. The budget for the scholarship for the semester is determined by the Rector with the Director General of Finance.

(3) Information about the eligibility conditions for the scholarship is prepared by the Academic Registrar's Office and the head of the Academic Registrar's Office arranges for its publication in the NEPTUN system.

(4) The student indicates his or her request for the scholarship during the registration procedure, which is considered a request for application. During the registration procedure, the student must prove the existence of the conditions specified in paragraph (1). Within one month of the registration period, the Academic Registrar's Office and the SB determine the range of scholarship recipients, which is countersigned by the head of the Academic Registrar's Office. Following the Rector's approval of the list containing the established scholarships, the Financial and Accounting Directorate and the Academic Registrar's Office jointly ensure the disbursement of the scholarship.

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#### 48 § STUDENT HOUSING SUPPORT

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(1) Students who are supported by a Hungarian state scholarship or are self-funded and have been admitted to the full-time schedule of the University's undergraduate, single-course or master's programs who have active status and have submitted a dormitory application but did not get it may receive a student housing scholarship based on the accommodation capacity of the University's dormitory.

(2) The scholarship is a monthly allowance that can be awarded by way of application, which shall be announced depending on the available financial resources. The amount of the scholarship for the academic year is determined by the Rector with the Director General of Finance.

(3) The conditions for awarding the scholarship and the procedure for assessment are determined by the Dormitory Committee in a call for applications, which shall be published on the University's website and the Academic Registrar's Office in the NEPTUN system. Students can submit their applications to the Dormitory Committee by the previously specified deadline by attaching the necessary documents.

(4) The Dormitory Committee shall examine the submitted applications, determine the range of scholarship recipients and determine the amount of scholarships. Following the Rector's approval of the list containing the established scholarships, the decision of the Dormitory Committee shall be included in a decision, which shall be sent to the student in electronic form.

(5) The Dormitory Committee, in cooperation with the Finance and Accounting Directorate, is in charge of the payment of scholarships.

(6) If the student is placed in a dormitory during the scholarship period, the Dormitory Committee will decide on the termination of the scholarship.

CHAPTER VIII  
FINANCING OF OTHER SUBSIDIES AVAILABLE TO STUDENTS

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49 § FINANCING THE INSTITUTION'S OPERATING COSTS, PROCUREMENT OF NOTES,  
ELECTRONIC TEXTBOOKS, COURSE MATERIALS AND ELECTRONIC DEVICES  
NECESSARY TO SUPPORT THE LEARNING OF STUDENTS WITH DISABILITIES

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(1) 24% of the institutional university budget received for producing textbooks, note support, sports and culture must be used for the production of notes, electronic textbooks, teaching materials and the electronic devices necessary for preparing for exams, as well as devices to support students with disabilities in higher education in bachelor's programs, single-course and master's programs.

(2) The amount available to support the production of notes may be used by the higher education institution for the production of notes, to assist in their delivery to students, and to purchase study aids for students with disabilities.

(3) The SB and the Disability Committee shall review the use of the support in advance, and then the Rector shall decide on the use and inform the SB annually.

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50 § SUPPORTING CULTURAL AND SPORTS ACTIVITIES

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(1) 20% of the amount of textbook and note support and sports and culture budget as per Government Decree 51/2007 (III.26.) certain benefits and payments of students in higher education must be spent under the legal title of textbook, note support and sports and cultural activities.

(2) The SB shall review the use of support for cultural and sports activities in advance, and then the Rector makes the decision.

CHAPTER IX  
GOVERNMENT SCHOLARSHIPS

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51 § SCHOLARSHIP PROVIDING ASSISTANCE FOR TRAINING AT A STATE-  
RECOGNIZED FOREIGN HIGHER EDUCATION INSTITUTION BY A HUNGARIAN CITIZEN

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(1) For Hungarian citizens, a scholarship providing assistance for studies in a state-recognized foreign higher education institution can be obtained through a public tender.

(2) The tender

a) is for Hungarian citizens belonging to Hungarian minority populations abroad as defined in the bilateral international agreement concluded with the respective country

b) is realized within the framework of full or partial training abroad

It serves to support studies in a state-recognized higher education institution.

(3) The tender is announced by the minister within the framework defined in the budget law.

(4) The application will be evaluated on the basis of the relevant bilateral or multilateral international agreements and the academic performance of the applicants.

(5) Based on the principles established in paragraph (4), the minister shall make a decision about the applications by involving experts as necessary, and shall notify the applicant and, in the case of a student, the higher education institution.

(6) The call for applications must be published on the website of the ministry, and must also be sent to all higher education institutions and the relevant national ethnic minority government.

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#### 52 § THE SPORTS STAR SCHOLARSHIP

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(1) On the basis of an agreement between the Ministry of Human Resources and Semmelweis University, as its legal successor, the Hungarian University of Sports Science provides for the payment of scholarships to those entitled to the sports star scholarship.

(2) Athletes who have student status at the University and participate in the Hungarian Sports Stars Scholarship Program can receive the support.

(3) The monthly amount of the sports star scholarship is the same as the current national higher education scholarship.

(4) Information on the eligibility conditions for the sports star scholarship, as well as the range of recipients, is published by the Academic Registrar's Office in the NEPTUN system.

(5) The Financial and Accounting Directorate and the Academic Registrar's Office will be in charge of allocating the norms received by the institution under the legal title of the sports star scholarship.

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#### 53 § LIVING ALLOWANCE SCHOLARSHIP

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(1) To support the participation in professional practice, students who have active student status in full-time or correspondence schedule of the University's single-course teacher training in the form of funding supported by a Hungarian state scholarship and participate in the individual school internship related to the single-course teacher training may receive a living allowance stipend.

(2) The scholarship is a monthly allowance awarded by way of application, which is determined depending on the available financial resources. The amount of the scholarship for the academic year is determined by the Rector with the Director General of Finance.

(3) Information on the eligibility conditions for the scholarship shall be prepared by the Teacher Training Institute and the head of the Academic Registrar's Office shall arrange for its publication in the NEPTUN system.

(4) During the application for the connected individual school internship, the student shall indicate his or her request for the living allowance scholarship, which is considered a request for application. Scholarships are paid later, on the basis of a certificate of completion from the Teacher Training Institute. Following the Rector's approval of the list containing the established scholarships, the Financial and Accounting Directorate and the Academic Registrar's Office shall jointly ensure the disbursement of the scholarship.

CHAPTER X  
RULES RELATING TO DORMITORY PLACEMENT

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54 § CLASSIFICATION AND FEES OF DORMITORY ACCOMMODATION PLACES

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**§8 of (6) of the NHEA: The organization serving the accommodation of students participating in higher education (dormitory) may perform the tasks related to preparation for the start of higher education studies, may also participate in higher education, and can also function as a college for advanced studies, and if the institution is not organizationally part of a higher education institution, then it may do this on the basis of an agreement concluded with the higher education institution.**

**(7) To ensure housing conditions for students, a dormitory may be operated as part of a higher education institution. A student dormitory may also be established as an institution that is not organizationally part of the higher education institution. The student accommodation is a legal entity operating as a budgetary or non-budgetary body, depending on the founder.**

**§ 14. (1) IT, social, sports, library, archival and museum services, as well as health service providers in the higher education institution - dormitories and others - as defined in the government decree, including in particular teaching workshops, hospitality schools, teaching farms, art training facilities, botanical gardens, and those performing production tasks, can be created in the form of organizational units. Only one educational organizational unit may be in charge of the training of a major even if several locations are covered. The name of the responsible person is included in the training program.**

**§ 92. (1) On the basis of the agreement between the Republic of Hungary and the Holy Apostolic See, the Hungarian Catholic Church, as well as the ecclesiastical higher education institutions, colleges and dormitories that have an agreement with the Government for the performance of higher education tasks, students participating in training supported by Hungarian state (partial) scholarships are entitled to the state support provided for the maintenance tasks specified in point d) of Section 84, paragraph (2), in proportion, as well as ad hoc and individual support.**

**(2) Church-based higher education institutions and student dormitories, with the administrators of which the minister enters into an agreement for the performance of higher education tasks, may also become eligible for the support specified in paragraph (1).**

**114./D d) the budget for dormitory student accommodation is HUF 116,500 a year. 85/C. § The higher education institution may use the funds available for student benefits under the following legal titles:**

- ec) maintaining and operating a college,**
- ed) renting dormitory space, dormitory renovation.**

**Pursuant to §22 of Government Decree 51/2007:**

**(1) Dormitory places must be classified according to comfort on a four-level scale.**

**(2) During the classification according to the level of comfort, the condition of the building, the provision of bathrooms and the number of students housed in one room must be taken into account.**

(3) The agreement between the Rector and SB on the classification of individual places, to be concluded before the start of the academic year by 30 May, states that

- a) dormitories where the bathroom is shared, three or more people are accommodated in one room, and the building has not been renovated within 10 years may only be classified as category I;
- b) Dormitories where less than three people are accommodated in one room may be classified as category II.;
- c) dormitories where there is a complete water block for each room or two rooms, and less than three people can be accommodated in one room may be classified as category III. ;
- d) dormitories where there is a complete water block for each room or for every two rooms, less than three people are accommodated in one room and the building has been renovated within the last 10 years may be classified as category IV.

(4) The monthly per student amount of the dormitory fee specified in the annex to these regulations for students participating in state-funded training programs and students participating in state-funded doctoral training may not be higher than the annual amount of the dormitory norm

- a) 8% in the case of accommodation classified as category I;
- b) 10% in the case of accommodation classified as category II;
- c) 12% in the case of accommodation classified as category III;
- d) 15% in the case of accommodation classified as category IV.

(5) The basic dormitory service shall be interpreted at a minimum as the continuous provision and operation of the conditions prescribed by law for licensing the operation of the dormitory, as well as the possibility of operating personal computers, entertainment electronic devices, and low-consumption household appliances.

(6) The established dormitory fees shall be published in the NEPTUN system by 3 June of each year.

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#### 55 § RENTING DORMITORY PLACES

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(1) For renting or renovating dormitories, the institutional amount of the housing allowance provided for students covered by this regulation must be used, but not more than 70%, as determined by the University.

(2) The rental property must meet the requirements for dormitories and must provide basic services.

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#### 56 § CLAIMS FOR DORMITORY BENEFITS

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(1) As a general rule, full-time students with state scholarships are entitled to dormitory accommodation.

Senior year application period: the time of admission to the senior year dormitory is the spring semester of each academic year.

First-year application period: the first-year dormitory admission period is the summer period before the fall semester of the academic year.

Students who have been admitted halfway through a semester can apply to be put on a dormitory waiting list.



Waiting list application period: the start of the waiting list application coincides with the end of the first-year application.

(2) Students may submit the application to the Dormitory Committee by the deadline specified in advance, by simultaneously attaching the completed application form and the necessary documents.

(3) When evaluating applications, the student's:

- a) social status,
  - b) academic performance,
  - c) in the case of older people, the work done for the community,
  - d) sports activities
- shall be considered.

(4) The provisions of the NHEA must be taken into account when assessing a student's application.

(5) The Board of Directors of the dormitory shall make a decision within 30 days of the expiry of the specified deadline, and then notify the student of the decision electronically. An agreement is made with the student based on which for first-year and senior-year admissions, dormitory accommodation is provided for ten months - provided that the student's status does not change in the meantime. Eligibility begins on the first day of the registration week of the fall semester and ends on the last day of the spring semester's exam period. For waiting list admission, eligibility begins on the day the admission decision is delivered and ends on the last day of the spring semester exam period. The agreement is terminated if the student does not meet the basic application conditions in the meantime.

The procedure for moving in and out is determined by the Operating Regulations of Endre Kerecsi Dormitory with affected students receiving ample notification.

(6) In the period between the expiration of the agreement and the conclusion of the new agreement, the parties have the chance to conclude a summer residence contract, which can be requested from the director of the Dormitory.

(7) The admitted student must pay the dormitory fee specified in Annex 1 of these regulations by the 10th of each month.

(8) The fee for the summer residence contract and the deadline for payment are contained in Annex 1 of these regulations.

(9) Late payment will result in the default fee specified in Table No. 1 of these regulations.

(10) Based on their social status, students who are disadvantaged, orphans, breadwinners, or whose guardianship has been terminated due to their maturity may be exempted from the obligation to pay the dormitory fee. Applications must be submitted according to the rules of Rectoral fairness.

(11) Vacant dormitory places for state scholarship students, if there is no full-time state scholarship student applying for the place, self-funded students can receive these through application as specified in points (2)-(6) of this section.

(12) A self-funded student who has been admitted must pay the fee as specified in points (8) and (10) of this section.

(13) Conditions for the validity of the application, the absence of which in itself will result in rejection:

- a) the student shall submit the completed application form together with the documents required in the application guide via the UNIPOLL application management system,
- b) the student shall register in the NEPTUN system (except freshmen),
- c) the student shall submit an application for dormitory accommodation through the NEPTUN system.

(14) While living in dormitory accommodation students must have active status in the NEPTUN system, otherwise the university will terminate their accommodation.

(15) Students can apply to get on the dormitory waiting list at any time after the end of the first-year application period. Waiting list applications shall be reviewed continuously, so places can be taken up continuously as well. An applicant may not be rejected from the waiting list, so the application will remain active until the student is admitted or until the last day of the exam period of the semester. If necessary, the application must be renewed in the following semester. Admission from the waiting list takes place when a place in the dormitory becomes available. The Dormitory Committee decides on the exact time of admission and the admitted students in its own capacity based on the general admission principles. If a student who has received a place in the dormitory from the waiting list resigns in writing from the dormitory, he or she may only apply in the next application period.

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#### 57 § RECEIVING REQUESTS FOR OCCASIONAL DORMITORY BENEFITS FOR STUDENTS WITH STUDENT STATUS AT THE UNIVERSITY WHO DO NOT HAVE DORMITORY BENEFITS

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(1) A student who has a legal status at the University but who does not have dormitory accommodation may, on a case-by-case basis, receive a place in the dormitory with the prior written consent of the dormitory director for a maximum of two nights per week.

(2) The student can apply for placement at the dormitory's portal by filling out the form provided for this purpose by 12:00 on the day before using the service.

(3) Students staying in dormitories in this way must pay the occasional dormitory fee specified in Annex No. 1 of these regulations.

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#### 58 § ADMISSION OF DORMITORY GUEST ROOMS

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(1) Students with student status and persons without student status may be accommodated in guest rooms with the prior written consent of the director of the dormitory.

(1a) Pursuant to the cooperation framework agreement between the University and the University of Sports Science Sports Association, (USSA) athletes are entitled to discounted accommodation based on the Rector's decision.

(2) The fee specified in Annex No. 1 of these regulations must be paid for the use of the guest rooms.

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59 § APPLICATION FOR DORMITORY PLACES RESERVED FOR TEACHERS AND PATRON TEACHERS

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(1) The director of the dormitory may provide a discount or exemption from the dormitory fee for students working in the dormitory, teachers and patron teachers.

(2) The fee specified in Annex No. 1 of these regulations must be paid for the dormitories used by teachers and guardian teachers.

CHAPTER XI  
FINAL PROVISIONS

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60 § FINAL AND EFFECTIVE PROVISIONS

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(1) Where these regulations do not provide a deadline, what is prescribed by the Academic Registrar's Office in the academic year's schedule shall be considered governing.

(2) These regulations were adopted by the Senate in their decision no. 49/2023. (VIII.31.). They will enter into force on 1 September 2023. The provisions of these regulations shall be applied in proceedings initiated after their entry into force.

**APPENDIX NUMBER 1 DORMITORY ACCOMMODATION FEES AND SUPPLEMENTARY FEES**

<b>Designation</b>	<b>Year</b>		<b>Payment deadline</b>	<b>Default fee</b>
<b>Category I state scholarship students</b>	HUF 9,320/person/month		10th day of the month in question	HUF 1,000/week
<b>Category II state scholarship students</b>	HUF 11,650/person/month		10th day of the month in question	HUF 1,000/week
<b>Category III state scholarship students</b>	HUF 13,980/person/month		10th day of the month in question	HUF 1,000/week
<b>Self-funded students</b>	HUF 28,000/person/month		10th day of the month in question	HUF 1,000/week
<b>Summer boarding</b>	HUF 28,000/person/month or HUF 10,000/person/week (+ HUF 450/person/night IFA, for those who do not have student status or employment at the University) HUF 14,000/person/month in the case of USSA student athletes		When the agreement is concluded	HUF 1,000/week
<b>Casual dormitory bed</b>	HUF 1,500/person/night (+ HUF 450/person/night IFA, for those who do not have student status or employment at the University)		On the day of placement	-
<b>Guest room</b>	HUF 34,000/person/		Depending on the payment	HUF 1,000/week

	month or HUF 4,000/person/night (+ HUF 450/person/night IFA, for those who do not have student status or employment at the University) HUF 14,000/person/month for USSA athletes who do not have student status		method (cash/invoice)	for contracts lasting more than one month
<b>nurturing, patronizing teachers</b>	HUF 14,000/person/month		10th day of every month	HUF 1000/week

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**APPENDIX NUMBER 2 PROCEDURE AND FAILURE FEES PAYABLE BY STUDENTS<sup>2</sup>**

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<b>Designation</b>	<b>Deadline</b>	<b>Amount of late payment fee</b>
Subsequent fulfillment of the enrollment obligation	After the end of the registration period until 14 October in the fall semester, until 14 March in the spring semester	HUF 15,000
Failure to log in/ setting active-passive status past the registration period	After the end of the registration period until 14 October in the fall semester, until 14 March in the spring semester	HUF 15,000
Setting an additional passive status after two consecutive passive semesters in the case of reasons other than student's own fault / subsequent passivation (after 14 October in autumn semester, after 14 March in spring semester)	Anytime	HUF 3,000
Failure to fulfill an administrative obligation or late performance	After the specified deadline	HUF 4,500/week

<sup>2</sup> Amended by Senate's decision no. 60/2023. (XII. 14.), effective as of 14 October 2016.

Subject enrollment/submission past the deadline	For two weeks after the specified deadline	HUF 9,000/item
In case of taking/submitting a subject past the deadline due to reasons other than the student's own fault	By the start of the exam period	Free of charge
Remedial exam fee/exam failure fee	In the semester in question, the student did not appear for the third exam option of the three exam options	HUF 6,000/remedial exam
Rector's exam		HUF 15,000/application
Rector's fairness for academic matters		HUF 15,000/application
Rector's fairness for payment obligations		HUF 15,000/application
Applying for a student ID card		free of charge
Student ID sticker replacement		HUF 10,500 each
Issuance of third and additional temporary student ID cards		HUF 4,500
Acceptance, change of major, change of work schedule, application for partial training (audition) and guest student status	By the deadline	HUF 5,000
Tuition fees for part-time training, guest student status for Bachelor level	determination of the pro credit fee	HUF 8,500 /credit
Tuition fees for part-time training, guest student status for Master level	determination of the pro credit fee	HUF 15,000 /credit
Tuition fees for part-time training, guest student status for one-tier Master programme	determination of the pro credit fee	HUF 17,000 /credit
Credit transfer fee above 10% of total credits required		HUF 3,000 / credit
Taking an exam outside the exam period		HUF 3,000/application
Late submission of thesis or diploma work	For two weeks after the specified deadline	HUF 15,000/week
Late notification of thesis topic	For seven days after the deadline	HUF 3,000/day
Final exam repetition fee		HUF 25,000
Issuance of certificates for non-students		HUF 5,000/certificate

Issuance of a diploma copy	Without issuing a certificate	HUF 15,000/copy
Issuance of a copy of the diploma supplement in English or another foreign language	Without issuing a certificate	HUF 15,000/copy
Issuing validated course syllabuses for students and former students		HUF 3,000 / syllabus
Electronic report book production	Every semester from the second production	HUF 3,000/occasion
<i>Graduates between 1 July 2003 and 1 March, 2006</i> issuance of the English-language diploma supplement		HUF 15,000/copy
<i>For graduates before 1 July 2003</i> issuance of a Hungarian or English diploma supplement		HUF 15,000/copy
Submitting a credit offsetting request to the Credit Transfer Committee	By the specified deadline	HUF 3,000/subject
Fees for the preliminary credit assessment procedure		HUF 5,000 / programme
Late payment of dormitory fees		HUF 1000/week
Practical aptitude test fee		HUF 4,000/aptitude test
Fee for replacing a lost entry card		HUF 3,000 each
Issuance of a certificate of student status to those without student status		HUF 3,000/certificate
Application for an individual study plan		HUF 3,000/request
Completion of parallel coursework with a prerequisite		HUF 3,000/request
Thesis consultant change		Free of charge
Delayed payment of self-funded tuition/ Credit-proportional tuition/ Late payment of reimbursement fee/ Failure to pay installments		HUF 4,500/week
Issuance of second and additional copies of report books and transcripts to non-students		HUF 15,000/copy

Change of invoice beyond the deadline	Until the start of the registration period	HUF 9,000
Award for organization and conduct of the graduation ceremony		HUF 6,000