



SZENT ISTVÁN UNIVERSITY
Faculty of Veterinary Science, BUDAPEST
(Earlier the University of Veterinary Science)
Secretariat of International Study Programs
coordinator



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Budapest, August 2009

”visa”-application
residence permit
registration of address

Dear International Students at the Veterinary Faculty - WELCOME in Budapest!

You entered Hungary for study purposes thus you have to apply for a **residence permit – even being a citizen of an EU-country!** Please do visit the home page of the Immigration Office (www.bmbah.hu) or contact the Embassy of your country in Hungary to get the official and updated information on the application procedure for the residence permit. You most likely visited the relevant home page of College International Budapest (www.studyhungary.hu) - the Student Service Centre.

Your Hungarian address has not to be reported prior to your application for the residence permit.

Although we tried to make up a summary of obligations you have in relation to your student-status in a foreign country (see below) it has to be underlined: it is **YOUR responsibility** to meet all legal conditions for your stay in Hungary! The University can not be made responsible for any lost resulting from the neglect of relevant rules by the student.

Mr B. Gerics
assoc. prof.

❖ Application for “visa” and a residence permit
(for students from **non-EU/EEA** countries)

Foreign nationals wishing to pursue studies in Hungary are required to **apply for entry** for a long stay (exceeding 90 days) for the purpose of studies **in their home countries** and enter the country on the entry permit („visa”) issued by the Hungarian Embassy or Consulate (see http://www.mfa.gov.hu/kum/en/bal/missions/missions_abroad/ and http://www.mfa.gov.hu/kum/en/bal/consular_services/Entry_of_Foreiners_to_Hungary/visa_issuance_on_behalf_of_hungary/).

Please make sure the entry permit (you will receive into your passport by the Embassy) is **stamped at the boarder crossing** to Hungary, thus your entry-date is indicated.

The entry permit is valid for a **single entry** and **up to 30 days** of stay in Hungary. Within ONE MONTH upon arrival, you will have to register your address and pick up your residence permit at the Immigration Office in Budapest.

If you are citizen of a non-EU country but allowed to enter Hungary without special prior permission (like from Canada, Iceland, Israel, Japan, Switzerland and the USA) you can apply for your residence permit shortly after your arrival to Hungary (or already back home as other non-EU/EEA-students).

The following documents are required for the application for the entry permit:

- A fully and legibly completed **Application Form** for residence permit for the purpose of studies. You can obtain an application form from the Hungarian embassy in your country or download it from the internet at <http://www.bmbah.hu/ujpdf/angol/71.pdf>
- a valid **passport** (valid for at least eighteen months at the time of submitting the application)
- two passport size color **photos** (not older than six months)
- **Letter of Acceptance** from the University
- proof of payment of the tuition fee
- proof of financial means ensuring livelihood in Hungary (bank statement about the balance of your credit card, cash, or a declaration by the parents that they will provide the funds for all your expenses in Hungary)
- an application fee of EUR 60
- the Hungarian Embassy may ask for your flight reservation

Attention!

1. The consul may request the presentation of further documents in addition to the above ones.
2. Documents shall be annexed to the applications being submitted in the original, if possible. If the client needs the original document later on, then a photocopy shall also be annexed besides presenting the original document.
3. The consulate reserves the right to examine the authenticity of the communicated data and the submitted documents. The communication of false data will in itself lead to the refusal of the visa application.

➤ **Required documents for the Residence Permit**
(for non-EU- and non-EEA-students)

The following documents are required when applying for the residence permit:

For students from Canada, Iceland, Israel, Japan, Switzerland and the USA, **if you did not apply** for the residence permit **in your home country**:

- A fully and legibly completed Application Form for residence permit for the purpose of studies. You can download it from the internet at <http://www.bmbah.hu/ujpdf/angol/71.pdf>
- a duty/bill stamp (*okmánybélyeg*), which can be obtained at any post office: HUF 18.000
- ALL pages of your passport have to be copied and submitted.

For other non-EU and non-EEA-students:

- The entry permit in your passport stamped at the boarder crossing, thus indicating the date of arrival.

For non-EU and non-EEA-students:

- hand-written statement about the date and place crossing the Hungarian border (e.g. at the Budapest international airport)
 - one passport-size photo
 - a copy AND the original of your passport valid for a duration of at least six month longer than your envisaged residence in Hungary
- I. Documents providing purpose of residence
- certificate of **registration** at the University, i.e. not the letter of acceptance
- II. Documents certifying the title of residence
- two copies of the lease contract for the apartment in Hungarian. It has to specify the landlord's and your personal data – date and place of birth, mother's maiden name, permanent address, landlord's ID number, your passport No. The contract has to be signed by two Hungarian witnesses and all the owners of the apartment. (Take care how long you are allowed to stay at this place – this limits your residence permit!)
 - housing registration form (*lakcímbejelentő*) signed by (all) the owner(s) of the apartment (available at the Student's Secretariat)
 - property page (*tulajdoni lap*) of the apartment (original document, not older than three months which the owner of the apartment can obtain for you from the Regional Land and Real Estate Registry Office, *Földhivatal*). It indicates the owner(s) of the flat.
- III. Documents certifying financial resources
- proof of funds to cover your expenses: bank statement indicating adequate funds available for living expenses (a balance of at least USD 1000/2000), receipts of the exchange of foreign currency into Hungarian Forints (HUF) since your arrival in the minimum of USD 500, cash-withdrawal from ATMs, documents about your scholarship etc.
 - certification of valid medical insurance coverage in Hungary for the whole period covered by the residence permit .

Application for the Residence Permit

Office Hours of the Immigration Office at XI. ker. Budafoki út 60

Monday 8:30 am to 1:00 pm
Tuesday 1:00 pm to 6:00 pm
Wednesday 8:30 am to 12:00 pm
(office hours for international students only)
Thursday 8:30 am to 1:00 pm
Friday 8:30 am to 12:00 pm

For non-EU-students: please visit Client's Service # 3

www.bmbah.hu

Phone: +36 or +06 1 463 9236

Fax: +36 or +06 1 463 9270

How to get there?

Bus #3 („black”, not express) from Móricz Zsigmond körtér – get off at 5th stop at Hengermalom utca.

Móricz Zs. körtér can be reached by (red) bus #7 or 173 from Keleti pu. or tram #6 from Blaha Lujza tér across Petőfi Bridge.

❖ **Residence Permit
for Citizens of the European Union (EU) and
the European Economic Area (EEA)**

Citizens of the above states are not required to obtain a residence visa in order to enter Hungary for the purpose of studies. They will, however, be required to **apply for a residence permit latest 70 days after their arrival to Hungary** – for details see below.

You are entitled for emergency medical treatment in case of illness or accident with the same conditions as Hungarian citizens. The insurance company at which the student is insured at home will be billed after the treatment. When you apply for the residence permit, you must present proof that you have a valid medical insurance coverage in your home country and present the European Health Insurance Card (EHIC) – **issued in your home country**.

A European Health Insurance Card (EHIC) entitles you to reduced-cost, sometimes free, medical treatment that becomes necessary while you're in a European Economic Area (EEA) country or Switzerland. The EHIC has replaced the old E111. From 1 January 2006, E111s are no longer valid. The card gives access to state-provided medical treatment only, and you'll be treated on the same basis as an 'insured' person living in the country you're visiting. Remember, this might not cover all the things you'd expect to get free of charge! You may have to make a contribution to the cost of your care.

➤ **Required documents for the Residence Permit for Citizens of the European Union (EU) and the European Economic Area (EEA)**

The following documents are required when applying for the residence permit:

- completed application form for the residence permit, issued by the Immigration Office <http://www.bmbah.hu/ujpdf/angol/62.pdf>
- hand-written statement about the date and place crossing the Hungarian border (e.g. at the Budapest international airport)
- a copy AND the original of your passport / ID-card valid for a duration of at least six month longer than your envisaged residence in Hungary
- a duty/bill stamp (*okmánybélyeg*), which can be obtained at any post office: HUF 1.000

I. Documents providing purpose of residence

- certificate of **registration** at the University, i.e. not the letter of acceptance

II. Documents certifying the title of residence

- two copies of the **lease contract** for the apartment in Hungarian. It has to specify the landlord's and your personal data – date and place of birth, mother's maiden name, permanent address, landlord's ID number, your passport No. The contract has to be signed by two Hungarian witnesses and all the owners of the apartment. (Take care how long you are allowed to stay at this place – this limits your residence permit!)
If you stay with an acquaintance or a relative as a guest, a statement of admission (*befogadói nyilatkozat*) has to be attached by the owner of the apartment that you stay with them as a guest. If the apartment is your property, a property sheet (*tulajdoni lap*) has to be attached to verify it. If you rent the apartment through an agency and you signed a contract with the agency, the agency should provide the authorization received from the owner of the apartment.

III. Documents certifying financial resources

- proof of funds to cover your expenses: (online) bank statement indicating adequate funds available for living expenses, receipts of the exchange of foreign currency into Hungarian Forints (HUF) since your arrival, cash-withdrawal from ATMs, documents about your scholarship etc.
- European Health Insurance Card (EHIC) – issued in your home country (or a contract with a private medical insurance company or a valid health insurance policy)

If you meet all conditions for residence in Hungary for a period longer than three months, the immigration authority will issue a Registration Certificate to you that contain the address of your first residence in Hungary. You will receive your “Hungarian ID card” and “Address Registration Card” by mail.

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(office hours for international students only)	
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