

**University of Veterinary Medicine Budapest
Rules of Organization and Operation**

**Volume III
System of Requirements for Students**

Code of Student Remunerations and Fees



Budapest

24 July 2025

Preamble

Pursuant to Section 61 of Act CCIV of 2011 on Hungary's National Higher Education (hereinafter: Higher Education Act) and pursuant to its mandate defined therein, as well as pursuant to Govt. Decree No. 51/2007 (March 26) on grants and remunerations available for higher education students and their payable fees, as issued in relation with the implementation of the legal regulations; the Senate of the University of Veterinary Medicine Budapest (hereinafter: Senate), in agreement with the University's Student Council and the Doctoral Student Council, hereby lays out the Code of Student Remunerations and Fees as part of the Code of Studies and Examinations of the University of Veterinary Medicine Budapest as follows.

I. GENERAL PROVISIONS

Scope of the Code

Section 1

The scope of this Code applies to¹:

- a) a) students with Hungarian citizenship who conduct their studies in the Hungarian state-funded and self-funded programme (hereinafter: students);
- b) b) students with foreign citizenship who conduct their studies in state-funded or self-funded programmes;
- c) students with foreign citizenship who conduct their studies in state-funded programmes based on special legal regulations or international agreements.

(2) With the exceptions defined in the legal regulations, this Code applies to students participating in the University's fee-paying, self-funded programmes.

(3) The scope of this Code applies to all of the University's teaching and administrative staff as well as its bodies acting in affairs related to student grants, remunerations and fees.

(4) The scope of the Code does not apply to the fees payable as part of the admission process and further education.

(5) Students with foreign citizenship who are enrolled in a state-funded programme and have the right of free movement with residence permit, shall have the same rights and obligations in terms of the payable fees and received grants as students with Hungarian citizenship enrolled in higher education.

(6) In terms of their financing status, students can be enrolled in state-funded programmes as well as programmes supported through Hungarian state scholarship, or partially state-funded, fee-paying or self-funded programmes. Where this Code represents the term "fee-paying" it

¹ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

shall include the term “self-funded” as well unless the term “self-funded” is indicated separately in the given Section.²

Bodies and persons acting in regard to student grants and fees

Section 2

(1) In agreement with the University’s Student Council and Doctoral Student Council, the Senate adopts resolutions as follows:

- a) adopts this Code regarding the remunerations payable to and the fees payable by students.
- b) makes decisions in every matter that is submitted to the body and is assigned to its competency by the law or this Code;
- c) approves of the fees for services not connected to meeting qualification and/or curricular study requirements.

(2) Student Welfare Committee (hereinafter: DJB):

decides about granting state subsidies for students, carrying out preparatory tasks related to grants and fee payments (e.g.: determine budgets, evaluate applications, distribute cultural funds, UVMB grants, scholarships for outstanding students and athletes, ERASMUS scholarships, etc.); supports the Rector’s decision on fee waivers and performs other tasks required by policy.

(3) The decision on national higher education scholarships is made by the Minister in charge of higher education, based on the Senate’s recommendation.

(4) Changes to the dormitory fee may be proposed by the director of the dormitory, with the agreement of the dormitory student council, by May 31 each year. The decision is made by the University Senate.

(5)³ To fulfill their payment obligations to the University, students may be entitled to payment in instalments, delayed payment and waivers, subject to the Rector’s decision, which must be made in accordance with the conditions and procedure defined in the Rules of Organization and Operation and must also be reported to the Maintainer.

Legal remedy options

Section 3

(1) With regard to decisions made by the student welfare and/or study affairs committee or the first-instance decision of the Rector in terms of all grants, discounts and payable fees affecting them, students may submit their appeal for legal remedy to the University Student Appeals Committee within 15 days after they received notice of the decision or, in lack thereof, after they became aware of the decision.

² Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

³ Modified by the Senate’s Resolution No. 14e/2020/2021 SZT on 3 November, 2020.

(2) The Appeals Committee's order of operation is regulated by the Committee's by-laws.

(3) The second-instance resolution of the case shall become effective upon release. The effective resolution is executable unless the student appeals to a court in the matter.

(4) The student may appeal to a court to review the Appeals Committee's second-instance decision within 15 days after the communication of such decision, on the grounds of violation of legal regulations or a violation of the provisions on the student's status. The student must inform the University of the submission of the appeal by sending a copy of the appeal.

II. PROGRAMMES WITH HUNGARIAN STATE SCHOLARSHIP⁴

Students participating in programmes with Hungarian state scholarship

Section 4

(1) A state-financed student is a student admitted to a Hungarian state scholarship or state-funded programme, as well as a student transferred, by decision of the institution, from a self-funded programme to an existing state-financed place, for the remaining duration of the exited student's training period.

2) The financing period of students covered by the Status Law who previously studied in a Bachelor's programme and were admitted to a Master's programme shall be extended by two semesters.⁵

A person who established student status in the first year may, under Section 47 of the Higher Education Act, be considered a student participating in a programme supported by the Hungarian state scholarship. Prior to their enrolment, such students are required to declare that they accept the terms of the programme, pursuant to the provisions of Sections 48/A-48/S of the Higher Education Act.

Services available for students free of charge and/or for a fee in the framework of the state scholarship programmes⁶

Section 5

(1) Students enrolled in programmes with state scholarship may use the following services free of charge:

a) the first two registrations for lectures, seminars, consultations, practical classes and field practices that are required by the training programme for meeting the teaching and study requirements and attaining the degree certificate, the diploma and/or the doctoral pre-degree certificate; first take of reports, exams and first retake of unsuccessful reports and/or exams as well as completing the final exam and/or the degree attainment procedure during the validity

⁴ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

⁵ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

⁶ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

period of the student status, including the attainment procedure of the doctoral degree during the validity period of the student status,

b) campus classes,

c) use of the University's facilities and equipment such as the library and basic library services, laboratories, IT, sport and recreational facilities, in connection with the provisions laid out in Sub-section a),

d) workwear provided for the practical training in the programmes, individual protective gear (protective clothing) and sanitary products,

e) study and career counselling,

f) the first issuance of all documents related to the training programme and/or the doctoral degree attainment, unless the Government Decree establishes a more favourable treatment for the student,

g) participation in the mandatory closing ceremony, or other jubilee and memorial services organized by the University.

(2) Within the framework of the state scholarship programme, unless otherwise provided by law, the University may not charge administrative service fees (e.g. registration fee).

(3) Students enrolled in the state scholarship programme may use the following services for a fee:

a) participation, at the student's choice, in courses listed in the curricula of bachelor's, master's and undivided programmes as being taught in Hungarian, but which are offered in a language other than Hungarian,

b) items that are made with the University's tools, supplied by the University for the students and transferred to the ownership of the students (e.g., copies of learning aids),

c) use of in the University's facilities and equipment (the library, laboratories, IT, sport and recreational facilities) outside the scope of the free services,

d) campus housing, including the use of equipment provided by the campus facility, such as the library, laboratories, IT, sport and recreational facilities,

e) optional courses completed above 110% of the credit points required for the pre-degree certificate in the given major.

f) Students enrolling in the Biology MSc programme from a BSc programme other than Biology shall, regardless if they continue their MSc studies in the state-funded or the fee-paying programme, pay a per-credit service fee to attain, during the first two semesters, the extra credits required as a pre-condition for admission to the MSc programme. In the event of students failing to take the exam(s) in the given course unit(s), they cannot reclaim the amount already paid.

(4) According to the University's Code of Studies and Examinations, retake exams of the same course units are subject to fee payment. Students are required to pay a service fee for retake exams.

(5) The types and amounts fees for the services in Subsection (3) and (4) shall be determined in this Code as well as the college code.

(6) In terms of additional services on top of the basic service at the University's colleges, fees can be charged in the cases defined in this Code.

III. FEE-PAYING, SELF-FUNDED PROGRAMMES

Students participating in fee-paying programmes

Section 6

(1) Students who have exhausted the period of support available to them under Section 47 of the Higher Education Act may continue their studies only in a self-funded programme. Broken down to majors, the payable fees are listed in the appendix of this Code.⁷

(2) deleted⁸

The self-funding fee payable under the self-funded programme and the services available in return for the fee

Section 7

(1) Students enrolled in the fee-paying programmes shall reimburse the costs for the free of charge services defined in Section 5 (1) and (2) of this Code and pay a fee for the services defined in Subsection (3).

(2) The University shall communicate the amounts of the student contribution fee, self-funding and other fees for the first academic year in the higher education enrolment bulletin issued each year. Furthermore, the University shall also inform students about the provisions of this Code and sign a contract with the students registered for the first semester.

(3) The amounts of the student contribution fee and self-funding are contained in the study contract.

(4) The University may agree with business companies and organizations to conclude a study contract with the assigned persons. However, this could only happen if the affected person meets the conditions laid out in the relevant legal regulations.

Student contribution fee and self-funding fees for the attainment of additional degrees, fees payable for enrolling in second and further specialized programmes

Section 8

(1) Having a higher education degree and qualification does not exclude students from being admitted to the Hungarian state-funded scholarship programme, providing that if the student is enrolled in a further (simultaneous) training programme, the scholarship period shall be calculated according to Section 47 (7) of the Higher Education Act.

⁷ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

⁸ Deleted by the Senate's Resolution No. 27/2024/2025 SZT on December 12, 2024.

(2) In bachelor's, master's and undivided programmes, the self-funding fee for obtaining a second and any further degree in full-time study is the same as the self-funding fee payable by students in full-time programmes.

(3)-(5) deleted⁹

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The rules for transfer between the state scholarship and self-funded programme forms¹⁰

Section 9

(1) The decision on the transfer between the state scholarship and self-funded programme forms shall be made by the DJB once per academic year, at the end of the academic year after the close of the study period, but no later than 31 July. The deadline for submitting applications is June 30 of the given year.

(2) Students shall not be considered eligible for such transfers if they conducted their studies at the university in no more than one training period, and if they were unable to complete their semester due to childbirth, illness or other unforeseen reasons beyond their control under Section 47 (6) a) of the Higher Education Act.

3) In each academic year, the University shall transfer to a self-funded programme any student participating in a state scholarship programme who, in their last two active semesters, has not obtained at least fifty percent of the credits prescribed in the recommended curriculum or the study average recommended in the regulations, as well as any student who withdraws their declaration under Section 48/D (2) of the Higher Education Act.

(4) Students shall be transferred from the training programme partially funded by the Hungarian state to the self-funded programme if they fail to attain at least eighteen credits and the average grade defined in the school's rules of operation and organization and/or the Government Decree in their last two semesters with an active student status unless they participated in a foreign training programme defined in Section 81 (3) and (4) of the Higher Education Act, or if they revoke their declaration under Section 48/D (2) of the Higher Education Act.

(4a) In addition to the provisions of paragraph (4), students beginning their studies in the 2025/2026 academic year in the Hungarian-language veterinary programme under a state scholarship may maintain continuous student status only if, in their first four active semesters following enrolment, they complete an average of at least 27 total credits. If this condition is not met, the student shall be transferred to a self-funded programme after the fourth semester.

(5) In terms of doctoral programmes, the higher education institution shall make a decision about transferring students from the training programme funded by the Hungarian state to the self-funded programme as defined in the doctoral policy under the provision of the Higher Education Act.

(6)¹¹ Students can be transferred to a vacant state scholarship student spot, if

⁹ Deleted by the Senate's Resolution No. 27/2024/2025 SZT on December 12, 2024.

¹⁰ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

¹¹ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

a) the student who, in all active registered semesters, has obtained an average of 27 credits per semester and who ranks at the top of the student ranking established on the basis of the cumulative corrected credit index, as well as the student whose

b) accumulated and corrected credit index is higher than the accumulated credit index of the student situated at the bottom fifth of the ranking list of state scholarship students based on their accumulated and corrected credit index.

(7) To determine the number of students who can be transferred to the state scholarship programme for the next training period, the University shall, based on the students' academic performance, establish

a) how many state-funded and state-supported students lost their student status in the given semester before attaining their degree,

b) how many (partially) state-funded and Hungarian state-supported students indicated on the list are going to be transferred to the self-funded and fee-paying programmes,

c) how many students with completed semesters have already used the financing period available for them in the given major under Section 47 (3) of the Higher Education Act.

(8) Contemporaneously examining the funding period available for the student under Section 47 (3)-(7), the higher education institution's resolution on the transfer must determine and indicate the maximum number of funded semesters the student can use after the transfer.

(9) When registering for the first semester following their transfer to the Hungarian state scholarship, students shall fill out and sign an informed consent form stating that they accept the conditions of the training programme funded by the Hungarian state. The signed form shall be attached to their registry sheet.

(10) If the admitted applicant or the student requesting the transfer does not accept the conditions of the training programme funded by the Hungarian state, the higher education institution shall offer the opportunity to participate in the self-funded programme of the same training.

IV. FREE OF CHARGE SERVICES AVAILABLE FOR STUDENTS

Events Section 9/A

(1) All students can participate free of charge in the University's events as follows:

a) Freshers' Week (Freshmen Day);

b) Barbecue;

c) Marek Days/Octoberfest;

d) Job Fair;

e) EQUUS Days;

f) Other cultural programmes, such as excursions, quiz games, sightseeing tours.

(2) In terms of the cultural programmes defined in Subsection (1) f), the University may, depending on the type of the programme, require the participating students to pay a fee after a prior communication.

(3) The University may require students to pre-register for certain events that are free of charge.

Remunerations related to on-duty practicals Section 9/B

1) Every student is entitled free of charge to the student remunerations related to on-duty practicals and site visits, in particular for catering, accommodation, and passenger transport.

V. PAYMENT OBLIGATIONS FOR STUDENTS WAIVERS, EXEMPTIONS, PREFERENTIAL TREATMENT

Exemptions from student contribution fee and self-funding fee; preferential treatment

Section 10

(1) ¹²In cases justified by their social circumstances, students may, once per semester before the payment deadline, request the Vice Rector for Study Affairs to allow a delayed payment of the due student contribution fee. Even in such cases however, students still must pay the fee before the beginning of the semester's exam period.

(2) ¹³ In cases deserving special consideration, the Vice Rector for Study Affairs may authorise the payment of the self-funding fee in instalments. In foreign-language programmes, such requests must be submitted via the Neptun system by 10 September in the autumn semester and by 10 February in the spring semester, subject to the payment of an administrative fee. The request shall be decided upon by the Vice Rector for Study Affairs following the evaluation of the Director of Education.

(3) ^{14 15}In serious and highly justified cases deserving extraordinary consideration, the Rector of the University may, based on the proposal of the Student Welfare Committee, partially waive up to 50% of the student contribution fee for no more than two semesters.

Exemptions from fee payment, preferential treatment

Section 11¹⁶

¹² Modified by the Senate's Resolution No. 14e/2020/2021 SZT on 3 November, 2020.

¹³ Modified by the Senate's Resolution No. 14e/2020/2021 SZT on 3 November, 2020.

¹⁴ Modified by Senate Resolution No. 15/2016/2017 SZT on December 13, 2016.

¹⁵ Modified by the Senate's Resolution No. 14e/2020/2021 SZT on 3 November, 2020.

¹⁶ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

(1) In order to meet their payment obligations, students may apply for and be granted exemption, payment in instalments or payment extension.

Both in the Hungarian and the foreign-language programmes, such requests must be submitted via the Neptun system by 10 September in the autumn semester and by 10 February in the spring semester, subject to the payment of an administrative fee. The request shall be decided upon by the Vice Rector for Study Affairs following the evaluation of the Director of Education.

(2) Based on social considerations defined in this Code, students may be granted payment in instalments or payment extension in case of the following payment obligations:

- a) fee,
- b) campus fee.

(4) Based on social considerations, students may be exempted from paying the campus fee, if they are underprivileged, orphans, breadwinners or if their custodianship was terminated due to coming of age. The university may grant preferential treatment or exemption to students who do campus work under the Campus Code.

(5) No exemption, payment in instalments, or deferred payment may be granted from the obligation to pay the default and late performance fees defined in this Code.

(6)¹⁷ Applications related to the fulfilment of payment obligations, except for campus fees where the Campus Code applies, shall be deliberated by the Vice Rector for Study Affairs.

(7) Decisions made regarding the fulfilment of payment obligations shall be registered in a resolution. Resolutions allowing payment in instalments shall indicate the deadline and schedule for completion as well as the consequences of default. If the application is rejected, the resolution must contain an explanation of the decision as well as the legal remedy options.

VI. SCHOLARSHIPS AND GRANTS FOR STUDENTS

Sources and general requirements of scholarships and grants

Section 12

(1) Students may receive

- a) social grants from the budget provided for the University by the state under Section 85/A of the Higher Education Act,
- b) academic performance based grants from the budget can be provided for the University by the state under Section 85/B of the Higher Education Act.

(2) Relying on its own revenues, the University creates a scholarship for internship to be granted via an application process, as well as a “Good Student - Good Athlete” scholarship.

(3) Via the application process, internship scholarship is granted once during their studies to students who:

- a) register for the 11th semester,

¹⁷ Modified by the Senate’s Resolution No. 14e/2020/2021 SZT on 3 November, 2020.

- b) conduct their studies in state-sponsored and/or Hungarian state funded programmes,
- c) have an accumulated credit index over 2.50,
- d) when submitting their application to the scholarship, acknowledge that they cannot apply for the national higher education scholarship during their 11th practical semester.

(4) Applications are evaluated by Student Welfare Committee:

- a) the amount of the internship scholarship is HUF 150,000 from the academic year of 2025/2026,
- b) the amount of the scholarship is determined by the Senate each year,
- c) the payment of the scholarship is due in the 3rd week of the practical semester.

(5) Students shall submit their application to the student secretariat on the day when they register for the practical semester in person.

(6) The “Good Student - Good Athlete” scholarship is available for students participating in the Hungarian-language training of the programmes funded by the Hungarian state in the full-time BSc, the undivided or the MSc programme, provided that they were enrolled in the spring and fall semesters of the given academic year and attained at least 40 credits.

(7) The “Good Student - Good Athlete” scholarship may be granted up to two students in each academic year. The amount of the scholarship is equivalent to the amount of the UVMB scholarship. Students may be granted the scholarship once during their studies. The result of the application process and the certificates are presented at the year-opening ceremony.

(8) Requirements for application:

- a) Achievement in sports: Internationally or domestically outstanding result in an individual or team sport in the previous academic year; evidenced by a certificate from the national sports association or Hungarian Federation of University and College Sports.
- b) Academic performance: The weighted average grade of the previous year must be at least 4.00.
- c) Exemplary conduct

(9) Applications for the “Good Student - Good Athlete” scholarship must be submitted to the UVMB Student Secretariat by the last day of the exam period in the academic year. Application forms are available at the Student Secretariat.

(10) The submitted applications are evaluated by the Student Welfare Committee, consulting the Vice Rector for Study Affairs, the Student Council and the Department of Physical Education.

(11) Fee-paying students are not eligible for grants at the expense of the student contribution fee they have paid, except other one-time remunerations paid at the expense of other fees they have paid.

(12) Remunerations for students with foreign citizenship are provided for in Section 21 of the Code.

Eligibility for student remunerations provided from the state budget Requirements

Section 13

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

- a) payment of performance based scholarships;
- aa) academic scholarship;
- ab) national higher education scholarship;
- ac) the institution's professional, scientific, community scholarships;
- b) payment of socially based grants, such as
 - ba) standard social grant;
 - bb) extraordinary social grant;
 - bc) the institution's share of BURSA Hungarica Higher Education Municipal Grant;
 - bd) Minister's grant for foreign students participating in state-funded programmes;
 - be) basic grant;
 - bf) financial support for participation in professional practice;
- c) payment of doctoral scholarships;
- d) payment of other scholarships defined in this Code,
- e) Marek József internship scholarship
- f) financing the University's operational costs
 - fa) supporting the production of course materials, procurement of e-textbooks, course materials and electronic devices necessary for preparation, procurement of learning aids for special needs students;
 - fb) supporting cultural and sports activities;
 - fc) campus maintenance and operation;
 - fd) renting campus rooms; campus renovation;
 - fe) supporting the operation of the student and doctoral student councils.

(2) Under the titles listed in Section (1) ab), b) and c), one person can only receive grants from the national budget in one higher education institution at a time. Students with contemporaneous student status at multiple higher education institutions shall only be eligible for the above grants and scholarships from the higher education institution where they first enrolled in a state scholarship programme. In case of double major programmes jointly announced and conducted by contractually cooperating higher education institutions, where one of the institutions is state-operated, students may receive remunerations from the state-operated institution.

(3) Student remunerations are granted in accordance with the procedural rules laid out in Chapter VI of this Code.

(4) The available budget is calculated as follows:

Per-student normative sum x number of students minus the institution's share of the Bursa Hungarica Scholarship. After the institution's share of the Bursa Hungarica Scholarship is fully or partially reimbursed, the Student Welfare Committee decides how to use it.

(5) The remunerations under Section (1) *ba)–bb)* and *be)–bf)* shall be financed from the sums provided based on the students participating in the BSc, divided and undivided MSc programmes, as follows:

- a) at least 20% of the per-student normative sum,
- b) the institutionally established amount, but at least 30% of the normative sum for housing purposes, and
- c) 56% of the normative sum for textbooks, lecture notes, sports and cultural purposes.

(6) 24% of the institution's share of the normative sum for textbooks, lecture notes, sports and cultural purposes provided based on the students participating in the BSc, divided and undivided MSc under the scope of this Code shall be used in line with the provision of Section (1) *ea*).

(7) Cultural support is granted through an application process. Applications are evaluated by Student Welfare Committee.

(8) 20% of the institution's share of the normative sum for textbooks, lecture notes, sports and cultural purposes provided based on the students under the scope of this Code shall be used in line with the provision of Section (1) *eb*).

(9) The normative sum allocated for national higher education scholarships shall be used for paying the national higher education scholarships of students under the scope of this Code.

(10) The institution's normative sum allocated for campus and student home subsidies shall be used for covering the costs related to campus maintenance and operation.

(11) No more than 70% of the institution's normative sum allocated for housing purposes shall be used for renting campus rooms and campus renovation.

(12) At least 1% of the institution's normative sum allocated based on the students under the scope of the Code shall be used for funding the operation of the Student Council and the Doctoral Student Council.

Section 14

Forms and requirements of certain student grants and scholarships

A. Performance based scholarships

Academic scholarship

Section 15

(1) A study scholarship may be awarded to students participating in full-time bachelor's, undivided, or master's programmes under a state scholarship, as well as to students who have successfully applied for the Marek József Scholarship Programme defined in this Code. Students who submit their academic record books after the pre-determined deadline are not eligible for academic scholarships.

(2) Academic scholarships are granted for the period of an academic semester. Academic scholarships can be paid up to 50% of students participating in the University's state scholarship full time programmes in such a way that the monthly amount of the academic scholarship allocated to each student must reach 5% of the per-student normative sum.

(3) Academic scholarships are:

- a) basic academic scholarship,
- b) academic merit scholarship.

(4) Students enrolled in the University are not eligible for academic scholarships in the first semester following their enrolment. Students are eligible for academic scholarships from the second semester. Studies conducted earlier and/or at other universities shall not be considered in terms of establishing eligibility for scholarships and the calculation of scholarship amounts. Students who finished their first semester are evaluated based on the same standards as students who have completed multiple semesters. Students whose student status is terminated for any reason shall not receive scholarship as of the month following their termination.

(5) Academic scholarships shall be allocated, and the number and scope of recipients shall be determined based on comparable results achieved in line with identical or similar academic requirements, and the scholarships thus allocated shall be equivalent.

(6) The amount of the academic scholarship shall be determined based on the student's academic performance so that it can motivate the student in terms of academic work. Students are eligible for academic performance scholarships if their academic performance is above average in the given programme but at least reaches the programme average which forms the threshold of eligibility for the basic scholarship.

(7) Academic performance scholarships shall be determined for each programme, based on the academic performance. The monthly amount of the academic performance scholarship shall be determined by the Student Welfare Committee.

(8) The proposal for the amount of performance-based scholarships are prepared by the Students' Secretariat, determined by the Student Council and approved by the Student Welfare Committee.

(9) The academic performance that forms the basis of the academic scholarship shall be calculated in accordance with the provisions of the Code of Studies and Examinations, by applying the credit index (scholarship index).

(10) The Student Welfare Committee shall make a decision on the allocation of academic scholarships by October 15 and March 15, respectively.

(11) Students are not eligible for scholarship if:

- a) their student status is suspended;
- b) they are under disciplinary action;
- c) if they failed to obtain the signatures of A-type courses at the end of the semester;
- d) whose academic record book, due to their own fault, cannot be closed by February 20 and July 30, respectively;
- e) whose data that are necessary for transferring the scholarship are not uploaded into the NEPTUN system by February 20 and July 30, respectively.

(12) Academic performance scholarships shall be calculated based on the academic average per 0.01 unit and shall be allocated in such a way that students with identical academic performance shall receive equivalent amounts of academic performance scholarships.

(13) Students with additional (contemporaneous) student status may apply for scholarship based on their academic performance in their first and their additional BSc and MSc programmes as well.

National higher education scholarship

Section 16

(1) The national higher education scholarship is granted for the period of a full academic year (10 months). The monthly amount of the national higher education scholarship equals one tenth of the sum established under this title in the Budget Act.

(2) The number of students who can be granted the national higher education scholarship is equivalent to 0.8% of the number of students participating in state scholarship full time BSc, MSc and undivided programmes according to the statistical report as of October 15 of the previous year, but at least one person per institution. Under Subsection (4), the University Senate submits its proposal separately for students likely participating in state-sponsored full time BSc, MSc and undivided programmes at the time of transferring the national higher education scholarships.

(3) Students participating in full time Hungarian BSc, MSc and undivided programmes may apply for the national higher education scholarship if they registered for the two semesters prior to submitting their application and attained a minimum of 55 credits.

(4) The national higher education scholarship is granted through an application process. The call for applications, along with the terms of evaluation, shall be published in the usual manner at the University, 30 days before the deadline for submission. The application must be addressed to the Rector and submitted to the Students' Secretariat. Applications are ranked with a consideration of the applicant's outstanding academic performance and activities in the Student Research Societies and/or the professional area. Based on the applications proposed by the Rector for consideration, the Senate submits its proposition to the Minister in charge of education for granting the national higher education scholarship by August 1.

(5) National higher education scholarships granted in a given year can only be paid in the given year as well.

(6) If the student's legal student status is terminated or suspended for any reason, the national higher education scholarship can no longer be paid to them. In case of the studies finishing in an odd semester in line with the standard training programme, eligibility for the national higher education scholarship is not terminated if students continue their studies in the second semester of the given academic year.

(7) Students who began their Master's programme in the second semester of the given academic year and also finished their bachelor's programme in the second semester of the previous academic year, can still apply, if the programme they enrolled in was launched exclusively in the second semester of the given academic year.

(8) If a student applied for the national higher education scholarship but was rejected, and the legal remedial procedure establishes that the student deserves the national higher education scholarship and is also eligible for it under the conditions defined in Subsections (1)-(6) and the posts allotted by the University for such purpose but the student did not receive it due to a procedural error made by the University, the Minister in charge of education has the right to

grant the national higher education scholarship to the student. In such cases however, the student shall not be considered for the allocation of the total amount of the national higher education scholarship, and the institution shall pay the scholarship from the budget line of student appropriation or its own revenues.

(9) Students who were granted a national higher education scholarship cannot be excluded from academic scholarships.

The institution's professional, scientific and community scholarships Section 17

(1)¹⁸ The institution's professional, scientific and community scholarships can be granted for a period defined in the call for applications, to students participating in full time BSc, undivided programmes, MSc training programmes and doctoral programmes who conduct activities beyond the curricular requirements; the scholarship is paid one time or monthly. These scholarships shall be granted solely on the basis of activities conducted at the University, regardless if the student is enrolled in a state-funded or self-funded programme.

The institution's professional, scientific and community scholarships shall be granted up to 6% of the given programme's scholarship budget to students who

- a) conduct an outstanding activity in the Student Research Societies,
- b) work successfully as a teaching assistant,
- c) are actively involved in the work of the student council,
- d) constantly conduct activities in public education, sports and representation.

(3) 7% of the institution's normative sum shall be used for paying the institution's professional scholarships or social grants. Through an application process, the UVMB scholarship can be granted to students whose annual weighted credit average is above 4.51 and are members of the Student Research Societies.

(4) The scholarship can be granted for one year; its amount is equivalent to 21% of the per-student normative sum. Applications must be submitted to the Students' Secretariat by September 15 of the given year. Applications are evaluated by the Student Welfare Committee.

(5) Remunerations can only be disbursed to students in the form of financial assistance. UVMB scholarships can be granted to one student per academic year and major. The previous year's weighted average credit shall be considered as the student's average grade.

(6) Applications for the scholarship must be submitted in writing. Applications must be submitted to the head of the Students' Secretariat before the end of the 2nd week in the study period.

(7) With regard to granting the scholarship, recommendations may be made by the head of the given organizational unit, the Head of Students' Secretariat, the president of the Student Council and the leaders of the University's cultural community or sport association. The scholarship is granted, and its extent and duration are determined by the Student Welfare Committee.

¹⁸ Modified by Senate Resolution No. 17/2017/2018 SZT on December 12, 2017.

(8) The institution's professional, scientific and community scholarships may be granted under the provisions laid out in Section 85/C ac) of the Higher Education Act, but they are not a mandatory form of assistance.

(9) Students may apply for the institution's professional, scientific and community scholarships in multiple consecutive study periods.

B. Socially based grants **Section 18**

Regular social grant

(1) Regular social grants can be given for a semester as monthly paid sum, to students eligible to social grants due to their underprivileged social status. Eligible students are those who pursue their studies at the University in bachelor's, master's, or undivided programmes under the state scholarship form, and who participate in a Hungarian-language programme (see Section 114/D (3) of the Higher Education Act).¹⁹

Regular social grants are still means-tested even when the conditions are met.

(2) The monthly amount of the regular social grant shall not be lower than 20% of the annual per-student normative sum if the student

- a) has a disability or is in need due to their health, or
- b) is highly disadvantaged, or
- c) is a breadwinner for a family, or
- d) has a large family, or
- e) is an orphan.

(3) The monthly amount of the regular social grant shall not be lower than 10% of the annual per-student normative sum if the student

- a) is disadvantaged, or
- b) custodianship was terminated due to coming of age, or
- c) is a half-orphan.

(4) The provisions in Subsections (2) and (3) may be waived if the detailed analysis of the student's social conditions justifies it. The detailed analysis is described in Appendix No. 4 of this Code.

(5) The budget available for regular social grants shall, based on an application process, be allocated by the Student Welfare Committee. The proposal for the allocation of the available budget is prepared by the Students' Secretariat, determined by the Student Council and approved by the Student Welfare Committee. Applications and their attachments must be submitted to the **year-group representatives or the Student Council's finance representative** by the deadline indicated on the Application Form, but no later than the end of the first week of the study period.²⁰

(6) Missing documents and data may be submitted by the end of the second week of the

¹⁹ Modified by Senate Resolution No. 15/2016/2017 SZT on December 13, 2016.

²⁰ Modified by Senate Resolution No. 15/2016/2017 SZT on December 13, 2016.

study period. After the submission of the application, missing documents and data may be submitted **by the end of the second week** of the study period if the application was returned to the applicant for correction.²¹

(7) Students with suspended student status are not eligible for regular social grants.

(8)²² Students are not eligible for regular social grants if

- a) their family has a monthly net income per capita that is higher than 100% of the current minimum wage, but not all applicants below this amount are eligible to non-means tested grants,
- b) their lifestyle does not justify being in need,
- c) they are enrolled in a fee-paying programme,
- d) they are eligible for campus housing, but they did not use this opportunity,
- e) they exceeded the training time indicated in the qualification criteria,
- f) they conduct their studies abroad in the given semester with an Erasmus scholarship,
- g) they failed to correctly fill out their application form and failed to provide the appropriate certificates.
- h)²³ they fail to report ownership of high-value animal or motor vehicle; failure to report such ownership constitutes grounds for exclusion,
- i) if they generate hidden income, they are excluded automatically;
- j) In cases of students with a residential address at their grandparents', further justification is needed.

(8a) Students who would be eligible for campus housing and have submitted a request to that effect shall, if the other conditions are met, be entitled to a regular social grant.

(9) The evaluation of a student's social circumstances, the following aspects must be considered:

- a) the number and income of the people living in a common household with the student, as defined in Act No. LXXX of 1997 on persons entitled to social security benefits and private pensions, as well as the funding for these services (hereinafter: Benefits Act),
- b) the distance between the place of education and the place of residence, the duration and cost of commuting,
- c) the cost of dwelling if the student does not live in a common household as defined in the Benefits Act,
- d) the amount that the disabled student has to pay for the acquisition and maintenance of the special equipment, their special travel needs and/or for a personal helper or sign language interpreter,
- e) regular healthcare expenditures incurred due to the medical condition of the student or their close relative living in a common household with them,
- f) the number of dependent persons living in a common household with the student, with special regard to the number of dependent children,
- g) the costs involved in providing care for the dependent relatives.

(10) Incomes shall be calculated based on the average income of the last three months or one twelfth of the last year in the case of monthly measurable and other incomes, respectively. Upon

²¹ Inserted by Senate Resolution No. 15/2016/2017 SZT on December 13, 2016.

²² Modified by Senate Resolution No. 15/2016/2017 SZT on December 13, 2016.

²³ Subsections h)-j) are inserted by Senate Resolution No. 31/2018/2019 SZT on March 26.

the student's request, proven future changes of income shall also be considered for the calculation.

Extraordinary social grant Section 19

(1) extraordinary social grants can be given for a semester in one sum, to students eligible to social grants to alleviate the unforeseen deterioration of their social circumstances. 2% of the social grant budget can be allocated to this purpose.

(2) Extraordinary social grants (financial aid) can be given upon request. The request shall be submitted to the head of Students' Secretariat in writing, with the indication of the reason. The amount of the financial aid shall be decided by the Student Welfare Committee.

(3) The student requests received shall be evaluated and deliberated at least once a month. Payments shall be implemented within eight working days after the decision.

BURSA Hungarica Higher Education Municipal Grant Section 20

(1) Bursa Hungarica Higher Education Municipal Grant is a socially based financial aid which consists of the following components: social grant given to students by village, town and county municipalities that joined the Bursa Hungarica Higher Education Municipal Grant System in the given year (hereinafter: (municipal share of grant), and the social grant provided by the student's higher education institution as a sum determined based on the municipal share of grant under the Government Decree (hereinafter: the institution's share of grant).

(2) Bursa Hungarica Grants may be given to students who received financial aid from the municipality of their residence in the framework of the Municipal Grant System and who conduct their studies in a full-time BSc, MSc, undivided, or higher education vocational training programme.

(3) The institution's share of grant is funded from the allocated source indicated in the institution's budget.

(4) Village, town and county municipalities can join the Municipal Grant System annually. The procedure of joining is published annually by the Minister in charge of education in the Ministry's official journal.

(5) The highest monthly per capita amount of the institution's share of grant (hereinafter: upper limit) is published annually by the Minister in charge of education in the Ministry's official journal.

(6) The monthly amount of the institution's share of grant equals the municipal share of grant, but it must not exceed the upper limit defined in Subsection (5).

(7) The grant determined under the Municipal Grant System can only be given based on the student's social circumstances, i.e., the applicant's academic performance shall not be taken into consideration.

(8) The institution's share of grant is independent from any other financial assistance paid at the University.

(9) The tasks related to the Municipal Grant System's central database management, coordination and financial management in terms of village, town and county grants are carried out by the organization assigned by the Minister in charge of education (hereinafter: application management organization).

(10) The institution's share of grant is given by the Minister in charge of education.

(11) The financial assistance provided by the village, town and/or county municipalities under the Municipal Grant System as a one-time per-semester money transfer to the account handled by the application management organization, shall be implemented as a one-time per-semester money transfer sent by the application management organization to the University serving as a paying agent, where the application management organization shall settle the transferred amount with the village, town and/or county municipality in every semester.

(12) The grant is transferred to the student by the institution paying student remunerations. Before initiating the transfer, the University shall examine eligibility.

(13) With regard to students who began their higher education studies before the payment of the grant, the payment institution's share of grant begins in March, and shall be implemented in the same order as the student remunerations. The payment of the municipal share of grant begins in March, but no later than the first round of scholarship payment (when all the due scholarships and grants are paid) following the money transfer to the University, and then continues according to the order of scholarship and grant payments along with the payment of the institution's share of grant.

(14) If the student first began their higher education studies in the semester of the payment of the grant, the institution's share of grant is paid according to the order of scholarship and grant payments beginning in October (or in March in case of cross-semester programmes). The payment of the municipal share of grant begins in October (or in March in case of cross-semester programmes), but no later than the first round of scholarship payment (when all the due scholarships and grants are paid) following the money transfer to the University, and then continues according to the order of scholarship and grant payment along with the payment of the institution's share of grant.

(15) During the months when the student's legal student status is suspended, the payment of the grant is also suspended without any change to the final deadline for payment.

(16) If the grantee fails to comply with the conditions for payment, the University shall terminate the payment of the grant. The University shall settle the unpaid grants with the application management organization after the closure of the semester but no later than June 30 or January 31, respectively. After the settlement, the application management organization shall inform the village, town and/or county municipalities about the termination of grant payment.

(17) If the student is not eligible for the grant, the University shall return the allocated municipal share of grant that was already transferred but not yet paid, to the application management organization within 30 days.

(18) Grant recipient students shall, as soon as possible but no later than within 15 days, notify the paying University and the application management organization about any changes affecting the payment of the grant in writing. Students shall meet this obligation to notify within 5 working days in case of a change affecting the following data:

- a) the student's name, residential address, e-mail address,
- b) the name, mode of study and financing of the student's programme,
- c) deferring their studies.

(19) Grant recipient students who fail to meet this obligation to notify may be excluded from the payment of the grant and the next year's round of the Municipal Grant System. Grant recipient students shall return any unduly received grants to the University within 30 days. Grant recipient students who are excluded from the payment of the grant due to their failure to meet this obligation to notify are no longer entitled to their grants unpaid as of the closure of the semester (June 30 or January 31, respectively).

(20) The University shall pay the grant free of charge on a monthly basis, together and in the same manner with the other remunerations. The University is not obliged to pay the municipal share of grant unless the amount has already been transferred to its account by the application management organization.

(21) The institution's share of grant must be paid even if the coverage of the municipal grant is not available on the University's account.

(22) The state funding indicated in the University's budget as the institution's share of grant is settled in the framework of the annual report – taking eligibility into consideration.

C. Grants and scholarships for foreign citizens to study in Hungary

Section 21

(1) Students conducting their studies in a state-recognized higher education institution based on a bilateral international agreement, except for students enrolled in a state scholarship doctoral programme, are eligible for the ministerial scholarship granted by the Minister. The scholarship is granted for ten or twelve months each year.

(2) The monthly amount of the ministerial scholarship equals

- a) 34% of the annual amount of the normative sum for students enrolled in other BSc and MSc programmes, as defined in the national budget act,
- b) one twelfth of the annual normative sum allocated to this purpose by the national budget act, for students enrolled in doctoral programmes.

(3) The ministerial scholarship is paid by the higher education institution that has a contract with the student.

(4) Students with foreign citizenship who conduct their studies in state scholarship BSc, MSc, undivided and doctoral programmes in Hungary, and in whose case it is mandated by bilateral and multilateral international agreements, are eligible for campus housing for 12 months per year. Students with foreign citizenship who conduct their studies in self-funded BSc, MSc, undivided and doctoral programmes in Hungary, are eligible for campus housing for 12 months per year, the fee of which is funded by the ministerial scholarship.

(5) The Balassi Institute informs higher education institutions about the persons conducting their studies in Hungary based on an international agreement.

(6) For foreign citizens conducting their supplementary education under an international agreement, the provisions of Subsections (1)-(5) shall apply, with the difference that the scholarship is paid for the duration of the supplementary education.

Section 22

(1) Students who fall under the scope of the Status Law and are enrolled in the University's state scholarship programme, except for students enrolled in the state scholarship doctoral programme, are eligible for a 10-month scholarship given by the Minister.

(2) The monthly amount of the ministerial scholarship equals 15% of the normative sum defined in the national budget act.

(3) The scholarship is granted through an application process. The application process is conducted by the Balassi Institute.

(4) With regard to the payment of the scholarship, the provisions of Section 21 shall apply.

(5) For foreign citizens conducting their supplementary education under the Status Law, the provisions of Subsections (1)-(5) of Section 21 of this Code shall apply, with the difference that the scholarship is paid for the duration of the supplementary education.

Section 23

(1) Students with foreign citizenship who are enrolled in fee-paying and/or self-funded programmes in Hungary, except for the students under Subsection (1), are eligible for a scholarship given by the Minister in each academic year.

(2) The call for applications under Subsection (1) is announced by the Minister and conducted by the Balassi Institute under the provisions of the national budget act.

(3) Applications are evaluated based on the available budgetary appropriations and the academic performance of the applicants.

(4) Applications shall be submitted to the University. The applications are ranked by the University and then forwarded to the organization under Subsection (2). Based on the ranking and the principles laid out in Subsection (3), the Minister, involving experts as necessary, makes the decision on the applications.

(5) The call for applications shall be published on the Ministry's website and delivered to every higher education institution as well.

(6) The deadline for submission must not be earlier than the 30th day after publication.

Basic scholarship Section 24

(1) Students enrolling for the first time in a bachelor's or undivided programme under a state scholarship shall, upon request at their first registration, be entitled to a basic grant equal to 50% of the student normative, provided that the conditions set out in Section 17 (2)–(3) of this Code are met.

(2) Students enrolling for the first time in a full-time MSc programme under a state scholarship shall, upon request at their first registration, be entitled to a basic grant equal to 75% of the student normative, provided that the conditions set out in Section 17 (2)–(3) of this Code are met.

D. Other scholarships and grants

Section 25

Scholarships for Hungarian citizens to conduct studies in state-recognized foreign higher education institutions

(1) Scholarships for Hungarian citizens to conduct studies in state-recognized foreign higher education institutions are granted through a public application process.

(2) The call for applications is announced by the Minister, and the procedure is conducted by the Balassi Institute under the provisions of the national budget act.

(3) Applications are evaluated based on the relevant international bi- and multilateral agreements and the academic performance of the applicants.

(4) Applications shall be submitted to the Balassi Institute, which evaluates and ranks them. Based on the ranking and the principles laid out in Subsection (3), the Minister, involving experts as necessary, makes the decision, informs the applicant and, if the applicant is a student, also informs the higher education institution.

(5) The call for applications shall be published on the Ministry's website and delivered to every higher education institution as well.

(6) The deadline for submission must not be earlier than the 30th day after publication.

Scholarships for students conducting complementary education in the countries of the European Economic Area Section 26

(1) Students enrolled in a state scholarship programme who participate in a such a supplementary education programme in a country of the European Economic Area, which can be counted in the programme of the Hungarian higher education institution, are eligible for a scholarship given, under Subsection (7), for the duration of their studies abroad, by the higher Education Institution where they have a student status.

(2) Two students per semester with a valid contract for a supplementary education programme abroad are eligible for the scholarship if they submit their application by September 15 and February 15 of the given year, respectively, to the Students' Secretariat.

(3) The submitted applications are ranked according to the national higher education scholarship evaluation system and evaluated by the Student Welfare Committee.

(4) Application submitted for a scholarship given to students participating in a supplementary education programme in a country of the European Economic Area must contain a detailed study programme priorly approved by the Vice Rector for Study Affairs, and the student's commitment to attain at least 10 transferable credits in each semester of the supplementary education programme, provided that they participate in theoretical training.

(5) If the higher education institution providing the supplementary education programme does not offer an opportunity to take the exam, the applicant needs to obtain the certificate of admission to the examination there and then attain the credits in the first months of the study period at home. In lack thereof, or if the practical training participant fails to obtain a certificate of completing the training, the supplementary education abroad shall be considered unsuccessful. In such cases, the student shall pay back half of the scholarship. The amount shall be paid back in one sum by no later than the end of the 2nd week before the deadline for attaining the credits.

(6) The time spent in a supplementary education abroad is counted as an active semester, and such semesters are counted in the state scholarship programme duration under the law.

(7) Students are eligible for the scholarship if they began their studies abroad with the approval of the higher education institution. The University's Code of Studies and Examinations determine the requirements for approving the supplementary education abroad, with the stipulation that if the student continues their studies in a BSc, MSc or undivided programme, they shall not be granted a scholarship unless they have already attained at least sixty per cent of the credits. The annual amount of the scholarship may not be less than three times the amount of the student scholarship subsidy. The University plans for the scholarship fund in its annual budget.

(8) The scholarship defined in Subsection (1) can only be attained through an application process, the public application must be released at the university, published on the university's website, applications shall be submitted within 30 days after the call is published, the scholarship is granted by the Rector with the agreement of the Student Council, the scholarship amount shall preferably be paid before the student's departure but within 15 days after their departure at the latest, if the supplementary education abroad is unsuccessful, the University may require the student to pay back up to half of the scholarship.

(9)²⁴ Audit students coming from a country of the European Economic Area for a supplementary education abroad under an international agreement shall receive a scholarship funded from the University's own revenues.

**„Royal Canin Veterinary Student Scholarship”
Section 26/A²⁵**

- (1) Established to provide financial assistance for students enrolled in veterinary medicine programmes, the scholarship can be granted to fourth-year and/or fifth-year students who meet the following criteria:
- a) they achieved an average grade of at least “good” in the two semesters completed prior to submitting their application;
 - b) they met the academic and exam requirements, including the attainment of the required credits;
 - c) they are dedicated to animal protection and animal welfare.
- (2) amount and detailed terms of the Scholarship are contained in the policy which is based the agreement between the University of Veterinary Medicine Budapest and Royal Canin Hungary Ltd.

**TOLNAGRO Scholarship
Section 26/B²⁶**

- (1) Established to provide financial assistance for students enrolled in Hungarian-language veterinary medicine programmes, the scholarship is granted by the Institute of Animal Breeding, Nutrition and Laboratory Animal Science and the Department of Pharmacology and Toxicology to students who meet the following criteria:
- a) they achieved the most outstanding result in the “Nutrition Studies 2” course in the given year;
 - b) they wrote the most outstanding thesis paper on nutrition studies in the given year;
 - c) they achieved the most outstanding result in the “Pharmacology 2” course in the given year;
 - d) they wrote the most outstanding thesis paper on pharmacology in the given year.
- (2) amount and detailed terms of the Scholarship are contained in the policy which is based the agreement between the University of Veterinary Medicine Budapest and TOLNAGRO Ltd.

**Marek József Scholarship Programme
Section 26/C²⁷**

- (1) As a Sponsor, the Marek József Foundation has established the Marek József Scholarship Programme (hereinafter: the Scholarship Programme) to ensure the supply of appropriately

²⁴ Inserted by Senate Resolution No. 38/2017/2018 SZT on September 19, 2017.

²⁵ Inserted by Senate Resolution No. 15/2016/2017 SZT on December 13, 2016.

²⁶ Inserted by Senate Resolution No. 15/2016/2017 SZT on December 13, 2016.

²⁷ Inserted by Senate Resolution No.... 2020/2021 SZT on December 16, 2020.

trained veterinarians with practical experience and professional dedication to animal health and food chain safety. The Scholarship Programme is provided by the Sponsor in line with the conditions defined in the call for applications and the Statutes of the Marek József Scholarship Programme. The call for applications and the statutes are available on the website of the University of Veterinary Medicine Budapest.

- (2) Scholarship recipients become eligible for the announced scholarship based on the facts they submit and other information that are important for evaluation.²⁸
- (3) The Sponsor provides and pays the Scholarship in order to ensure that the Recipients, after attaining the qualifications and degree, are employed in food animal healthcare and/or the food chain safety area.²⁹
- (4) The details of the Scholarship Programme are governed by the Statute and the current call for applications.³⁰
- (5)-(8) deleted³¹

Section 26/D³²

- (1) One form of the other scholarships provided by the University is the Special College Scholarship, which is identical in form to the scholarship of the same name in the Marek Scholarship Programme, with the stipulation that the University grants this scholarship to students participating in a Special College not connected to the field of Food Animal Medicine and Food Chain Safety. The details of the scholarship shall be provided by the Studies Directorate by the last day of the first month of each semester.
- (2) Under the Summer Diagnostic University Scholarship, students in undergraduate programmes are eligible for a scholarship if they participate in a two-week professional practical training aimed at acquiring laboratory diagnostic knowledge. Information about the scholarship shall be provided by the Studies Directorate by the end of the spring semester.

E. Financing the University's operational costs

Textbook and lecture note support Section 27

(1) 56% of the normative sum for textbooks, lecture notes, sports and cultural purposes is used for socially based grants, whereas 24% is allocated to supporting the production of course materials, procurement of e-textbooks, course materials and electronic devices necessary for preparation.

(2)³³ Subject to Subsection (1) financial assistance for students shall be provided through the institution's application process or in the form of guaranteed remunerations up to 56% of the available sum, while 24% of the amount shall be used for supporting the production of

²⁸ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

²⁹ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

³⁰ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

³¹ Deleted by the Senate's Resolution No. 27/2024/2025 SZT on December 12, 2024.

³² Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

³³ Modified by Senate Resolution No. 26/2018/2019 SZT on February 19, 2019.

textbooks and course materials, and their delivery to students as well as the procurement of learning aids for special needs students.

(3) The Student Council priorly evaluates the use of 24% of the funds, i.e., supporting the production and delivery of textbooks and course materials; the report on the use of the funds must be submitted to the Student Council each year.

(4) The fund defined in Subsection (3) can also be used for the procurement of e-textbooks, course materials and electronic devices necessary for preparation, inasmuch that it is allocated to the production and procurement of digital course materials or learning aids for students with disabilities. The Student Council shall be priorly consulted in this case as well.

(5)³⁴ Students enrolled in a full-time state scholarship BSc, MSc, undivided programme are eligible for financial assistance to purchase course materials through requests submitted via the NEPTUN system, funded from the institution's own revenues. They receive the financial assistance via the NEPTUN system. The amount of the financial assistance is HUF 5. 000 per semester.

Support for cultural and sports activities **Section 28**

(1) 10-10% of the cultural normative sum can be used for supporting cultural and sports activities, respectively (see Section 13 (8) of this Code).

(2) Cultural activities include, especially, cultural activities, events, career, lifestyle and study counselling or career monitoring organized or provided, respectively, for the students within the University's framework.

(3) Sports activities include, especially, physical exercise, sports activities, competitions, health education, counselling for healthy lifestyle organized or provided, respectively, for the students within the University's framework.

(4) Decisions on supporting cultural and sports activities shall be made by the Rector - after consulting the Student Council.

Terms related to campus housing and housing allowances **Section 29**

(1) Campus housing is allocated through an application process. Students may apply for campus housing if they have submitted an application for admission to the Hungarian-language programme and/or have a student status, regardless of the training period or mode of study they applied for or obtained a student status in.

(2) Applications shall be evaluated and deliberated based according to the point system defined in the Campus Code. When evaluating campus applications, preferential treatment shall be

³⁴ Modified by Senate Resolution No. 26/2018/2019 SZT on February 19, 2019.

given to disadvantaged students who would be unable to begin and/or continue their studies without campus housing.

(3) Applicants must be informed of the point system before submitting their applications. The point system shall consider the students' social circumstances, academic performance, their work for the student community, their mode of study, their potential exemption from fee payment and if the student is to be given a preferential treatment under Section 41 (1) of the Higher Education Act, then the existence of the conditions for such preferential treatment, as defined in the Higher Education Act, must also be verified.

(4) Campus housing is subject to fee payment. Fees shall be paid for the provision of housing conditions and the standard use of the connected basic services. Campus housing fees are determined by the Senate on an annual basis. The campus may provide additional services which can be used for an extra fee.

(5) Financial assistance for housing is provided in the framework of social grants.

Section 30

(1) The comfort level of campus housing facilities must be graded on a scale of one to four.

(2) Facilities are graded by comfort level primarily based on the condition of the building, the number of bathrooms and the number of students accommodated in a room.

(3) The categorization of the facilities is regulated by the agreement between the University and the Student Council to be concluded by May 30 before the beginning of the academic year, providing that

a) Category I shall include facilities where the bathroom unit is in common use, 3 or more students are accommodated in one room and the building has not been renovated for 10 years,

b) Category II shall include facilities where less than 3 people are accommodated in a room,

c) Category III shall include facilities where there are bathroom units installed for every room or every second room and less than 3 people are accommodated in a room,

d) Category IV shall include facilities where there are full bathroom units installed for every room or every second room, less than 3 people are accommodated in a room and the building was renovated less than 10 years ago.

(4) In the context of the above subsections, renovation means every project that improves the campus housing conditions in terms of the expenditure defined in comparison with the total value of the campus, excluding expenditures allocated to campus repair and maintenance.

(5) The monthly amount of the campus fee for students enrolled in a state scholarship programme and a state scholarship doctoral programme shall not be higher, compared to the annual amount of the campus normative sum, than

a) 8% in the case of Category I facilities;

b) 10% in the case of Category II facilities;

c) 12% in the case of Category III facilities;

d) 15% in the case of Category IV facilities.

(6) deleted³⁵

(7) Pursuant to the relevant legal regulations and conditions required for licensing the operation of student homes, basic campus services shall mean, as a minimum, that the above conditions are met and the personal computers, consumer electronic products and household appliances with low power factor can be operated.

Supporting the operation of the Student Council and the Doctoral Student Council Section 31

(1) The University provides financial assistance to the activities of the Student Council and Doctoral Student Council as part of the normative remuneration provided for the University from the national budget. The amount of the financial assistance is at least 3% of the normative sum.

(2) The normative sum allocated to support the activities of the Student Council and the Doctoral Student Council is calculated, distributed and used after consulting and with the approval of the Student Council and the Doctoral Student Council.

(3) The Student Council and the Doctoral Student Council must submit annual reports to the Senate on the use of the sum allocated to them.

Determining the scope and number of students eligible for the normative sums provided with the student remunerations Section 32

(1) The institution's grants are allocated

a) based on the number, as indicated by the arithmetic mean of the March and October figures in the statistical reports, of students eligible for

aa) student grants,

ab) campus housing grants,

ac) housing allowance,

ad) textbook and lecture note support, in case of the sum allocated to sports and cultural activities;

b) for doctoral scholarships, one twelfth of the last actual number of eligible months shall be considered;

c) for national higher education scholarships, one tenth of the actual number of eligible months shall be considered;

d) for the institution's share in ministerial scholarships and BURSA Hungarica Higher Education Municipal Grant payable to students with foreign citizenship who are enrolled in state-funded programmes, the actual payable amount shall be considered.

(2) In the context of this Code, March statistical report and October statistical report means the higher education institution's self-reported status as of March 15 and October 15, respectively.

³⁵ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

(3) For student scholarship subsidies, the number of eligible students equals the number of students enrolled in full-time, state scholarship BSc, MSc and undivided, programmes.

(4) For campus housing grants, the number of eligible students equals the number of students enrolled in full-time state scholarship or self-funded programmes under Section 20 (1) of this Code, with housing in the institution's campus.

(5) For financial assistance allocated to housing allowances, the number of eligible students equals the number of students enrolled in the higher education institution's full-time state scholarship programmes minus 95% of the number of eligible students enrolled in full-time state scholarship programmes, with a residential address at the place of training, minus the number of students under Subsection (4).

(6) For the amounts allocated to textbooks, lecture notes, sports and cultural activities, the number of eligible students equals the sum of the number of eligible students under Subsection (3) and Subsection (6).

(7) For the national higher education scholarships, the number of eligible students equals the number of actual scholarship recipients.

(8) In case of the normative sums being changed mid year, the number of eligible students shall be determined based on the order of training periods (semesters).

(9) The institution's student appropriation budgets, in the institution's statistical report, are determined as follows:

a) of all the students under Section 4 (1) of this Code, the report shall only consider such state scholarship students whose number of semesters started does not exceed the total number of semesters defined in the pertinent training requirements;

b) the report may consider all the students under Section 4 (2) of this Code.

(10) In the context of this Code, "semester started" means a semester in which the student still has an active student status as of the 30th day after their registration or sign-in (hereinafter: semester started).

VII. PROCEDURAL PROVISIONS

Submission and evaluation of applications (requests) for state grants

Section 33

(1) Students defined as eligible for application-based state grants under Chapter V of this Code may submit a request/application for state grants, in compliance with the provisions of this Code.

(2) Students may submit their request/application for regular social grants and/or extraordinary social grants state grants via the form designed and released by the Student Welfare Committee, by no later than the deadline indicated therein but by the middle of the study period's second week at the latest, and/or upon the occurrence of the extraordinary event. The Student Welfare

Committee shall make decisions on the regular social grant and the extraordinary social grant (benefit) within 15 days or as necessary but at least once a month, respectively.

(3) The Student Welfare Committee shall make its decision in such a way that the state subsidy component that is due in the first month of the semester be payable by no later than October 10 in the first semester and March 10 in the second semester, respectively.

(4) Students shall always be informed of the Student Welfare Committee's decisions via the NEPTUN system or in writing.

(5) The titles and requirements of the grants allocated by the University to the students shall be determined in advance for the academic year ahead, and shall be published at the University.

Payment process of state funding

Section 34

(1) Performance based scholarships, regular social grants, the institution's share of the BURSA grant, the national higher education scholarships, the basic grants, the doctoral scholarships and other scholarships shall, unless otherwise regulated, be paid to the students on a monthly basis. The University shall take measures with the relevant financial institution to transfer these grants and scholarships to the students by no later than the 10th day of the given month, except for the first month of the semester.

(2) Performance-based scholarships and social grants may only be paid to the eligible student in the form of financial assistance.

Failure to pay student contribution fee and other fees, repayment of student contribution fee

Section 35

(1) Students who fail to meet their obligation to pay the student contribution fee shall not be allowed to register for the next semester and/or to take the final exam. Similar action is taken if the student fails to pay the student contribution fee by the end of the academic year and/or two weeks before the final exam. Registration is not allowed and the student cannot take the final exam unless they meet their payment obligation. If they fail to do so, the Vice Rector for Study Affairs orders the affected student to take an inactive semester and/or take the final exam in the next final exam period, providing that they have paid their debt by then.

(2) Students who suspend their studies mid semester for any reason are eligible for the repayment of the time-proportionate share of the student contribution fee, as of the month following the suspension.

(3) With the Rector's permission in deservedly preferential cases, up to 60% of the student contribution fee paid can be paid back to students who requested to terminate their legal student status through an application (for the cancellation of their student status and the repayment of

their student contribution fee) submitted no later than the last day of the month after the payment.

(4) If students enrolled in a semester based training system request their student status to be terminated within 30 days after their registration or announcement, 60% of their student contribution fee can be paid back to them upon their request, and if file such request after the 30th day, the time-proportionate amount of the 60% shall be paid back to them upon their request. Applications shall be addressed to the Vice Rector for Study Affairs and submitted to the Students' Secretariat staff. The application must contain the reason for suspending their studies, the amount of the student contribution fee already paid for the semester and the bank account number to which the student wants the amount to be transferred. The repayable amount shall be calculated by the Students' Secretariat staff, who shall have the payment order countersigned by the Vice Rector for Study Affairs, and hand it over to the finance department who implement the transfer. The transfer of the amount shall be initiated in the bank within 15 days after the receipt of the application.

(5) In foreign-language programmes, the full amount of the fee paid by the student for the given semester shall be refunded (with the exception of the advance fee paid by first-year students) if the student terminates their student status by 30 September in the autumn semester or by 28 February in the spring semester. No fee shall be refunded if the student status is terminated thereafter. The fee for the 11th semester block(s) completed in Hungary is non-refundable.

Payment process of student contribution fee, self-funding fee and other fees

Section 36

(1) Students shall pay the student contribution fee via the NEPTUN system by the end of the registration/sign-in period.

(2)³⁶ Students may submit their applications³⁶ for payment in instalments by the end of the first week of the registration/sign-in period, but no later than by September 15 and February 15 in the fall and spring semester, respectively, after which requests for payment in instalments are no longer accepted. If a student requested and was granted a payment in instalments, the student contribution fee shall be paid in compliance with the student contract. The first instalment must not be less than 40% of the student contribution fee. The remaining 60% shall be paid in equal instalments by the 10th day of each month in the study period. In the last semester of the training period, the student contribution fee must be paid one month before the date of the final exam, even if the student was granted a payment assistance. Students shall be notified of their default payments at least 2 weeks before the end of the study period, via the NEPTUN system or in writing.

(3) Students have the right to be notified of their payment obligations.

(4) Students who were notified of their payment obligations under Subsection (3), but failed to meet their payment obligations by the last day of the study period, shall not be allowed to register for an exam in the NEPTUN system, to register for the next semester and/or for the final exam. The personal files of students who terminate their student status shall only be released after they have met their payment obligations

³⁶ Modified by the Senate's Resolution No. 31/2018/2019 SZT on March 26.

Accounting, finance, controlling and reporting responsibilities

Section 37

- (1)³⁷ The financial administration, accounting and settlement of state funding, self-funding and other fees are regulated by the Rector's administrative instructions.
- (2) The revenues from the fee-paying programmes must always be used in accordance with the Higher Education Act, the Government Decree and the Codes of the University.
- (3) Compliance with the provisions of this Code shall be reviewed and controlled as a priority by the University's supervisory authority.

Notice

Section 38

- (1) Students must be informed in due time about the state-funded scholarship options, waivers and the obligation to pay the student contribution fee.
- (2) Such information is provided via:
 - a) the annual Higher Education Admission Bulletin, which shall contain all changes entering into force in the next academic year;
 - b) this Code, which shall be made accessible for students in the Library, the Students' Secretariat and the Student Council;
 - c) the University's website.

Use of student contribution fee and other fees

Section 39

- (1) The amount of the student contribution fee paid by the students constitutes the operative revenues of the University.
- (2) The revenue generated from the students' student contribution fee and other fees shall be used as follows:
 - a) to increase the budget for academic scholarships in proportion with the payments collected from full-time students,
 - b) to reward students' academic performance,
 - c) to provide social grants,
 - d) for development purposes,
 - e) for operational costs,
 - f) to support cultural and sports activities,
 - g) to support the Student Council.

³⁷ Modified by the Senate's Resolution No. 14e/2020/2021 SZT on 3 November, 2020.

(3) The budgets allocated to the purposes listed in Subsection (2) shall be decided by the Rector, based on the proposal of the Student Welfare Committee. With regard to the use of the budget allocated to the above purposes, decisions are made by the following bodies:

- a) the Senate: Paragraphs d., e., f.,
- b) the Student Welfare Committee: Paragraphs a., b., c.,
- c) the Student Council: Paragraph g.

(4) The use of the institution's student appropriation budgets is reported in writing by the Rector to the Student Council and the Senate once a year.

VIII. TEMPORARY PROVISIONS

Section 40

(1) For students granted student status before the 2016/2017 academic year, the relevant code of the legal predecessor institution shall apply.

IX. MISCELLANEOUS AND CLOSING PROVISIONS

Section 41

(1) When social grants or financial assistance are deliberated, the student's financial status needs to be analyzed in line with the provisions of this Code. The process requires the management of personal data. Consequently, Act LXIII of 1992 on the Protection of Personal Data and Access to Data of Public Interest obliges the University to:

- a) obtain the student's informed consent to data processing;
- b) inform the data subject about the duration of data processing;
- c) process no other data than the ones that are essential for evaluating the social and financial status of the individual;
- d) ensure the confidentiality of the data in terms of the persons processing the data and conducting the evaluation.


Clause

(1) This Code was adopted by Senate Resolution No. 3/7/2015/2016 SZT on 1 July 2016, and amended by Senate Resolution No. 15/2016/2017 SZT on 13 December 2016; Senate Resolution No. 17/2017/2018 SZT on 12 December 2017; Senate Resolution No. 38/2017/2018 SZT on 13 February 2018; Senate Resolution No. 26/2018/2019 SZT on 19 February 2019; Senate Resolution No. 31/2018/2019 SZT on 26 March 2019; electronically by Senate Resolution No. 37e/2018/2019 SZT on 10 April 2019; Senate Resolution No. 24/2019/2020 SZT on 18 February 2020; Senate Resolution No. 14e/2020/2021 SZT on 3 November 2020; Senate Resolution No. 27/2024/2025 SZT on 12 December 2024; and electronically by Senate Resolution No. 56e/2024/2025 SZT on 24 July 2025.

(2) This code enters into force after the Senate's decision.

Budapest, 24 July 2025

Representing the University Senate


dr. Battay Márton
a Szenátus titkára




Dr. Sótónyi Péter
a Szenátus elnöke

Annex 1: Definitions³⁸

In the context of this Code

- a) teacher training programmes in general academic disciplines: Hungarian language and literature teacher; history teacher; foreign language teacher; mathematics teacher; IT teacher; computer science teacher, natural science teacher; physics teacher, biology teacher, chemistry teacher, geography teacher, music teacher, art teacher, visual arts teacher, technology and lifestyle consultancy teacher, technology teacher, physical education teacher, economics teacher, household management and lifestyle consultancy teacher, ethics, human and social studies teacher; philosophy teacher; film theory and film history teacher; art history teacher; psychology teacher; health studies teacher; management teacher, and training programmes which exempted the student, based on their second teacher training programme in a general academic discipline, from paying the student contribution fee;
- b) orphan: student below the age of 25 whose parents or single, divorced or separated parent who lived in the same household with the student died, and the student was not adopted;
- c) half-orphan: student below the age of 25 whose parent died, and the student was not adopted;
- d) disabled student or student with special needs due to their health: student who
 - da) needs constant or increased supervision and/or care due to their disability, and/or needs regular personal and/or technical assistance and/or service due to their disability,
 - or,
 - db) is at least 67% incapacitated for work or suffered at least a 50% damage to their health and the condition has been present for a year or is expected to persist for at least a year;
- e) breadwinner of a family: student who

³⁸ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

- ea) has at least one child,
 - eb) is entitled to a care allowance under Act III of 1993 on Social Governance and Social Benefits;
 - f) person with a large family: students who
 - fa) has at least two dependent siblings or three children, or
 - fb) beside the person(s) they are dependent on, two other persons in their household have a monthly income below the minimum wage, or
 - fc) is a custodian of at least two minors;
 - g) student entitled to social benefits: student enrolled in a Bachelor's, Master's, undivided and/or doctoral programme, who
 - ga) participates in a state scholarship programme, or
 - gb) began their studies in a state scholarship programme and are eligible for participation in the state scholarship programme based on the number of their semesters started in the given major;
 - h) the University's own revenues: the fees received under Section 82 (1)-(2) of the Higher Education Act, the service fees defined in the institution's codes, the income from the institution's business activity, revenues from financial assistance given by business companies, and subsidies specifically received through an application process to pay scholarships and grants;
 - i) *state-funded student*: a student admitted, from September 2012 onwards, to a state scholarship programme.
- (2) In the context of this Code, due to the termination of the affected form of assistance, persons shall be considered eligible for a regular child protection allowance if
- a) they are orphan,
 - b) they suffer from a long-term illness, and/or are severely disabled, or,
 - c) they are no longer in foster care, or
 - d) their custodianship was terminated due to coming of age.

1. Appendix No. ³⁹

For students enrolled between the academic years of 2017/18 and 2019/2020			
Undergraduate/Graduate	Mode of study	Faculty	Student contribution fee/semester
bachelor's	Full time	biology	HUF 225,000/semester
undivided programme	Full time	veterinary	HUF 1,150,000/semester
Master's programme	Full time	biology	HUF 350,000/semester
For students conducting simultaneous studies in two or more programmes and/or in graduate programme, the amount of the student contribution fee in any major equals that of undergraduate students. There is no discount for students conducting simultaneous studies in two or more programmes, either.			
For students enrolled in and after the 2019/2020 academic year			
Undergraduate/Graduate	Mode of study	Faculty	Student contribution fee/semester
bachelor's	Full time	biology	HUF 450,000/semester
undivided programme	Full time	veterinary	HUF 1,450,000/semester
Master's programme	Full time	biology	HUF 600,000/semester
For students conducting simultaneous studies in two or more programmes and/or in graduate programme, the amount of student contribution fee in any major equals that of undergraduate students. There is no discount for students conducting simultaneous studies in two or more programmes, either.			

*Student⁴⁰ contribution fee for students enrolled between the **academic years of 2017/18 and 2023/2024:***

Undergraduate/Graduate	Mode of study	Faculty	Student contribution fee/semester
bachelor's	Full time	biology	HUF 450,000/semester
undivided programme	Full time	veterinary	HUF 1,450,000/semester

³⁹ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

⁴⁰ Inserted by the Senate's Resolution No. 37e/2018/2019 SZT on April 10, 2019.

*EUR 1,830
/course/supplementary
education semester*

Amounts⁴³ of student contribution fee for students enrolled in the foreign language programmes in and after the 2019/2020 academic year:

<i>Undergraduate/Graduate</i>	<i>Mode of study</i>	<i>Faculty</i>	<i>Student contribution fee/semester</i>
<i>undivided programme</i>	<i>Full time</i>	<i>veterinary</i>	<i>EUR 12,480 /year</i>
<i>undivided programme</i>	<i>Full time</i>	<i>research zoologist</i>	<i>EUR 12,480 /year</i>

*Fee payable for inactive semesters in foreign-language programmes:
EUR 300 /year*

*Fee payable for retaking a course (not as an exam course) in foreign-language programmes:
EUR 500 or EUR 2,080 per course, based on the course list specified in the Students' Guide.*

⁴³ Inserted by the Senate's Resolution No. 31/2018/2019 SZT on March 26, 2019.

Appendix No. 2⁴⁴

Marek József Educational Centre and Campus - fees

- Information on campus housing fees shall be provided by the Studies Directorate each August.

Cultural contribution fee

From the second semester of the 2024/2025 academic year

Fees are paid via the Studies module of the NEPTUN System, with the following amounts and deadlines:

Academic year I: The cultural contribution fee is HUF 8000 / Semester I, payable via the NEPTUN system by October 15 or March 15, respectively. **The cultural contribution fee is HUF 4000 / Semester II.**

Academic year II-V: The cultural contribution fee is HUF 4000 / semester, payable via the NEPTUN system by October 15 and/or March 15, respectively.

Students enrolled in the 2nd semester of the 5th year do not pay a campus cultural contribution.

If the amount is not credited to the virtual summary invoice, the student within 8 days after the indicated date, the student shall pay a penalty, which is HUF 10,000 / occasion.

The Student Committee shall have control over these amounts. They will have a special line number in the books.

The Secretary of the Student Committee may allow a modification of the payment deadline.

Prices are reviewed by the Senate, by August 31 each year.

⁴⁴ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

Appendix No.3

The percentage-based division of scholarships

The distribution of the institution's budget among the different titles of usage

- 1) *The normative sum allocated to students shall be divided among the different year groups and student remunerations according to the following ratios:*

<i>Name</i>	<i>Budget allocation ratio in %</i>
<i>Academic scholarship</i>	<i>65%</i>
<i>Basic + academic performance</i>	<i>The ratio is ~ 30+70</i>
<i>Social grant</i>	<i>25%</i>
<i>Regular + extraordinary</i>	<i>The ratio is 90+10</i>
<i>UVMB scholarship</i>	<i>7%</i>
<i>Financial assistance for the operation of the Student Council</i>	<i>3%</i>
<i>Total:</i>	<i>100%</i>

- 2) *The normative sum allocated to the national higher education scholarship recipients shall be divided according to the following ratios:*

<i>Name</i>	<i>Budget allocation ratio in %</i>
<i>National higher education scholarship</i>	<i>100%</i>

- 3) *The normative sum allocated to campuses is used for financing the operation of the campus.*

<i>Name</i>	<i>Budget allocation ratio in %</i>
<i>Campus housing</i>	<i>100%</i>

- 4) *The normative sum allocated to campus housing shall be divided according to the following ratios:*

<i>Name</i>	<i>Budget allocation ratio in %</i>
<i>Campus renovation</i>	<i>70%</i>
<i>Housing allowance</i>	<i>30%</i>
<i>Total:</i>	<i>100%</i>

5) *The normative sum allocated to subsidizing textbooks and course materials as well as sports and cultural activities shall be divided according to the following ratios:*

<i>Name</i>	<i>Budget allocation ratio in %</i>
<i>Textbook and lecture note support</i>	<i>80%</i>
<i>Textbook and lecture note support for students (non-means tested)</i>	<i>56</i>
<i>Production of lecture notes</i>	<i>30</i>
<i>Procurement of e-textbooks, course materials and electronic devices necessary for preparation</i>	<i>14</i>
<i>Supporting sports activities</i>	<i>10%</i>
<i>Acquisition of sports equipment</i>	<i>80</i>
<i>Support for participation in sports events</i>	<i>20</i>
<i>Supporting cultural activities</i>	<i>10%</i>
<i>Participation in the University's cultural events (Equus Days, introduction day for foreign students)</i>	<i>40</i>
<i>Career, lifestyle consultancy, career monitoring, consulting, recognitions (awards)</i>	<i>60</i>

The distribution of funds under this section as well as the allocation ratio of financial means among the different titles are reviewed annually by the Vice Rector for Study Affairs and the Chief Financial Officer, and submit proposals for modifications of the Code as necessary.

Applications for cultural and sports grants are evaluated by the Student Welfare Committee by October 15.

Appendix No. 4⁴⁵

Fees payable in the Hungarian-language training programme

Failure to meet administrative obligations:

1. *Tardy sign-in/registration* **HUF 10,000**
2. *Error in filling out the academic record book (on first registration)* **HUF 5,000**
3. *Course cancellation outside the registration period (Student's fault)* **HUF 10,000/course**
4. *Course registration outside the registration period* **HUF 5,000/course**

Applications and exam fees related to failures to meet academic requirements:

1. ⁴⁶*Retake exam fee for 2nd time (3rd and/or 4th, 5th, 6th time) and the next times per exam course* **HUF 10,000/exam**
2. *Special retake exam on the basis of equitability* **HUF 10,000/exam**
3. *Fee for repeat final exam* **HUF 10,000/final exam**
4. *Tardy submission of academic record book* **HUF 5,000**
5. *Tardy submission of thesis paper* **HUF 10,000**
5. *Amount per credit for elective courses in case of exceeding the credit limit: HUF 30,000*
6. *Amount per credit for elective courses in case of exceeding the credit limit in the **Biology and Research Zoologist** programmes: HUF 15,000*
7. *Hunting and wildlife management specialization per semester* **HUF 6,000**
8. *Service fee* **HUF 10,000**
9. *Academic gown renting fee* **HUF 20,000/occasion**
11. *Penalty for failure to provide data required for the student data management system* **HUF 5,000**
12. *Absence from exam without leave* **HUF 10,000**
13. *Foreign diploma recognition* **HUF 50,000/course**
14. *Foreign diploma recognition repeat exam* **HUF 25,000/course**

⁴⁵ Modified by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

⁴⁶ Modified by the Senate's Resolution No. 31/2018/2019 SZT on March 26, 2019.

Free of charge:

- *First retake of failed exam*
- *Retake of successful exam*
- *Exemption from course*
- *Appeal*

*Submission of missing documents related to studies, authentication of documents, certificates
- for persons with legal student status*

(Administrative deadline: 15 days)

1. *Academic record book copy without authentication **HUF 3,000***
2. *Academic record book copy with authentication **HUF 5,000***
3. *Academic record book certified true copy **HUF 20,000/copy***
4. *New validation sticker to replace lost sticker **HUF 3,500***
5. *Penalty for failure to pay campus fee, development fee **HUF 10,000***

*(campus fee, development fee must be paid by the 31st day of each month, except for
September, when the deadline for payment is October 31, penalty is charged after the 8th day
of the next month)*

*Submission of missing documents related to studies, authentication of documents, certificates
- for persons without legal student status*

(Administrative deadline: 15 days)

1. *Replacement of lost academic record book, specimen copy **HUF 10,000***
2. *Certified true copy of diploma **HUF 10,000** payable in stamp*
3. *Transcript **HUF 15,000***
4. *Certificate **HUF 5,000***
5. *Certificate Annex true copy **HUF 20,000***

Appendix No. 5⁴⁷

Fees payable in the foreign language training programme

Failure to meet administrative obligations:⁴⁸

1. *Tardy sign-in/registration* **EUR 100/week**
2. *Course registration outside the registration period (Student's fault)* **EUR 25/course**
3. *Course registration outside the registration period* **EUR 25/course**

Applications and exam fees related to failures to meet academic requirements:

1. *Special retake exam on the basis of equitability* **EUR 25/exam**
2. *Fee for repeat **final exam*** **EUR 25/final exam**
3. *Tardy submission of thesis paper* **EUR 25**
4. *Absence from exam without leave* **EUR 25/exam**

*Submission of missing documents related to studies, authentication of documents, certificates
(Administrative deadline: 15 days)*

1. *Issuance of transcripts or course descriptions (over 5 per semester):* **EUR 50 per item**

Fees payable by first-year and re-enrolling students:

1. *Application fee:* **EUR 200**
2. *Entrance examination fee:** **EUR 250**
3. *Registration fee:* **EUR 220**
4. *Advance fee:** **EUR 800**

**Only for first-year students*

⁴⁷ Inserted by Senate Resolution No. 27/2024/2025 SZT on December 12, 2024.

⁴⁸ Modified by the Senate's Resolution No. 56e/2024/2025 SZT on July 24, 2025.