

Annex 6
of the Statutes of the University of Pécs
Fees and Grants Regulations



Pécs 2007
effective from 10th December 2009

Pursuant to Sections 21 (4) d) and 51 (3)-(4) of Act CXXXIX of 2005 on Higher Education (hereinafter HEA, Hungarian abbreviation Ftv.) and by virtue of the authorisation granted by Government Decree 51/2007. (III. 26.) on grants payable to and certain fees payable by students enrolled in higher education the Senate of the University of Pécs (hereinafter University), with the assent of the University Student Union, has adopted the following Fees and Grants Regulations (hereinafter the Regulation).

CHAPTER I General provisions

The scope of the Regulation

Section 1. (1)¹ The scope of the Regulation shall extend to all trainings (higher-level vocational training, undergraduate training, undivided, one-tier training, graduate training, doctoral training and post-graduate specialist training) establishing student status at the University, to persons having PhD / DLA candidate status, to persons taking part in the trainings and having student status at the University regardless of their nationality (hereinafter students), and to employees involved in rendering the trainings.

(2) The Regulation shall apply to part-time students (pursuing their studies in the framework of correspondence and evening training schedule) and to students attending distance learning courses only in the case of express provisions and subject to the derogations stipulated in this Regulation.

(3) Further, the scope of the Regulation shall extend to students establishing visiting student status at the University during the course of their studies at the University.

(4) The provisions of the Regulation shall apply to students pursuing their studies in non-state-funded, fee-paying training only in the case of express provisions and subject to the derogations stipulated in this Regulation.

(5) Issues concerning dormitories – not provided for in the framework of this Regulation – shall be provided for by Annex 40 of the Statutes of the University of Pécs.

(6) In the case of an express provision the scope of the Regulation shall extend to persons no mlonger having student status at the University.

(7) Provisions of this Regulation shall apply to students enrolled in foreign language training subject to the derogations stipulated in Chapter VI hereof.

(8)² Students having the right to free movement and residence as set forth in a separate Act shall be vested with the same rights and duties concerning fees and allowances as students of Hungarian citizenship.

¹ Amendment adopted by the Senate on its meeting held on 29th November 2007. Effective: from 29th November 2007.

² Section 28 (2) of Government Decree 51/2007. (III. 26.) (hereinafter New GD).

Definitions³

Section 2 (1) For the purposes of the Regulation:

a) **majors of general knowledge in teacher training:** teacher of Hungarian language and literature; teacher of history; teacher of foreign languages; teacher of mathematics; teacher of informatics; teacher of computer science; teacher of natural sciences; teacher of physics; teacher of biology; teacher of chemistry; teacher of geography; teacher of music; art teacher; teacher of visual arts; teacher of technical skills and life-style; teacher of technical skills; teacher of physical education; teacher of economics; teacher of household economics – life-style; teacher of ethics, human and social sciences; teacher of philosophy; teacher of motion picture aesthetics and history; teacher of the history of arts; teacher of psychology; teacher of hygienics; teacher of office management, as well as the training in which the student was exempted from paying fee before 1st September, 2006 – on the basis of a second major of general knowledge in teacher training;

b) **orphan:** a student under the age of 25 whose parents, whose single, divorced or separated parent with whom the student had lived together died and who has not been adopted;

c) **semi-orphan:** a student under the age of 25, one of whose parents died and who has not been adopted;

d) **student with disabilities or student in need of assistance due to his/her health condition:** a student

da) who needs constant or special supervision or care due to his/her deficiency and who needs regular personal and/or technical assistance and/or service due to his/her deficiency, or

db) who has lost 67% of their working abilities and this condition has lasted for a year or will presumably last for at least another year;

e) **breadwinner:** a student

ea) who has at least three children, or

eb) who is entitled to receive nursing allowance under Act III of 1993 on Social Administration and Social Transfers;

f) **student with a large family:** a student

fa) who has at least two dependent siblings or three children, or

fb) whose supporters (supporter) and at least two other persons sharing the same household have a monthly salary less than the amount of the minimum wage each, or

fc) who is the guardian of at least two minors;

g) **student entitled to receive social allowance:** a student participating in full-time higher-level vocational training, undergraduate training, undivided, one-tier training, graduate training, or doctoral training

ga) who is enrolled in state-funded training, or

gb) who started his/her studies in state-funded training and in the given programme he/she would be entitled to participate in state-funded training based on the number of semesters he/she started in vocational training;

h)⁴ **own revenue:** fees payable by the students under Section 125 (3)-(4) of the HEA, service fees stipulated in the statutes of the institution, as well as the result of the economic activity of the institution, support provided by business associations and support obtained through application expressly for the purposes of paying scholarships.

³ Section 2 of New GD.

⁴ Amendment adopted by the Senate on its meeting held on 29th November 2007. Effective: from 29th November 2007.

i) **supporter:** a relative sharing the same household with the student and who is obliged to maintenance under Act IV of 1952 on Marriage, Family and Guardianship.

j) **disadvantaged student:** a student younger than twenty-five years at the time of enrolment in respect of whom the notary arranged for child protection care during secondary education due to family or social background, or for whom regular child welfare benefit has been disbursed, or who has been eligible for regular child protection benefit, or has been a ward of the state.

k) **multiply disadvantaged student:** a disadvantaged student whose parent exercising parental control at the time when the student reached the compulsory school age only completed elementary education as stated in the voluntary parental declaration under the procedure regulated in the Act on the Protection of Children and on Child Welfare Administration, or for whom long-term guardianship has been arranged.

(2)⁵

General provisions and proceeding organs

Section 3 (1) The titles to and the amount of grants payable to and charges and fees payable by students shall be stipulated by this Regulation.

(2)⁶ Titles to and conditions of grants to be provided for the students shall be stipulated in advance for one academic year and shall be announced on the homepage of the University and on the homepages of the Faculties in the manner customary at the Faculty.

(3)⁷⁸ Charges payable by the students to the University for omission or late completion, titles to and conditions and amount of fees, as well as the dormitory fee and the amount of the tuition fee under Section 126 (2) of the HEA shall be stipulated for one academic year and shall be announced on the homepage of the University and on the homepages of the Faculties in the manner customary at the Faculty.

(4) Grants payable to and charges and fees payable by the student, as well as benefits and exemptions shall be stipulated for one semester (five-month academic period). Entitlement to dormitory placement shall be stipulated for the given academic year.

(5)⁹ Decisions on fulfilling payment obligations shall be made in a resolution. The deadline and the scheduling of payment and also the consequences of any arrears shall be set forth in the resolution granting the possibility of payment by instalments. In the case of refusal the decision shall be justified and information shall be provided on the possibilities of legal remedy.

Section 4 (1)¹⁰ The following bodies and persons shall have the authority to make decisions concerning students' grants and fees in the manner stipulated herein:

- a) the Rector,
- b) the Head of the Faculty (Dean, Director General),
- c) the Faculty Council,
- d) the Committee of Students' Grants and Dormitories of the Faculty,
- e) the Committee of Applications and Scholarships of the Faculty,
- f) the Director of Education,

⁵ Repealed by the amendment adopted at the meeting of the Senate held on 29th November 2007. Ineffective: from 29th November 2007.

⁶ Section 11 (1) of New GD.

⁷ Section 11 (2) of New GD.

⁸ Amendment adopted by the Senate on its meeting held on 8th May 2008. Effective: from 8th May 2008.

⁹ Section 4 (7) of New GD.

¹⁰ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

- g) the Registrar's Office of the Faculty,
- h) the Student Financial Office,
- i) the University Students Union,
- j) the Faculty Student Unions.

(2)^{11 12 13}The Committee of Students' Grants and Dormitories of the Faculty (hereinafter CSGD, Hungarian abbreviation DJKB) shall determine the amount of basic grants (Section 19), regular (Section 20) and extraordinary (Section 21) social grants, institutional professional, scientific and – in certain cases – public life grants (Section 18), assess applications for practical course grants (21/A) and decide on dormitory placements (Section 35) under the provisions hereof or upon request. The Student Financial Office (hereinafter SFO, Hungarian abbreviation HPI) shall establish each student's entitlement to study grant (Section 16) and its amount for the semester in accordance with the special regulations of the Faculties.

(3) The CSGD is a body of seven persons. The members of the CSGD are lecturers and students of the Faculty. Its student members shall be elected by the Assembly of Delegates of the Faculty Student Union on the recommendation of the President of the Faculty Student Union and with the assent of the Faculty Council. At least one fourth but no more than one third of the members of the body shall be full-time lecturers. Lecturer members shall be elected by the Faculty Council on the recommendation of the Head of the Faculty. The Rules of Operation and Procedure of the CSGD is included in Annex 6 hereof.

(4) In the case of further grants specified in this Regulation and obtainable through application (Sections 17 and 32) the Committee of Applications and Scholarships of the Faculty shall rank the applications and in certain cases decide on the grants.

(5) The Committee is a body of no more than eight persons. The members of the Committee of Applications and Scholarships of the Faculty (hereinafter CAS, Hungarian abbreviation PÖB) are lecturers and students of the Faculty. Its student members shall be elected by the Assembly of Delegates of the Faculty Student Union on the recommendation of the President of the Faculty Student Union and with the assent of the Faculty Council. Half of the members of the body shall be full-time lecturers and half of its members shall be students. Lecturer members shall be elected by the Faculty Council on the recommendation of the Head of the Faculty. The president of the CAS shall be a leading lecturer of the Faculty and shall be elected from among the members of the CAS by themselves. The Rules of Operation and Procedure of the CAS is included in Annex 6 hereof.

(6)^{14 15} The SFO shall prepare the imposition of the given student's tuition fee for the given semester taking into consideration the decision of the Faculty Council and the Fee Payment Agreement concluded with the student. Further, each semester on the basis of the information provided by the Faculties, the SFO shall declare the exemptions the given student is entitled to under Section 49 hereof.

(7)¹⁶ Requests for the reduction of tuition fee (Section 48) and permission concerning payment by instalments and deferment (Section 52 (6)) shall be assessed by the Head of the Faculty or the body or person stipulated in a Dean's order.

(8)¹⁷ Fees and charges payable by the student stipulated in Annex 1 hereof shall be imposed by the Registrar's Office or by the SFO on the basis of the agreement concluded with the Faculty.

¹¹ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹² Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹³ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

¹⁴ Section 4 (6) of New GD.

¹⁵ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁶ Built in by the amendment adopted at the meeting of the Senate held on 26th June 2008. Effective: from 26th June 2008.

Section 4/A¹⁸ (1) Students shall be informed about decisions on grants and fees and possible legal remedies – taking into consideration the provisions of Annex 6 hereof as well – in the manner customary at the Faculty. Decisions on payment obligations shall be made in a resolution. The SFO shall be notified about the final decision.

(2) Students shall be notified by the SFO about the decisions on grants through the Electronic Academic Records System (Hungarian abbreviation ETR) and about payment obligations by mail. The SFO shall notify the Faculty concerned about its decisions according to the agreement concluded with the Faculty.

¹⁷ Built in by the amendment adopted at the meeting of the Senate held on 26th June 2008. Effective: from 26th June 2008.

¹⁸ Built in by the amendment adopted at the meeting of the Senate held on 26th June 2008. Effective: from 26th June 2008.

Complaints and legal remedy

Section 5 (1)^{19 20} In the case of grants stipulated by the CSGD and the CAS and fees imposed by the Registrar's Office under Annex 1 hereof – with derogations stipulated in Section 36 in the case of dormitory placement – students may appeal against the resolution to the Head of the Faculty within eight days calculated from notification or from the day he/she learns about the resolution. The application claim shall be submitted to the body/person adopting the first instance decision and the contested resolution and any documents supporting the contents of the appeal claim shall be attached to the appeal. The body/person adopting the first instance decision may amend, correct or revoke its original resolution in its own competence or refer it to the Head of the Faculty. The appeal shall be decided within fifteen working days.

(2)^{21 2223} Pursuant to Section 12 of the Academic and Examination Regulations students shall have the right to claim legal remedy against the decision, measure or omission (hereinafter decision) of the Head of the Faculty, the body or person assigned by him/her, the Registrar, the SFO and the Assembly of Delegates of the University Student Union on the grounds of violating provisions pertaining to student status.

¹⁹ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

²⁰ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

²¹ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

²² Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

²³ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

Funding status of students

Section 6 (1) Students of the University can be either state-funded or fee-paying as regards their funding status.

(2)²⁴ A person shall qualify as a student pursuing studies in state-funded training who has enrolled in state-funded training, and

- a) who established student status before 1 January 1997 – till the completion of his/her studies within the framework of this legal relation;
- b) who established student status after 1 January 1997 in the academic year 1997/1998, or in the academic years 1998/1999 and 1999/2000 – till the completion of his/her studies within the framework of this legal relation provided
 - ba) he/she pursues studies to obtain his/her first diploma (for the purposes of this Section hereinafter first undergraduate training), or
 - bb) he/she pursues studies to obtain his/her first diploma with university degree and professional qualification after gaining a diploma with college degree and professional qualification on the same programme, or pursues studies to obtain his/her first teacher qualification requiring as a prerequisite a college or university degree (for the purposes of this Section hereinafter first supplementary undergraduate training);
- c) who established student status in the academic years 2000/2001 and 2001/2002 and within the framework of this legal relation
 - ca) he/she pursues studies in his/her first undergraduate training provided he/she had not established student status prior to establishing the current one and the number of semesters commenced does not exceed the number of semesters prescribed for the length of programme in the qualification requirements, or
 - cb) he/she pursues studies in a training resulting in obtaining his/her second single-major teacher's degree provided he/she had already possessed a single-major teacher's diploma when commencing his/her studies and the number of semesters commenced does not exceed the number of semesters prescribed for the length of programme in the qualification requirements, or
 - cc) he/she pursues studies on a programme whose qualification requirements include a diploma awarded in higher education as an entry requirement and the number of semesters commenced does not exceed the number of semesters prescribed for the length of programme in the qualification requirements, or
 - cd) he/she pursues studies in first supplementary undergraduate training for four semesters;
- d) who established student status in the academic years 2002/2003, 2003/2004, 2004/2005, 2005/2006 and within the framework of this legal relation
 - da) he/she pursues studies in first undergraduate training provided he/she had not established student status before the current student status and the number of semesters commenced does not exceed the number of semesters prescribed for the length of programme in the qualification requirements in the case of an at least eight-semester training by three semesters and in the case of other trainings by two semesters, or
 - db) he/she pursues studies in first undergraduate training and although he/she had established student status before the current student status, he/she established this new legal status through an admission procedure and the number of semesters commenced does not exceed the number of semesters prescribed for the length of

²⁴ Section 3 (1) of New GD.

programme in the qualification requirements in the case of an at least eight-semester training by three semesters and in the case of other trainings by two semesters, or
dc) he/she commenced his/her studies in state-funded teacher training in single-major of either general knowledge or theology and now pursues his/her studies in a training leading to a second single-major teacher's degree in general knowledge and the number of semesters commenced does not exceed the number of semesters prescribed for the length of programme in the qualification requirements in the case of an at least eight-semester training by three semesters and in the case of other trainings by two semesters, or

dd) he/she pursues studies on a programme whose qualification requirements include a diploma awarded in higher education as an entry requirement and the number of semesters commenced does not exceed the number of semesters prescribed for the length of programme in the qualification requirements in the case of an at least eight-semester training by three semesters and in the case of other trainings by two semesters, or

de) ²⁵ he/she pursues studies in first supplementary undergraduate training for six semesters;

e) who is a student on any programme and who – upon the decision of the institution – is transferred from fee-paying training to a state-funded vacancy already available at the institution – for the rest of the length of programme of the student who had left the institution.

f) ²⁶ who commenced his/her studies in the framework of higher-level vocational training prior to 1st March 2006 for a number of semesters exceeding the length of programme of higher-level vocational training by two.

(3)²⁷ A person establishing student status from the academic year 2006/2007 shall qualify as a person participating in state-funded training under Section 55 (2) and (4) of the HEA.

(4)²⁸ Students establishing their student status following the academic year 2007/2008 shall be assigned to state-funded or fee-paying training for the period of one academic year.

State-funded period²⁹

Section 7 (1) In the case of students establishing student status from the academic year 2006/2007, the student is entitled to pursue studies in higher education for twelve semesters as a state-funded student (hereinafter 'state-funded period'), including higher-level vocational training. The state-funded period shall also include any uncompleted state-funded semesters the student has enrolled for, unless the Academic Committee of the Faculty temporarily terminates the student status of the student – in the given semester – subsequently, upon request due to a reason through no fault of his/her own (especially due to illness, accident, or childbirth).

(2)³⁰ In the case of students establishing student status from the academic year 2006/2007, the state-funded period of students with disabilities may be prolonged by four semesters at most by virtue of the decision of the Committee specified in Section 79 (3) of the Academic and Examination Regulations.

²⁵ Amendment adopted by the Senate on its meeting held on 29th November 2007. Effective: from 29th November 2007.

²⁶ Built in by the amendment adopted at the meeting of the Senate held on 24th January 2008. Effective: from 24th January 2008.

²⁷ Section 3 (2) of New GD.

²⁸ Section 40 (3) of the amended HEA as of 1st September 2007.

²⁹ Section 55 (2)-(4) of the HEA.

³⁰ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

(3) The state-funded period shall be extended by a maximum of two semesters in case the student attends an undivided, one-tier programme and the length of the programme exceeds ten semesters in accordance with the related training requirements.

(4)³¹ In the case of students establishing student status from the academic year 2006/2007, the state-funded period of students in part-time training and that of students of distance learning courses can be extended uniformly in the case of the same training by four semesters at most under the HEA by virtue of the decision of the Head of the Faculty.

(5) The state-funded period for students on doctorate courses can be prolonged by six semesters at most.

(6) The state-funded period for students falling under the scope of Act LXII of 2001 on Hungarians Living in Neighbouring Countries (hereinafter Preference Act) who formerly pursued studies in state-funded undergraduate training and have been admitted to state-funded graduate training shall be extended by two semesters.

(7) In the event the student has depleted the whole state-funded period available for him/her, he/she may only continue his/her studies as part of fee-paying training in higher education.

The available state-funded period rendered to a given training³²

Section 8 (1) In the case of students establishing student status from the academic year 2006/2007, the available state-funded period rendered to a given training shall be two semesters longer than the length of programme of the given training.

(2) The state-funded period of students commencing their studies prior to the academic year 2006/2007 shall be established under Section 6 (2) a)-e) hereof.

(3) In the event the student has depleted the whole state-funded period rendered to the given training, he/she may only continue such studies as part of fee-paying training.

Further provisions pertaining to state-funded period

Section 9 (1) In respect of this Regulation a semester shall qualify as a commenced semester if the student has an active, in other words non-suspended student status on the 30th day following the commencement of the term of study.

(2) Possession of a degree and professional qualification shall not exclude the opportunity of students to attend state-funded training, with the stipulation that the student who has obtained the pre-degree certificate in a certain training cycle as state-funded student,³³ may not enrol for state-funded training in the same training cycle. This provision shall also apply to higher-level vocational training.

(3)³⁴ In the case of students establishing student status from the academic year 2006/2007, the number of semesters in fee-paying training shall be unlimited. However, the student shall not be eligible for the bursaries, benefits, and services stipulated in laws if the number of semesters he/she has enrolled for – including the duration of the state-funded training – exceeds sixteen semesters. This provision shall not apply to students who acquire new student status after the lapse of five years from the termination of a former student status.

³¹ *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

³² *Section 55 (4) of the HEA.*

³³ *Section 55 (2) of the amended HEA as of 27th October 2006.*

³⁴ *Section 56 (2) of the HEA.*

(4)³⁵ In the case of students establishing student status in the academic year 2006/2007, in calculating the state-funded period or the time available for fee-paying training, student statuses established simultaneously at more than one higher education institution, or enrolment for programmes to obtain more than one qualification in the same higher education institution shall be registered as one semester.

(5) In the case of students commencing their studies after 1st September 2007, the provisions of Subsection (4) hereof shall apply on condition the student established the additional (simultaneous) student status at the latest in the third semester of the training programme that has been commenced first.³⁶

CHAPTER II

Conditions of access to student benefits funded from the state budget

Sources of student grants

Section 10 (1) Students can receive

- a) benefits relative to their social situation covered from the normative grant provided for the University from the central Budget under Section 129 (3) of the HEA,
- b) benefits relative to their performance,
 - ba) covered from the normative grant provided for the University from the National Budget under Section 129 (3) of the HEA,
 - bb)³⁷

(2) The University may award further grants from its own revenues through application in the manner specified herein.

Titles to student bursaries³⁸

Section 11 Sources available for student bursaries may be utilised by the University under the following titles:

- a) grants relative to performance
 - aa) study grant,
 - ab) Scholarship of the Republic of Hungary,
 - ac) institutional professional, scientific and public life grants,

- b) grants relative to social situation
 - ba) regular social grant,
 - bb) extraordinary social grant,
 - bc) the institutional part of Bursa Hungarica Higher Education Local Government Scholarship,
 - bd) ministerial scholarship for foreign students,
 - be) basic grant,
 - bf)³⁹ practical course grant.

- c) doctorate bursary,

- d) other grants provided for in the Grants and Fees Regulation of the higher education institution,

³⁵ Section 56 (3) of the HEA.

³⁶ Section 56 (3) of the amended HEA as of 1st September 2007.

³⁷ Repealed by the amendment adopted at the meeting of the Senate held on 8th May 2008.

³⁸ Section 7 of New GD.

³⁹ Built in by the amendment adopted at the meeting of the Senate held on 10th December 2009. Effective: from 10th December 2009.

- e) financing the operation of the institution
 - ea) supporting the publication of textbooks, purchasing electronic textbooks, teaching materials and electronic equipment necessary for preparation and devices facilitating the study activities of students with disabilities,
 - eb) supporting cultural and sport activities,
 - ec) operating and maintaining dormitories and halls of residence,
 - ed) renting dormitory and hall of residence space, renovating dormitories and halls of residence,
 - ee) supporting the operation of the student union.

The utilisation of the institutional and faculty appropriation⁴⁰

Section 12 (1)^{41 4243} **At least 45** percent of the aggregate sum of the normative funding per student provided for students enrolled in higher-level vocational training, undergraduate training, undivided, one-tier training and graduate training falling under the scope of this Regulation shall be utilised for covering **study grants**. **At least 2** percent but **not more than 5** percent of the aggregate sum of the normative funding per student provided for students enrolled in higher-level vocational training, undergraduate training, undivided, one-tier training and graduate training falling under the scope of this Regulation shall be utilised for covering **institutional professional and scientific grants**, **not more than 10** percent of the aggregate sum of the normative funding per student provided for students enrolled in higher-level vocational training, undergraduate training, undivided, one-tier training and graduate training falling under the scope of this Regulation shall be utilised for covering **institutional public life grants** with the proviso that if the appropriation for institutional professional and scientific grants is not allocated in full due to the lack of appropriate applications, the remainder of the appropriation may be allocated to cover public life grants.

(2)⁴⁴ The following sums shall be utilised for covering **regular and extraordinary social grants, basic grants and practical course grants**:

- a) **at least 20** percent but **not more than 40** percent of the of the normative funding per student, further
- b) **60** percent of the normative grant available for accommodation grants,
- c) **56** percent of the normative grant available for textbook grants and sport and cultural activities

provided for students enrolled in higher-level vocational training, undergraduate training, undivided, one-tier training and graduate training falling under the scope of this Regulation.

(3) **24** percent of the institutional aggregate sum of the normative grant available for textbook grants and sport and cultural activities provided for students enrolled in higher-level vocational training, undergraduate training, undivided, one-tier training and graduate training falling under the scope of this Regulation shall be utilised for supporting the **publication of textbooks**, purchasing electronic textbooks, teaching materials and electronic equipment necessary for preparation and devices facilitating the study activities of students with disabilities.

(4) **20** percent of the institutional aggregate sum of the normative grant available for textbook grants and sport and cultural activities provided for students falling under the scope of this Regulation shall be utilised for supporting **cultural and sport activities**.

(5) The institutional aggregate sum of the grant provided under Section 129 (3) f) of the HEA for students falling under the scope of this Regulation shall be utilised for covering **Scholarships of the Republic of Hungary**.

⁴⁰ Sections 8-9 of New GD.

⁴¹ Amendment adopted by the Senate on its meeting held on 8th May 2008.

⁴² Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁴³ Amendment of subsections (1) and (2) adopted at the meeting of the Senate held on 10th December 2009. Effective: from 10th December 2009.

⁴⁴ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

(6) The institutional aggregate sum of the dormitory grant shall be utilised for **operating and maintaining dormitories and halls of residence**.

(7)⁴⁵ 40 percent of the institutional aggregate sum of the normative grant available for accommodation grants provided for students falling under the scope of this Regulation shall be utilised for **renting dormitory and hall of residence space, renovating dormitories and halls of residence**. Under an agreement concluded with the Rector, the University Student Union shall make an appropriation which shall not exceed 2.5 percent of the appropriation for accommodation grants for ensuring equal opportunities. Up to ten percent of the appropriation for accommodation grants may be utilised for renovating, building and improving the convenience of dormitories and halls of residence administered by the University and for purchasing buildings for the purpose of dormitory or hall of residence. Up to 27.5 percent of the appropriation for accommodation grants may be utilised for maintaining accommodations rented by the University. The University shall spend 4.75 percent of its revenue coming from dormitory and hall of residence fees on improving living conditions in dormitories and halls of residence, increasing the appropriations for grants accessible to students, supporting the students' professional and scientific activities, supporting and developing the cultural, artistic, sport and social activities of the University and on performing the tasks of the University Student Union and the Faculty Student Unions. A further 4.75 percent of the revenue of the University coming from dormitory and hall of residence fees shall be spent on the central administration of dormitories and halls of residence.

(8) One percent of the institutional aggregate sum of the normative funding per student provided for students falling under the scope of this Regulation shall be utilised for **supporting the operation of the student union**.

(9)⁴⁶ In the course of drafting the budget for the ensuing year, on the proposal of the Financial Directorate, the Senate shall stipulate the utilizable appropriations of the titles listed in Section 11 hereof at university and faculty level, and then shall stipulate the actual appropriations with full knowledge of the statistical data of 15th October not later than 15th November of the current year. The Financial Directorate shall draft its proposal in co-operation with the president of the University Student Union and the Director of Education.

(10) The Faculty Council shall decide on the utilizable appropriations of the Faculty listed in Section 11 hereof on the proposal of the CSGD and with the consent of the Faculty Student Union.

(11) The CSGD and the CAS of the Faculty shall inform the Faculty Council about the utilization of the appropriations of the previous semester at the beginning of the given semester.

Student entitlement⁴⁷

Section 13 (1) Students qualifying as state-funded students under Section 6 hereof – and in the case of Sections 17-18, 25 and 35 also fee-paying students – who meet all the conditions regulated in an itemized way by the provisions pertaining to the given grant and have an active student status in the given semester shall be entitled to the grants under the titles specified in Section 11 hereof.

(2)⁴⁸ The student may receive grants under the titles listed in Section 11 b) and c) only from one higher education institution at the same time. If the student has student status at more than one higher education institution at the same time, he/she may receive such grants from the higher education institution where he/she first established state-funded student status. The student may receive Scholarship of the Republic of Hungary from one institution. If more than one institution proposes

⁴⁵ Amendment adopted by the Senate on its meeting held on 27th March 2008.

⁴⁶ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

⁴⁷ Section 10 (3)-(8) of New GD.

⁴⁸ Section 10 (7)-(8) of New GD.

awarding the same person, the student shall receive the Scholarship of the Republic of Hungary from the institution where he/she first established state-funded student status.

(3) In the case of additional (parallel) student status, the study grant specified in Section 11 aa) hereof may be applied for on the basis of the academic result achieved either on the first or on any further undergraduate or graduate programme. In the case of the other grants, if he/she pursues studies on more than one programme simultaneously, the student – regardless of how many institutions (faculties, programmes) he/she has enrolled in – may receive student bursaries only on the programme in which he/she enrolled first.

**The order of establishing the circle and number of students that can be taken into consideration
at the normative grant provided for student bursaries
[to Section 129 (2) of the HEA]**

Section 14 (1) When determining the University grant,

- a) the arithmetical mean of the numbers of those entitled according to the publication of the statistical data of March and October shall be taken into consideration in the case of
 - aa) study grants,
 - ab) dormitory grants,
 - ac) accommodation grants,
 - ad) sum available for textbook grants and sports and cultural activities;
- b) one twelfth of the number of months carrying entitlement shall be taken into consideration in the case of doctorate bursaries;
- c) one twelfth of the number of months carrying entitlement shall be taken into consideration in the case of the Scholarship of the Republic of Hungary;
- d) the actual sum to be paid shall be taken into consideration in the case of the ministerial scholarship for foreign students and the institutional part of Bursa Hungarica Higher Education Local Government Scholarship.

(2) The publication of the statistical data of March shall mean the state of the University as of 15th March and the publication of the statistical data of October shall mean the state of the University as of 15th October as recorded by the publication of statistical data provided by the University.

Section 15 (1)⁴⁹ In the case of study grants the number of those entitled shall be the number of full-time students pursuing studies in state-funded undergraduate training, graduate training, on university degree courses, college degree courses and in higher-level vocational training. Students who commenced their studies prior to 1st September 2006 may be taken into consideration in a number of semesters not exceeding the length of programme at most.

(2) In the case of dormitory grants the number of those entitled shall be the number of students pursuing studies in state-funded full-time training, and are granted placement in

- a) a dormitory or hall of residence of the institution,
- b) a hall of residence built or renovated in the framework of Public Private Partnership,
- c) an accommodation rented by the University which meets the requirements of dormitories and halls of residence under this Regulation.

(3)⁵⁰ In the case of the grant available for accommodation grants the number of those entitled shall be the number of students pursuing studies in state-funded full-time training at the University less 95 percent of those pursuing studies in state-funded full-time training and having a permanent address at the place of the training and less the number under subsection (2) hereof.

⁴⁹ Amendment adopted by the Senate on its meeting held on 29th November 2007. Effective: from 29th November 2007.

⁵⁰ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

(4) In the case of doctorate bursaries the number of those entitled shall be the number of persons pursuing studies on state-funded full-time doctorate courses at the University.

(5) In the case of the sum available for textbook grants and sports and cultural activities the number of those entitled shall be the aggregate sum of the numbers of those entitled under subsections (1) and (4) hereof.

(6) In the case of the Scholarship of the Republic of Hungary the number of those entitled shall be the number of students actually receiving the scholarship.

(7) In the case of any changes in the particular normative grants during the year, the establishment of the numbers of those entitled shall follow the order of the terms of study (semesters).

Grants relative to performance

Study grant⁵¹

Section 16 (1) Students pursuing studies in state-funded full-time undergraduate training, undivided, one-tier training, graduate training and higher-level vocational training may receive study grants.

(2) The study grant may be granted for the period of one semester to a maximum of 50 percent of the students of the Faculty pursuing their studies in state-funded full-time training in a way that the monthly sum of the study grant determined for the particular students shall reach five percent of the normative funding per student.

(3) When granting study grants – when establishing the circle and number of those receiving it – it shall be ensured that results achieved on the basis of identical or similar academic requirements be comparable and thus the grants determined so be of the same amount.

(4) Students enrolling in the University for the first time cannot receive study grant in the semester of the enrolment.

(5)⁵²⁵³ If student status is not terminated under Section 76 (5) of the HEA, the student may receive a faculty academic average study grant in the first semester of the new training cycle by taking into consideration the admission rank. No more than 50 percent of the students having continuous student status may receive a study grant according to the admission ranking established on the basis of the admission points in a way that the monthly sum of the average faculty study grant shall reach five percent of the normative funding per student. Students having continuous student status shall fall within the following two groups:

Group 1: students commencing their studies in undergraduate training following higher-level vocational training,

Group 2: students commencing graduate training following undergraduate training.

(6) In the case of students admitted before 1st September 2007, when determining study grants, the Faculty shall take into consideration that from among these students those with a low academic achievement may not be reassigned to fee-paying training on the ground of Section 42 (1) hereof.

(7)⁵⁴

⁵¹ Section 13 of New GD.

⁵² Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

⁵³ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

⁵⁴ Repealed by the amendment adopted at the meeting of the Senate held on 26th June 2008. Ineffective: from 26th June 2008.

(8)⁵⁵ Unless provided otherwise by a Faculty regulation, the achievement of students of the same Faculty and programme who are classified into the same group shall be compared when determining study grants.

(9)⁵⁶ The basis of study grants rounded to two decimals shall be
a)⁵⁷ in the case of students pursuing their studies in credit-based education, the corrected credit index under Section 56 (7) of the Academic and Examination Regulations with the restriction that only the course-units specified in the curriculum of the state-funded programme of the student, or recognisable shall be taken into consideration in the formula:

$$\frac{\Sigma(\text{credits accrued x grade})}{30} \quad \text{X} \quad \frac{\text{credits accrued}}{\text{credits undertaken}}$$

b) in the case of students pursuing their studies in non-credit-based education, the academic average.

(10)^{58 59} Study grants shall be paid from the appropriation specified by the Senate in the economic plan. The monthly amount of the study grant due to the particular students shall be determined by the SFO in line with the principles specified herein and the SFO shall arrange for the study grants to be allocated.

(11)^{60 61} Unless provided otherwise by a Faculty regulation, when forming the groups, with regard to the numerical value (the sign of the numerical value hereinafter *n*) of the active semesters of the given student, students with *n* and *n+1* number of semesters shall form one group. Students beyond the length of programme shall be classified into the same group as the students with the highest number of semesters according to the length of the given programme (regardless of the actual value of *n*).

(12) Three percent of the appropriation distributable per semester shall be set aside as a reserve for possible corrections. If the number of unclosed students entitled to a grant exceeds three percent, the amount of the reserve shall proportionately be increased. The remainder of the reserve shall be allocated to the students in proportion to their study grants together with the payments in December and May. The amount left over shall be distributed among the groups in proportion to those actually entitled to a study grant.

(13) The 50 percent threshold within each group shall be set in accordance with the following:
a) in the case of a group with three or less than three persons the threshold shall be set in relation to the average corrected credit index of the Faculty,
b) either all or none of the students with the same corrected credit index in the group shall be granted a study grant,
c) in the case of a group with an odd number of persons the threshold shall be set by rounding down.

(14)⁶² The appropriation of the group shall be distributed among the particular students – unless provided otherwise by a Faculty regulation – in accordance with the following:
a) all students entitled shall be given the minimum amount specified in the relevant statutory provisions (five percent of the normative funding per student),

⁵⁵ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁵⁶ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁵⁷ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

⁵⁸ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

⁵⁹ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁶⁰ Section 16 (11)-(15) built in by the amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁶¹ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

⁶² Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

- b) the amount of the study grant of the entitled student group with the smallest corrected credit index shall be at least five percent of the normative funding per student in each group,
- c) the sum still remaining shall be distributed among the members of the group in proportion to the deviation (rounded to two decimals) from the threshold corrected credit index,
- d) the sum of the study grant of the given student shall be rounded to HUF 100.

(15) In the course of determining the study grant, the performance of the last closed active semester of the given student shall be taken into consideration. Even if the given student pursues studies in another higher education institution (e.g. by the help of an Erasmus scholarship) in a way that in the given semester he/she simultaneously pursues studies in an active status at the University, and consequently his/her semester cannot be closed by the deadline, his/her study grant for the next active semester may only be determined subsequently to the closure of the semester forming the basis of the calculation of the study grant. However, the students concerned shall receive the arrears of the study grants in the given semester until September and February respectively following the closure of the semester concerned in calculating the study grant.

The Scholarship of the Republic of Hungary⁶³

Section 17 (1)⁶⁴ Students pursuing their studies in full-time undergraduate, undivided, one-tier, and graduate training may receive the Scholarship of the Republic of Hungary.

(2) The Scholarship of the Republic of Hungary may be awarded for the period of a full academic year (ten months). The monthly amount of the Scholarship of the Republic of Hungary shall be equivalent to one tenth of the sum specified for this title in the Budget Act.

(3) The number of students receiving the Scholarship of the Republic of Hungary shall be 0.8 percent of the students pursuing studies in state-funded full-time undergraduate and graduate training according to the publication of statistical data showing the status of 15th October of the previous year, but at least one person per institution. The Rector shall make his/her proposal under subsection (4) concerning the students presumably pursuing their studies in state-funded full-time undergraduate and graduate training at the time of paying the Scholarship of the Republic of Hungary separately.

(4) Students who have registered for at least two semesters during their given or previous studies and have earned at least 55 credits and now pursue their studies in undergraduate or graduate training may receive the Scholarship of the Republic of Hungary.

(5)⁶⁵ The Scholarship of the Republic of Hungary may be obtained through application. The call for applications together with the criteria of assessment shall be announced by the CAS in the manner customary at the Faculty not later than 5th June every year – 30 days prior to the deadline of the applications. The criteria of assessment shall be stipulated by the CAS prior to the call for applications but not later than 31st May every year, and shall also inform the Educational Directorate about it. Applications shall be submitted by the students to the Registrar's Office of the Faculty and shall be ranked by the CAS. On the basis of the applications put forward under the decision of the CAS, the Educational and Credit Transfer Committee (hereinafter ECTC) shall make a proposal for granting the Scholarship of the Republic of Hungary to the Minister of Education and Culture until 1st August every year. The chairperson of the ECTC shall inform the Senate about the said proposal on its next meeting.

(6) The Scholarship of the Republic of Hungary obtained for the given academic year may only be paid in the given academic year.

⁶³ Section 24 of New GD.

⁶⁴ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

⁶⁵ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

(7)⁶⁶

(8) The Minister of Education and Culture shall be entitled to grant the Scholarship of the Republic of Hungary to a student who has applied for the Scholarship of the Republic of Hungary but his/her application has been rejected provided it has been established in the course of remedial proceedings that although he/she deserves the Scholarship of the Republic of Hungary and would be entitled to it according to the conditions laid down in subsections (1)-(7) and the number of those entitled at the Faculty, he/she has not been granted it due to a procedural fault of the Faculty. Nevertheless, in such a case the student cannot be taken into consideration when determining the appropriation for the Scholarship of the Republic of Hungary, the Faculty shall pay the scholarship to the student from the student allowance or from its own revenues.

(9) Students having obtained the Scholarship of the Republic of Hungary cannot be excluded from being awarded a study grant.

Institutional professional, scientific and public life grant⁶⁷

Section 18 (1) Institutional professional, scientific and public life grants are non-statutory bursaries pursuant to Section 46 (9) of the HEA.

(2)⁶⁸ Students pursuing full-time undergraduate, undivided, one-tier, graduate, higher-level vocational or doctorate training may receive institutional professional, scientific and public life grants.

(3)⁶⁹ ⁷⁰ Institutional professional and scientific grants are bursaries awarded to students performing extracurricular (scientific, sport or artistic) activities for one semester through application paid monthly or in a lump sum. Applications shall be submitted to the CSGD of the Faculty by filling in the form specified in Annex 8 hereof, and the CSGD shall assess the applications in due process.

(4)⁷¹ ⁷² The officials of the University Student Union, the officials and members of the Faculty Student Union and officials and members of other student organisations of the Faculty may receive a public life grant for a definite period of time paid monthly or in a lump sum. The yearly appropriation available for public life grants shall be distributed in a way so that twelve monthly payments may be made from it.

(5)⁷³ The conditions of public life grant shall be laid down by the Assembly of Delegates of the Faculty Student Union and shall be announced every semester in the manner customary at the Faculty. The applications are assessed by the Assembly of Delegates of the Faculty Student Union in line with the call for applications. The applications of the officials of the University Student Union shall be assessed by the Assembly of Delegates of the Faculty Student Union; the application of other students shall be assessed by the CSGD of the Faculty following the proposal of the Assembly of Delegates of the Faculty Student Union.

(6)⁷⁴

Grants relative to social situation

⁶⁶ Repealed by the amendment adopted at the meeting of the Senate held on 8th May 2008. Ineffective: from 8th May 2008.

⁶⁷ Section 10 (3)-(4) of New GD.

⁶⁸ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

⁶⁹ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

⁷⁰ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁷¹ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

⁷² Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁷³ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁷⁴ Repealed by the amendment adopted at the meeting of the Senate held on 18th June 2009. Ineffective: from 18th June 2009.

Basic grant

Section 19⁷⁵⁷⁶ (1) Students establishing student status for the first time in state-funded full-time higher-level vocational training, undergraduate training or undivided, one-tier training shall be entitled – upon request – to a basic grant equivalent to the 50 percent of the annual normative funding per student when first registering, provided they meet the conditions laid down in Section 20 (3)-(4).

(2) Students establishing student status for the first time in state-funded full-time graduate training shall be entitled – upon request – to a basic grant equivalent to the 75 percent of the annual normative funding per student when first registering, provided they meet the conditions laid down in Section 20 (3)-(4).

Regular social grant⁷⁷

Section 20⁷⁸ (1) Students meeting the conditions laid down in Section 2 (1) g) may receive a social grant.

(2) The regular social grant is a monthly bursary provided on the basis of the student's social situation for one term of study, the lowest amount of which cannot be less than five percent of the normative funding per student effective at the time of its award.

(3) The monthly sum of the regular social grant cannot be less than 20 percent of the annual normative funding per student provided the student is entitled to a regular social grant on the basis of his/her social situation, and

- a) is disabled or in need due to his/her health condition, or
- b)⁷⁹ is multiply disadvantaged,
- c) is a breadwinner, or
- d) has a large family, or
- e)⁸⁰ is an orphan.

(4) The monthly sum of the regular social grant cannot be less than ten percent of the annual normative funding per student provided the student is entitled to a regular social grant on the basis of his/her social situation, and

- a) is disadvantaged, or
- b) his/her placement under guardianship was terminated due to reaching his/her majority, or
- c) is a semi-orphan.

(5)⁸¹ The monthly sum of the regular social grant cannot be less than ten percent of the annual normative funding per student provided the student receives the ministerial scholarship for foreign students or the ministerial scholarship for foreign students under the scope of the Preference Act – not awarded for the period of time of studying in a higher education institution abroad.

(6) The regular social grant may be requested on the basis of the student's social situation by submitting an application. Applications shall be submitted by filling in the form constituting Annex 2 hereof. The applications shall be forwarded to the CSGD until the deadline fixed by the CSGD and announced at least fifteen days prior to the deadline for submission.

⁷⁵ Section 15 of New GD.

⁷⁶ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

⁷⁷ Section 16 of New GD.

⁷⁸ Amendment of subsections (2), (3), (4) and (9) adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

⁷⁹ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁸⁰ Amendment adopted by the Senate on its meeting held on 29th November 2007. Effective: from 29th November 2007.

⁸¹ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

(7) The applications shall be assessed by the CSGD in due process in line with the uniform point system shown on the application form.

(8) Neither the academic result of the student nor the amount of bursaries relative to academic performance can be taken into consideration when awarding the social grant.

(9) For the purposes of Section 20 (3)-(4), the provisions of Section 22 shall be taken into consideration.

Extraordinary social grant⁸²

Section 21 (1) Students meeting the conditions laid down in Section 2 (1) g) may receive an extraordinary social grant.

(2)⁸³ The extraordinary social grant is a non-recurring student bursary the maximum amount of which in the given semester is equivalent to the current lowest statutory wage (minimum wage) to compensate for the unexpected deterioration in the student's social situation.

(3) Students may receive extraordinary social grants through application. Applications shall be forwarded to the CSGD and be assessed in line with the published principles set on the statutory meeting of the CSGD – or every academic year.

(4) The applications submitted shall be assessed at least once a month. Payment shall be arranged within eight working days calculated from the decision.

Practical course grant⁸⁴

Section 21/A (1) Students pursuing their studies in state-funded full-time undergraduate training, undivided, one-tier training or graduate training shall be entitled to practical course grants.

(2) The practical course grant is a student bursary available for one semester at most through application to students doing a maximum six-month-long uninterrupted practical course stipulated in the programme completion and exit requirements.

(3) A student doing his/her compulsory practical course at a place different from the seat or premises (hereinafter place of training) of the University and is not provided with dormitory placement there, further the distance between the place of the practical course and his/her residence is equivalent to half of the distance between his/her residence and the place of training but at least 30 km may receive a practical course grant.

(4) Applications shall be submitted to the CSGD on the application form provided by the CSGD every semester until the deadline stipulated by the CSGD. The assessment of the applications shall be made on the basis of the students' social circumstances and in line with the point system laid down in Annex 2 hereof, in addition to the provisions of subsection (3). In addition to documents certifying the student's social circumstances, the certificate of the place of the practical course shall also be attached. The applicant does not have to certify the data concerning his/her social situation provided the student has already submitted an application for any other social bursary in the given semester and has attached the necessary documents thereto.

(5) The monthly amount of the practical course grant cannot exceed ten percent of the annual amount of the normative funding per student.

⁸² Section 17 of New GD.

⁸³ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁸⁴ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

The student's social situation⁸⁵

Section 22 (1)⁸⁶ When assessing the social situation of the student, the following factors shall be taken into consideration

- a) the number and income of persons sharing the same household with the student in the real estate being the student's address (recorded in the official certificate attached to the social bursary application) and having their address or residence there,
- b) the distance between the place of training and the place of residence and the length and expenses of the journey,
- c) if the student does not live in a shared household in the meaning of Act LXXX of 1997 on the Eligibility for Social Security Benefits and Private Pensions and the Funding for These Services (hereinafter Tbj.), its costs,
- d) the amount of money the student with disability must spend on purchasing and maintaining special equipment, his/her special travel needs and employing a personal helper or a sign language interpreter,
- e) the regular health care expenses incurring due to the health condition of the student or his/her close relative sharing the same household with him/her,
- f) the number of the dependents sharing the same household with the student, especially the number of dependent children including him/her,
- g) the expenses of the care of dependents in need of nursing.

(2) In the course of calculating the income, the average of the last three months of regular monthly incomes and one twelfth of the income of the last year of other incomes shall be taken into consideration. On the student's request any expected and certified future change in the income shall also be taken into consideration.

(3) The assessment of the student's social status shall be carried out in line with the uniform point system shown on the application form constituting Annex 2 hereof.

(4)⁸⁷ The social status of the student – except in the case of the application for extraordinary social grant – shall be examined uniformly by the CSGD at Faculty level once a semester, and then its findings shall be used when deciding on social grants, dormitory placements and all other grants relative to social situation.

Bursa Hungarica Higher Education Local Government Scholarship⁸⁸

Section 23 (1)⁸⁹ The institutional part of the scholarship may be awarded to students receiving bursary in the framework of the Scholarship System of the local government of their permanent residence and pursuing their studies in full-time undergraduate training, graduate training, undivided, one-tier training or higher-level vocational training.

(2) The source of the funding of the institutional part of the scholarship shall be a separated source of funding indicated in the budget of the institution.

Doctorate bursary⁹⁰

⁸⁵ Section 21 of New GD.

⁸⁶ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

⁸⁷ Built in by the amendment adopted at the meeting of the Senate held on 10th December 2009. Effective: from 10th December 2009.

⁸⁸ Sections 18-20 of New GD.

⁸⁹ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁹⁰ Section 14 of New GD.

Section 24 (1) The annual amount of the doctorate bursary of a student attending a state-funded full-time doctorate course shall be the annual amount of the normative grant stipulated for this purpose in the Budget Act increased by 56 percent of the normative grant available for textbook grants and sport and cultural activities.

(2) One twelfth of the annual amount specified in subsection (1) shall monthly be paid to registered PhD students.

(3) The determination and payment of doctorate bursaries shall be arranged by the Doctoral School of the Faculty in co-operation with the Registrar's Office of the Faculty.

Other grants

Section 25⁹¹ (1) The following other non-recurring grants available to students within this title are stipulated hereby. Any student of the University may receive other grants.

(2)⁹² On the basis of the decision of the head of an organisational unit of the University having its own revenues under this Regulation may award grants from its own revenues through application for outstanding academic, scientific, sport, artistic and public life activities. The applications of the University Student Union and the Faculty Student Unions shall be approved by the Assembly of Delegates of the Faculty Student Union, the call for applications of other organisational units shall be forwarded to the Rector for approval.

(3)⁹³ The grant specified in subsection (2) may be awarded by the Rector through application from the own revenues of the University.

Section 26 (1)⁹⁴ State-funded students of the University pursuing their studies in their first higher-level training, first undergraduate training, first supplementary undergraduate training, first doctoral or graduate training shall be entitled to the reimbursement of the language examination fee during the existence of their student status.

(2) The reimbursement of the language examination fee can only be claimed in the case of successful language examinations required for the completion of the language requirements specified in the qualification requirements of the given programme and passed after the commencement of student status.

(3) A further requirement of the reimbursement of the language examination fee is that the student shall fulfil the language requirements prescribed in the programme completion and exit requirements.

(4)⁹⁵ The reimbursement of the language examination fee can be claimed by filling in the claim form provided by the SFO. Claim forms are available from the Faculty Student Union, the CSGD, the Registrar's Office, the SFO and downloadable from the internet. The condition of the enforcement of the claim is that the student shall forward the claim form and as an attachment to it the copy of the receipt certifying the payment of the examination fee claimed together with the copy of the language examination certificate to the Registrar's Office.

⁹¹ Section 6 (2) of New GD.

⁹² Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

⁹³ Built in by the amendment adopted at the meeting of the Senate held on 26th June 2008. Effective: from 26th June 2008.

⁹⁴ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

⁹⁵ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

(5) The payment of the reimbursement of the language examination fee to those entitled shall be arranged by the Registrar's Office following the issuance of the pre-degree certificate.

(6) The maximum amount of appropriation available for the reimbursement of the language examination fee per student shall be equal to the maximum amount chargeable by the Centre for Advanced Language Learning of the Eötvös Lorand University for a state accredited, complex, bilingual language examination multiplied by the number of language examinations required for the fulfilment of the language requirements prescribed in the programme completion and exit requirements.

(7) The appropriation available for the reimbursement of the language examination fee shall be approved by the Senate in the Annual Economic Plan. Payments shall exclusively be made from this source.

Section 26/A⁹⁶ PhD students may apply for other grants available for non-state-funded students under Sections 22/A-22/B of the Doctoral Regulations of the University. Doctoral Schools shall provide information on current application opportunities.

Section 26/B⁹⁷ The Faculty of Music and Visual Arts provides HUF 100,000 per semester for the costs of material – from its own revenues – and provides the opportunity to use a studio for free.

Supporting the publication of textbooks, purchasing electronic textbooks, teaching materials and electronic equipment necessary for preparation and devices facilitating the study activities of students with disabilities⁹⁸

Section 27 (1) ⁹⁹ The amount available for the publication of textbooks may be utilised by the University for producing textbooks and facilitating the forwarding of them to students further for purchasing special devices facilitating the study activities of students with disabilities.

(2) The amount of the grant is available to the Faculties in proportion to their headcounts. The Faculty Student Union shall in advance express their opinion of the list of textbooks proposed to be published. The Head of the Faculty shall annually inform the Faculty Student Union about the utilisation of the amount of the grant.

Supporting cultural and sport activities¹⁰⁰

Section 28 (1) Sport activities include activities organised and provided for students in particular within the framework of the University providing opportunities for physical exercises, sporting, competing, healthy lifestyle education, lifestyle counselling and courses of the Dancing University.

(2) The amount available for supporting sport activities shall be utilised by the Faculty on the basis of the decision of the Faculty Student Union with the consent of the Faculty Council.

Section 29 (1)¹⁰¹ Cultural activities include cultural activities, programme organisation, career counselling, lifestyle, educational and mental hygiene counselling organised and provided for students in particular within the framework of the University.

⁹⁶ Built in by the amendment adopted at the meeting of the Senate held on 29th November 2007. Effective: from 29th November 2007.

⁹⁷ Built in by the amendment adopted at the meeting of the Senate held on 29th November 2007. Effective: from 29th November 2007.

⁹⁸ Sections 7 (1)-(4), 4 (3) and 31 (1)-(2) of Government Decree 175/2006 (hereinafter GD).

⁹⁹ Section 10 (5) of New GD.

¹⁰⁰ Section 10 (6) of New GD.

¹⁰¹ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

(2) The Faculty Student Union shall decide on the grant available for cultural activities and shall submit a report about its utilisation to the Faculty Council every semester.

Supporting the operation of the University Student Union.

Section 30 (1) The University Student Union (hereinafter USU, Hungarian abbreviation EHÖK) may use the premises and equipment of the University and the dormitories free of charge for performing its duties on condition it does not restrict the operation of the University and the dormitories.

(2)¹⁰² The activities of the University Student Union shall be supported by the central Budget by a normative grant provided for the University as part of the normative funding per student. The normative grant shall equal one percent of the normative funding per student.

(3)¹⁰³ The University Student Union shall spend one percent of the normative funding per student on supporting services arranged by the Central Student Services Office of the Educational Directorate.

GRANTS WITH INTERNATIONAL RELEVANCE

Scholarships for supporting the studies of Hungarian nationals in foreign state-recognised higher education institutions¹⁰⁴ [to Section 118 (6) of the HEA]

Section 31 (1) Scholarships for supporting the studies of Hungarian nationals in foreign state-recognised higher education institutions may be awarded through open applications.

(2)¹⁰⁵ The application shall support studies pursued

- a) by Hungarian nationals belonging to a national or ethnic minority in the native language – under the provisions of a bilateral agreement concluded with the given country –
- b) wholly or partially in the framework of trainings abroad in foreign state-recognised higher education institutions.

(3)¹⁰⁶ The call for applications shall be issued by the Minister of Education and Culture and shall be managed by the Balassi Institute – within the framework specified in the Budget Act.

(4) Applications shall be assessed in accordance with bi- and multilateral international agreements on the basis of the academic performance of the students.

(5)¹⁰⁷ Applications shall be submitted to the Balassi Institute, which shall rank them. The Minister of Education and Culture shall decide on the applications – by involving experts if needed – on the basis of the ranking and the principles laid down in subsection (4) and shall notify the applicants and in the case of a student, the higher education institution as well.

(6) The call for applications shall be announced on the homepage of the Ministry of Education and Culture and shall be forwarded to all institutions of higher education and the national minority self-government of the national and ethnic minority concerned. The deadline for the application cannot be earlier than the 30th day calculated from the announcement.

¹⁰² Section 133 (1)-(2) of the HEA.

¹⁰³ Amendment adopted by the Senate on its meeting held on 10th December 2009. Effective: from 10th December 2009.

¹⁰⁴ Section 25 of New GD.

¹⁰⁵ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁰⁶ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁰⁷ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

**The scholarship for students studying abroad in a country belonging to the
European Economic Area**

[to Section 130 (7) of the HEA]¹⁰⁸

Section 32 (1) If a student enrolled in state-funded training studies in another higher education institution in a country belonging to the European Economic Area and such studies may be validated in the training provided by the University, for the term of such studies the student shall be eligible for scholarship.

(2) The student shall be eligible for such scholarship if he/she commenced his/her studies abroad with the written consent of the University. If the student pursues his/her studies in undergraduate training, he/she can be awarded scholarship with the proviso that he/she has already earned at least 60 percent of the credits.

(3) The annual amount of the scholarship cannot be less than three times the amount of the study grant. The scholarship fund shall annually be included in the budget of the University, and then shall be allocated to the Faculties in proportion to their headcounts.

(4) Scholarships shall be awarded through open applications called for by the CAS and announced in the manner customary at the Faculty and on the homepage of the Faculty. Students shall be ensured at least 30 days calculated from the announcement for submitting their applications. The Head of the Faculty shall decide on the scholarships on the basis of the ranking established by the CAS.

(5) The University shall arrange the transfer of the scholarship preferably prior to the travel of the student but within fifteen days following the travel of the student at the latest.

(6) The Head of the Faculty shall conclude a support agreement with the student obtaining the scholarship in which the course-units enrolled for during his/her studies abroad and their recognition shall be stipulated. Pursuant to the agreement concluded with the student, in the case of unsuccessful studies abroad, the student shall pay back half of the support received.

The order of supporting the studies of foreign nationals in Hungary

[to Section 119 (3) of the HEA]¹⁰⁹

Section 33 (1)¹¹⁰ The Minister of Education and Culture grants scholarship to students pursuing their studies in state-funded training on the basis of a bilateral international agreement – except for students attending state-funded doctorate courses. The scholarship is granted for ten or twelve months a year.

(2) The amount of the ministerial scholarship equals to

*a)*¹¹¹

b) in the case of students pursuing their studies in other undergraduate and graduate training, 34 percent of the annual sum of the normative funding per student specified in the Budget Act,

c) in the case of students attending doctorate courses, one twelfth of the annual sum of the normative grant specified for this purpose in the Budget Act.

¹⁰⁸ Section 35 of New GD.

¹⁰⁹ Sections 26-28 of New GD.

¹¹⁰ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

¹¹¹ Repealed by the amendment adopted at the meeting of the Senate held on 24th January 2008. Ineffective: from 24th January 2008.

(3) The ministerial scholarship shall be paid by the University.

(4)¹¹² The Balassi Institute shall inform the University about persons pursuing their studies under international agreements in Hungary.

(5) Grants awarded to foreign students pursuing their studies with Hungarian National Scholarship and having established student status prior to 1st January 2007 shall be paid under the provisions of the agreement concluded with them with the derogation that the scholarship awarded by the Hungarian Scholarship Board shall be paid by the University.

(6)^{113 114} In the case of foreign nationals pursuing studies in partial training under an international agreement, the provisions of subsections (1)-(5) shall apply with the derogation that the scholarship shall be granted for the period of time of the partial training.

Section 33/A¹¹⁵ (1) The Minister of Education and Culture may grant a scholarship for ten months to students falling under the scope of the Preference Act and pursuing their studies in state-funded training – except for students attending state-funded doctorate courses.

(2) The monthly amount of the ministerial scholarship shall be equal to 15 percent of the normative funding per student specified in the Budget Act.

(3)¹¹⁶ The scholarship may be awarded through an application. The Balassi Institute shall issue the call for applications and assess the applications.

(4) The call for applications shall include the following:

- a) the purpose of the scholarship;
- b) the circle of those entitled;
- c) the rights and duties of the scholarship-holder concerning the scholarship;
- d) those entitled to make a decision;
- e) those managing the scholarship and entitled to conclude agreements;
- f) obligations of the scholarship-holder concerning data provision and accountability;
- g) names of deadlines (submission, assessment and notification) together with their time and place;
- h) the possibility of re-submission after corrections.

(5) The scholarship shall be disbursed under Section 33 hereof.

(6)¹¹⁷ In the case of foreign nationals pursuing studies in partial training under the Preference Act, the provisions of Section 33 (1)-(5) shall apply with the derogation that the scholarship shall be granted for the period of time of the partial training.

Section 34 (1) Every academic year the Minister of Education and Culture may grant scholarship to non-Hungarian nationals pursuing their studies in fee-paying training in Hungary.

(2)¹¹⁸ The call for applications shall be issued – within the framework specified in the Budget Act – by the Minister of Education and Culture and managed by the Balassi Institute.

¹¹² Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹¹³ Built in by the amendment adopted at the meeting of the Senate held on 29th November 2007. Effective: from 29th November 2007.

¹¹⁴ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹¹⁵ Built in by the amendment adopted at the meeting of the Senate held on 24th January 2008. Effective: from 24th January 2008.

¹¹⁶ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹¹⁷ Built in by the amendment adopted at the meeting of the Senate held on 18th June 2009. Effective: from 18th June 2009.

¹¹⁸ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

(3) Applications shall be assessed according to the available budgetary appropriation and the academic performance of the applicants.

(4) Applications shall be submitted to Registrar's Office of the Faculty. The applications shall be ranked by the CAS of the Faculty and forwarded to the organ specified in subsection (2). The Minister of Education and Culture shall decide on the applications – by involving experts if needed – on the basis of the ranking and the principles laid down in subsection (3).

(5) The call for applications shall be announced by the Ministry of Education and Culture and shall be forwarded to all institutions of higher education.

Conditions relating to the use of dormitory services and accommodation grants¹¹⁹

Section 35 (1) Dormitories shall provide accommodation for persons having student status at the University during term-time and the examination period, in addition to the period of fulfilling the academic requirements laid down in the programme completion and exit requirements and the curricula.

(2) Dormitory placement shall be obtained through application and decided on the basis of a point system specified herein. The point system shall be announced prior to the submission of applications.

(3) Applications may be submitted by those who have applied for admission to the University and have student status at the University (hereinafter student) irrespective of the training cycle and the training schedule of the programme they applied for or established their student status on at the University.

(4) Applications shall be submitted by filling in the form constituting Annex 2 hereof. The applications shall be forwarded to the CSGD until the deadline fixed by the CSGD in accordance with the resolution of the Senate specified in Section 5 (4) of the Dormitory Regulations. The deadline for the submission of application cannot be earlier than at least fifteen days prior to its announcement. In the case of dormitories run by the Faculty, the CSGD may delegate its decision-making power concerning applications for dormitory placement to the Dormitory Student Committee under the Statutes of the University Student Union.

(5) Documents specified in Annex 2 hereof shall be attached to the application. In the case of the student not having attached the documents, the CSGD shall assess the application on the basis of available data and documents.

(6) The CSGD shall assess the applications within 15 days of the deadline for submission and shall establish the names of those admitted in its decision. Applicants shall be notified about the assessment of the application in writing by the CSGD. The decision concerning admission shall specify the deadline fixed for submitting an appeal.

Section 36 (1) The student may appeal against the decision and the procedure of the CSGD to the Head of the Faculty within the deadline specified in the decision. Appeal claims shall be reviewed by the Head of the Faculty, who may delegate this power to his/her deputy or to a committee headed by his/her deputy.

(2) The appeal claims shall be reviewed within eight days of the expiry of the deadline specified for submission.

(3) The student shall be entitled to appeal to the Rector against decisions or actions of the higher education institution, or against failure to act (hereinafter jointly referred to as 'decision') in connection with dormitory applications – within fifteen days from the notification of the student in question, or, in the lack of such notification, from the date when he/she learns about such decision.

¹¹⁹ Section 12 of New GD.

(4) In addition to the provisions of subsection (1), the student may request the Rector to change the first instance decision and grant him/her dormitory placement on the ground of equity. The Rector may delegate his/her equitable power in respect of dormitories run by the Faculties to the Head of the Faculty in the case of a provision to this effect in the Statutes of the of the Faculty. The delegated equitable power cannot be further delegated.

(5) In the case of there still being vacancies following the assessment of the applications specified in subsections (3)-(4), those are filled by the Rector on the ground of equity, or in the case of the delegation of his/her equitable power under subsection (4), by the Head of the Faculty.

Section 37 (1) Rules pertaining to admission to a special college founded by the Faculty or the University shall be laid down in the Statutes of the special college.

(2) Placement to the Márton Áron Special College of the Balassi Institute can only be awarded to students having concluded a scholarship agreement with the Special College and the Ministry of Education and Culture. The order of awarding placement to the Márton Áron Special College shall be decided by the Márton Áron Special College in agreement with the University Student Union.

(3) Accommodation conditions shall be supported within the framework of social grants.

Section 38 (1) When assessing the applications, the following criteria shall be taken into consideration

- a) social situation,
- b) academic achievements and professional work,
- c) the distance between the place of training and residence,
- d) community activities,
- e) the training schedule of the training,
- f) any exemption under Section 54 (4) hereof.¹²⁰

(2) When assessing dormitory applications, disadvantaged students who would not be able to commence or continue their studies in higher education without a dormitory placement, shall be given preference.

(3) Non-Hungarian nationals pursuing studies in state-funded undergraduate and graduate training or on doctorate courses in Hungary shall be entitled to dormitory placement for twelve months a year in the case it is provided so in a bi- or multilateral international agreement.¹²¹

(4) In the course of assessing the applications the CSGD shall assess the applications by points on the basis of the above criteria and rank them on the basis of the points. The point system shall be made public before the submission of the applications.

(5) Based on the criteria specified in subsection (1), dormitory placements at the Faculty shall be granted in the following manner

- a) at least 29 percent on the basis of the living conditions and social circumstances of students,
- b) at least 20 percent on the basis of academic performance linked with the accomplishment of academic requirements,
- c) five percent on the basis of outstanding extracurricular scientific, cultural, sport and artistic activities,
- d) eight percent on the basis of the decision of the Faculty Student Unions for outstanding community and social activity,
- e) at least three percent but not more than six percent on the basis of the revision of appeal claims submitted.

¹²⁰ Section 12 (3) of New GD.

¹²¹ Section 26 (4) of New GD.

(6) Students shall be allocated accommodation in rooms in the particular dormitories by the Dormitory Student Committees on the basis of the final list of students admitted.

(7)¹²² The Dormitory Department shall prepare and co-ordinate the dormitory admission procedure and also perform the duties relating to the allocation of accommodation.

Dormitory placement

Section 39 (1)¹²³ Dormitory accommodations shall be classified according to their degree of comfort on a scale from one to four.

(2) In the course of the classification according to the degree of comfort, primarily the state of the building, the number of sanitary rooms and the number of students per room shall be taken into consideration.

(3) The classification of the particular accommodations shall be regulated by an agreement to be concluded between the Rector and the Student Union not later than 30th May preceding the commencement of the academic year in a way so that

- a) dormitory accommodation with a shared sanitary room and with three or more students per room in a building which has not been renovated in the last ten years can only be classified into category 1;
- b) dormitory accommodation with less than three students per room can be classified into category 2;
- c) dormitory accommodation with a complete sanitary room per each or every other room and with less than three students per room can be classified into category 3;
- d) dormitory accommodation with a complete sanitary room per each or every other room and with less than three students per room in a building which has been renovated in the last ten years can be classified into category 4.

(4) For the purposes of subsections (1)-(3), renovation shall mean any investment improving the accommodation conditions the cost of which is significant compared to the total value of the dormitory, except for the cost of the preservation of the dormitory.

(5) Students with student status established prior to 1st January 2007 attending state-funded doctorate courses shall be granted dormitory placement on application, provided they were granted dormitory placement prior to 1st August 2007.

Student salary

Section 40 (1)^{124 125} The student can work for a student salary if he/she has entered into a student employment contract in the form specified by the Financial Directorate (and announced on the homepage of the University). The employment of students working under a student employment contract shall be subject to the provisions of Act XXII of 1992 on the Labour Code (hereinafter the 'Labour Code') as appropriate.

(2)¹²⁶ PhD / DLA students' work performed in connection with the education and research related activity of the higher education institution shall also be considered work associated with students' obligations arising from student status. Work shall be performed on the basis of the doctoral contract. The workload of such work may not exceed fifty percent of the weekly full-time working hours on semester average. The working schedule of the PhD / DLA student shall be designed in a way so as to allow the student to meet his/her examination requirements and to prepare properly. The student shall

¹²² Built in by the amendment adopted at the meeting of the Senate held on 27th March 2008.

¹²³ Section 22 of New GD.

¹²⁴ Section 46 (10) of the HEA.

¹²⁵ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹²⁶ Section 48 (4) of the HEA.

be entitled to a student salary on the basis of the doctoral contract, the monthly amount of which may not be less than the statutory minimum wage (minimum wage). Any dispute arising from the doctoral contract shall be settled pursuant to the provisions applying to the settlement of labour disputes.

(3)¹²⁷ In the event the student on an undergraduate or graduate programme receives continuous in-company training at a business organisation for more than six weeks, the business organisation shall pay him/her a weekly student salary equivalent to fifteen percent of the monthly amount of the statutory minimum wage (minimum wage). The higher education institution and the business organisation may enter into an agreement on the organisation and delivery of professional practice, pursuant to which the student salary shall be disbursed to the student by the higher education institution.

The general rules of the payment of monetary grants

Section 41 (1)¹²⁸ Bursaries under the titles specified in Section 11 a)-d) shall exclusively be available for the students entitled in the form of monetary grants.

(2)¹²⁹¹³⁰ Grants specified in Section 11 aa)-ab), ba), bc)-bf), c)-d) – unless provided otherwise in this Regulation – shall be monthly paid to the students. The University shall – except for the first month of the semester – arrange for the credit institution keeping the bank account to transfer these grants not later than the tenth day of the current month. The Head of the Student Financial Office shall prepare the payment schedule for the academic year two weeks prior to the commencement of the academic year.

(3)¹³¹¹³² Pursuant to the schedule specified in subsection (2), the CSGD of the Faculty shall forward its decision on student bursaries to the SFO so that the SFO shall arrange for the payment.

(4)¹³³ The Student Financial Office shall arrange for the payment of monetary grants not later than the tenth day of each calendar month. Grants due for September and February shall be due on 10th October and 10th March, respectively.

(5) The payment of scholarships and grants – in the case of payment in cash – shall be made by bank transfer to the bank account specified by the student.

(6) If the student fails to provide his/her bank account number, tax number and social security identification number or provides inaccurate data, no payment can be made to him/her and he/she shall bear the consequences of the inaccurate data provision.

(7) The Director of Finances shall inform the University Student Union about the utilisation of the institutional appropriations in writing in a detailed way every quarter-year. The Faculty Student Union may obtain information on the utilisation of the Faculty appropriation by the assistance of the Registrar's Office every month.

Chapter III

Rules pertaining to the re-assignment between state-funded and fee-paying training [to Section 55 (5) of the HEA]¹³⁴

¹²⁷ Section 48 (3) of the HEA.

¹²⁸ Section 10 (1) of New GD.

¹²⁹ Section 10 (2) of New GD.

¹³⁰ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

¹³¹ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

¹³² Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹³³ Amendment adopted by the Senate on its meeting held on 24th January 2008. Effective: from 24th January 2008.

Section 42 (1)¹³⁵¹³⁶ If the Registrar's Office establishes at the end of the academic year that a student having enrolled from the academic year 2007/2008 and pursuing studies in state-funded training did not accrue at least 50 percent of the credits prescribed in the recommended curriculum in the last two semesters in which his/her student status was not temporarily terminated – also taking into consideration the provisions of subsection (6) –, the student may continue his/her studies exclusively in fee-paying training in the following academic year. The number of state-funded students who may be covered by such re-assignment hereunder shall not exceed fifteen percent of the number of state-funded students who may be taken into consideration in respect of re-assignment at the University in the given academic year; the percentage limit shall be broken down in the manner specified in subsection (8).

(2)¹³⁷ Pursuant to Section 23/A of the AER [TVSZ] the student pursuing studies in state-funded training at the University shall be re-assigned to fee-paying training for academic reasons.

(3)¹³⁸ In accordance with the provisions of Section 8 hereof, the student exceeding the state-funded period of time available for the given training shall become a student pursuing studies in fee-paying training.

(4)¹³⁹ The decision concerning the re-assignment between state-funding and fee-paying training under subsection (1) shall be made at the end of the academic year following the closure of the term of study but not later than 30 days prior to the commencement of the next term of study. In the case of subsections (2)-(3) the decision shall be made every semester following the closure of the term of study but after the autumn semester not later than the third week of the spring semester and after the spring semester not later than 30 days prior to the commencement of the autumn semester.

(5)¹⁴⁰ The resolution concerning re-assignment shall be adopted by the Registrar of the Faculty and the decision shall be prepared by the SFO under an agreement concluded with the Faculty.

(6) In the course of making a decision on re-assignment under subsection (1), students having pursued studies at the University during not more than one term of study and students not having been able to complete their semester due to illness, childbirth, or other reason through no fault of their own as specified in Section 55 (2) of the HEA.

(7) If the Registrar establishes that under the provision of subsection (1) more than fifteen percent of students pursuing studies in state-funded training should be re-assigned to fee-paying training, the students with the best performances calculated on the basis of the combined corrected credit index of the students shall be exempted from re-assignment.

(8) The decision specified in subsection (1) shall be made by vocational trainings in higher-level vocational training and by programmes in undergraduate training, undivided, one-tier training and graduate training. If training is provided separately in the different establishments (settlements) of the University, the decision shall be made by establishments, vocational trainings and programmes. Students with the same credit index shall be assessed identically. The decision concerning the re-assignment of students on doctorate courses between state-funded and fee-paying training shall be made under the provisions hereof and within the framework of the HEA.

(9)¹⁴¹ Students re-assigned to fee-paying training shall conclude an agreement with the University under the provisions of Section 47/A hereof. The starting amount of the tuition fee of the re-assigned

¹³⁴ *Section 29 of New GD.*

¹³⁵ *The following provision shall replace Section 55 (1) of the HEA as of 1st September 2007.*

¹³⁶ *Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.*

¹³⁷ *Section 59 (4) c) of the HEA.*

¹³⁸ *Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.*

¹³⁹ *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

¹⁴⁰ *Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.*

¹⁴¹ *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

student shall be equal to the tuition fee for the academic year following the re-assignment of a student who was admitted to fee-paying training on the given programme in the year in which the re-assigned student established student status.

Section 43 (1)¹⁴² Every semester from the academic year 2007/2008, in case the student status of a student who has been admitted against the quota for state-funded students is terminated before the completion of studies, or if the student continues his/her studies in the form of fee-paying training under the Section 23/A of the AER or for any other reason, his/her place may be filled – upon request to this effect – by a student with outstanding academic performance who pursues studies in fee-paying training at the University.

(2) A vacant place within the state-funded quota may be filled by a student

- a) who has earned at least 50 percent of the amount of credits prescribed in the recommended curriculum over the past two semesters he/she registered in and who is ranked at the top of the list of students made on the basis of the combined corrected credit index, and
- b)¹⁴³ whose combined corrected credit index is higher than the combined credit index of a student ranked in the bottom fifth of the combined corrected credit index list of state-funded students.

(3) For determining the number of students who may be re-assigned to state-funded training for the next term of study, the following shall be established on the basis of the students' academic performance

- a) the number of state-funded students whose student status has been terminated in the given semester,
- b) the number of state-funded students on the list who have been re-assigned to fee-paying training,
- c) the number of students who, with the closed semester, have already depleted the available state-funded period rendered to the given programme pursuant to Section 55 (4) of the HEA.

(4) No fee-paying student can be re-assigned to state-funded training whose number of state-funded semesters utilised previously exceeds the length of programme of the given programme by two – in the case of students with disability by four.

(5)¹⁴⁴ Resolutions concerning re-assignment from fee-paying training to state-funded training shall be prepared by the Registrar's Office and adopted by the Head of the Faculty.

Chapter IV

Fees and charges payable by the student

Section 44 (1)¹⁴⁵ Students pursuing studies in state-funded training may be obliged to pay fees and service charges under this Regulation.

(2) Pursuant to this Regulation, students pursuing studies in non-state-funded training shall pay tuition fees for free-of-charge services stipulated in Section 125 (1)-(2) of the HEA and fees for the services stipulated in subsection (3) thereof.

(3) Students pursuing studies in state-funded training cannot be obliged to pay tuition fees.

(4) The Faculty can only charge fees on the basis of the titles and pursuant to the provisions set forth in this Regulation.

¹⁴² Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁴³ Amendment adopted by the Senate on its meeting held on 29th November 2007. Effective: from 29th November 2007.

¹⁴⁴ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁴⁵ Amendment adopted by the Senate on its meeting held on 8th May 2008. Effective: from 8th May 2008.

**Detailed rules of paying training contribution
[to Section 125/A (5) of the HEA]¹⁴⁶**

Section 45

Section 46

Tuition fee¹⁴⁷

Section 47 (1) The Faculty shall determine the amount of the tuition fee – taking into consideration the provisions hereof – and shall provide for possible grants available during the training and partial or full exemptions from paying the tuition fee.

(2) The amount of the tuition fee shall be set by the Faculty, taking into consideration all the expenditure of the University arising from instruction, with the proviso that such an amount must be at least 50% of the per student rate of current expenditure on professional tasks. If a student is non-eligible for the statutorily stipulated bursaries, benefits, and services because the number of semesters he/she has enrolled for – including the duration of the state-funded programme – exceeds sixteen semesters,¹⁴⁸ the amount of the tuition fee may not be less than the per student rate of current expenditure on professional tasks.

(3)¹⁴⁹ The student and the University shall stipulate the amount of the tuition fee and other fees in an agreement complying with the provisions of Section 47/A of this Regulation. The rate of the tuition fee announced for the first year shall be published in the Guide for Admission to Higher Education.

(4) The initial amount of the tuition fee of students shall be established by the Faculty Council for each programme prior to 15th September of the year preceding the admission procedure.

(5) For establishing the tuition fee of students establishing student status after 1st September 2006 for the second and further academic years, the amount of the tuition fee of the student for the initial and the preceding academic year respectively shall be reviewed by the Faculty Council – in agreement with the Faculty Student Union – in line with subsection (2) before 31st May of every academic year and shall publish the amounts of tuition fees for the next academic year before 31st May of the preceding academic year in the manner customary at the Faculty.

Fee Payment Agreement

Section 47/A¹⁵⁰ (1) The University and the student pursuing fee-paying training shall enter into a Fee Payment Agreement. The University shall be represented by the Head of the Faculty when concluding the agreement.

(2) Fee Payment Agreement shall be concluded:

- a) with students admitted or transferred to fee-paying training on enrolment,
- b) with students re-assigned to fee-paying training under the provisions of Section 42 hereof or Section 23/A of the AER when first registering in following re-assignment.

(3) Considering that the Fee Payment Agreement shall constitute the supplement of the enrolment form under Section 15/E (3) of Government Decree No. 79/2006 (IV. 5.), the enrolment of the student shall be invalid in lack of concluding such an agreement. In the case of a student re-assigned to fee-

¹⁴⁶ Repealed by the amendment adopted at the meeting of the Senate held on 8th May 2008. Ineffective: from 8th May 2008.

¹⁴⁷ Section 126 (1) of the HEA.

¹⁴⁸ Section 56 (2) of the HEA.

¹⁴⁹ Amendment of subsections (3) and (4) adopted at the meeting of the Senate held on 18th June 2009. Effective: from 18th June 2009.

¹⁵⁰ Built in by the amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

paying training the SFO cannot credit the payment of tuition fee in lack of a signed Fee Payment Agreement.

(4) The Fee Payment Agreement shall be made in writing in two counterparts one of which should be kept by the Registrar's Office for five years following the termination of the legal relation. The language of the agreement shall be Hungarian however, if a foreign national pursues studies in a training where the medium of instruction is a foreign language, the agreement shall be written in the language of instruction as well.

(5) The Fee Payment Agreement shall contain the following:

- a) the name of the training (in the case of an NQR training its qualification code as well), the name of the degree and professional qualification obtainable through the training and the number of the statutory instrument providing for the professional requirements of the training,
- b) the method of checking and assessing the student's performance during the training and the conditions of entry for examinations,
- c) the admissible measure of missing theoretical and practical classes and consultations together with the consequences in respect of the student in the case of exceeding them,
- d) the venue, the training schedule, the length and the scheduling of the training taking into consideration the recognition of the knowledge acquired previously,
- e) the venue, the length and the scheduling of practical courses as well as any possible bursaries granted to the student in relation to practical courses,
- f) the amount, the rate and the method of payment of the tuition fee and other fees taking into consideration the recognition of the knowledge acquired previously,
- g) services due in return for the tuition fee,
- h) the conditions of the refund of the tuition fee paid,
- i) in the case of a training supported from state or European Union sources, the fact, the name and the amount of support,
- j) the consequences of a breach of contract on the side of the student pursuing the training and the University,
- k) all that is prescribed or rendered possible by other laws and regulations.

(6) Only the form specified by the Educational Directorate (about which the Legal Department of the Rector's Office and the USU have delivered their opinions) and published on the homepage of the University shall be used as a Fee Payment Agreement.

The rules of allowances regarding the payment of tuition fee

Section 48 (1)¹⁵¹ ¹⁵² The Head of the Faculty may decide on allowances due to students on the basis of their academic performance, social situation or any other equitable circumstance up to 80 percent of the tuition fee. The requirements concerning the form and content of applying for the allowance shall be specified by the Faculty in a Dean's order. The SFO shall be notified about the approved allowance and shall record it in its register.

(2)¹⁵³ Persons having civil servant status at the University cannot be granted an allowance in an automatic manner, its conditions, rate, source, and manner of determination shall be specified in a Rector's order.

(3) Students may be granted regular or occasional grants by the Faculty with regard to their income, family and health condition from the amount available for the Faculty from the tuition fee.

(4)¹⁵⁴ The tuition fee of a student having student status at the University and payable for his/her studies on the second programme he/she enrolled for may be reduced by 50 percent upon request on the ground of the decision of the Head of the Faculty.

¹⁵¹ *Section 126 (3) of the HEA.*

¹⁵² *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

¹⁵³ *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

Section 49¹⁵⁵¹⁵⁶ (1) The student who

- a) established student status prior to 31st December 2006 and
 - aa) pursued studies in fee-paying training and received pregnancy-maternity benefits, childcare allowance, child-rearing allowance or childcare benefits on the first day of the given semester (academic period), or
 - ab) is a Hungarian national already possessing a single-major teacher's diploma in either general knowledge or theology and now pursues his/her studies in a training leading to a second single-major teacher's degree in general knowledge within the time limit prescribed for the length of programme in the qualification requirements of the given teachers major, and
- b) meets the requirements under aa) or ab) herein on the first day of the semester (academic period)

in the semester (academic period) under b) herein shall not be obliged to pay tuition fee on the programme or in the vocational training where he/she was previously exempted from paying tuition fee on the basis of aa) or ab) herein prior to 1st August 2007.

(2)¹⁵⁷ The student entitled to allowance under subsection (1) shall report this fact on enrolment/registration and shall certify it by submitting the necessary documents not later than 31st October in the first semester and 31st March of the given academic year. The SFO shall not accept any certificate after these dates.

(3)¹⁵⁸ Students who established student status in the academic years 2000/2001 and 2001/2002 and commenced their studies in state-funded training but do not qualify as state-funded students any longer shall not be obliged to pay tuition fee for a further two semesters in the commenced training if the commenced training was not longer than eight semesters and in other cases for a further three semesters. These students – if they were not obliged to pay tuition fee for the training until 1st September 2007 – may only be obliged to pay tuition fee for the subsequent semesters if an express provision of the statutes of the higher education institution provides so.

Dormitory fee and accommodation fee

Section 50 (1) Students shall pay a dormitory fee for dormitory placement.

(2) The dormitory fee¹⁵⁹ shall cover accommodation and basic associated services required to ensure proper operation of the dormitory. The dormitory may offer supplementary services students can access at their own discretion. The conditions of utilising supplementary services and the amount to be paid for them shall be determined by those in charge of operation.

(3) Dormitory basic services shall mean the continuous provision and operation of the conditions and facilities required by law for the authorisation of the operation of dormitories and student halls of residence as well as the possibility to operate personal computers, consumer electronics appliances and household appliances with low energy consumption.

(4)¹⁶⁰ The amount of the dormitory fee – in accordance with the categories established on the basis of the degree of comfort of the dormitories – shall every academic year be set in the agreement between the Rector and the University Student Union constituting Annex 7 hereof not later than 31st May of the current year. The agreement shall be valid on approval of the Senate. Prior to the conclusion of the

¹⁵⁴ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁵⁵ Section 36 (1) of New GD.

¹⁵⁶ Amendment adopted by the Senate on its meeting held on 29th November 2007. Effective: from 29th November 2007.

¹⁵⁷ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁵⁸ Section 36 (5) of New GD.

¹⁵⁹ With regard to Section 22 of GD.

¹⁶⁰ Amendment adopted by the Senate on its meeting held on 27th October 2005.

agreement the condition of the dormitories and any changes in the condition of them shall be assessed, the dormitories shall be classified into categories and the dormitory fees shall be determined on the basis of the assessment.

Fees and service fees

Section 51 (1) Students shall pay the amount of fees contained in the chart constituting **Annex 1** hereof for the omission or delayed fulfilment of obligations specified in the Academic and Examination Regulations and other regulations provided the omission or delay is attributable to them.¹⁶¹

(2) Other fees may also be determined – with the agreement of the University Student Union – in accordance with the contents of the chart constituting **Annex 1** for services not relating to the fulfilment of the academic requirements specified in the programme completion and exit requirements and in the curricula. The student may be obliged to pay these fees only if he/she utilises these services.

(3)¹⁶² The use of the facilities (including library and basic library services, laboratories, computer, sporting and recreational facilities) and the equipment of the University shall qualify as being free of charge in the scope specified by the statutes of the given facility. The student may be charged a certain amount of fee determined by the facility for any service utilised outside the scope of free services.

(4)¹⁶³ Persons having a PhD/DLA candidate status shall pay the following procedural fees:

- a) fee of the degree award procedure, which shall be equal to at least the quadruple but not more than the eightfold of the current civil servant salary bonus,
- b) fee of the comprehensive examination, which shall be equal to the current civil servant salary bonus,
- c) fee of the defence, which shall be equal to at least the sixfold but not more than the tenfold of the current civil servant salary bonus.

(5) The exact fee of the degree award procedure and the defence shall be determined in the statutes of the doctoral school. Procedural fees specified in subsection (4) shall be published by the doctoral school in the manner customary locally.

(6)¹⁶⁴ In the case of a degree award procedure conducted in a foreign language the procedural fees may differ from the rates specified in subsection (4) however the procedural fee shall not exceed

- a) in the case of the fee of the degree award procedure the sixteen fold of the current civil servant salary bonus,
- b) in the case of the fee of the comprehensive examination the sixfold of the current civil servant salary bonus,
- c) in the case of the fee of the defence the forty fold of the current civil servant salary bonus.

(7) The degree award procedure shall be free of charge for state-funded PhD/DLA candidates having a valid student status under Section 68 (3) of the HEA.

Provisions pertaining to the fulfilment of the payment obligation of students

Section 52 (1)¹⁶⁵ ¹⁶⁶ The tuition fee determined for the semester shall be paid by the deadline set in the schedule approved annually by the Faculty Council and published on the homepage prior to the commencement of the semester unless before the deadline of the payment the student makes a statement to the effect that he/she wants to cover the amount of the tuition fee from student loan

¹⁶¹ *Section 125 (5) of the HEA.*

¹⁶² *Section 125 (1) c) of the HEA.*

¹⁶³ *Subsections (4)-(7) built in by the amendment adopted at the meeting of the Senate held on 29th November 2007. Effective: from 29th November 2007.*

¹⁶⁴ *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

¹⁶⁵ *Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.*

¹⁶⁶ *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

through assignment. In the framework of the assignment the student shall conclude an agreement with the University declaring that he/she wants to pay a part or the whole of the tuition fee by assigning the paying of the student loan directly to the University. The agreements shall be handled by the SFO.

(2)¹⁶⁷ Students not having fulfilled their pro rata payment obligation may not enrol for the given term following 1st September 2007.

(3) Dormitory fees shall be paid in advance every month not later than the fifteenth day of the month preceding the current month. The dormitory fee due for September shall be paid by the day of moving in.

(4)¹⁶⁸ If a student reports the termination or temporary termination of his/her student status prior to the commencement of the semester, 90 percent of the amount of the tuition fee shall be reimbursed.

(5)¹⁶⁹ If the student reports the termination or temporary termination of his/her student status after the commencement of the semester, not more than 80 percent of the amount of the tuition fee already paid for the given semester may be reimbursed in a way that the pro rata portion for the remaining period of time of the semester calculated from the month following reporting may be reimbursed. If the student reports the termination or temporary termination of his/her student status after the commencement of the semester, he/she shall pay the pro rata portion of the tuition fee for the part of the semester till the day of reporting unless the Dean of the Faculty exempts him/her from it on the ground of equity.

(6)^{170 171} The Head of the Faculty or the body or person assigned by him/her in a Dean's order – upon request – may permit deferment or payment by instalments for a definite period of time, in respect of tuition fee until the end of the term-time at the longest, and in respect of other fees payable by him until the commencement of the next semester.

Section 53¹⁷² The fees and tuition fees stipulated herein may be paid by the assignment of student loan, at the Cashier's Office of the University, by bank transfer from a bank account or by a money order issued by the SFO.

¹⁶⁷ Section 40 (3) of the HEA is supplemented with the following as of 1st September 2007.

¹⁶⁸ Section 126 (2) of the HEA.

¹⁶⁹ The second sentence was built in by the amendment adopted at the meeting of the Senate held on 18th June 2009. Effective: from 18th June 2009.

¹⁷⁰ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁷¹ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁷² Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

Conditions and rules of granting exemption from, allowance and the possibility of instalment payment to the payment obligations of students [to Section 46 (5) c) of the HEA]¹⁷³

Section 54 (1) Students may be granted exemption from and deferment to their payment obligations or allowed to make instalment payments upon request.

(2) Upon request students may be allowed to pay in instalments or granted deferment to their payment obligations on the basis of their social situation in the case of the following payment obligations:

- a)¹⁷⁴
- b) tuition fee,
- c) dormitory fee.

(3) Upon request students may be granted exemption from their payment obligations

- a)¹⁷⁵
- b) in the case of the fees for services used under Section 125 (3) of the HEA.

(4)¹⁷⁶ No exemption from or allowance for instalment payment or deferment to payment obligation may be granted in the case of the payment of omission or default completion fees stipulated in Annex 1 hereof under Section 125 (4) of the HEA, further, on the basis of participating in community activities. The possibility and conditions of exemption from the payment of the default fee for the omission of tuition fee payment may be stipulated by the Head of the Faculty in a Dean's order.

(5)¹⁷⁷ Decisions on the fulfilment of payment obligation shall be made in a resolution. The resolution granting the possibility of instalment payment shall stipulate the deadline and schedule of payment as well as the consequences of omission. In the case of a rejection, the decision shall be justified and information shall be provided about the possibility of legal remedy in the resolution. The resolution shall be adopted by the person or body having the power or delegated power to determine the fee in question under this Regulation.

(6) Following the occupation of the accommodation belonging to the given category, upon individual request exemption from the payment obligation of the dormitory fee may be granted through the decision of the University Student Union to the student who is disadvantaged, an orphan, a breadwinner, or whose guardianship was terminated due to his/her reaching majority. Dormitory fees remitted in this manner shall be covered by the University Student Union from the equal opportunities appropriation.

(7) Upon the request of the student, the Head of the Dormitory may grant an allowance or exemption from the dormitory fee to students performing community activities.

Section 55¹⁷⁸

¹⁷³ Sections 4-5 of New GD.

¹⁷⁴ Repealed by the amendment adopted at the meeting of the Senate held on 8th May 2008. Ineffective: from 8th May 2008.

¹⁷⁵ Repealed by the amendment adopted at the meeting of the Senate held on 8th May 2008. Ineffective: from 8th May 2008.

¹⁷⁶ The second sentence was built in by the amendment adopted at the meeting of the Senate held on 18th June 2009. Effective: from 18th June 2009.

¹⁷⁷ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁷⁸ Repealed by the amendment adopted at the meeting of the Senate held on 8th May 2008. Ineffective: from 8th May 2008.

The utilisation of paid up fees and tuition fees

Section 56 (1) The utilisation of the amount deriving from the paid-up tuition fees, fees and service fees – except for the amount deriving from the payments for student cards – shall be effected in accordance with the economic plan incorporated in the budget of the University.

(2) The revenue deriving from dormitory fees paid by students and the marketing of dormitory accommodations – following the deduction of costs incurred – shall primarily be used by the University for improving the dormitory in compliance with the institutional agreements concluded.

(3) The division of fees and service fees paid up shall be effected according to Annex 1 hereof. The Head of the Faculty shall accordingly dispose of this amount and shall annually incorporate it into the budget of the Faculty.

Chapter V

Rules of procedure and the legal consequences of failure to fulfil the obligations specified in this Regulation

Section 57 (1) With regard to the provisions of this Regulation – in addition to the obligations set forth at the particular titles – the student shall report any changes in his/her registered personal data without delay or not later than on the eighth day following the occurrence of the change. The student shall in each case be responsible for his/her registered data and the correctness and completeness of data modifiable by him/her.

(2) Bursaries granted in the lack of the conditions specified in this Regulation or by the violation of this Regulation shall be cancelled and the student shall be obliged to repay the grant received unlawfully within 30 days. Proceedings under Annex 8 of the Statutes of the University shall be initiated against the student who has unlawfully and maliciously received a bursary.

(3)¹⁷⁹ If a student fails to meet his/her tuition fee or any other fee payment obligation in the absence of an allowance specified in Section 54 hereof until the commencement of registration for examination, he/she cannot register for examination and shall not be granted entry to examination.

(4)¹⁸⁰ Students not having fulfilled their payment obligations towards the University shall not be granted entry to final examination following 1st September 2007.

(5) If the student fails to meet his/her obligation concerning the payment of dormitory fee by the deadline set forth in the relevant regulations and in the Residence Agreement, he/she shall be demanded in writing to fulfil his/her payment obligation within fifteen days from the receipt of the demand. If the student fulfils his/her payment obligation by the deadline specified in the demand, he/she shall pay the default fee specified in Annex 1 hereof in addition to the dormitory fee.

(6) If the student fails to meet his/her payment obligation despite the demand specified in subsection (5), the CSGD, upon the written request of those in charge of running the dormitory, shall order the student to make a statement concerning his/her social situation within eight days and certify his/her insolvency with official documents. If it is established in the course of the investigation that the student can continue his/her studies without dormitory placement as well, a decision shall be made on the termination of the student's dormitory membership. Dormitory membership shall be terminated on the day the decision becomes final, and the student shall move out in the manner and within the deadline specified in the Residence Agreement.

¹⁷⁹ *Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.*

¹⁸⁰ *The following provision shall replace Section 60 (6) of the HEA as of 1st September 2007.*

CHAPTER VI

Special provisions pertaining to students pursuing studies in foreign language training

Section 58 (1) Faculties may provide fee-paying training in foreign languages provided its staff and infrastructure requirements are fulfilled.

(2) Students pursuing their studies in foreign language training may receive bursaries set forth in Chapter II hereof in accordance with the provisions pertaining to fee-paying students.

(3) The tuition fee payable by students pursuing studies in foreign language training shall be determined by the Faculty Council. The amount of tuition fee determined in foreign currency shall be governing in respect of determining the amount of the tuition fee in HUF. The amount of the tuition fee in HUF shall be determined on the first working day of the first week of each semester, thus the conversion of the tuition fee for the given semester into HUF shall be made at the middle rate determined by the National Bank of Hungary [Hungarian abbreviation MNB] for that day. The cost of bank transfer shall be incumbent upon the student.

(4) Faculties may enter into an agreement with individuals or recruitment companies in order to increase the number of students pursuing studies in foreign language training.

(5) If the tuition fee is paid to the recruitment company, the company shall transfer it to the bank account of the University by the deadline specified in the valid contract concluded with the University. The University shall determine the data related to tuition fee in the agreement concluded with the recruitment company in a manner appropriate for being recorded in the ETR.

CHAPTER VII

Miscellaneous and transitional provisions

Section 59 (1)¹⁸¹ ¹⁸² In the case of major-pairs specified in a separate statutory instrument on the qualification requirements of undergraduate programmes and in the case of double-major trainings, student bursaries may be received for ten semesters but at most for the period of time available for accomplishing the two majors simultaneously taking into consideration the express provision pertaining to the possibility of taking up the second major. In the case of double-major students the provision under which students may receive student bursaries beyond the length of programme prescribed in the qualification requirements for a further two commenced semesters at most in the case of eight-semester or shorter trainings and for a further three commenced semesters at most in the case of trainings longer than eight semesters may be applied only once. In respect of determining study grants, students pursuing studies in double-major (major-pair) training shall be taken into consideration as if they were pursuing single-major studies, in other words their academic performances shall be combined and they may be granted only one study grant according to their base faculties.

(2) Foreign students having established student status prior to 1st January 2007 and not pursuing their studies with Hungarian National Scholarship awarded by the Hungarian Scholarship Board shall be paid the amount of grant due to them under the agreement concluded with them in the manner according to the provisions of the agreement.

(3)¹⁸³ In derogation of Section 47 (5), in the case of students having established student status before 1st September 2006 the tuition fee for the second and further academic years shall not exceed the amount of the tuition fee determined for the preceding year increased by the Consumer Price Index published for the preceding year by the Hungarian Central Statistical Office [Hungarian abbreviation

¹⁸¹ Section 5 (2)-(3) of Government Decree No. 51/2002.

¹⁸² The third sentence was built in by the amendment adopted at the meeting of the Senate held on 18th June 2009. Effective: from 18th June 2009.

¹⁸³ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

KSH] – rounded to thousand forints. The amount of the tuition fee shall be published before 31st May of the preceding academic year in the manner customary at the Faculty.

(4) For the purposes of this Regulation undergraduate training shall also mean traditional college training and graduate training shall also mean traditional university training, supplementary undergraduate training and undivided, one-tier training.

CHAPTER VIII Faculty peculiarities

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF LAW

Section 60 Pursuant to Annex 1 of this Regulation, for the issuance of a Latin language honorary diploma a fee of HUF 9,000 and for participation in the graduation ceremony a fee of HUF 3,500 is specified by the Faculty. These fees shall be handled by the Faculty under a separate invoice code in respect of which the Registrar shall have the right to remit. These fees shall apply to students pursuing their studies both in state-funded and fee-paying trainings.

SPECIAL PROVISIONS PERTAINING TO THE MEDICAL SCHOOL

Section 60/A¹⁸⁴ (1) In derogation of the provisions of Section 16 (8) hereof pertaining to establishing study grants, study grants at the Faculty shall be established on the basis of the three different curricula according to which students pursue their studies:

- Group 1: General Medicine major,
- Group 2: Dentistry major,
- Group 3: Pharmacy major.

(2) In Group 1 (General Medicine programme) the basis of establishing the study grant of the students in the rotation year shall be the academic performance achieved in the last active semester preceding the rotation year. Students in their rotation year shall receive the same amount of study grant determined on the basis of their calculated academic result in both of their semesters (spring and autumn). To this end the amount approved for the students in their rotation year in September shall be deducted from the appropriation available for allocation in the spring semester.

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF HUMANITIES

Section 61 (1)¹⁸⁵ Study grants (hereinafter grants) shall be established on the basis of the two curricula (with different type and validity) according to which students pursue their studies:

- a) Group 1: students who commenced their studies prior to 2006,
- b)
- c) Group 2: students who commenced their studies in September 2006 or afterwards.

(2)¹⁸⁶

(3)^{187 188}

¹⁸⁴ Built in by the amendment adopted at the meeting of the Senate held on 18th June 2009. Effective: from 18th June 2009.

¹⁸⁵ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁸⁶ Repealed by the amendment adopted at the meeting of the Senate held on 18th June 2009. Ineffective: from 18th June 2009.

¹⁸⁷ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁸⁸ Repealed by the amendment adopted at the meeting of the Senate held on 18th June 2009. Ineffective: from 18th June 2009.

(4)^{189 190} When calculating the grant, the academic performance of the students in Group 1 shall be compared to that of each other regardless of the major of the students and the year of the commencement of their studies. In the case of the students of Group 2, the circle of those entitled (including the 50 percent limitation) shall be established by programmes in accordance with Section 16 (8) and by taking into consideration the groups stipulated therein. The courses taken up and accomplished by the student in the last active semester shall be taken into consideration when calculating the basis of the study grant.

(5)¹⁹¹

(6)¹⁹²

(7)¹⁹³

(8)¹⁹⁴

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF HEALTH SCIENCES

Section 61/A¹⁹⁵ (1) In derogation of the provisions of Section 16 hereof pertaining to establishing study grants, only students whose academic performance calculated in line with Section 16 (9) reaches or exceeds the value of 2.5 shall be entitled to study grant at the Faculty.

(2) When establishing study grants, efforts shall be made in order not to let substantial differences arise between the rates of the study grants of the different programmes.

(3) When forming groups, students belonging to the same programme shall not be differentiated according to training centres in the first four semesters, however, from semester 4, specialisations shall also be taken into consideration.

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF ADULT EDUCATION AND HUMAN RESOURCES DEVELOPMENT

Section 61/B¹⁹⁶ (1) In derogation of the provisions of Section 16 hereof pertaining to establishing study grants, only students whose academic performance calculated in line with Section 16 (9) reaches or exceeds the value of 3.50 in the case of university level or double-major trainings and in trainings of other levels and single-major trainings the value of 3.00 shall be entitled to study grant at the Faculty.

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF BUSINESS AND ECONOMICS

Section 61/C¹⁹⁷ (1) In derogation of the provisions of Section 16 hereof pertaining to establishing study grants, only students whose academic performance calculated in line with Section 16 (9) reaches or exceeds the value of 3.00 shall be entitled to study grant at the Faculty. Students whose academic

¹⁸⁹ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁹⁰ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁹¹ Subsections (5) and (7) repealed at the meeting of the Senate held on 18th June 2009. Ineffective: from 18th June 2009.

¹⁹² Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁹³ Amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁹⁴ Repealed by the amendment adopted at the meeting of the Senate held on 26th June 2008. Ineffective: from 26th June 2008.

¹⁹⁵ Built in by the amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁹⁶ Built in by the amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

¹⁹⁷ Built in by the amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

performance calculated in line with Section 16 (9) reaches or exceeds the value of 5.00 shall be granted the same amount of study grant.

(2) When establishing the rate of the study grant, the CSGD shall determine a basic sum for the academic performance with the value of 3.00 on the basis of the appropriation available for allocation, and then in order to determine further sums the SFO shall establish the value of the one hundredth of the corrected credit index and in the case of higher academic averages it shall establish the sums increased accordingly. The value of the one hundredth of the corrected credit index shall be applied at Faculty level.

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF MUSIC AND VISUAL ARTS¹⁹⁸

Section 61/D¹⁹⁹ (1)²⁰⁰ The provisions of Section 16 (8) hereof pertaining to establishing study grants shall apply to the Faculty with the following derogations:

a) In derogation of the provisions of Section 16 hereof pertaining to establishing study grants, only students who have earned at least 20 credits and whose corrected credit index is at least 3.00 shall be entitled to study grants at the Faculty.

b) student groups shall be formed according to the initial cycle of the students' programmes, within which the following grouping shall be made:

Group 1: performing art-classical instrument specialisation (BA), performing art-classical singing specialisation (BA)

Group 2: music (BA)

Group 3: instrumental performer, teacher (university level), singer, teacher (university level)

Group 4: instrumental teacher, chamber artist (college level), singing teacher, chamber artist (college level)

Group 5: music teacher, choral conducting (university level), music theory-tonic sol-fa teacher, choral conducting (college level)

Group 6: painter (university level and undivided)

Group 7: sculptor (university level and undivided)

Group 8: visual arts teacher (university level)

Group 9: master trainings

c) The student getting into a one-member student group shall be granted an amount equal to the average study grant for the given semester at the Faculty provided he/she has reached or exceeded the corrected credit index of the student with the lowest corrected credit index among students receiving study grant at the Faculty.

(2) The decision on re-assignment stipulated in Section 42 (1) hereof shall – contrary to subsection (8) – be made by branches of study at the Faculty.

(3)²⁰¹

(4)²⁰² At the Faculty the CSGD shall decide how many students shall be granted institutional professional and scientific grants specified in Section 18 hereof on the basis of the normative funding per student in the given semester. The CSGD shall issue the call for applications by using the application form specified in Annex 8 hereof as amended by the Faculty Council and shall rank the applicants according to the point system approved by the Faculty Council. The successful applicants shall be the students of the Institute of Music and the students of the Institute of Visual Arts in the ratio of 50-50 percent.

¹⁹⁸ Built in by the amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

¹⁹⁹ Built in by the amendment adopted by the Senate on its meeting held on 26th June 2008. Effective: from 26th June 2008.

²⁰⁰ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

²⁰¹ Repealed by the amendment adopted at the meeting of the Senate held on 18th June 2009. Ineffective: from 18th June 2009.

²⁰² Built in by the amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF POLLACK MIHÁLY FACULTY OF ENGINEERING

Section 62 (1) The provisions of Section 16 hereof pertaining to establishing study grants shall apply to the Faculty with the following derogations.

(2)²⁰³ The appropriation of the study grants shall be divided among students with the same number of active semesters on the particular programmes on the basis of the number of students receiving study grant. Study grants shall be divided in a differentiated manner.

(3) When establishing the number of students and the amount of the grants, students having been transferred shall be treated as if they were continuing their previous programme.

(4)²⁰⁴ From among the students with the same number of active semesters on the given programme the student who has reached or exceeded the corrected credit index of the student with the lowest corrected credit index in the group of the 50 percent of students with the best academic performance provided in the previous semester – except for engineering teacher students – he/she obtained at least 20 credit points may receive a study grant.

(5)²⁰⁵

(6)²⁰⁶ In credit-based trainings optional course-units may be taken into consideration when calculating the academic average under Section 16 (9) until the accomplishment of what is required in the given training.

(7) The lowest amount of the monthly study grant shall be equal to five percent of the current normative funding per student rounded up to HUF 50. The remaining part of the study grant appropriation shall be divided among those receiving study grant in a differentiated manner.

(8)²⁰⁷ When determining the study grant, it shall be taken into consideration that the study grant is made up of two components: the basic grant under subsection (7) and the proportional part of the remainder of the study grant appropriation. The differentiation under subsection (7) shall be carried out by dividing up the proportional part of the remainder of the study grant appropriation by taking into consideration the deviation – forming classes of 0.1 – from the lowest average of the study grant groups.

Section 63 (1) The provisions of Section 21 hereof pertaining to extraordinary social grants shall be supplemented with the following provisions.

(2) Extraordinary social grant may be applied for if an extraordinary event incurring heavy expenses occurs in the family of the student.

(3) No more than three months may elapse between the occurrence of the extraordinary event and applying for the grant, further, if the student has not applied for a regular social grant in the given semester, he/she shall attach documents certifying his/her social situation in addition to documents certifying the occurrence of the extraordinary event. Further, in the case of students in their first year the CSGD shall exclusively take into consideration extraordinary events which have occurred after enrolment.

²⁰³ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

²⁰⁴ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

²⁰⁵ Repealed by the amendment adopted at the meeting of the Senate held on 18th June 2009. Ineffective: from 18th June 2009.

²⁰⁶ Amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

²⁰⁷ Built in by the amendment adopted by the Senate on its meeting held on 18th June 2009. Effective: from 18th June 2009.

(4) The CSGD has classified the amounts of extraordinary study grant into the following two groups. The groups are of an informative character only; the amount granted shall also depend on the social situation of the applicant.

- a) A maximum of HUF 20,000 may be granted if:
 - a child was born to the student (a copy of the Birth Certificate of the child shall be attached),
 - the student got married (a copy of the Marriage Certificate shall be attached),
 - the student fell victim to a criminal offence, theft (the Police Report about the theft shall be attached).
- b) A maximum of HUF 40,000 may be granted if:
 - the student's supporter deceased (a copy of the Death Certificate shall be attached),
 - the student's supporter became unemployed (a copy of the resolution concerning unemployment shall be attached),
 - the student or his/her supporter suffered an accident or an injury healing over eight days (a copy of the Hospital Discharge Summary shall be attached).

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF SCIENCES

Section 64 Pursuant to Annex 1 hereof, for participation in the graduation ceremony a fee of HUF 3,500 is specified by the Faculty. These fees shall be handled by the Faculty under a separate invoice code in respect of which the Registrar shall have the right to remit. This fee shall apply to students pursuing their studies both in state-funded and fee-paying trainings.

Section 65 (1) The provisions of Section 16 hereof pertaining to establishing study grants shall apply to the Faculty with the following derogations.

(2) Study grant may be awarded to students whose weighted academic average is at least 3.00 in the last closed semester.

(3) Five student groups shall be formed in the undivided, one-tier training and in the higher-level vocational training at the Faculty in the following manner:

- | | |
|----------|--|
| Group 1: | students studying on the following programmes: biologist, teacher of biology-other subject, environmental sciences, and teacher of chemistry-other subject; |
| Group 2: | students studying on the following programmes: applied physicist, teacher of physics-other subject, information specialist, physics, programmer, mathematician, and teacher of computer science-other subject; |
| Group 3: | students studying on the following programmes: geographer and teacher of geography-environmental sciences; |
| Group 4: | students studying on P.E. programme; |
| Group 5: | students pursuing studies in higher-level vocational training. |

(4) Four student groups shall be formed in the undergraduate training (BSc) at the Faculty in the following manner:

- | | |
|----------|---|
| Group 1: | students studying on the following programmes: biology BSc, chemistry BSc, environmental sciences BSc; |
| Group 2: | students studying on the following programmes: physics BSc, mathematics BSc, programme designer information specialist BSc; |
| Group 3: | students studying on geography BSc programme; |
| Group 4: | students studying on the following programmes: sport organiser BSc, teacher of P.E.-coach BSc. |

(5)²⁰⁸ Four student groups shall be formed in the graduate training (MSc) at the Faculty in the following manner:

²⁰⁸ Subsections (5) and (6) built in by the amendment adopted at the meeting of the Senate held on 10th December 2009

- Group 1: students studying on the following programmes: biologist, environmental sciences, chemist, teacher of biology, teacher of environmental sciences, teacher of chemistry;
- Group 2: students studying on the following programmes: applied mathematics, physicist, teacher of mathematics, teacher of physics;
- Group 3: students studying on the following programmes: geographer, teacher of geography;
- Group 4: students studying on the following programmes: recreation, teacher of P.E.

(6) Students on MSc teacher training programmes studying simultaneously for the acquisition of two teacher qualifications shall be classified into groups under subsection (5) on the basis of their first teacher qualification.

CHAPTER IX

Closing provisions

Section 66 (1) The Regulation shall enter into force on 1st August 2007, its provisions shall first be applied in the first semester of the academic year 2007/2008. The Regulation adopted at the meeting of the Senate held on 14th December 2006 shall be repealed upon the commencement of this Regulation.

(2) The provisions of Section 23 of the Regulation shall first apply to students having obtained their pre-degree certificate in the academic year 2005/2006.

(3)^{209/210} The provisions of Section 6 (4), 9 (5), 42 (1), 52 (2) and 57 (4) shall enter into force on 1st September 2007 and shall apply in a phasing-out system to students establishing student status following that date.

(4) Faculties shall establish the committees specified in Section 4 (3) and (5) within 30 days from the entering into force of this Regulation.

(5)²¹¹

(6)²¹² Where the Regulation refers to a Registrar's Office, in the case of Faculties where there is no Registrar's Office, it shall be read to also mean the organisational unit of the Faculty performing the tasks of a Registrar's Office as stipulated in the Statutes of the Faculty.

(7)²¹³ The provisions of Section 21/A shall first be applied in the second semester of the academic year 2009/2010.

Pécs, 21st June 2007.

dr. László Lénárd
rector

Additional clause:

²⁰⁹ Section 26 (3) of the Amendment of the HEA.

²¹⁰ Amendment adopted by the Senate on its meeting held on 8th May 2008.

²¹¹ Repealed by the amendment adopted at the meeting of the Senate held on 8th May 2008.

²¹² Built in by the amendment adopted at the meeting of the Senate held on 18th June 2009. Effective: from 18th June 2009.

²¹³ Built in by the amendment adopted at the meeting of the Senate held on 10th December 2009.

This Regulation was adopted by the Senate of the University of Pécs on its meeting held on 21st June 2007. The Regulation shall enter into force on 1st August 2007.

The amendment of the Regulation was adopted by the Senate by its Decision No 190/2007. (08. 30.) on its meeting held on 30th August 2007. Amendments shall enter into force on the day the Senate adopted them.

The amendment of the Regulation was adopted by the Senate by its Decision No 283/2007. (11. 29.) on its meeting held on 29th November 2007. Amendments shall enter into force on the day the Senate adopted them.

The amendment of the Regulation was adopted by the Senate by its Decision No 53/2008. (01. 24.) on its meeting held on 24th January 2008. Amendments shall enter into force on the day the Senate adopted them.

The amendment of the Regulation was adopted by the Senate by its Decision No 122/2008. (03. 27.) on its meeting held on 27th March 2008. Amendments shall enter into force on the day the Senate adopted them.

The amendment of the Regulation was adopted by the Senate by its Decision No 163/2008. (05. 08.) on its meeting held on 8th May 2008. Amendments shall enter into force on the day the Senate adopted them.

The amendments of the Regulation were adopted by the Senate by its Decision No 187/2008. (06. 26.) on its meeting held on 26th June 2008. Amendments shall enter into force on the day the Senate adopted them.

The amendments of the Regulation were adopted by the Senate in its Decision No 122/2009. (06. 18.) on its meeting held on 18th June 2009. Amendments shall enter into force on the day the Senate adopted them.

The amendments of the Regulation were adopted by the Senate on its meeting held on 18th June 2009. Amendments shall enter into force on the day the Senate adopted them.

dr. Róbert Gábrriel
rector