



UNIVERSITY OF DUNAÚJVÁROS

RULES FOR COMPENSATION AND BENEFITS

2017

Dunaújváros



Sz-02/3
RULES FOR COMPENSATION AND BENEFITS

Edition 7

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PREAMBLE

In agreement with the Students' Self-government (hereinafter: HÖK with Hungarian initials) of the University and based on the:

Act CCIV of 2011 on the national higher education (hereinafter: Nftv),

Act CXXXIX of 2005 on higher education (hereinafter: Ftv),

Acr CXXV of 2003 on the equal treatment and promotion of equal chances,

Act LXXVII of 2013 on the adults' education,

Acr LXII of 2001 on Hungarians living in the neighbouring states (hereinafter: Act on Allowances),

Act LXXX of 1997 on the provisions of social insurance and those entitled to private pensions as well as the coverage for these supplies (hereinafter: Tbj.),

Act CLXXXVII of 2011 on the vocational training,

Act of 2004 on the general rules of public administrative proceeding and services,

Act CLV of 2011 on the contribution to vocational training and subsidizing the development of education,

Governmental Decree 280/2011.(XII.20.) Korm. on the enactment of Act CLV of 2011,

Governmental Decree 230/2012.(VIII.28) Korm. on the higher educational vocational training and certain issues of field work connected with the higher education,

Governmental Decree 50/2008. (III. 14.) Korm. on the financing of higher educational institutions based on educational, scientific and maintainer norms,


Governmental Decree 79/2006 (IV. 5.) Korm. on enacting certain provisions of the Act CXXXIX of 2005 on higher education,

Governmental Decree 87/2015. (IV. 9.) Korm. on enacting certain provisions of the Act CCIV of 2011 on the national higher education,

Governmental Decree 285/2013. (VII. 26.) Korm. on the Stipendium Hungaricum,

Governmental Decree 51/2007 (III. 26.) Korm. on the benefits to students participating in higher education and certain compensations to be paid by them (hereinafter: Decree),

the Senate of the University of Dunaújváros (hereinafter: University) lays down the rules on the benefits granted to and the fees and compensations to be paid by those in student relationship with the University (hereinafter: Rules) as follows:

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I. GENERAL PROVISIONS

Section 1 – The effect of Rules

- (1) The University specifies the effect of Rules based on those laid down in the Decree, section 1.
- (2) The effect of these Rules covers the use of financial resources in connection with the subsidy granted to and compensation paid by the students and, in respect of the operation of the relevant information- and control as well as legal remedy systems, it extends to the competent organizational units of the University and to the Students' Self-government of the University (hereinafter: EHÖK).
- (3) These Rules shall apply to the students participating in foreign language education announced for foreign subjects falling within the rules of Nftv, section 39 paragraph (2) with the deviations as stated in section 17.

Section 2 — Bodies and persons proceeding in the matter of benefits and compensations.

- (1) Based on the Nftv section 12 paragraph (5), the Senate of the University relegates the management and judgment of the students' social issues to the competence of the Student Welfare Committee (hereinafter: DJB) established for the purpose of managing and judging the social issues of students.
- (2) The President of the ¹ Student Welfare Committee is appointed by the rector. Students' representation of 25% shall be ensured in the DJB. The assignment of members other than students of the Student Welfare Committee shall be valid for three years. The assignment is allowed to be repeated without any restriction. The tasks of DJB secretary are performed by the study coordinator of the Study Office of University (hereinafter: TH) in charge of financial affairs of students.

Members other than students of DJB:

- a) president,
- b) representative of the University,
- c) study coordinator of TH in charge of financial affairs of students.

Section 3 — State subsidized and cost compensation/full cost type education

- (1) Each Hungarian subject has the right of continuing studies at the University in conformity with the conditions laid down in these Rules in the form of state subsidized, Hungarian state scholarship subsidized, Hungarian state part-scholarship subsidized (state subsidized in common) or cost compensation or full cost type (cost compensation in common) education. This right is also due to
 - a) the persons having the right of free movement and residence in conformity with a separate law,
 - b) refugees, escapees, persons accepted, migrants, settled not falling within clause a) living in the territory of Hungary,
 - c) foreign subjects falling under the same category as Hungarian subjects based on international agreement,
 - d) subjects of countries in which the Hungarian subject is allowed to use the higher educational services of the given state based on the reciprocity principle,

¹ The Senate modified it with its resolution nr.




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- e) persons falling within the Act on the Hungarians living in the neighbouring states (hereinafter: Act on Allowances), however, without Hungarian national status or the right of free moving and residence,
 - f) third-country subjects specified in the Act on the entry and residence of third-country subjects that declare themselves to be Hungarians, provided that they do not fall within the Act on Allowances and are not considered Hungarian subjects,
 - g) third-country subjects having permission issued for the purpose of labour requiring high level of qualification and residence (EU Blue Card),
 - h) third-country subjects having combined permission.
- (2) Persons not mentioned in paragraph (1) are allowed to continue their studies exclusively in the form of full cost type education.
- (3) In conformity with Ftv. section 55, paragraphs (2) and (4), persons that established student relationship from the academic year 2006/2007 onwards are considered participants in state subsidized education.
- (4) One person is allowed to continue studies in state subsidized education — higher educational vocational training, basic education and master education — during twelve semesters in total (hereinafter: time of subsidy). The time of subsidy shall not exceed fourteen semesters if the student participates in undivided education and the time of education exceeds ten semesters according to the education requirements.
- (5) The time of subsidy shall also include the state subsidized semester already started except that the semester failed to be completed due to illness, childbirth or any other reasons not attributable to the student. In the cases specified in the Regulations of the University, the student is allowed to revoke his/her notification made according to the Nftv section 42 paragraph (5) within one month following the beginning of the education period. Should the student fail to request for the interruption of his/her studies by this time, the given semester is considered active one even if the student fails to participate in the activities and to fulfil the study requirements of all the subjects. Should the student interrupt his/her studies, the given semester is considered passive semester.
- (6) In the calculation of the time of subsidy the semester completed to the debit of the time of subsidy shall be left out of consideration:
- a) if the higher educational institution is terminated without completing the student's studies provided that the student was unable to continue his/her studies at another higher educational institution,
 - b) if the semester in question was not recognized by the higher educational institution from among the semesters completed in the institution terminated when the student continues his/her studies.
- (7) Based on the proposal of Coordinator of Equal Chances, the time of subsidy of handicapped students can be prolonged by up to four semesters.
- (8) The participation in state subsidized education is not excluded by the existence of any degree and professional qualification acquired in higher education with the proviso that, in case of pursuing studies in state subsidized education in an education cycle and continuing further (parallel) education belonging to the same cycle, semesters in a number corresponding to the number of state subsidized educations continued in parallel shall be deducted from the time of subsidy every half-year.
- (9) If the student used up the time of subsidy available as specified in paragraphs (4) to (8), he/she is allowed to continue studies in the higher education only in cost compensation form.
- (10) The time of subsidy available for the given education shall not exceed the education time of the given studies by more than two semesters. If the student is unable to complete his/her studies during the time of subsidy, he/she is allowed to continue the studies in cost compensation form.
- (11) Should the student **participate in cost-compensation type education**, those laid down in the Act on adults' education, sections 20 to 27 in addition to those specified in this Act shall apply to his/her rights and obligations originating from his/her student relationship, with the difference that the contract shall also include the amount of cost compensation, services as an offset to the cost compensation and the conditions of repayment of cost compensation paid in.

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Section 4 — Services available to be used by the students within the frame of state subsidized and cost-compensation type educations

- (1) The services available to be used by the student within the frame of state subsidized education and as an offset to the cost-compensation paid by the student are as follows:
- a) taking lectures, seminars, consultations, practical lessons, field practices necessary for the fulfilment of educational and study requirements specified in the education program – in a selected branch/specialization — on up to two occasions as specified in the relevant paragraph of Nftv:
 - b) repeating examinations and failed examinations on one occasion,
 - c) passing final examination once within student relationship and during student relationship, respectively,
 - d) specialized college activities,
 - e) use of sport- and leisure time projects, basic library services, information technology equipment in connection with the free services,
 - f) work clothing ensured for practical training in the higher-level/higher educational vocational training, one protective equipment (protective clothes) and sanitary means; in other educations personal protective equipment (protective clothes) and sanitary means,
 - g) study- and career advising (services offered by student advisor and/or career office),
 - h) issue of documents connected with the education on the first occasion,
 - i) ² participation in the final closing ceremony of the academic year organized by the University, other celebrations or commemorations.

II. BENEFITS ALLOWED TO BE GRANTED TO STUDENTS

Section 5 — Institutional students' allocation

- (1) The coverage for the benefits to be granted to students as specified in the Nftv are the budget support offered to students' benefits and the other incomes of the University according to the Decree, section 1 clause h) as well as other incomes based on other agreements.
- (2) To the students, the University grants:
- a) social assistance to the debit of budget support granted according to the Nftv section 84,
 - b) performance based assistance to the debit of budget support granted according to the Nftv section 84.
- (3) To the debit of its own incomes, the University is entitled to grant "DF" scholarship by competition specified in these Rules.
- (4) The University is allowed to use the resources available for the purpose of students' benefits by rights as follows::
- a) payment of social scholarships:
 - aa) systematic social scholarship,
 - ab) extraordinary social scholarship,

² The Senate modified it with its resolution nr.



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- (9) ³The institutional amount of subsidy according to the Nftv. section 85/A clause *c*) [national higher educational scholarship] ensured after the students falling within these Rules will be used according to section 5 paragraph (4) clause *bb*).
- (10) The institutional amount of subsidy according to the Nftv. section 85/A clause *d*) [support of college] will be used according to section 5 paragraph (4) clause *ec*).
- (11) The extent specified within the competence of DJB, however, not more than 70% of institutional amount of subsidy according to the Nftv. section 85/A clause *e*) [support to reside] ensured after the students falling within these Rules will be used according to section 5 paragraph (4) clause *ed*).
- (12) At least 1% of the institutional amount of subsidy according to the Nftv. section 85/A clause *a*) [student norm] ensured after the students falling within these Rules will be used according to section 5 paragraph (4) clause *ee*).
- (13) By rights specified in section 5 paragraph (4) clauses *a*) – *e*) the subsidy shall be paid exclusively in the form of financial aid to the students entitled.
- (14) The scholarship types specified in section 5 paragraph (4) clauses *aa*), *ac*)-*af*), *b*), *c*) will be paid monthly to the students. The University is obliged to make arrangements with the account keeping bank for the remittance of these benefits not later by the 10th day of the current month – except the first months of the study semester.
- (15) By rights listed in section 5 paragraph (4) clauses *ba*) and *ae*), it is the students participating in state subsidized full-time basic education, master education, higher level/higher educational vocational training that are allowed to receive any subsidy.
- (16) By rights specified in section 5 paragraph (4) clause *bb*) [national higher educational scholarship] it is the students participating in full-time basic education, master education that are allowed to receive any subsidy.
- (17) By rights specified in section 5, paragraphs (4) clause *bc*) [professional and/or scientific scholarship of the University, public scholarship] it is the students participating in full-time basic education, master education, higher level/higher educational vocational training that are allowed to receive any subsidy.
- (18) By rights specified in section 5 paragraph (4) clause *ad*) [ministerial scholarship for foreign students] it is the students participating in state subsidized full-time basic education, master education and students pursuing partial studies that are allowed to receive any subsidy.
- (19) By rights specified in section 5 paragraph (4) clauses *aa*)-*ab*) it is the students entitled to social benefits that are allowed to receive any subsidy.
- (20) The amount available is allowed to be spent on supporting the production of lecture notes to produce lecture notes, provide assistance in forwarding them to the students as well as purchase devices for supporting studies of handicapped students. The EHÖK gives opinion on the use of subsidy previously and the rector informs the EHÖK on its use once a year.
- (21) The DJB in agreement with the EHÖK makes decision on the cultural- and sport activities based on the Nftv. section 61 paragraph (2) with the proviso that:
- a) the cultural activity includes especially the cultural activity arranged and offered to the students within the frames of the University i.e. arrangement of events, career advising, advising on way of living. study. mental hygiene, preservation of tradition of alumni and “Selmec”;
 - b) the sport activity includes especially the activity arranged and offered to the students within the frames of the College to ensure physical exercise, sporting, racing, education to healthy habit of life, advising on way of living.
- (22) By way of right specified in section 5 paragraph (4) clauses *aa*) and *d*) the student is allowed to receive subsidy from only one higher educational institution at a time. Should the student be in student

³ The Senate modified it with its resolution nr.

relationship with several higher educational institutions, he/she is entitled to receive these subsidies from the one that the subsidized student relationship was established with first .

- (23) The student is allowed to receive national higher educational scholarship in a single institute, Should more institutes make proposal on the recognition of the same person, the student receives the national higher educational scholarship at the institute that his/her student relationship was established with first.
- (24) In case of further (parallel) student relationships the study scholarship specified in section 5 paragraph 4 clauses *ba*) is also allowed to apply for based on study results achieved in the first and subsequent basic education, master education lines.
- (25) The University establishes the titles and conditions of subsidies allowed to be granted to the students for an academic year in advance and publishes it in the web page of the University.
- (26) The University establishes the titles, conditions and extent of fees to be paid by its student due to failures and fulfilment delay, the compensation, the fee for college accommodation as well as the extent of cost compensation based on the Decree section 11 paragraph (2) and the Nftv. section 83 paragraph (2) for one academic year and publishes them in the web page of the University.
- (27) The allocation offered for supporting student benefits specified in the yearly budget is calculated based on the muster roll of students with the entitlement to benefit taken into account. The accountancy of benefits and its documentation is made by the TH. Following its licensing, the list of calculated benefits is submitted by the TH to the Department of Economy for the purpose of remittance through GIRO by name, taxpayer's ID, title, account number and date. Defective or returned remittances shall be corrected and/or completed prior to the next accountancy.

Section 6 — Conditions of utilizing the social type scholarship

Section 6/A — Regular and extraordinary social assistance

- (1) By right specified in section 5 paragraph (4) clauses *aa)-ab*) it is students entitled to social benefits that are allowed to receive assistance.
- (2) Students participating in full-time higher educational vocational training, basic education, master education in state subsidized education form or started their studies in state subsidized education form and, based on the number of their semesters entered upon in the given line in vocational training they were entitled to participate in state subsidized education, are entitled to social benefits.
- (3) The **regular social scholarship** in conformity with section 5 paragraph (4) clause *aa*) is the benefit ensured on the basis of social conditions of the student for one education period and is paid monthly in conformity with the procedural order and principles laid down in the procedures of DJB. The University is obliged to remit it to the account of the student not later than by the 10th day of the current month except the first month of the study semester.
- (4) The monthly amount of regular social scholarship shall not be less than 20% of the yearly student norm provided that the student is entitled to regular social scholarship based on his/her social conditions with those laid down in clause (9) taken into account, and
 - a) is handicapped or is in need of it due to his/her health condition or
 - b) is at cumulated disadvantages or
 - c) is a maintainer or
 - d) has a large family or
 - e) is an orphan .
- (5) The monthly amount of regular social scholarship shall not be less than 10% of the yearly student norm provided that the student is entitled to regular social scholarship based on his/her social conditions with those laid down in clause (9) taken into account, and




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- a) is at disadvantage or
 - b) his/her guardianship is terminated due to his/her full age or
 - c) is a half-orphan.
- (6) The monthly amount of regular social scholarship shall not be less than 10% of the yearly student norm provided that the student of foreign nationality receives a scholarship in conformity with section 12 granted not for the period of partial education.
- (7) The **extraordinary social scholarship** in conformity with section 5 paragraph (4) clause *ab*) is a non-recurrent benefit paid to mitigate the unexpected impairment in the social conditions of student — in conformity with the procedural order and principles laid down in these Rules — half-yearly to the debit of yearly budget.
- (8) The student can receive extraordinary social scholarship based on his/her request. The students' requests shall be judged at least once a month. The payment shall be arranged for within eight net days following the decision.
- (9) When judging the social conditions of the student, items as follows shall be taken into consideration:
- a) number and financial situation of persons living together in the real estate at the residential address of the student under customary living conditions that are registered or have permit to reside,
 - b) distance between the place of education and residence, travel expenses and time,
 - c) household expenses if the student lives in household other than the common one specified in Tbj during his/her studies,
 - d) the amount to be spent by the handicapped student on purchasing and maintaining special appliances, special travel needs, as well as using personal assistance and sign-language interpreter,
 - e) regular expenses that incur due to health condition of the student and his/her close relatives living together with him/her,
 - f) number of dependents with special regard to children living together with the student,
 - g) expenses associated with the care of dependents requiring nursing.
- (10) When calculating the incomes, the average of the last three months in case of regular monthly incomes while one-twelfth of the last year in case of other incomes shall be taken into account. On request of the student, the certified future changes in the incomes shall also be taken into account.
- (11) The social conditions of student shall be revised once a semester and the result of revision shall be used in judging the entitlement to scholarship, students' hostel admission as well as any other benefits based on needs.
- (12) In judging the application, preference shall be given to:
- a) group of students at disadvantage,
 - b) those being on non-paid leave for reason of children-care, receiving confinement/maternity allowance, child-welfare aid, child education assistance or children-care fee,
 - c) those belonging to the group of applicants at disadvantages with the proviso that preference is allowed to be given exclusively in connection with the circumstance serving for the basis of preference and shall not result in the release from the fundamental study requirements necessary for acquiring the professional qualification certified by the diploma in the basic- and master educations and the professional competence certified by the certificate in the higher educational vocational training.
- (13) Applications for regular and extraordinary social assistance shall be addressed to the DJB and submitted to the EHÖK by the use of a form through the Neptun system. The form is specified by the DJB and, together with the deadline of submitting the applications for regular social assistance, it is published in the web page of the University.

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- (14) The amount of assistance is specified by the DJB based on the proposal made by the EHÖK. The amounts of assistance shall be established rounded to HUF 100.
- (15) It is the student submitting the application that is responsible for the fidelity of data indicated in the application; the DJB judging the application have the right of verification. In case of application containing untrue data in bad faith the applicant excludes himself/herself from any social benefits for the remaining study periods and a disciplinary procedure can be initiated against him/her, respectively.

Section 6/B — Bursa Hungarica Higher Educational Local Governmental Scholarship

- (1) The **Bursa Hungarica Higher Educational Local Governmental Scholarship** is a financial social benefit that consists of the social scholarship granted by the local governments of settlements and counties joined the given anniversary of the Bursa Hungarica Higher Educational Local Governmental Scholarship System (hereinafter: Scholarship System) to the student (hereinafter: local governmental part-scholarship) and the social scholarship of the student established by the University based on the local governmental scholarship in conformity with the Decree (hereinafter: institutional part-scholarship).
- (2) Students that received assistance from the local government competent according to their residence within the frame of the Scholarship System and, in addition, continue their studies in full-time basic education, master education or higher educational vocational training are allowed to receive institutional part-scholarship..
- (3) The resource of institutional part-scholarship is the separate resource indicated in the budget of the University. The institutional part-scholarship is granted by the minister responsible for the education.
- (4) The maximum monthly amount falling on one person (hereinafter: limit) is published in the official news of the ministry by the responsible minister once a year.
- (5) The monthly amount of the institutional part-scholarship is equal to the amount of local governmental part-scholarship, however, it shall not exceed the limit specified on the basis of paragraph (4).
- (6) The scholarship established within the frame of Scholarship System is allowed to be judged exclusively based on the social conditions of the applicant; in the judgment the study results of applicant are not allowed to be taken into account.
- (7) The institutional part-scholarship is independent on any other subsidy granted in the higher educational institution.
- (8) The scholarship obtained shall be paid by the University to the student. The University is obliged to verify the entitlement prior to the payment procedure.
- (9) To the student that started his/her higher educational studies prior to the payment of the scholarship, the payment of institutional part-scholarship is started in the month March and it shall be paid in the same order as the students' benefits. The payment of local governmental part-scholarship starts in March, however not later than at the first payment date of scholarship following the remittance to the higher educational institution, when the payment of all the scholarships due until that time takes place, afterwards it is continued according to the order of scholarship payment together with the payment of institutional part-scholarship.
- (10) If the student started his/her higher educational studies first in the semester of scholarship payment, the payment of institutional part-scholarship is made in the same order as that of institutional students' benefits from the month October (in case of education with cross-semester, March) onwards. The payment of local governmental part-scholarship starts in the month October (in case of education with cross-semester March), however not later than at the first payment date of scholarship following the remittance to the higher educational institution, when the payment of all the scholarships due until that time takes place, afterwards it is continued according to the order of scholarship payment together with the payment of institutional part-scholarship.


- (11) In the months the student relationship is interrupted, the payment of scholarship – without modifying the final term of payment) is completely interrupted.
- (12) Should the scholarship holder fail to meet the conditions of scholarship payment, the University is obliged to terminate the payment. The University settles account of the unpaid scholarships to the competition management organization following the closing of the study semester, however, not later than by June 30th and January 31st, respectively. The competition management organization communicates the termination of scholarship payment to the local governments of settlements and counties.
- (13) The scholarship holder student is obliged to inform the University and the competition management organization in writing of any changes affecting the payment of scholarship that occur during the period of scholarship payment within the shortest time — however not later than 15 days. The student is obliged to supply the information within 5 days in case of changes in the data as follows:
- a) name, native name, mother's name, place and date of birth, nationality, home address and residential address of the student,
 - b) designation of the student's education and work order,
 - c) postponement of studies.
- (14) The student failing to fulfil his/her information obligation can be excluded from scholarship payment and the Scholarship System turn in the next year.
- The scholarship holder is obliged to repay the wrongfully received scholarship to the College within 30 days. The scholarship holder excluded from the payment of scholarship due to the failure of his/her information obligation shall not be entitled to receive his/her unpaid scholarship following the termination of study semester (by June 30th and January 31st, respectively).

Section 6/C — Ministerial scholarship of foreign students §

- (1) By right of ministerial scholarship for foreign students, it is students pursuing studies in state subsidized full-time basic education, unified undivided education and master education as well as pursuing partial studies that are allowed to receive subsidy.
- (2) Further regulations are included in the Rules sections 10 - 11.

Section 6/D — Basic subsidy

- (1) By right specified in section 5 paragraph (4) clause *ae*) it is students participating in state subsidized full-time basic education, master education, higher educational vocational training that are allowed to receive subsidy.
- (2) Persons establishing student relationship in state subsidized full-time higher educational vocational training, basic education, unified undivided education on the first occasion are entitled – on request - to receive basic subsidy in an amount equal to 50 % of the student norm at the time of first registration, provided that the student meets the conditions specified in these Rules, section 6/A paragraphs (4) – (5).
- (3) Persons establishing student relationship in state subsidized full-time master education on the first occasion are entitled – on request – to receive basic subsidy in an amount equal to 50 % of the student norm at the time of first registration, provided that the student meets the conditions specified in these Rules, section 6/A paragraphs (4) – (5).

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Section 6/E — Assistance to the participation in professional practice

- (1) Professional practice scholarship is a benefit allowed to be granted to students participating in state subsidized basic- or master education that pursue continuous professional practice specified in the education and graduation requirements for not more than one study semester.
- (2) The scholarship can be granted to students that pursue their professional practice at a place far away from the seat and/or sites of the higher educational institution at a distance of at least 50 km, does not receive student hostel provision and the distance between the site of professional practice and the residence also exceeds 49,9 km.
- (3) The monthly amount of the professional practice scholarship shall not exceed 10% of the yearly amount of student norm.

Section 7 — Conditions of utilizing performance-based scholarships

Section 7/A — The study scholarship


- (1) By rights specified in section 5 paragraph (4) clause *ba*), it is students participating in state subsidized full-time basic education, master education, higher level /higher educational vocational training that are allowed to receive assistance (Decree, section 10 paragraph (3)).
- (2) The study scholarship specified in section 5 paragraph /4) clause *ba*) can be applied for in case of further (parallel) student relationship(s) based on study results achieved even in the first and subsequent basic education, master education (Decree section 10 paragraph (8)).
- (3) The study scholarship can be granted for the period of one study semester. Study scholarship is allowed to be received by up to 50% of students participating in state subsidized full time education of the higher educational institution on condition that the monthly amount of study scholarship determined for the individual students shall reach 5% of the student norm.
- (4) When awarding the study scholarship – while determining the circle and number of beneficiaries – it shall be ensured that the results obtained based on the same or similar study obligations are commensurable so as to specify the scholarship in the same measure.
- (5) Students enrolled in the University on the first occasion shall not receive study scholarship during the first educational period following the enrolment.
- (6) The amount of study scholarship shall be determined based on the study results of the student so as to be incentive to the student's study work.
- (7) For the purpose of determining the extent of study scholarship, the scholarship index calculated on the basis of previous active semester shall be considered as a basis that is the corrected credit index based on the Governmental Decree 79/2006 (V. 5.) Korm. section 24 paragraph (3).
- (8) The study scholarship shall be divided between the lines in proportion to the number of students. The division shall be made by the DJB.
- (9) The amount of study scholarship shall be determined by the DJB.
- (10) The extent of differentiation shall be determined by the DJB each year.
- (11) The study results of students taken over from other higher educational institution and from other line and/or education form within the University to regular section that participated in foreign partial education in the previous semester(s) and changed their interrupted student relation to be enrolled students shall be determined based on paragraphs (8) and (13).

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- (12) In the calculation of study scholarship only the subjects completed in fact in the previous active semester shall be taken into account. Subjects made accepted based on other studies are not allowed to be taken into account except that the fulfilment of the subject to be accepted took also place in the given semester, with the credit transfer rules of the Study and Examination Regulations taken into consideration.

Section 7/B — National Higher Educational Scholarship

- (1) On the initiative of the Senate, the minister responsible for education grants a national higher educational scholarship to the student offering outstanding performance.
- (2) The national higher educational scholarship is allowed to be obtained for a full academic year (10 months). The monthly amount of the national higher educational scholarship is equal to one tenth of amount specified by this right in the Finances Act.
- (3) The number of students allowed to receive the national higher educational scholarship amounts to 0.8% of the students participating in state subsidized full-time basic education and master education, respectively according to the statistics recorded on 15th October of the previous year, however, at least one person per institutions. The Senate of University is expected to makes its proposal according to paragraph (5) separately for students participating in basic education and master education, respectively.
- (4) Eligible for the national higher educational scholarship are the students participating in state subsidized and/or cost compensation type full-time basic education, master education, and unified undivided education, respectively that have been registered for at least two semesters and obtained at least 55 credits during their current or earlier studies.
- (5) The national higher educational scholarship can be received through competition. The call for competition together with the aspects of judgment shall be published by the TH in the web page of University 30 days prior to the competition deadline. The students can submit the applications through the system NEPTUN. The University makes proposal to the minister responsible for education on granting the national higher educational scholarship by 1st August each year.
- (6) The national higher educational scholarship obtained for the given academic year is allowed to be paid only in the given academic year.
- (7) Should the student relationship of the student be terminated or interrupted for any reason, the payment of his/her national higher educational scholarship is not allowed to be continued. In case of studies ended in odd study semester in the education time the entitlement to national higher educational scholarship is not terminated if the student continues his/her studies as soon as in the second semester of the given academic year.
- (8) Should be found within a legal remedy procedure that a student - that applied for the national higher educational scholarship, however, his/her application was refused - is worth the national higher educational scholarship and, based on the conditions specified in paragraphs (2) – (7) in the proposal made by the institution and the institutional limits he/she were entitled to it, yet, he/she did not receive it due to procedural failure of the institution, the minister responsible for education is entitled to grant a national higher educational scholarship to the student. In such cases, however, the student is not allowed to be taken into account in the determination of limits for national higher educational scholarship; the University is obliged to pay the scholarship to the debit of the students' estimates or its own incomes.
- (9) Students gained national higher educational scholarship are not allowed to be excluded from the study scholarship.

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Section 7/C — Professional, scientific and public scholarship of the University

- (1) The professional, scientific and public scholarship of the University is a benefit monthly paid based on competition for a definite time to students performing activity surpassing the requirements of study program.
- (2) Each enrolled student of the University participating in full-time education and meeting the requirements of study program is eligible to the professional, scientific and public scholarship of the University (in accordance with the conditions specified by the law). The benefit is allowed to be granted for justifiably outstanding performance.
- (3) Based on paragraph (1) the students can receive assistance by rights as follows.
 - a) outstanding activity performed within scientific student circles,
 - b) demonstrator activity,
 - c) outstanding educational, artistic and sport activity,
 - d) continuous and earmarked public activity.
- (4) The list of students obtained the professional, scientific and public scholarship of the University shall be published by means of notification.
- (5) The application for professional, scientific and public scholarship of the University shall be addressed to the DJB and submitted to the EHÖK office by using the form specified for this purpose. The deadline of submission shall be published by the EHÖK in the web page of the University.

Section 8 — DUE scholarship


- (1) With the consent of the EHÖK, the Senate of the University is allowed to found a scholarship in conformity with section 5, paragraph (4) clause c) of the Rules. Under the designation of the „DUE scholarship” the DUE has founded a scholarship for the registered students starting their studies to support their studies in accordance with the conditions and procedure defined in the call for application announced on the homepage.
- (2) On proposal of the EHÖK, the Senate of the University has founded a promoted “DUE” sport scholarship to the debit of its own incomes within the agreement of Sport association – not from the student norm based subsidy - to the debit of other resources.
- (3) The University publish the call for competition in its web page. The scholarship is granted by the Rector of the University to the students performing outstanding activity for the University.

8/A. § MNB (Hungarian National Bank) Excellence Scholarship

- (1) Based on the support contract made between the University and the Hungarian National Bank the students of the university can apply for the “MNB Excellence Scholarship”. The preconditions of application, the study programs to be supported and the regulations of the decision making procedure are announced on the homepage of the university.

8/B. § DUE Talent Support Scholarship

- (1) The Senate of the University having the consent of the EHÖK has founded the DUE Talent Support Scholarship. The detailed regulations of granting the scholarship are included in the Talent Support Program Procedure of the University.

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8/C. § ITS Scholarship

(1) The Senate of the University and the Secudit Kft. under the project name of Information Technology Security (ITS) has started a program, in the frames of which ITS scholarship was founded. The preconditions of application concerning the year 2017, the study programs to be supported and the regulations of the decision making procedure are announced on the homepage of the university. The tender application concerns a definite period of time.

Section 9 — Financing the operating expenses of the University

Section 9/A — Supporting the cultural activity and sport activity

- (1) 20% of the institutional amount of subsidy according to the Nftv, section 85/A clause *f*) [lecture notes, text book, sport- and cultural norms] ensured after the students falling within these Rules shall be used in conformity with section 5 paragraph (4) clause *eb*) shared between the two activities.
- (2) 50% of the amount specified in paragraph (1) is allowed to be spent on supporting sport activities - especially physical training, sports, competition, activity ensuring the education in health way of living and habitude advising arranged and offered by the University to the students. With the consent of EHÖK, it will be used based on the cooperation agreement concluded between DUE and DSE.
- (3) 50 % of the amount specified in paragraph (1) is allowed to be spent on supporting the cultural activity. The range of cultural activities include all the cultural events arranged within the frames of the University for the students the organizational expenditures of which is allowed to be financed by using the estimates established according to the Degree. Their use falls within the competence of EHÖK Event Organization Committee.

Section 9/B — Benefits and services provided by the University

- (1) Students' hostel accommodation of the students is subject to application. Hostel accommodation is allowed to be applied for by any person that submitted application for admittance to the University and is in student relationship with the University, respectively, irrespective of the section of education and the study order applied for and the student relationship established with.
- (2) When judging the students' hostel application, students at disadvantage unable to commence and/or continue his/her higher educational studies failing students' hostel accommodation shall be preferred..
- (3) Students' hostel accommodation is subject to competition. The applications shall be evaluated by points.
- (4) The point system shall be made acquainted prior to the submission of applications.
- (5) In the point system the social conditions of the student shall be taken into account as specified in section 6/A paragraph (9), his/her study results, activity performed for students' community, his/her work order and release according to the Decree section 4 paragraph (4).
- (6) The decision on admittance falls within the competence of students' hostel committee.
- (7) Admission to students' hostel involves the establishment of students' hostel membership.
- (8) The Organizational and Operational Statutes of the College specifies the rights and obligations of students arising from the students' hostel membership, the functional order of the student s' hostel,



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the conditions of utilizing the additional services provided by it, rules of coexistence within the students' hostel and the judgment order of applications for admission.

- (9) In case of submitting the application for admission, the student participating in state subsidized full-time education shall be admitted to the students' hostel if
- a) he/she belongs to the group of students at disadvantage according to the Nftv. section 41 paragraph (1) clause a) or
 - b) he/she is a foreign subject entitled to this based on legal rules, international convention or bilateral agreement with the view or supporting his/her studies.
- (10) The students' hostel accommodation is subject to cost compensation. The cost compensation fee covers the conditions to reside and the associated basic services ensuring the proper use. The amount of basic services shall be fixed based on the comfort level of the students' hostel. Further additional services might be provided to the free choice of the student..
- (11) At the time of admission to the students' hostel, the amount of cost compensation to be paid, the additional services provided by the students' hostel and the fees to be paid for them shall be specified. Based on the Decree, section 4 paragraph (4) the College is entitled to ensure reduction in payment obligations according to the Organizational and Operational Statutes.
- (12) In case of state maintained students' hostels the maximum amount of cost compensation that can be charged for conditions to reside within the frame of accommodation and the associated compulsory services (hereinafter (basic services), the conditions of ranging the students' hostel into classes according to its comfort level and the range of basic services are specified by the Government.
- (13) The interest of students resident in students' hostel is represented by the EHÖK within the University.
- (14) The task of the students' hostel is primarily the accommodation of students of the University pursuing their studies in first basic education in state subsidized form during the study period as well as the accommodation of foreign students that concluded study contract with the University, while ensuring them the necessary basic provision and additional services against cost compensation.
- (15) Within the range of basic services provided by the students' hostel the University ensures the material conditions compulsorily specified in Annex No. 3 to the Governmental Decree 87/2015. (IV.9.) to the students resident in students' hostel.
- (16) The student gained accommodation in the students' hostel is entitled to operate his/her own electric devices – except personal computer, electronic equipment for entertainment purposes as well as low-power household devices – subject to previous permission from the leader of students' hostel. When using these devices the student shall observe the fire-protection, labour safety and shock protection regulations. The University is entitled to oblige the student operating licensed electric devices to pay for energy consumption.
- (17) The students' hostels shall be ranged according their comfort level into four classes.
- (18) When ranging according to comfort level, primarily the physical condition of building, degree of supply with sanitary equipment and the number of students accommodated in a room shall be taken into consideration. Further conditions in the institution are regulated in the regulations of the students' hostel.
- (19) The ranging on the individual accommodation facilities shall be regulated in the agreement to be concluded between the leader of the higher educational institution and the Students' Self-government by 30th May preceding to the commencement of academic year with the proviso that
- a) students' hostel with sanitary block of common use, 3 or more persons in a room and the building was not renewed within 10 years shall be ranged only into category I;
 - b) students' hostel with less than 3 persons in a room can be ranged into category II ,
 - c) students' hostel with full sanitary block built in each room or two rooms share in one sanitary block and less than 3 persons are accommodated in a room, can be ranged into category III,



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- d) students' hostel with full sanitary block built in each room or two rooms share in one sanitary block, less than 3 persons are accommodated in a room and the building was renewed within 10 years can be ranged into category IV.
- (20) In the application of paragraph (17)–(19), each and every investment that improves the habitability conditions with a cost expenditure dominant in relation to the total value of students' hostel except expenditure aimed at preserving the substance is considered renewal.
- (21) In case of students participating in state (part-) scholarship subsidized education the monthly amount of students' hostel fee/student specified in the rules for compensation and benefits of the institution expressed in percentages of the yearly amount of students' hostel norm shall not exceed:
- a) 8% in case of students' hostels ranged into category I,
 - b) 10% in case of students' hostels ranged into category II,
 - c) 12% in case of students' hostels ranged into category III,
 - d) 15% in case of students' hostels ranged into category IV,.
- (22) The University ensures the accommodation of its students in the buildings of "Kerpely Antal Kollégium" ranged uniformly into category IV. The cost compensation fee might be different in the individual buildings, however, it shall not exceed 15% of the yearly norm of the students' hostel.
- (23) The students' hostel basis service means at least the continuous availability and operation of conditions specified by legal rules for licensing the operation of the students' hostel as well as the possibility of operating personal computers, entertaining electronic equipment and low-power household utensils..
- (24) The fee for additional services beyond the basic services together with the compensation fees are specified once a year with the agreement of the self-government of students' hostel (see Annex No. 1 table 4).

Section 9/C — Supporting the purchase of text books and lecture notes, production of lecture notes

- (1) 24% of the institutional amount of subsidy according to the Nftv. section 85/A paragraph (1) clause f) [text book, lecture notes, sport and cultural norm] ensured after the students participating in higher level/higher educational vocational training, basic education, master education falling within these Rules shall be used in conformity with section 5 paragraph (4) clause *ea*).
- (2) The amount specified in paragraph (1) is allowed to be spent on purchasing electronic text books, study matters and electronic means necessary for preparation in so far as it is spent by the University on producing and/or purchasing digital study matters or purchasing means to support the studies of handicapped students.
- (3) The use of subsidy is previously considered by the EHÖK and made acquainted with the students' self-government once a year.

**III. PROVISIONS RELATING TO STUDIES OF FOREIGN STUDENTS IN HUNGARY
AND HUNGARIAN STUDENTS IN FOREIGN COUNTRIES**

Section 10 — Provisions relating to students of foreign nationality

- (1) For students participating in state subsidized education at a state recognized higher educational institution on the basis of bilateral international contract – except students participating in state subsidized doctor education – the minister responsible for education grants ministerial scholarships. The scholarship is granted for ten or twelve months a year.
- (2) The monthly amount of the ministerial scholarship is equal to:




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- a) 34% of the yearly amount of student norm specified in the Finances Act in case of students participating in other basic- and master educations,
 - b) one twelfth of the yearly amount of norm specified for this purpose in the Finances Act in case of students participating in doctor education.
- (3) The ministerial scholarship is paid by the higher educational institution in legal relationship with the student.
 - (4) Students of nationality other than Hungarian pursuing studies in state (part-) scholarship subsidized basic education and master education in Hungary are entitled to students' hostel accommodation for 12 months a year if it is specified by bilateral or multilateral international contracts.
 - (5) In case of subjects other than Hungarian citizens participating in partial education based on international agreement the provisions of paragraphs (1)-(5) shall apply except that the scholarship granted is valid for the period of partial education.
 - (8) For students participating in state subsidized education at a state recognized higher educational institution falling within the Act on Allowances – except students participating in state subsidized doctor education - the minister responsible for education is allowed to grant scholarship for ten months
 - (9) The monthly amount of ministerial scholarship is equal to 15% of the student norm specified in the Finances Act.
 - (10) The student can obtain the scholarship through competition. The competition is managed by the Eötvös Lóránd University.
 - (11) The call for competition shall include:
 - a) the purpose of scholarship,
 - b) circle of those eligible to scholarship;
 - c) the rights of scholarship holder in connection with the scholarship and his/her obligations;
 - d) the person authorized to make decision;
 - e) person managing the competition and that authorized to conclude contract;
 - f) data supply and accounting obligations of the scholarship holder;
 - g) competition milestones (submission, judgment, notification) and their times and places;
 - h) stop-gap possibilities.
 - (12) For the payment of scholarship those laid down in paragraphs (1)-(7) shall apply.
 - (13) In case of subjects other than Hungarian participating in partial education based on the Act on Allowances the provisions of paragraphs (1)-(5) shall apply except that the scholarship granted is valid for the period of partial education.
 - (14) For students of nationality other than Hungarian participating in cost compensation type education in Hungary the minister responsible for education is entitled to grant scholarship by academic year.
 - (15) The competition shall be called for – within the frames specified in the Finances Act – by the minister responsible for education.
 - (16) The judgment of competition takes place based on the budget estimate available and the study performance of applicants.
 - (17) The applications shall be submitted to the University. The University classifies the competitions and forwards them to the organization described in paragraph (15). Based on the classification and the principles laid down in paragraph (16) the minister responsible for education makes a decision on the competitions with experts included if necessary.
 - (18) The call for competition shall be published in the web page of the Ministry of Human Resources and submitted to each higher educational institution.
 - (19) The deadline of competition shall not be earlier than 30 days calculated from the date of publication.

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- (20) In respect of the fees to be paid and benefits received the same rights are due to and the same obligations are imposed on the student having free movement and residence based on a separate act as the student of Hungarian nationality participating in the higher education.

Section 11 — Assistance to students participating in foreign partial education

- (1) Should the student participating in state subsidized education participate in any EEA state in a partial education that the studies pursued there are allowed to be counted in the education of University, the student is allowed to receive scholarship for the time of foreign studies as specified on the Nftv. section 81 paragraph (4).
- (2) The student is entitled to receive scholarship specified in the Nftv. section 81 paragraph (3) if he/she started his/her foreign studies with the consent of the University. In its Statutes, the University specifies the conditions necessary to give its consent to the foreign studies with the proviso that, should the student continue his/her studies in the basic education, he/she is allowed to receive scholarship if at least sixty percent of credits have already been completed.. The yearly amount of scholarship shall not be less than the triple of student scholarship support. In its estimate, the University plans and separates the scholarship funds in each year in conformity with these Rules, section 5 paragraph (5).
- (3) The University provides help in the inclusion of subsidized students to foreign partial education by means of additional assistance the permitted amount of which is specified in 0.5% of the subsidy. For the additional assistance the Centre of International Relationships of the University calls for competition that will be judged with the consent of the DJB.
- (4) In case of scholarship granted to the debit of scholarship funds specified in the Nftv. section 81 paragraph (4)
- a) the decision on granting scholarship is subject to public competition,
 - b) decision on the procedural order and principles of granting scholarship shall be made with the consent of Students' Self-government,
 - c) the call for competition shall be published in the way usual in the higher educational institution as well as in the web page of the higher educational institution,
 - d) at least 30 days calculated from the publication shall be ensured to the students to submit their competitions,
 - e) the remittance of scholarship shall be provided for by the higher educational institution prior to departure of the student if possible, however, not later than 15 days following his/her leave,
 - f) in case of failed partial studies the higher educational institution is allowed to prescribe at most one half of subsidy to be repaid .

Section 12 — Call for and judgment order of competition for scholarship providing assistance to Hungarian subjects with the view of pursuing studies at a state recognized foreign higher educational institution

- (1) Hungarian subjects are allowed to pursue studies in foreign higher educational institution without permission.
- (2) The Ministry directed by the minister responsible for education is entitled to provide assistance with the view of pursuing studies of Hungarian subjects at a state recognized foreign higher educational institution by means of scholarship that can be obtained through competition.
- (3) If the Hungarian subjects belongs to a national or ethnic minority, the Ministry directed by the minister provides assistance for the participation in higher level/higher educational studies in native language.

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- (4) Hungarian subjects participating in an education aimed at acquiring diploma at a state recognized higher educational institution in an EES state are allowed to apply for student credit.
- (5) Those participating in foreign studies pursued according to this section are entitled to receive student certificate.
- (6) Scholarship providing assistance for the purpose of pursuing studies at a state recognized foreign higher educational institution is available to Hungarian subjects by means of public competition.
- (7) The competition serves as an assistance for studies pursued at a state recognized higher educational institution
 - a) for Hungarian subjects belonging to the national or ethnic minority in their native language as specified in the bilateral international contract concluded with the given country,
 - b) within the frame of full- or partial education abroad.
- (8) The competition shall be called for – within the frames specified in the Finances Act – by the minister responsible for education.
- (9) The judgment of competition takes place based on the relevant bilateral or multilateral contracts and the study performance of applicants.
- (10) Based on the principles specified in paragraph (9) the minister responsible for education makes decision on the competitions with experts included if necessary and informs the applicant and, in the case that the applicant is a student, the University, as well.
- (11) The call for competition shall be published in the web page of the Ministry of Human Resources and submitted to each higher educational institution and to the country-wide minority local government of the national and ethnic minorities concerned as well.
- (12) The deadline of competition shall not be earlier than 30 days calculated from the date of publication. The competition shall be called for is – within the frames specified in the Finances Act – by the minister responsible for education and arranged by the organization appointed by the minister responsible for education.

IV. SUPPORTING THE OPERATION OF THE STUDENTS' SELF-GOVERNMENT BODY

Section 13 — Supporting the corporative operation of the Students' Self-government

- (1) For supporting the operation of the EHÖK 6% of the student norm is available. The sum received is used according to the statutes of the EHÖK. The president of EHÖK reports on the allocation to the Senate once a year.

V. COMPENSTATION RATES TO BE PAID BY THE STUDENTS

Section 14 — Compensation rates

- (1) Within the frame of state subsidized education, items of education in addition to those specified in the Nftv. section 81 described below are available against compensation to be paid by the student:
 - a) education in language other than Hungarian – at choice - of attainments specified in Hungarian and taught in Hungarian in the master education study program,
 - b) matters produced by using the means of the University, ensured by the University to the student and passing to the ownership of the student (e.g. reproduced study aids),
 - c) using the projects of the University (library, laboratory, information technology, sport- and leisure time projects) out of the circle of free services,



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- d) accommodation in students' hostel and specialized hostel; within this, using the properties of the students' hostel – especially library, laboratory, information technology, sport- and leisure time projects.
- (2) The Study and Examination Regulations of the University (hereinafter TVSZ) attaches the third and further examinations in the same subject as well as failure or delay to fulfil the obligations specified in the Study and Examination Regulations to payment obligation. The payment obligation shall not exceed 5% or the student norm per occasion.
- (3) The order of establishing the fee to be charged based on paragraphs (1)-(2) is specified in these Rules with the proviso that it shall not be lower than the prime cost.
- (4) Should the student participate in state subsidized education, he/she is allowed to participate in the education even within the frame of his/her guest student relationship in conformity with those laid down in this section.
- (5) In the students' hostel, compensation for further services in addition to the basic services is allowed to be charged in the cases specified in these Rules.
- (6) If the student participates in cost compensation/full cost type education, he/she shall pay cost compensation for the services specified in the Nftv. section 81 paragraphs (1)-(2) while compensation fee for the services specified in the Nftv. section 82 paragraph (1). The order of establishing and modifying the cost compensation and compensation fee is included in these Rules. Based on the Rules, the student and the University specify the amounts of cost compensation and compensation fee in an agreement. The extent of cost compensation shall be published in the admission information sheet.
- (7) The University establishes the amount of cost compensation – with all the expenditures relating to the education taken into account – with the proviso that its amount shall not be less than 50% of the proportion falling on one student from the current expenditures calculated for the professional task. A specified part of the cost compensation already paid shall be repaid if the student reports prior to the commencement of education period that he/she terminates or interrupts his/her student relationship according to these Rules, section 15 paragraph (6).
- (8) The University is allowed to agree with an economic organization that student relationship is established with persons indicated by the economic organization. Based on such agreement, student relationship is allowed to be established with persons that, otherwise, meet the conditions specified in this Act. In the agreement it shall be stipulated that all the costs connected with the education of the students shall be borne by the economic organization.
- (9) The compensation fees associated with the services specified in section 14 paragraph (1) shall be determined by the Economic and Operations Director in accordance with the Prime Costs Regulations. The amounts of fees specified are included in Table 3 of Annex 1 to these Rules.
- (10) The repeat examination of the student whose activity arising from the verification of attainments qualified by mark in a subject taken on the first occasion is insufficient, is free of payment obligation.
- (11) If the repeat examination specified in paragraph (2) is fail, the renewed repeat examination is subject to fee specified in table 3 of Annex 1 to these Rules irrespective of how many times the subject was taken.
- (12) The student whose performance was unable to be evaluated in the given semester is obliged to pay course leaving fee at the time of closing the term time of the semester based on the Examination- and Study Regulations. Its amount is specified in Table 3 of Annex 1 to these Rules.
- (13) Following the termination of student relationship,
a) consultation for preparation of thesis and
b) passing the final examination are subject to charge.
The fees to be paid are included in Table 3 of Annex 1.
- (14) The knowledge of the student that failed to appear at the examination without leave cannot be evaluated and he/she is obliged to pay the fee specified in Table 3 of Annex 1 based on the relevant provision of the Examination and Study Regulations.
- (15) In case of physical training subjects those laid down in paragraph (2)-(3) shall apply appropriately.

- (16) Students participating in state subsidized/state scholarship and cost-compensation/full cost type education are allowed to take unsuccessfully completed subjects repeatedly free of charge on the first occasion. Further taking of subjects is subject to payment of fee indicated in Table 3 of Annex 1.
- (17) Students participating in state subsidized education are obliged to pay the credit fee specified in Table 2 of Annex 1 for taking subjects in addition to those specified in these Rules, section 6 paragraph (1) clause a) in the given education program - associated with graduation within a selected branch.
- (18) The students pay enrolment fee on enrollment except in case of state subsidized education. The amount of enrolment fee is included in Table 3 of Annex 1 to these Rules..
- (19) Students that fail or are in default to fulfil the obligations specified in the Study and Examination Regulations of the DUE and in these Rules shall pay the fee indicated in Table 3 of Annex 1 on every occasion.
- (20) The fees to be paid for issuing all the documents relating to education on further occasions following the first one are indicated in Table 3 of Annex 1.

Section 15 — Cost compensation

- (1) Determining the amount of cost compensation:
 - a) The yearly prime cost of enrolling (admitted, transferred, line changed) students to be paid in the first academic year is accepted by the Senate – determined in € in case of foreign students – by the Economic and Operations Director in accordance with the Prime Costs Regulations. The rate of cost compensation is included in Tables 2 a) – c) by education levels and lines.
 - b) The yearly prime cost of all the announced basic education, master education as well as higher educational vocational training are published by the University in the Higher Educational Admission Information institution.
 - c) In the second and subsequent years, the cost compensation/full cost shall not be more than the cost compensation determined in the previous academic year increased by the consumer price index published by the Central Statistical Office for the previous year.
 - d) The precondition of enrolling students admitted or transferred to the prime cost type education shall be the conclusion of education contract and payment of cost compensation in full.
 - e) The cost compensation to be paid by students enrolled to basic education and master education for the academic years 2007/2008, 2008/2009 and 2009/2010 consists of two parts in the subsequent semesters: the base fee and subject taking fee.

$$K_t = A + T$$

where: A = base fee HUF/semester

T= fee for taking subject HUF/semester

K_t = cost compensation to be paid by semesters (HUF)

- ea) The base fee by lines is included in Table 2 of Annex 1
- eb) The fee for taking subject shall be calculated based on the credits of subjects. The second taking of subjects specified in the study plan shall not be calculated in the fee for taking subjects.

$$T = K_p \times D$$

K_p = credit taken (based on NEPTUN by semesters)

D = fee of 1 credit falling on a semester (HUF/credit) that is included in Table 2 of Annex 1

T = fee for taking subject HUF/semester)



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- f) The cost compensation to be paid by students enrolled, transferred, changed to the academic year of 2010/2011 and then to basic education and master education shall be paid in one sum as indicated in Table 2 of Annex 1.
- g) The condition of enrolment and registration of students participating in higher level/higher educational vocational training is the payment of cost compensation settled as indicated in Table 2 of Annex 1 in one sum. .
- (2) In the subsequent semesters following the enrolment the payment term of cost compensation shall be:
- b) for students enrolled from the academic years 2007/2008, 2008/2009 and 2009/2010 onwards : September 15th in the autumn semester and February 15th in the spring semester;
- c) the students specified in section 15 paragraph (1) clauses f)-g) are obliged to pay the cost compensation for the subsequent semesters by September 1st in the autumn semester and February 1st in the spring semester.
- (3) Table 2 of Annex 1 to these Rules indicates the cost of one credit falling one semester by the years of enrolment, transfer, change in line decomposed by education levels and lines.
- (4) Should the student take subjects other than that belonging to his/her education to the extent exceeding 10% specified in the Nftv. section 49 paragraph (2a), the fee for taking subject shall be calculated from the amount expressed in HUF specified for 1 credit as indicated in Table 2 of Annex 1 and paid according to paragraph (2).
- (5) In case of students enrolled before September 1st. 2010 the subject of 0 credit (e.g. physical training) specified in the model study program is included in the cost compensation thus paid provided that it is not a subject repeated on the second occasion (third taking). In case of third taking of subject the rate of cost compensation is indicated in Table 3 of Annex 1 to these Rules.
- (6) At the time of enrolment, the University concludes a written contract with the student. The contract shall specify the fees to be paid by the student in the first semester, cost compensation and the conditions of payment obligation. The contracts shall be preserved for 10 year. The model contract valid from the academic year 2010/2011 onwards is included in Annexes 2/a and 2/b. Should the student request for interruption and termination, respectively, of his/her student relationship following the enrolment within 30 days, he/she is entitled to claim 70% of the paid cost compensation back within the given semester.
- (7) In case of a student participating in cost compensation/full cost type education, who is also an employee of the university continuing studies in relation to his/her job description, in accordance with the Contract for Education the representative person of the employer's rights is entitled to make an allowance on cost compensation, can decide to assume the costs of education.
- In case of a student participating in cost compensation/full cost type education, having the supporting proposal of EHÖK in exceptional case the Rector being in consent with the Chancellor is entitled to make an allowance on cost compensation, can decide to assume the costs of education.
- (8) In cases regulated in paragraph (7) the applications shall be submitted through the system NEPTUN.


Section 16 — Use of fees and compensations paid

- (1) The students can fulfil their payment obligations connected with the education through the system NEPTUN by using the individual collecting account kept there. Students' paying-in is allowed to be fulfilled to the debit and up to the extent of coverage on the individual collecting account. Ensuring the coverage falls within the responsibility of the student. The sum not used on the individual collecting account can be remitted to the student's own bank account.
- (2) The amount composed of the fees paid in by the students can be utilized based on the yearly budget accepted by the Senate.

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Section 17 — Special rules relating to foreign students

- (1) In addition to concluding the contract for education and documentation requirements, the enrolment is subject to the payment of cost compensation, general security, registration fee, student hostel accommodation for half a year and effectuation of health insurance.
- (2) The cost compensation shall always be paid for an academic year (two semesters) prior to the commencement of studies and at the end of academic year following the preparatory year, respectively, by the last day of second week following the examination period.
- (3) The condition of spending the summer holiday shall be the payment of cost compensation for the next academic year by June 30th or by the date allowed in accordance with the student's Hungarian residence permit card.
- (4) Should the student want to take a subject other than that included in the model study program or take subjects from among those included in the model study program to an extent exceeding 10% specified in the Nftv. section 49 paragraph (2a), he/she shall pay an extra fee for taking subject based on the credit value of the subject taken.
- (5) The University does not repay any cost compensation paid except certified erroneous payment.
- (6) The cost compensation shall be paid by bank remittance. The date of collection of cost compensation remitted to the collective bank account of the University shall be considered the fulfilment date of payments necessary for enrolment/admission; however, the student is allowed to present the bank transaction certificates to the Study Office with the view of accelerating the procedures. Should the payment fail to be collected within this period, the student loses all his/her rights associated with the financial transaction. In such cases there is no room for legal remedy.
- (7) Third and further examination entered for in the same subject and the omission of obligations specified in the Study and Examination Regulations or payment delay are subject to payment obligation.
- (8) In case of repeated failure to pay the default penalty is allowed to be imposed again.
- (9) The University is entitled to collect administration service fee for services listed in the annex (e.g. general security, enrolment fee etc.).
- (10) Fees shall be paid through the NEPTUN study system of the university in HUF.
- (11) Fees for the given academic year are determined by the Senate of the University.
- (12) Students that fail to pay any cost compensation imposed or any other fee shall not be entitled either to receive other services and allowances or to request for certificates and their copies.

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Section 18 — Temporary- and final provisions

- (1) The amended Rules were accepted by the Senate in its meeting of **09.05.2017** by its resolution No. **...-2016. (2017.05.10.)** and enters into force together with its annexes on **01.09.2015**. At the same time, earlier relevant regulations shall cease to have effect.

Dr. habil István András
Rector
President of the Senate

ANNEXES

Annex 1: Benefits granted to and fees paid by the students in tabular form

Table 1: Minimum and maximum amount of financial assistance allowed to be granted to students

Designation of benefit	Limits
Study scholarship	Min. HUF 5.900 /month
Regular social assistance	Min. HUF 5.900 Ft /month
Extraordinary social assistance	Max. HUF 40.000 Ft/occasion
National Higher Educational Scholarship	See Governmental Decree
BURSA HUNGARICA Higher educational Local Governmental scholarship	Bursa regulations
Stipendium Hungaricum scholarship	Governmental Decree 285/2013.(VII.26.) amended by Governmental Decree 81/2015. (III. 31.)



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b)

b) Cost compensation/full cost to be paid by the year of enrolment													
Master education		Regular	Corresp.	Regular	Corresp.	Regular	Corresp.	Regular	Corresp.	Regular	Corresp.	Regular	Corresp.
		2015/16 academic year		2014/15 academic year		2013/14 academic year		2012/13 academic year		2011/12 academic year		2010/11 academic year	
Teacher -teacher of engineering MA	HUF/semeste	300.000	300.000	300.000	300.000	300.000	300.000	300.000	300.000	180.000	180.000	180.000	180.000
Teacher - teacher of educational assessment and measurement MA	HUF/semeste	300.000	300.000	300.000	300.000	300.000	300.000	300.000	300.000	-	-	-	-
Mechanical engineering MSc	HUF/semeste	310.000	310.000	310.000	310.000	310.000	310.000	-	-	-	-	-	-

c)

c) Higher educational vocational training											
		Regular	Corresp.	Regular	Corresp.	Regular	Corresp.	Regular	Corresp.	Regular	Corresp.
		2015/16 academic year		2014/15 academic year		2013/14 academic year		2012/13 academic year			
Business administration and management	HUF/semeste	140.000	120.000	120.000	120.000	120.000	120.000	120.000	120.000	-	-
Business information technology	HUF/semeste	140.000	120.000	120.000	120.000	120.000	120.000	120.000	120.000	-	-
Communication and media	HUF/semeste	140.000	120.000	120.000	120.000	120.000	120.000	120.000	120.000	-	-
Engineering information technology	HUF/semeste	140.000	120.000	120.000	120.000	120.000	120.000	120.000	120.000	-	-
Television program editor	HUF/semeste	140.000	120.000	120.000	120.000	120.000	120.000	120.000	120.000	-	-

d)



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Cost compensation/full cost to be paid by the year of enrolment										
d)	Vocational extension training		Regular	Corresp.	Regular	Corresp.	Regular	Corresp.	Regular	Corresp.
			2015/16 academic year		2014/15 academic year		2013/14 academic year		2012/13 academic year	
	Adult educational expert	HUF/semester	-	130.000	-	130.000	-	130.000	-	130.000
	Mechanical Maintenance Technologist	HUF/semester	-	150.000	-	150.000	-	150.000	-	150.000
	Engineer specialized in Rubber Engineering Technology	HUF/semester	-	150.000	-	150.000	-	150.000	-	150.000
	Preparatory Course for Vocational Examination of Mentor Teacher of	HUF/semester	-	130.000	-	130.000	-	130.000	-	-
	Welding Technologist	HUF/semester	-	300.000	-	300.000	-	300.000	-	300.000
	Engineering specialized in industrial environment	HUF/semester	-	150.000	-	150.000	-	150.000	-	150.000
	Preparatory Course for the Measuring-Evaluation Tasks and Pedagogic	HUF/semester	-	130.000	-	130.000	-	130.000	-	-
	Specialization in Quality Control	HUF/semester	-	150.000	-	150.000	-	150.000	-	150.000
	Engineering Specialized in Quality Control	HUF/semester	-	150.000	-	150.000	-	150.000	-	150.000
	Technical Diagnostics and Measuring Technology	HUF/semester	-	150.000	-	150.000	-	150.000	-	150.000
	Engineer specialized in Technical Environment	HUF/semester	-	150.000	-	150.000	-	150.000	-	150.000
	Pedagogical Vocational Examination in E-learning Expertise	HUF/semester	-	130.000	-	130.000	-	130.000	-	-
	Personal Adviser	HUF/semester	-	130.000	-	130.000	-	130.000	-	130.000
	Personal Organizer	HUF/semester	-	130.000	-	130.000	-	130.000	-	130.000
	Regional Development Economist	HUF/semester	-	130.000	-	130.000	-	130.000	-	130.000
	Settlement and Regional Development Economist	HUF/semester	-	130.000	-	130.000	-	130.000	-	130.000
	Property Protection Information Technology and Organization Engine	HUF/semester	-	400.000	-	400.000	-	-	-	-
	Pedagogic Special Examination for Preparation to the Examination C	HUF/semester	-	130.000	-	130.000	-	130.000	-	-



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Table 3: Cost compensation rates

Designation	Rate from 09.05.2017	
Delay in handing-in tasks, laboratory reports etc.	HUF 500 /week commenced	
Renewed repeat examination and renewed replacement of failed mid-year mark	HUF 3.400 /person/occasion	
Fee for unjustified absence from examination	HUF 5.500 /person/occasion	
Fee for the negligence of registration	HUF 5.000 /person/occasion	
Fee for leaving course (in case of remarks: "the teacher's signature is refused)	HUF 5.500 /subject	
Request for modifying deadline of handing-in thesis	HUF 5.500 /occasion	
External and internal consultation for preparing thesis following the termination of student relationship	In the first semester following the termination of student relationship	HUF 15.000 /semester
	In the second and any subsequent semester following the termination of student relationship	HUF 30.000/semester
Final examination passed following the termination of student relationship (fee for arrangement of examination) (higher educational vocational training, basic education, master education, vocational extension training)	HUF 20.000 /occasion	
Fee for trade examination after student relationship	1 modul =	HUF 15000
	2 modul =	HUF 30000
	3 modul =	HUF 45000
	4 modul =	HUF 60000
	5 modul =	HUF 70000
	6 modul =	HUF 80000
	7 modul =	HUF 85000
	8 modul =	HUF 90000
	9 modul =	HUF 95000
	10 modul =	HUF 100000
Third (second repeat) and further repeated taking of subject	HUF 3.000 /subject	



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Taking further subject outside of model study program		HUF 5.500/subject
Issuing copy of credit book	paper based	HUF 10.000
	stored in electric form and printed	HUF 5.000
Issuing new diploma due to incorrect data supply		HUF 20.000 /piece
Issuing copy of diploma, copy of annex to diploma (issuing annex to diploma in case of final examination before March 1st, 2006)		HUF 15.000 /piece
Repeated issue of degree certificate (with or without foreign language certificate):		HUF 3.000 /subject
Credit certificate		HUF 1.500 /subject
Fee for first enrolment of full-cost type students		HUF 5.000
Fee for further registration of full-cost/cost compensation type students		HUF 2.000 /semester
Failure to observe deadline of compulsory data supply to authorities.		HUF 5.000 /piece
Penalty for failure to observe deadlines associated with study administration		HUF 5.000 /occasion
Penalty for failure to observe deadlines associated with payments		HUF 3.000 /occasion
Replacement of students! hostel certificate, free for moving		HUF 1.000 /piece
Payment delay of students! hostel fee	In case of fulfilment between 16 and 20 of current month	HUF 1.000
	In case of fulfilment after 21 st of current month, further	HUF 2.000
Replacement of library card		HUF 1.000 /piece
Mailing of official document (RTV+SK)		HUF 1.800 /envelope
Mailing of document (to persons with legal relationship terminated)		HUF 500 /envelope
Fee for judging application for establishing guest student relationship		HUF 25.000 /application
Fee for initiating extra procedure "K" for replacement language exam		HUF 10.000 /semester
Replacement language exam (verbal only)		HUF 10.000 /occasion
Replacement language exam (in writing only)		HUF 10.000 /occasion
Replacement language exam complex (verbal and in writing at the same time)		HUF 18.000 /occasion
Sports club fee for students participating in full time education		HUF 2.500 / semester
The tariff rates of sport activities available for excess fee are regulated in the DUE-EHÖK-DUE-DSE trilateral agreement		



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Table 3/a: Further compensation fees relating to students studying in the English-language study programs of the university

Registration fee	200 € / registration
General security	500 € / education time
Fee for additional consultation lesson in preparatory course	15 € / 45 minutes
Course Book Fee	150 €



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Table 4: Students' hostel cost compensation rates

I. Students' hostel cost compensation rates

Brief name of students' hostel	Specialized course is operated in the students' hostel yes/no	Number of spaces of category IV	Compensation fee a month to be paid by state subsidized persons in the month of academic year	Compensation fee a month to be paid by full cost/cost compensation type persons in the month of academic year
Students' hostel No. 33 DUE-KAK Dózsa Gy. u. 33.	yes	160	HUF 15.600,-/person	HUF 28 100,- /person
Students' hostel No. 35 DUE-KAK Dózsa Gy. u. 35.	no	200	HUF 15.600,- /person	HUF 28 100.- /person for foreign student EUR 120/ person
Students' hostel No. 37 DUE-KAK Dózsa Gy. u. 37.	yes	200	15.600,- Ft/fő	HUF 28 100.- /person
Students' hostel Semmelweis DUE-KAK Semmelweis u. 5.	no	201	15.100,- Ft/fő	HUF 27 100.- /person for foreign student EUR 120/ person

II. Students' hostel cost compensation rates

The buildings are ranged into category according to comfort level based on these Rules section 11/B (ford. megj: 9/B) paragraph (17 – (19).

The students' hostel cost compensation rates shall be determined according to the comfort level in conformity with the Governmental Decree 51/2007. (III.26.) section 22 paragraph (3).


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Table 5: Breakdown of student norm by years expressed in percentages:

Breakdown of student norm used from August 1 st , 2007 onwards				%
Study scholarship	section 16 paragraph (1) clause ba)	study scholarship	section 21	57
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in scientific student club	section 23 paragraph (3) clause a)	0.25
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in public education, arts and sports	section 23 paragraph (3) clause c)	5
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	continuous and outstanding public activity	section 23 paragraph (3) clause d)	6.75
Financing the institutional operating costs	section 16 paragraph (1) clause de)	Ensuring the operation of Students' Self-government	Section 47	2
Regular social scholarship	section 16 paragraph (1) clause aa),	regular and extraordinary social assistance	section 26	29
Extraordinary social scholarship	section 16 paragraph (1) clause ab)	regular an extraordinary social assistance	section 26	
Basic subsidy	section 16 paragraph (1) clause ae)	basic subsidy	section 25	

Breakdown of student norm used from August 1 st , 2008 onwards				%
Study scholarship	section 16 paragraph (1) clause ba)	study scholarship	section 21	52
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in scientific student club	section 23 paragraph (3) clause a)	0.25
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in public education, arts and sports	section 23 paragraph (3) clause c)	5
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	continuous and outstanding public activity	section 23 paragraph (3) clause d)	6.75
Financing the institutional operating costs	section 16 paragraph (1) clause de)	Ensuring the operation of Students' Self-government	section 47	2
Regular social scholarship	section 16 paragraph (1) clause aa),	regular and extraordinary social assistance	section 26	34
Extraordinary social scholarship	section 16 paragraph (1) clause ab)	regular and extraordinary social assistance	section 26	
Basic subsidy	section 16 paragraph (1) clause ae)	basic subsidy	section 25	



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Breakdown of student norm used from August 1 st , 2009 onwards				%
Study scholarship	section 16 paragraph (1) clause ba)	study scholarship	section 21	50
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in scientific student club	section 23 paragraph (3) clause a)	0.25
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in public education, arts and sports	section 23 paragraph (3) clause c)	3.75
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	continuous and outstanding public activity	section 23 paragraph (3) clause d)	5
Financing the institutional operating costs	section 16 paragraph (1) clause de)	Ensuring the operation of Students' Self-government	section 47	6
Regular social scholarship	section 16 paragraph (1) clause aa),	regular and extraordinary social assistance	section 26	35
Extraordinary social scholarship	section 16 paragraph (1) clause ab)	regular and extraordinary social assistance	section 26	
Basic subsidy	section 16 paragraph (1) clause ae)	basic subsidy	section 25	

Breakdown of student norm used from July 5 th , 2010 onwards				%
Study scholarship	section 16 paragraph (1) clause ba)	study scholarship	section 21	50
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in scientific student club	section 23 paragraph (3) clause a)	0.25
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in public education, arts and sports	section 23 paragraph (3) clause c)	5
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	continuous and outstanding public activity	section 23 paragraph (3) clause d)	8.75
Financing the institutional operating costs	section 16 paragraph (1) clause de)	Ensuring the operation of Students' Self-government	section 47	6
Regular social scholarship	section 16 paragraph (1) clause aa),	regular and extraordinary social assistance	section 26	30
Extraordinary social scholarship	section 16 paragraph (1) clause ab)	regular and extraordinary social assistance	section 26	
Basic subsidy	section 16 paragraph (1) clause ae)	basic subsidy	section 25	
Supporting trade practice	section 16 paragraph (1) clause af)	supporting trade practice	section 24/a	



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Breakdown of student norm used from October 16 th , 2013 onwards				%
Study scholarship	section 16 paragraph (1) clause ba)	study scholarship	section 21	45
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in scientific student club	section 23 paragraph (3) clause a)	0.5
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	outstanding activity in public education, arts and sports	section 23 paragraph (3) clause c)	7
Institutional professional, scientific and public scholarship	section 16 paragraph (1) clause bc)	continuous and outstanding public activity	section 23 paragraph (3) clause d)	11.5
Financing the institutional operating costs	section 16 paragraph (1) clause de)	ensuring the operation of Students' Self-government	section 47	6
Regular social scholarship	section 16 paragraph (1) clause aa),	regular and extraordinary social assistance	section 26	30
Extraordinary social scholarship	section 16 paragraph (1) clause ab)	regular and extraordinary social assistance	section 26	
Basic subsidy	section 16 paragraph (1) clause ae)	basic subsidy	section 25	
Supporting trade practice	section 16 paragraph (1) clause af)	supporting trade practice	section 24/a	

Breakdown of student norm used from May 9 th , 2017				%
Study scholarship	Section 5 paragraph (1) clause ba)	study scholarship	Nftv. section 85/C paragraph aa)	47
Institutional professional, scientific and public scholarship	Section 5 paragraph (1) clause bc)	outstanding activity in scientific student club	Nftv. section 85/C paragraph ac)	0.5
Institutional professional, scientific and public scholarship	Section 5 paragraph (1) clause bc)	outstanding activity in public education, arts and sports	Nftv. section 85/C paragraph ac)	4
Institutional professional, scientific and public scholarship	Section 5 paragraph (1) clause bc)	continuous and outstanding public activity (EHÖK, officers)	Nftv. section 85/C paragraph ac)	6
		continuous and outstanding public activity (EHÖK, members of meeting of delegates, colleagues)		6.5
Financing the institutional operating costs	Section 5 paragraph (1) clause ee)	ensuring the operation of Students' Self-government	Nftv. section 85/C paragraph ee)	6
Regular social scholarship	Section 5 paragraph (1) clause aa)	regular and extraordinary social assistance	Decree section 16	30
Extraordinary social scholarship	Section 5 paragraph (1) clause ab)	regular and extraordinary social assistance	Decree section 16	



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Basic subsidy	Section 5 paragraph (1) clause ae)	basic subsidy	Nftv. section 85/C paragraph be) Decree section 15
Supporting trade practice	Section 5 paragraph (1) clause af)	supporting trade practice	Decree section 14/A

Annex 2/a — Model contract for Basic Education, Master Education, Vocational Extension Training

CONTRACT FOR EDUCATION/ADULTS' EDUCATION

For higher educational vocational training /Basic education/Master education/ Vocational extension training

I.

concluded between the **University of Dunaújváros** (Institutional ID FI60345, represented by István András, Dr. rector, residential address: 2400 Dunaújváros, Táncsics Mihály út 1/a; taxpayer's ID 15320988-2-07, adults' educational registration No: 02-0050-0) – hereinafter: **Instructor**,

and


the **Student**:

name:
student ID:
place of birth:
date of birth:
mother's name:
residential address:
place of residence:
nationality:
no. of personal ID card/passport:
taxpayer's ID:
social insurance ID (TAJ with Hungarian initials):

as a participant in **state subsidized/Hungarian (part)scholarship subsidized/cost compensation/full cost type*** education , hereinafter: **Student** with the conditions as follows::

1. The contract is concluded by the parties in conformity with the legal rules in force with the Act CCIV of 2011 on the national higher education (Nftv) and its enactment decrees; the Act CI of 2001 on the adults' education, section 3/A and section 20 in case of participant in cost compensation type education, as well as the Act CLXXXVII of 2011 on the vocational training, section 25 paragraph (6), furthermore the relevant provisions of the University of Dunaújváros taken into account..
2. The Instructor organizes the education continued in the-line-level of section (hereinafter: Education) based on the requirements laid down in the legal rules relating to the education and in the study program accepted by the Senate of the University of Dunaújváros and ensures it within the frame of collective education to the Student..
3. Following the fulfilment of educational requirements and the acquisition of credits specified as a condition of closing the education the Instructor issues a final certificate (absolutorium) and — in the case that the final examination is successfully passed and the language examination certificate is obtained — a diploma with the professional qualification also indicated..
4. Place of education: University of Dunaújváros - Dunaújváros
5. The period of education specified in legal rules is semesters.. The number of credits to be acquired shall be at least in total. **The Student is obliged to acquire at least 1/3 of credits to be acquired at the University of Dunaújváros.**
6. Schedule of education: in case of progress in conformity with the model study program, **by the end of academic year semester** calculated from the first enrolment to the education, **lessons/week** as an average with the rules relating to the organization of studies taken into account..

Sign.....

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II.

1. The Student is aware of that, if the Instructor finds at the end of the academic year that the student participating in state subsidized education in the last two semesters in which his/her study relationship was not interrupted, or in which he/she did not participate in partial education regulated in the paragraph (3) and (4) of Nftv. 81. § in an EGT state
 - did not fulfil minimum 18 credits and
 - did not reach the average study result (according to the stipulation of the relevant government decree), or
 - withdraw his/ her related declaration,

he/she is allowed to continue the studies only in cost compensation/full cost type education form in the next academic year.

2. In case of fulfilment of statutory conditions specified in the Rules for Compensation and Benefits (hereinafter: TJSZ with Hungarian initials), the student participating in cost compensation/full cost type education is allowed to compete for his/her transfer to state subsidized/Hungarian (part) scholarship subsidized education after two active semesters, however, at most to the next academic year..

III.

Cost compensation/full cost type education

In case of participating in cost compensation/full cost type education the Student is obliged to pay cost compensation/full cost as well as enrolment/registration fee as follows::

1. At the time of first enrolment to education and in the further semesters as well the cost compensation/full cost is settled in fixed amount. The amount of cost compensation/full cost of Education in the first academic year – based on taking subjects in conformity with the model study program – shall be **HUF...../year** and the Parties certify the payment of fee for the first semester in the amount **HUF.....** by signing his contract. .
2. The Instructor is allowed to increase the amount of cost compensation/full cost by nor more than the consumer price index published by the Central Statistical Office for the previous year.
3. The Student participating in cost compensation/full cost type education is obliged to pay the enrolment/registration fee by semesters indicated in Table 3 of Annex 1 to the TJSZ at the time of first enrolment and each subsequent registration.
4. In the subsequent semesters, the Student – provided that his/her student relationship is not interrupted - is obliged to pay the cost compensation/full cost due in a semester in one sum. The cost compensation/full cost shall be paid by the first day of the current semester in a certified way without default penalty imposed (September 1st, February 1st) or in a certified way in conformity with valid resolution relating to other benefits.
5. Repayment of cost compensation paid:
 - a) If the Student has his/her subjects taken and the cost compensation/full cost paid, however, fails to commence his/her studies and reports his/her intention of that nature within 1 month following the commencement of the current semester (i.e. by October 1st, March 1st) in writing to the Instructor, 70% of the amount paid shall be repaid on request of the Student..
 - b) If the Student failed to pay the cost compensation/full cost, has his/her subjects taken , however fails to commence his/her studies and reports his/her intention of that nature within 1 month following the commencement of the current semester (i.e. by October 1st, March 1st) in writing to the Instructor, he/she is obliged to pay 30% of cost compensation/full cost by the last day of the second month in the current semester (i.e. October 31st, March 31st).
 - c) If the Student or his/her representative withdraws his/her declaration relating to the preservation of student relationship with reference exclusively to vis major (severe accident, permanent care in hospital) following October 1st, the time proportional part from 70% of the full amount of cost

compensation/full cost already paid is due back to the Student within 15 days following the declaration. If the Student failed to pay the cost compensation/full cost by the due term, he/she is obliged to pay 30% of the full amount of cost compensation and the amount above the time proportional part of 70% (due back) together.

- d) Should the Instructor fail to launch the education specified in this Contract or it is interrupted for any reason attributable to the Instructor, the full amount of cost compensation/full cost paid by the Student is due back to him/her..

Sign:.....

IV.

Miscellaneous

1. The Instructor is allowed to impose other fees and compensations only based on legal rules or legal authorization in the TJSZ to the Student. The amounts to be paid in the given academic year are indicated in the Annexes to TJSZ.
2. The payments shall be fulfilled by remittance through the system NEPTUN or bank remittance against invoice. In case of payment delay the Student is obliged to pay default penalty by right of delay in study administration by occasions to the extent indicated in Table 3 of Annex 1 to the TJSZ. In case of delay reaching 15 days the Instructor is entitled to take the amount due from the account of the Student together with the default interest. At the same time, the Student is informed of it through the system NEPTUN. By signing this Contract, the Student gives his/her consent to do so.
3. The Student declares himself/herself to be in the knowledge of the provisions laid down in the legal rules relating to his/her student relationship and in the regulations of the University (especially in the SZMSZ, Examination- and Study Regulations, Rules for Compensation and Benefits) together with those relating to the possibility of release from and/or granting allowances on cost compensation/full cost and other benefits as well.
4. The Student fulfils his/her study obligations and the final examination specified as the condition of closing the education in conformity with the relevant regulations, with special regard to the attendance at classes in conformity with the subject requirements, obtainment of mid-year or examination marks of subjects taken semester by semester. Omission of these requirements might involve the unilateral termination of the student relationship. Otherwise the Student is allowed to continue his/her studies and take the uncompleted subjects again in conformity with the relevant legal rules.
5. Tasks and obligations of the Instructor:
 - a) compiles the topics and model study program in conformity with the requirements of education described in clause I. 2 as well as ensures the personal and material conditions of the education based on the scheduled and unscheduled courses and laboratory exercises;
 - b) organizes and arranges for the final examination specified as the condition of closing the education, prepares and manages the documents connected to the education and examination in conformity with the relevant legal rules;
 - c) should any inevitable obstacle arise in observing the schedule of lessons, the Instructor reserves the right of making changes subject to the obligation of previous information, except “vis major” events;
 - d) the Instructor performs the transfer of the Student between the state subsidized and cost compensation type educations based on the study results following the closing date of education period (in June), however not later than 30 days prior to the commencement of the next education period;
 - e) the Student is allowed to participate in state subsidized education for the time specified in legal rules; accordingly, the Student is obliged to make declaration on the number of his/her state subsidized semesters already used by the day of enrolment. If the time of subsidy available has already been used, the Instructor is obliged to rearrange the Student in the semester following the expiry..

6. In the matters not regulated in this Contract, the Act on national higher education, the Act on adults' education, the Act on Civil Code as well as the relevant annexes to the Organizational and Operational Statutes of the University of Dunaújváros shall prevail.
7. This Contract enters into force by signing; it has been made in 2 (two) originals, it consists of 4 (four) pages each, 1 (one) original each provided with signatures is received by the Instructor and the Student. The Instructor stores one original of the Contract in the personal folder of the Student and is obliged to preserve it for ten years.

Sign:.....

8. The Parties express their intention to settle their disputes arising during the fulfilment of the Contract in an amicable way in the first place. Should the negotiations aimed at settling the disputes fail to meet with success, they select a Hungarian jurisdiction i.e. the ordinary judicial authority to judge their request for legal remedy that, depending on the rules of competence, means the stipulation of the competence of court according to the seat of the Instructor.

The Parties read the Contract in common, interpreted its content, provisions and legal consequences in common, the Parties understood, approved and signed it with their own hand as being in conformity with their will.

Dunaújváros,

Instructor.....

Student

Annex 2/b — Model contract for partial knowledge education

CONTRACT FOR EDUCATION/ADULTS' EDUCATION

Education to obtain partial knowledge

I.

concluded between the **University of Dunaújváros** (Institutional ID FI60345, represented by István András, Dr. Rector, residential address: 2400 Dunaújváros, Táncsics Mihály út 1/a; taxpayer's ID 15320988-2-07, adults' educational registration No: 02-0050-0) – hereinafter: **Instructor**,

and

the **Student**

name:
student ID:
place of birth:
date of birth:
mother's name:
residential address:
place of residence:
nationality:
no. of personal ID card/passport:
taxpayer's ID:
social insurance ID (TAJ with Hungarian initials):

as a participant in **full cost type** education to acquire partial knowledge, hereinafter: **Student** with the conditions as follows:

7. The contract is concluded by the parties in conformity with the legal rules in force with the Act CCIV of 2011 on the national higher education (Nftv) and its enactment decrees; the Act CI of 2001 on the adults' education, section 3/A and section 20 in case of participant in cost compensation type education, as well as the Act CLXXXVII of 2011 on the vocational training, section 25 paragraph (6), furthermore the relevant provisions of the University of Dunaújváros taken into account.
8. The Instructor organizes the education of the **courses**
 - a).....,
 - b).....,
 - c)..... continued at-level in section (hereinafter: Education) based on the requirements laid down in the legal rules relating to the education and in the study program accepted by the Senate of the University of Dunaújváros and ensures it within the frame of collective education to the Student.
9. Following the fulfilment of educational requirements and the acquisition of credits specified as a condition of closing the education the Instructor issues a certificate on the course completed, its mark and the credits obtained. The fulfilment of course completed can be counted in higher educational studies according to the rules of credit transfer.
10. Place of education: University of Dunaújváros - Dunaújváros
11. The period of education specified in legal rules is 1 semester. The number of credits that can be obtained
 - a.) credits., b) credits, c)..... credits, in total:.....credits.

Sign:.....
 Instructor Student

- a) Schedule of education: in case of progress in conformity with the model study program, **by the end of academic year 2017/2018 semester I** calculated from the first enrolment to the education, **lessons/week** as an average with the rules relating to the organization of studies taken into account

II.

Full cost type education

In case of participating in full cost type education, the Student is obliged to pay full cost and enrolment/registration fee as follows:

6. On enrolment to the education, the full cost is determined in one sum. The full cost of education is settled based on the credit value of courses taken. **HUF 5 300 /credit, i.e. a) .HUF/course**
b)HUF...../course,
c)HUF...../course,
 that is, the **fee for a semester shall be HUF.....in total.**
7. On enrolment, the Student participating in full cost type education is obliged to pay the enrolment/registration fee indicated in Table 3 of Annex 1 to the TJSZ.
8. The full cost shall be paid in a certified way without imposing default penalty by the first day of the given semester (September 1st, February 1st) or by the date of signing the contract in case of concluding contract following this date, or in a way justifiable according to a valid fairness decision authorizing to other benefits.
9. Repayment of the cost compensation paid
 - e) If the Student has his/her subjects taken and the full cost paid, however, fails to commence his/her studies and reports his/her intention of that nature within 1 month following the commencement of the current semester (i.e. by October 1st, March 1st) in writing to the Instructor, 70% of the amount paid shall be repaid on request of the Student.
 - f) If the Student failed to pay the full cost, has his/her subjects taken, however fails to commence his/her studies and reports his/her intention of that nature within 1 month following the commencement of the current semester (i.e. by October 1st, March 1st) in writing to the Instructor, he/she is obliged to pay 30% of cost compensation/full cost by the last day of the second month in the current semester (i.e. October 31st, March 31st).
 - g) If the Student or his/her representative withdraws his/her declaration relating to the preservation of student relationship with reference exclusively to vis major (severe accident, permanent care in hospital) following October 1st, the time proportional part from 70% of the full amount of full cost already paid is due back to the Student within 15 days following the declaration. If the Student failed to pay the full cost by the due term, he/she is obliged to pay 30% of the full amount of cost compensation and the amount above the time proportional part of 70% (due back) together..
 - h) Should the Instructor fail to launch the education specified in this Contract or it is interrupted for any reason attributable to the Instructor, the full amount of full cost paid by the Student is due back to him/her.

III.

Miscellaneous

9. The Instructor is allowed to impose other fees and compensations only based on legal rules or legal authorization. in the TJSZ to the Student. The amounts to be paid in the given academic year are indicated in the Annexes to TJSZ..

Sign:.....
 Instructor

.....
 Student

10. The payments shall be fulfilled by remittance through the system NEPTUN or bank remittance against invoice. In case of payment delay the Student is obliged to pay default penalty by right of delay in study administration by occasions to the extent indicated in Table 3 of Annex 1 to the TJSZ. In case of delay reaching 15 days the Instructor is entitled to take the amount due from the account of the Student together with the default interest. At the same time, the Student is informed of it through the system NEPTUN. By signing this Contract, the Student gives his/her consent to do so..
11. The Student declares himself/herself to be in the knowledge of the provisions laid down in the legal rules relating to his/her student relationship and in the regulations of the University (especially in the SZMSZ, Examination- and Study Regulations, Rules for Compensation and Benefits) together with those relating to the possibility of release from and/or granting allowances on full cost and other benefits as well.
12. The Student fulfils his/her study obligations and the examination/other account specified as the condition of closing the education in conformity with the relevant regulations, with special regard to the attendance at classes in conformity with the subject requirements, obtainment of mid-year or examination marks of .course(s) taken.
13. Tasks and obligations of the Instructor:
 - a) compiles the topics and model study program in conformity with the requirements of education described in clause I. 2 as well as ensures the personal and material conditions of the education based on the scheduled and unscheduled courses and laboratory exercises;
 - b) organizes and arranges for the education, prepares and manages the documents connected to the education and examination in conformity with the relevant legal rules;
 - c) should any inevitable obstacle arise in observing the schedule of lessons, the Instructor reserves the right of making changes subject to the obligation of previous information, except “vis major” events..
14. In the matters not regulated in this Contract, the Act on national higher education, the Act on adults’ education, the Act on Civil Code as well as the relevant annexes to the Organizational and Operational Statutes of the University of Dunaújváros shall prevail.
15. This Contract enters into force by signing; it has be made in 2 (two) originals, it consists of 4 (four) pages each, 1 (one) original each provided with signatures is received by the Instructor and the Student. The Instructor stores one original of the Contract in the personal folder of the Student and is obliged to preserve it for ten years.
16. The Parties express their intention to settle their disputes arising during the fulfilment of the Contract in an amicable way in the first place. Should the negotiations aimed at settling the disputes fail to meet with success, they select a Hungarian jurisdiction i.e. the ordinary judicial authority to judge their request for legal remedy that, depending on the rules of competence, means the stipulation of the competence of court according to the seat of the Instructor.

The Parties read the Contract in common, interpreted its content, provisions and legal consequences in common, the Parties understood, approved and signed it with their own hand as being in conformity with their will.

Dunaújváros,

Instructor.....

Student.....

Annex 2/c — Model contract – Contract for education of foreign students

CONTRACT FOR EDUCATION/ADULTS' EDUCATION

Education to obtain partial knowledge

I.

concluded between the **University of Dunaújváros** (Institutional ID FI60345, represented by István András, Dr. rector, residential address: 2400 Dunaújváros, Tácsics Mihály út 1/a; taxpayer's ID 15320988-2-07, adults' educational registration No: 02-0050-0) – hereinafter: **Instructor**,

and

the **Student**:

name:
student ID:
place of birth:
date of birth:
mother's name:
residential address:
place of residence:
nationality:
no. of personal ID card/passport:
taxpayer's ID:
social insurance ID (TAJ with Hungarian initials):

as a participant in **cost compensation type** education, hereinafter: **Student** with the proviso that the student relationship is established by signing this Contract with the conditions as follows:

1. The contract is concluded by the parties in conformity with the legal rules in force with the Act CCIV of 2011 on the national higher education (Nftv) and its enactment decrees, furthermore the relevant regulations of the University of Dunaújváros taken into account.
2. Structure of the education:
 - 2.1. The Instructor pursues education in English language within the regular section in-line – level (hereinafter: Education). The education is ensured to the Student based on the requirements specified in the legal rules relating to the Education and the study program accepted by the Senate of the College of Dunaújváros within the frame of collective education.
 - 2.2. The Education consists of a preparatory education and basic education to the Student. Within the preparatory education no possibility of either repetition of interruption of student relationship is available..
 - 2.3. The basic education is allowed to be commenced only subject to successful completion of preparatory education or the certification of appropriate ability in English language
 - 2.4. If students in a number specified by the Senate fail to enroll to the Education indicated by the Student at the time of registration by the commencement of the given academic year following the preparatory education, the education shall not be started. In this case the Student is allowed to select from among another lines



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3. Following the fulfilment of educational requirements and the acquisition of credits specified as a condition of closing the education the Instructor issues a final certificate (absolutorium) and — in the case that the final examination is successfully passed and the language examination certificate is obtained — a diploma in both Hungarian and English, with the professional qualification also indicated.
4. Place of Education: University of Dunaújváros – seat Dunaújváros.
5. The period of education specified in legal rules is semesters.. The number of credits to be acquired shall be at least in total.
6. Schedule of Education:
 - 6.1. period of preparatory education shall besemesters;
 - 6.2. the period of education in case of progress in conformity with the model study program by the end of academic yearsemester..... , 20 lessons/week as an average with the rules relating to the organization of studies taken into account .

II.

Cost compensation type education

1. As a precondition of concluding this contract, the Student has already paid a non-recurrent registration fee of 200 € in words: two hundred Euro to the Instructor at the time of registration to the education. The fee serves for the coverage to the costs of registration- and admission procedures. The fee shall not be due back to the Student even in case of termination of contract for any reason..
2. The condition of concluding this contact and, at the same time, establishing and preserving the student relationship is that the Student is in possession of a health insurance valid for the full period of the given academic year, the insurance charges of which shall be HUF /year in wordsHUF/year. The insurance costs for the subsequent academic years shall be paid for a year in a certified way by the last day of the second week following the previous academic year without default penalty imposed. The fee shall not be due back to the Student even in case of terminating the contract for any reason.
3. The Student is obliged to pay for the Education a yearly cost compensation at the time of enrolment to the Education and in each subsequent year. The amount of cost compensation of Education/preparatory education .- based on taking subjects in conformity with the model study program – in the first year shall be**€/year** to be paid at the time of concluding the contract, the payment of which is certified by the Parties by signing this contract..
4. The Instructor is allowed to increase the amount of cost compensation by not more than the consumer price index published by the Central Statistical Office for the previous year.
5. In the subsequent years, the Student - provided that his/her student relationship is not interrupted - is obliged to pay the cost compensation -due in an academic year - in one sum. The cost compensation shall be paid by the last day of the second week following the previous academic year in a certified way without default penalty imposed..
6. The amount of cost compensation specified in clauses II/3-4 remains unchanged if the Student continuously fulfils his/her study obligations. Should the Student interrupt his/her studies for any reason (e.g. suspend the student relationship), he/she is obliged to pay the cost compensation on resumption and afterwards in an amount valid at the time of resumption
7. 50% of the cost compensation paid is due back to the Student if he/she passes successful final examination in the first semester of the academic year. The amount of cost compensation due. in the given year is due back to the Student if the education is interrupted for any reason attributable to the Instructor If the Student



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interrupts his/her studies during the academic year or his/her student relationship is terminated for any other reasons, the amount of cost compensation shall not be due back to the Student.

8. The Student is obliged to pay a general security in a non-recurrent amount of 500 € in words five hundred Euro following that his/her visa is obtained by the time of concluding the contract. The Parties acknowledge the payment of this amount by signing this contract.
9. At the end of each academic year, the Instructor settles its claims arising from the Student's defaulting conduct (arrears of payment, default interests, claims arising from damage, demand raised by students' hostel) by the last day of the 2nd week following the examination period by means of deduction from the amount of security calculated at the average exchange rate valid on the day of settlement. The Student shall be informed of the settlement through the student information system NEPTUN. Should the financial claim set by the Instructor be unable to be completely settled from the amount of general security, the Student is obliged to pay the remainder in Euro by the term specified by the Instructor..
10. The Instructor accounts for the amount of general security calculated at the average exchange rate valid on the day of settlement with the Instructor's claim counted in within 90 days following the issue of diploma certifying the successful final examination passed by the Student or in case of other termination of student relationship not later than within 60 days following the academic year. The remainder from the amount of general security shall be remitted to the bank account indicated by the Student in writing. Failing any data supply from the Student, the Instructor shall keep the amount concerned on banking account.
11. The Instructor is entitled to use and to dispose of the amount of general security paid by the Student without any fee or cost or interest charged.
12. The Instructor is allowed to impose other fees and compensations in addition to those described above only by right and in the amount indicated in the regulations relating to foreign students. The fees and compensations shall be expressed in Hungarian forint.
13. The Parties agree that the payment obligations are considered fulfilled if they are arrived through the system NEPTUN to the account of Instructor and fulfilled in the system NEPTUN. In case of payment default the Student is obliged to pay default penalty imposed by failed occasions or time of delay.
14. The Parties agree that the Student is allowed to make use of any services connected with study or administration only if all the financial obligations imposed on the Student are fulfilled.

III.

Miscellaneous

1. The Student declares himself/herself to be in the knowledge of the legal rules relating to the student relationship, the regulations of the Instructor especially the Study- and Examination Regulations as well as the Rules for Compensation and Benefits; his/her rights and obligations relating to the structure of education and possibility of completing the studies as well as payment obligations..
2. The Student undertakes to fulfil his/her study requirements according to the time period specified for the education and graduation requirements set for the completion of higher level studies, not more than the time specified in the Regulations with special regard to the obligation of attendance at classes and passing mid-year and final examinations.
3. In the case that the Student fails to fulfil any of his/her obligations the Instructor is entitled to terminate the Student's student relationship by the end of academic year following two written notification.
4. The Student is allowed to terminate this contract only at the end of academic year.

5. The Instructor is obliged to compile the topics and the model study program in conformity with the requirements of Education and to ensure the personal and material conditions based on the time table; within this::
 - a) organizes and arranges for the final examination specified as the condition of closing the education, prepares and manages the documents connected to the education and examination in conformity with the relevant legal rules;
 - b) should any inevitable obstacle arise in observing the schedule of lessons, the Instructor reserves the right of making changes, except “vis major” events;
 - c) makes all the regulations affecting the Student available to the Student in the web page of Instructor in both Hungarian and English..
6. The Parties agree to keep contact between the Instructor and the Student primarily through the system NEPTUN. Personal contact with the Student shall be with the Office for International Relationships of the Instructor and the executive of Study Office responsible for foreign students.
7. The Parties make attempt to settle their possible legal disputes by means of negotiations; should it fail to meet with success, they stipulate the exclusive competence of the court competent according to the seat of the Instructor..
8. In the matters not regulated in this Contract, the Act CCIV of 2011 on the national higher education, the Act V of 2013 on the Civil Code as well as the Organizational and Operational Statutes of the Instructor together with their annexes shall apply..

This Contract was made in two languages i.e. Hungarian and English by using synchronous editing. In case of differences in interpretation, the Hungarian text shall prevail, considering the underlying Hungarian legal rules..

9. The Contract was made in two originals; the Instructor is obliged to place one of which in the personal folder of the Student and preserve for 10 years.

The Parties read this Contract, interpreted in common, approved and signed it as being in full conformity with their will.

Dated in Dunaújváros, 20.....

*Instructor:.....

Student:.....

