

Annex 6
of the Statutes of the University of Pécs
Code of Charges and Benefits



Pécs 2007
Effective from 23 September 2021

Please note that this document is solely a translation of the official Hungarian text, therefore binding decisions can only be made based on the Hungarian text. In case of any doubt, the Hungarian text has authority.

According to Article II/3 (d) of the Annex 2 of Act CCIV of 2011 on National Higher Education (hereinafter HEA, Hungarian abbreviation Nftv.) and Article 84 (1)-(2) of HEA on grants payable to and certain fees payable by students enrolled in higher education, and the Government Decree No. 51/2007. (III. 26.) on the benefits and charges of students in higher education the Senate of the University of Pécs (hereinafter University), with the consent of the University Student Union, has adopted the following Code of Charges and Benefits (hereinafter: CCB).

CHAPTER I **General provisions**

The scope of the CCB

Article 1 (1) The scope of the CCB shall extend to all study programs (vocational study program, bachelor's study program, undivided (one-tier) study program, master's study program, doctoral study program and post- master's specialist study program) establishing student status at the University, to students of PhD / DLA study program, to persons taking part in the study programs and having student status at the University regardless of their nationality (hereinafter students), and to employees involved in rendering the study programs.

(2)

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

(4)

(5) Provisions not included in the CCB regarding dormitories shall be regulated by Annex 40 of the Statutes of the University of Pécs.

(6) In the case of an express provision the scope of the CCB shall extend to persons no longer having student status at the University and to persons attending higher level medical specialist study program at the University.

(7) Provisions of the CCB shall apply to students enrolled in foreign language study program subject to the derogations stipulated in Chapter VI hereof.

(8) Students having the right to free movement and residence as set forth in a separate Act or the residents of a third-country with an EU blue card allowing residence and employment requiring high-skills shall be vested with the same rights and duties concerning fees and allowances as students of Hungarian citizenship.

Definitions

Article 2 (1) For the purposes of the CCB:

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

b) **orphan:** a student under the age of 25 whose parents, whose single, divorced or separated

parent with whom the student had lived together died and who has not been adopted;

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

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

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

db) who has lost 67 % of their working abilities or suffered a 50 % health impairment and this condition has lasted for a year or will presumably last for at least another year;

e) **breadwinner:** a student

ea) who has at least one child, or

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

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

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

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

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

g) **student entitled to receive social allowance:** a student participating in full-time higher-level vocational study program, bachelor's study program, undivided (one-tier) study program, master's study program, or doctoral study program

ga) who is enrolled in state-funded study program, or fully or partly Hungarian State scholarship supported, or

gb) who started their studies in state-funded study program and in the given programme they would be entitled to participate in state-funded study program based on the number of semesters they started in vocational study program;

h) **own revenue:** fees payable by the students under Article 82 (1)-(2) of the HEA, service fees stipulated in the statutes of the institution, as well as the result of the economic activity of the institution, support provided by legal entities and support obtained through tenders expressly for the purposes of paying scholarships;

i)

j) **disadvantaged student:**

1. a student younger than twenty-five years at the time of enrolment who qualifies as disadvantaged determined by the Act XXXI of 1997 on the Protection of Children and on Child Welfare Administration;

2. a student younger than twenty-five years at the time of enrolment who enrolls into a semester which is not over the limitation set by the study time of the given major at which he/she started his/her studies before or in the 1st semester of the academic year of 2015/2016 and with respect of whom the notary or the arranged for child protection care during secondary or higher education due to family or social background, or for whom regular child welfare benefit has been disbursed, or who has been eligible for regular child protection benefit, or has been in temporary or permanent foster care if the title had existed in the last grade of secondary education or in the last active semester in higher education right before the enrolment (application); a person for whom guardianship has been arranged is also considered a disadvantage applicant during recruitment process;

k) **multiply disadvantaged student:**

1. a student younger than twenty-five years at the time of enrolment who qualifies as multiply

disadvantaged specified by the Act XXXI of 1997 on the Protection of Children and on Child Welfare Administration;

2. that student who qualifies as disadvantaged according to Article 2. (1) point j) and whose parent exercising parental control at the time when the student reached the compulsory school age only completed elementary education as stated in the voluntary parental declaration under the procedure regulated in the Act on the Protection of Children and on Child Welfare Administration, or for whom long-term guardianship has been arranged or who has been in after-care after long-term guardianship;

l) **state-funded student:** a student who is enrolled in state-funded study program, or who is admitted to fully or partly Hungarian State scholarship supported study program since September 2012;

m) **close relatives:** spouse, lineal relatives; adopted child, stepchild; adoptive parent, stepparent; brother/-sister;

n) **relatives:** close relative, partner, spouse of lineal relative; lineal relative or sibling of spouse; spouse of sibling.

For the purposes of present CCB

o) **joint account:** an account opened by the University at the Hungarian State Treasury to which the student may transfer money and from which he/she may settle his/her payment obligations through the Neptun education system (hereinafter: Education System or ES).

p) Hungarian student living abroad: students resident abroad who identify as Hungarian nationals, including students under the scope of the Preference Act.

(2)

General provisions and proceeding organs

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

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

(3) Charges payable by the students to the University for omission or late completion, titles to and conditions and amount of fees, as well as the dormitory fee and the amount of the tuition fee and self-financing fee shall be stipulated for one academic year and shall be announced on the homepage of the University and on the homepages of the Faculties in the manner customary at the Faculty. The amount of tuition fee valid in the academic year 2015/2016 shall not be modified during the period of the student status. In case of students who establish their student status with the University in the academic year 2015/2016 or afterwards, amount of self-financing fee that is determined in the student study program agreement for the given study program, as well as the amount of the tuition fee that is determined in the fee payment agreement for the given study program shall not be modified during the period of the student status.

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

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

(6) Regarding the registry of receipts of the procedures giving rise to monetary obligations that belong to the exclusive competence of the Educational Directory set out in this Regulation and regarding the determination of areas of responsibility for the contents of the receipts the Director for Academic Affairs shall establish basic regulations by an Order and shall regularly revise its contents.

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

- a) the Rector,
- b) the Head of the Faculty (Dean),
- c) the Faculty Council,
- d) the Grants and Scholarships Committee of the Faculty,
- e) the Director of Education,
- f) the Registrar's Office of the Faculty,
- g) the Central Registrar's Office,
- h) the University Student Union and its committees,
- i) the Faculty Student Councils,
- j)³⁶ Doctoral Student Association,
- k)³⁷ Talent Council,
- l) Council of the Doctoral School
- m) ³⁸Head of the Doctoral School,
- n) the body or committee dedicated in the invitation (call for applications) for the given application for grant,
- o) Residence Services.

(2) The Assembly of Delegates of the University Student Union or the committee designated by them shall determine the amount of basic grants (Article 19), regular (Article 20) and extraordinary (Article 21) social grants, institutional professional, scientific and public life grants (Article 18), assess applications for basic grants, regular social grants, extraordinary social grants, institutional professional, scientific and professional practice grants (Article 21/A) and decide on dormitory placements (Article 35), check the availability of dormitory places and ensure the filling up of vacant places during the academic year under the provisions hereof or upon request. The frame amounts of public life grants shall be placed to a common central account. In case of institutional professional, scientific grants, the partition of the central account shall be approved by the Assembly of Delegates of the University Student Union. In case of institutional professional, scientific grants a part of the central account shall be allocated as the frame amount for doctoral students. The ratio of the amount allocated for doctoral students shall be the same as the ratio of doctoral students among the students entitled to institutional professional, scientific grants. The ratio shall be set out by the Assembly of Delegates of the University Student Union under approval of the Assembly of Delegates of the Doctoral Student Association. The Central Registrar's Office (hereinafter CRO, Hungarian abbreviation KTI) shall establish each student's entitlement to study grant (Article 16) and its amount for the semester in accordance with the special regulations of the Faculties.

(2a) The CRO shall handle the frames of the basic grants, regular and extraordinary social grants and public life grants specified in Article 4 Article (2) of the Regulation on institutional level, the frames of the educational grants shall be handled on Faculty level, while the institutional professional, scientific grants shall be handled on institutional level considering the frames allocated for doctoral students.

(3) The University Student Union and – in the case specified in Article 18 Article (3a) – the Doctoral Student Association may set up committees in order to rank the applications specified in Article 4. Article (2) and to establish grants. The operational and procedural rules of the committees shall be set out by the University Student Union or by the Assembly of Delegates of the Doctoral Student Association in the order of procedure of the committees.

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

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

(6) The CRO shall prepare the transcribing of the given student's tuition fee for the given semester taking into consideration the decision of the Faculty Council and the Tuition Fee Payment Agreement concluded with the student. Further, each semester on the basis of the information provided by the Faculties, the CRO shall declare the exemptions the given student is entitled to under Article 49 hereof.

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

(8)

(9) Fees and charges payable by the student stipulated in Annex 1 hereof shall be imposed by the Registrar's Office or by the CRO based on the agreement concluded with the Faculty. Fees and charges listed in Annex 1 imposed in connection with dormitory membership payable by the student shall be imposed by the CRO following the decision of the Residence Service, except for notice fees. The CRO shall impose notice fees based on the decision of the University Student Union's relevant subcommittee.

(10) The combination of the members of the Talent Council is included in the Rule upon the members, function, task and scope of councils in the University of Pécs (Annex 18 of the Statutes of the University of Pécs).

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

(2) Students shall be notified by the CRO about the decisions on grants and payment obligations through the Education System (Hungarian abbreviation ES). The CRO shall notify the Faculty concerned about its decisions according to the agreement concluded with the Faculty.

Article 4/B (1) The body or person in charge of the case about charges and benefits must observe their scope and jurisdiction at all stages of the procedure. In case the lack of scope or jurisdiction is identified, the case shall be immediately administered to the body or person with scope or jurisdiction and the student shall be informed – or the person authorized – at the same time.

(2) When a body or person with scope or jurisdiction cannot be identified or the case shall be administered to a body or person whose lack of competence was identified earlier, the designation of a body or person in charge of the case shall be initiated. The designation of a body or person in charge is acceptable on the basis of the student's request, when the body or person entitled to act cannot be identified at the initiation of the first instance procedure.

(3) The Director of Education is entitled to designate the acting body or person within 15 calendar days from the receipt of such request. This deadline may be extended once with 15 calendar days.

Complaints and legal remedy

Article 5 (1) In the case of grants stipulated by the GSC and fees imposed by the Registrar's Office under Annex 1 hereof students may appeal against the resolution to the Head of the Faculty within eight

days calculated from notification or from the day they learn about the resolution. The application claim shall be submitted to the body/person adopting the first instance decision and the contested resolution and any documents supporting the contents of the appeal claim shall be attached to the appeal. The body/person adopting the first instance decision may amend, correct or revoke its original resolution in its own competence or refer it to the Head of the Faculty. The appeal shall be decided within fifteen working days.

(2) Pursuant to Article 12 of the Code of Studies and Examinations (hereinafter CSE) students shall have the right to claim legal remedy against the decision, measure or omission (hereinafter decision) of the Head of the Faculty, the body or person assigned by them, the Registrar, the Talent Council, the CRO, the Residency Service, the University Student Union Presidency and the Assembly of Delegates of the Doctorate Student Association.

Funding status of students

Article 6 (1) Students of the University can be either state-funded, fully Hungarian State scholarship supported, partly Hungarian State scholarship supported, fee-paying or self-financed regarding their funding status. Fully Hungarian State scholarship supported and partly Hungarian State scholarship supported students are supposed to fulfil specific requirements according to the NHAC. Fully Hungarian State scholarship supported and partly Hungarian State scholarship supported students are also meant by state-funded students in Articles hereof and those instances where the notions “fully Hungarian State scholarship supported” and “partly Hungarian State scholarship supported” appear individually. “Self-financed” is also meant by “fee-paying” in Articles hereof, except from certain Articles where “self-financed” appear individually.

(2) A person shall qualify as a student pursuing studies in state-funded study program who has been admitted to state-funded study program, and

- a)
- b)
 - ba)
 - bb)
- c)
 - ca)
 - cb)
 - cc)
 - cd)
- d)
 - da)
 - db)
 - dc)
 - dd)
 - de)
- e) who is a student of any major and who – upon the decision of the institution – is transferred from fee-paying study program to a state-funded vacancy already available at the institution – for the rest of the length of programme of the student who had left the institution.
- f)

Provisions of point e) of this Article do not apply to self-financed students re-assigned to vacant fully or partly Hungarian State scholarship supported places and students supported partly by Hungarian State Scholarship. These students – independently from the time remaining from the length of the programme, of the withdrawn student, within their own state-funded period – may pursue their studies supported fully or partly by Hungarian State scholarship, considering the rules of re-assignment pertaining to them.

(3)

(4)

State-funded period

Article 7 (1) With exceptions detailed in Articles (2) and (3), a student is entitled to pursue studies in higher education for twelve semesters as a state funded, fully Hungarian State scholarship supported and partly Hungarian State scholarship supported student (hereinafter 'state-funded period'), including vocational study program during the student status. The state-funded period shall include the state-funded semesters that the student used preceding the academic year 2006/2007, except for those used state-funded semesters that belong to the study program the student commenced before March 1 2006 and finished without a degree certificate before March 1 2006 and in which the student will presumably not be awarded a degree certificate.

(2) The state-funded period according to Article (1) of Article 7 and the first sentence of Article

(3) Article 7 of students with disabilities determined by Article 2 (15) of CSE may be prolonged by a maximum of four semesters by virtue of the decision of the Faculty Educational Committee. This benefit may be claimed for obtaining several levels of qualification (certificates) except that the state-funded period claimed based on this Article cannot exceed four semesters altogether.

(3) The state-funded period shall be a maximum of fourteen semesters in case the student attends an undivided study program programme and the length of the programme exceeds ten semesters according to the related study program requirements. At art teacher study programs taken up parallel with undivided non-teacher major according to the study program field of art or taken up following the undivided non-teacher major, further, in case of studies at those teacher study program majors defined by the Government Decree that may only be taken up in the study program for teacher qualification as the second, further study program based on the non-teacher MA major according to the field of studies, the state-funded period according to Article

(1) may be 2 further semesters longer. The latter rule shall first be applied for students commencing their studies in the first semester of the academic year of 2013/2014 and afterwards in a phasing out system.

(4)

(5) In case of doctoral students commencing their studies before the academic year of 2016/2017, the state-funded period for students on doctorate study program can be a maximum of six semesters, case of doctoral students commencing their studies in the academic year of 2016/2017 or following that, the state-funded period for students on doctorate study program can be a maximum of eight semesters.

(6)

(7) In the event the student has depleted the whole state-funded period available for them, they may only continue their studies in fee-paying study program in higher education.

The available state-funded period rendered to a given study program ending with degree certificate

Article 8 (1) The available state-funded period rendered to a given study program ending with degree certificate shall be two semesters - in case of the procedure according to Article 7 Article (2) not more than 6 semesters - longer than the length of programme of the given study program. Students unable to obtain degree certificate within the state-funded period determined hereof, may continue their studies in fee-paying or – if the student status was established in the academic year 2012/2013 or later in self-financed study program in this major, including those who settled in Articles 7 (1) and 7 (3) in case of undivided, one-tire study program has not yet depleted the whole state-funded period. The formerly spent state-funded period of a same major shall be added to the state-funded period of students establishing student status from the academic year 2012/2013.

(2)

(3) In the event the student has depleted the whole state-funded period rendered to the given study program ending with degree certificate, they may only continue such studies as part of fee-paying or –

if the student status was established from the academic year 2012/2013 – in self-financed study program.

Further provisions related to state-funded period

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

(2) Possession of a degree and professional qualification obtained in higher education shall not exclude the opportunity of students to attend state-funded, fully or partly Hungarian State scholarship supported study program.

(3)

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

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

(5) In the case of students matriculated to first year in the academic year 2012/2013 or later in fully or partly Hungarian State scholarship supported study program, in calculating the state-funded period the number of semesters in fully or partly Hungarian State scholarship supported study program of an additional (simultaneous) student status shall be deducted.

(6) While calculating the supported time following semesters should not be considered:

a) the ones completed in the frame of supported time if the higher educational institution terminated without the student being able to finish his/her studies, in case the student could not have continued his/her studies in another higher educational institution,

b) the ones the University did not accept from the in the ceased higher educational institution finished semesters,

c) the ones the student completed with student status specified by parts a) b) and d) of Article 21/A (1) of the Act CXXXII of 2011 on the National University of Public Services and on the Higher Education in Public Services, in Policing, and in Military at the National University of Public Services.

CHAPTER II

Conditions of access to student benefits

Sources of student grants

Article 10 (1) Students may receive

a) benefits based on their social situation,

b) benefits based on their academic performance,

covered from the budgetary source provided for the University from the state budget and from the University's revenues, or sources from extern donations and contributions.

(2)

Titles to student bursaries

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

- a) grants based on academic performance
 - aa) study grant,
 - ab) National Higher Education Scholarship,
 - ac) institutional professional, and scientific grants,
 - ad) institutional public life grants,
- b) grants based on social situation
 - ba) regular social grant,
 - bb) extraordinary social grant,
 - bc) the institutional part of Bursa Hungarica Higher Education Local Government Scholarship,
 - bd) ministerial scholarship for foreign students,
 - be) basic grant,
 - bf) professional practice grant,
- c) doctorate bursary,
- d) Ildikó Kriszbacher Scholarship,
- e) János László Research Scholarship for Doctoral Students,
- f) UP Sports-and Parasports Grants,
- g) disbursing further grants stipulated herein,
- h) financing the operation of the institution
 - ha) supporting the publication of textbooks, purchasing electronic textbooks, teaching materials and electronic equipment necessary for preparation and devices facilitating the study activities of students with disabilities,
 - hb) supporting cultural and sport activities,
 - hc) operating and maintaining dormitories,
 - hd) renting dormitory space, renovating dormitories,
 - he) supporting the operation of the student and doctorate councils.

The utilisation of the institutional and faculty appropriation

Article 12 (1) The aggregate sum of the normative funding per student provided for students enrolled in vocational study program, bachelor's study program, undivided (one-tier) and master's study program falling under the scope of the CCB shall be utilised according to the following:

- a) at least 45 % for study grants,
- b) at least 2 % for institutional professional and scientific grants,
- c) at least 2 % for covering Ildikó Kriszbacher Scholarship,¹
- d) 10 % for institutional public life grants.

(2) If the appropriation for study grants, regular social grants, extraordinary social grants, basic grant, institutional public life grant, institutional professional and scientific grants and Ildikó Kriszbacher Scholarship are not allocated in full in a certain calendar year, the remainder of the appropriation may be allocated to cover study grants, regular social grants, extraordinary social grants, basic grant, institutional professional grants, scientific grants and institutional public life grants in the last month of the certain calendar year. Following the last regular disbursement of the certain calendar year, the remainder of the appropriation shall be used in the last month of the current year.

(3) The following sums shall be utilised for covering regular and extraordinary social grants, basic grants and professional practice grants:

- a) at least 20 % but not more than 40 % of the of the normative funding per student, further

¹ Effective from 01 January 2022

- b) 60 % of the normative grant available for accommodation grants,
 - c) 56 % of the normative grant available for textbook and lecture note grants and sport and cultural activities
- provided for students enrolled in vocational study program, bachelor's study program, undivided (one-tier) and master's study program falling under the scope of the CCB.
- (4) 24 % of the institutional aggregate sum of the normative grant available for textbook grants and sport and cultural activities provided for students enrolled in vocational study program, bachelor's study program, undivided (one-tier) and master's study program falling under the scope of the CCB shall be utilised for supporting the publication of lecture notes, purchasing electronic textbooks, teaching materials and electronic equipment necessary for preparation and devices facilitating the study activities of students with disabilities.
- (5) 20 % of the institutional aggregate sum of the normative grant available for textbook and lecture note grants and sport and cultural activities provided for students falling under the scope of the CCB shall be utilised for supporting cultural and sport activities.
- (6) The institutional aggregate sum of the National Higher Education Scholarships provided for students falling under the scope of the CCB shall be utilised for covering National Higher Education Scholarships.
- (7) The institutional aggregate sum of the dormitory grant shall be utilised for operating and maintaining dormitories.
- (8) 40 % of the institutional aggregate sum of the normative grant available for accommodation grants provided for students falling under the scope of the CCB shall be utilised for renting and renovating dormitories. Under an agreement concluded with the Rector, the University Student Union shall make an appropriation which shall not exceed 10 % of the appropriation for accommodation grants for ensuring equal opportunities. At least 5 and up to 30 % of the appropriation for accommodation grants may be utilised for renovating, building and improving the convenience of dormitories administered by the University and for purchasing buildings for the purpose of dormitory or hall of residence. Up to 30 % of the appropriation for accommodation grants may be utilised for maintaining accommodations rented by the University. The Senate shall include the %age of the amount in the budget of a certain year which is stipulated annually. The University shall spend 4.75 % of its revenue coming from dormitory fees on improving living conditions in dormitories and halls of residence, increasing the appropriations for grants accessible to students, supporting the students' professional and scientific activities, supporting and developing the cultural, artistic, sport and social activities of the University; a further 4.75 % of the revenue of the University coming from dormitory and hall of residence fees shall be spent on performing the tasks of the University Student Union and the Faculty Student Councils and on the central administration of dormitories.
- (9) 1 % of the institutional aggregate sum of the normative funding per student provided for students falling under the scope of the CCB shall be utilised for supporting the operation of the student councils and doctorate councils.
- (10) In the course of drafting the budget for the ensuing budget year, on the proposal of the Chancery, the Senate shall stipulate the utilizable appropriations of the titles listed in Article 11 hereof at university and faculty level, and then shall stipulate the actual appropriations with full knowledge of the statistical data of 15th October not later than 15th November of the current year. The Chancery shall draft its proposal in co-operation with the president of the University Student Union and the Director of Education.
- (11) The CRO shall make a proposition upon the subdivision of the utilizable appropriations listed in Article 11 hereof by the end of the 4th week of the semester considering that the values specified in Article 12 Article (1) herein shall be met on institutional level. The Assembly of Delegates of the USU shall decide on the CRO's proposition within 5 workdays after consulting the Doctoral Student Association. In cases of point c) of Article 11 and subpoints ac) and he) the Assembly of Delegates of the USU shall make a decision with the consent of the Assembly of Delegates of the Doctoral Student

Association.

(12)¹³¹ The GSC of the Faculty shall inform the Faculty Council about the utilization of the appropriations of the previous semester at the beginning of the given semester.

Student entitlement, rules of assessment of applications for grants¹³²

Article 13 (1) Students who meet all the conditions itemised by the provisions pertaining to the given grant and have an active student status in the given semester shall be entitled to the grants under the titles specified in Article 11 hereof.

(2) The student may receive grants under the titles listed in Article 11 b) and c) only from one higher education institution at the same time. If the student has student status at more than one higher education institution at the same time, they may receive such grants from the higher education institution where they first established state-funded student status. The student may receive National Higher Education Scholarship from one institution. If more than one institution proposes awarding the same person, the student shall receive the National Higher Education Scholarship from the institution where they first established state-funded student status.

(3) In the case of additional (parallel) student status, the study grant specified in Article 11 aa) hereof may be applied for on the basis of the academic result achieved either on the first or on any further bachelor's or master's programme.

4) In case of grants to be awarded based on application procedure allowing any kind of consideration in the decision making, the applications may be assessed by a body (e.g. committee, assembly of delegates) where the representation of students is ensured. This regulation shall apply to invitations for applications drawn up after 21st June 2018.

(5)

a) In case of grants specified in Article 11 g) hereof, in case of regular payments for a maximum period of one semester, the monthly amount of a given grant per one student cannot exceed the 2,5- fold of the students' normative funding.

b) In case of grants specified in Article 11 g) hereof, in case of a one-off payment the amount of the given grant cannot exceed the 5-fold of the students' normative funding.

(6) Rules of Article 13 Article (5) may be derogated from, if the ratio of the amount offered by the legal person or natural person securing the funding for the grant allocated to the grant per person and per month is larger than this.

The order of establishing the circle and number of students that can be taken into consideration at the normative grant provided for student bursaries

Article 14 (1) When determining the University grant,

a) the arithmetical mean of the numbers of those entitled according to the publication of the statistical data of March and October shall be taken into consideration in the case of

aa) study grants,

ab) dormitory grants,

ac) accommodation grants,

ad) sum available for textbook and lecture note grants and sports and cultural activities;

b) one twelfth of the number of months carrying entitlement shall be taken into consideration in the case of doctorate bursaries;

c) one tenth of the number of months carrying entitlement shall be taken into consideration in the case of the National Higher Education Scholarship;

d) the actual sum to be paid shall be taken into consideration in the case of the ministerial scholarship for foreign students and the institutional part of Bursa Hungarica Higher Education Local Government Scholarship.

(2) The publication of the statistical data of March shall mean the state of the University as of 15th March

and the publication of the statistical data of October shall mean the state of the University as of 15th October as recorded by the publication of statistical data provided by the University.

Article 15 (1) In the case of study grants the number of those entitled shall be the number of full-time students pursuing studies in state-funded vocational study program, bachelor's study program, master's study program, undivided study program.

(2) In the case of dormitory grants the number of those entitled shall be the number of students pursuing studies in state-funded or as specified in Article 33 (1) hereof in self-financed full-time study program, and are granted placement in

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

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

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

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

(6) In the case of the National Higher Education Scholarship the number of those entitled shall be the number of students actually receiving the scholarship.

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

Grants relative to performance

Study grant

Article 16 (1) Students pursuing studies in state-funded full-time bachelor's study program, undivided (one-tier) study program, master's study program and vocational study program may receive study grants.

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

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

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

(5)

(6)

(7)

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

(9) The basis of study grants rounded to two decimals shall be the corrected credit index under Article 56 (7) of the CSE

$$\frac{\Sigma(\text{earned credits} \times \text{grade})}{30} \quad \times \quad \frac{\text{earned credits}}{\text{taken up credits}}$$

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

(11) Unless provided otherwise by a Faculty regulation, when forming the groups, students in the same year shall be classified into the same group. Based on the number of active semesters the following students are classified into the same group:

- 1st year: 2nd semester;
- 2nd year: 3rd and 4th semester;
- 3rd year: 5th and 6th semester;
- 4th year: 7th and 8th semester, furthermore
- 5th year: 9th and 10th semester.

Students beyond the study program period shall be classified into the same group as those of the highest year of the major.

(12) 3 % of the appropriation distributable per semester shall be set aside as a reserve for possible corrections. If the number of unclosed students entitled to a grant exceeds three %, the amount of the reserve shall proportionately be increased. The amount left over shall be distributed in the last month of the actual year among the groups in proportion to those actually entitled to a study grant. The remainder of the reserve shall be allocated to the students in proportion to their study grants.

(13) The 50 % threshold within each group shall be set in accordance with the following:

- a) in the case of a group with three or less than three persons the threshold shall be set in relation to the average corrected credit index of the Faculty,
- b) either all or none of the students with the same corrected credit index in the group shall be granted a study grant,
- c) in the case of a group with an odd number of persons the threshold shall be set by rounding down.

(14) The appropriation of the group shall be distributed among the particular students – unless provided otherwise by a Faculty regulation – in accordance with the following:

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

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

study grant.

(16) Credits not belonging to the category of partial study program and accepted by credit transfer in the given semester cannot be considered as completed credits included in corrected credit index and academic average, therefore cannot be taken into consideration in determining the study grant. Credits belonging to the category of partial study program shall be considered as completed credits included in corrected credit index and academic average, therefore these credits shall be taken into consideration in determining the study grant.

National Higher Education Scholarship

Article 17 (1) Students pursuing their studies in bachelor's, undivided (one-tier), *or* master's study program may receive the National Higher Education Scholarship.

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

(3) The number of students receiving the National Higher Education Scholarship shall be 0.8 % of the students pursuing studies in state-funded full-time bachelor's, master's, one-tier (undivided) study program according to the publication of statistical data showing the status of 15th October of the previous year, but at least one person per institution.

(4) Students who have registered for at least two semesters during their given or previous studies and have earned at least 55 credits and now pursue their studies in bachelor's study program, master's study program or one-tier study program may receive the National Higher Education Scholarship.

(5) The National Higher Education Scholarship may be obtained through application. The call for applications together with the criteria of assessment shall be announced by the GSC in the manner customary at the Faculty not later than 5th June every year – 30 days prior to the deadline of the applications. The criteria of assessment shall be stipulated by the GSC prior to the call for applications but not later than 31st May every year, and shall also inform the Educational Directorate about it. The application shall be submitted by the student to the Registrar's Office of the Faculty and shall be ranked by the GSC. A requirement of submitting the application is to attend full time study program at the time of submission. On the basis of the applications put forward under the decision of the GSC, the) Talent Council shall make a proposal for granting the National Higher Education Scholarship separately for students attending bachelor's, master's and one-tier study program to the Minister of Education until 1st August every year. The chairperson of the Talent Council shall inform the Senate about the said proposal on its next meeting.

(6) The National Higher Education Scholarship obtained for the given academic year may only be paid in the given academic year.

(7) In case the student's legal status is terminated or temporarily terminated for any reason, the National Higher Education Scholarship shall not be disbursed.

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

(9) Students having obtained the National Higher Education Scholarship cannot be excluded from being awarded a study grant.

Institutional professional, scientific grant, Ildikó Kriszbacher Scholarship, János László Research Scholarship for Doctoral Students, and institutional public life grant

Article 18 (1) Institutional professional and scientific grants, Ildikó Kriszbacher Scholarship, János László Research Scholarship for Doctoral Students and institutional public life grant are non- statutory bursaries.

(2) Students in full-time bachelor, undivided (one-tier), master, vocational, or doctorate study programs may receive institutional professional, scientific and institutional public life grants. Students in full-time bachelor, undivided (one-tier), or master study programs may receive Ildikó Kriszbacher Scholarship. Doctoral students may not receive Ildikó Kriszbacher Scholarship even if they are in bachelor, undivided (one-tier), or master study programs while they pursue their doctoral studies. Students in full time doctoral study programs may receive János László Research Scholarship for Doctoral Students.

(3) Institutional professional and scientific grants are bursaries awarded to students performing extracurricular (scientific, sport or artistic) activities for one semester through application paid monthly or in a lump sum. Applications shall be submitted on the form suggested by the Faculty Student Councils, accepted by the Assembly of Delegates of the USU and approved by the Senate. Criteria of assessment and the scoring system shall be indicated on the application form. The method and deadline of submitting the applications shall be set by the responsible committee of the *USU* in the invitation for applications. Applications submitted shall be assessed by the responsible committee of the USU in a process described in its procedural regulations.

(3a) In case of doctoral students institutional professional and scientific grants shall be submitted on the form created by the responsible committee of the Doctoral Student Association, accepted by the Assembly of Delegates of the Doctoral Student Association and approved by the Senate, in derogation of Article 18 Article (3). The method and deadline of submitting the applications shall be set by the Assembly of Delegates of the Doctoral Student Association in the call for applications. Applications submitted shall be assessed by the responsible committee of the Doctoral Student Association in a process described in its procedural regulations.

(4) The Ildikó Kriszbacher Scholarship is a monthly grant awarded on the basis of a competitive application for one academic year (10 months), as set out in the relevant regulations annexed to the CCB. All full-time bachelor's, master's and undivided (one-tier) students of the University, who have not interrupted their studies for more than two semesters, have completed at least two semesters and maintain their student status with the University for the duration of the scholarship may apply for the Ildikó Kriszbacher Scholarship. The detailed provisions for the scholarship are set out in the relevant Annex to these CCB.

(4a) János László Research Scholarship for Doctoral Students is a scholarship for students participating in the talent programme János László Research Scholarship for Doctoral Students, paid monthly for 12 months, based on applications. Applications are assessed by the Talent Council. Detailed rules pertaining to János László Research Scholarship for Doctoral Students shall be laid down by Annex 10 of the CCB, the Statute of János László Research Scholarship for Doctoral Students.

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

(6) The conditions of public life grant shall be laid down by the Assembly of Delegates of the University Student Union and shall be announced every semester in the manner customary at the Faculty. Criteria of assessment and the scoring system shall be indicated on the application form. The applications are assessed and decided on by the Assembly of Delegates of the University Student Union or the responsible committee of the USU specified in the invitation for applications in line with the call for applications.

(7)

Grants relative to social situation

Basic grant

Article 19 (1) Students establishing student status for the first time in state-funded full-time vocational study program, bachelor's study program or undivided (one-tier) study program shall be entitled – upon request – to a basic grant equivalent to the 50 % of the normative funding per student when first registering, provided they meet the conditions laid down in Article 20 (3)-(4).

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

Regular social grant

Article 20 (1) Students meeting the conditions laid down in Article 2 (1) g) may receive a social grant.

(2) The regular social grant is a monthly bursary provided on the basis of the student's social situation for one term of study, the lowest amount of which cannot be less than 5 % of the normative funding per student effective at the time of its award.

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

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

(4) The monthly sum of the regular social grant cannot be less than 10 % of the annual normative funding per student provided the student is entitled to a regular social grant on the basis of their social situation, and

- a) is disadvantaged, or
- b) their placement under guardianship was terminated due to reaching their maturity, or
- c) is a semi-orphan.

(5) The monthly sum of the regular social grant cannot be less than 10 % of the annual normative funding per student provided the student receives the ministerial scholarship for foreign students or the ministerial scholarship for students under the scope of the Preference Act – not awarded for the period of partial study program.

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

(7) Criteria of assessment and the scoring system shall be indicated on the application form. Applications submitted shall be assessed by the responsible committee of the USU in a process described in its procedural regulations.

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

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

Extraordinary social grant

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

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

(3) Students may receive extraordinary social grants through application. Applications shall be forwarded to the responsible committee of the USU and be assessed in line with the published principles set by the invitation for application published every academic year.

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

Professional practice grant

Article 21/A (1) Students pursuing their studies in state-funded bachelor's study program, undivided (one-tier) study program or master's study program shall be entitled to professional practice grants.

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

(3) A student doing their compulsory professional practice at a place different from the seat or premises (hereinafter place of study program) of the University and is not provided with dormitory placement there, further the distance between the place of the professional practice and their residence is at least 30 km may receive a professional practice grant.

(4) Applications shall be submitted to the USU on the application form provided by the responsible committee of the USU every semester by the method and until the deadline stipulated in the invitation for applications by the responsible committee. At the assessment of the applications the following aspects shall be considered: the students' social circumstances ~~and~~ (in line with the point system specified in Annex 2/2 hereof), the duration of the professional practice, the distance of the study program location and the location of the professional practice in addition to the provisions of Article (3). In addition to documents certifying the student's social circumstances, the certificate of the Faculty about the completion of the professional practice shall also be attached. The applicant does not have to certify the data concerning their social situation provided he/she has already submitted an application for any other social bursary in the given semester and has attached the necessary documents thereto.

(5) The monthly amount of the professional practice grant cannot exceed 10 % of the annual amount of the normative funding per student.

The student's social situation

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

- a) the number and income of persons sharing the same household with the student in the real estate being the student's address and having their address or residence there,
- b) the distance between the place of study program and the place of residence and the length and expenses of the journey,
- c) if the student does not live in a shared household in the meaning of Act LXXX of 1997 on the Eligibility for Social Security Benefits and Private Pensions and the Funding for These Services (Hungarian abbreviation: Tbj.), its costs,
- d) the amount of money the student with disability must spend on purchasing and maintaining

special equipment, their special travel needs and employing a personal helper or a sign language interpreter,

e) the regular health care expenses occurring due to the health condition of the student or their close relative sharing the same household with them,

f) the number of the dependents sharing the same household with the student, especially the number of dependent children,

g) the expenses of the care of a relative in need of nursing sharing the same household with the student or the expenses of the care of a close relative of the student in need of nursing.

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

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

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

Bursa Hungarica Higher Education Local Government Scholarship

Article 23 (1) The institutional part of the scholarship may be awarded to students receiving bursary in the framework of the Bursa Hungarica Higher Education Scholarship System of the local government of their permanent residence and pursuing their studies in full-time bachelor's study program, master's study program, undivided (one-tier) study program or vocational study program.

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

(3) The local government part of the scholarship shall be transferred following the receipt of the hedge.

Doctorate bursary

Article 24 (1) The annual amount of the doctorate bursary of a student attending a state-funded full-time doctorate study program shall be the annual amount of the normative grant stipulated for this purpose in the HEA increased by 56 % of the normative grant available for textbook and lecture note grants and sport and cultural activities.

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

(3) Requirement of the first payment of the doctorate grant is that a copy of the resolution proving the student's admission or transfer to state-funded study program shall be sent to the CRO by the Head of the Doctoral School. This regulation shall first apply to students admitted or transferred in the 1st semester of the academic year of 2018/2019.

(4) In case a doctoral student attending state-funded study program suspends his/her student status according to Article 22 of the CSE and uses several months from the 36-months eligibility period of the grant in the suspended semester, the number of months used in the suspended semester shall be deducted from the eligibility period of the grant in the last active semester of the student.

Other grants

Article 25 (1) The present CCB determines the following other non-recurring grants available to

students within this title.

(2) On the basis of the decision of the head an organisational unit of the University may award grants from the University's own revenues through application for outstanding academic, professional, scientific, sport, artistic activities, for public life activities or other activities or results that may be supported by grants, and based on social needs. The applications of the University Student Union and the Faculty Student Councils shall be approved by the body of the University Student Union; the call for applications of other organisational units shall be forwarded to the Rector for approval.

(3) The grant specified in Article (2) may be awarded by the Rector through application from the own revenues of the University. Conditions of receiving a given grant are indicated in the invitation for applications.

(4) In case it is provided by a grant received by the University to use a specific amount to pay scholarships, the Rector shall establish a scholarship or scholarships in order to use this amount. In case the grant provides for a possibility for the University to use the amount specified by the University or a part of the amount received by the University from the grant to pay a scholarship, the Rector may establish a scholarship or scholarships in order to use this amount. Conditions of receiving a given grant are indicated in the invitation for applications.

(5) The grants specified in Articles (2) and (3) may be awarded by the Rector or by the organizational units of the University also from sources of financing that are intended to cover grants other than the University's own revenues specified in h) of Article 2 Article (1). Criteria of awarding the grant shall be indicated in the invitation for applications which invitation must be preapproved by the Legal Department of the Chancellor's Office.

(6) Students attending consecutive one-year individual professional practice of the 10-12 semester long undivided teacher study program are entitled to support of their attendance at the professional study program to an extent and for the duration prescribed by the Ministry of Human Capacities.

(7) In order to initiate the payment of grants awarded from own revenue, following documents shall be submitted:

- a) copy of the signed invitation for applications,
- b) copy of the extract of the relevant part of the record on the decision,
- c) copies of the resolutions sent to the students (except for grants drawn up by the USU, the Faculty Student Council or the Doctoral Student Association),
- d) original of the payment request addressed to the CRO, signed by the covenanter and the countersigner.

(8) Students establishing their student status in doctoral study program in the first semester of the academic year of 2016/2017 or later shall receive a grant of 400 000 HUF on a one-off basis with regard to receiving their doctoral degree according to point bc) of Article 114/D Article (1) of HEA.

Article 26

Article 26/A PhD students may also apply for other grants available for non-state-funded students. Doctoral Schools shall provide information on current application opportunities. Detailed regulations of the application process shall be specified in the regulations of the Doctoral Schools.

Article 26/B The Faculty of Music and Visual Arts provides for doctorate students in state-funded study program HUF 100,000 per semester for the costs of material – from its own revenues – and provides the opportunity to use a studio for free.

Article 26/C (1) The applications for grants of participation in the SZINAPSZIS student mentor program shall be approved by the Talent Council. The conditions of awarding the grant and the detailed rules of the application procedure shall be determined in the call for application.

(2) Talent ambassador scholarships for “Excellent talents in art, sports, and sciences” may be granted

for students pursuing their studies in full-time bachelor's study program, one-tier study program, master's study program, vocational study program or doctoral study program. The Talent Council decides upon the applications for the talent ambassador scholarships for "Excellent talents in art, sports, and sciences". The conditions for earning the scholarship and the detailed procedure of the application for it are described in the tender and in Annex 11 of the CCB.

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

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

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

Supporting cultural and sport activities

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

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

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

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

Supporting the operation of the University Student Union and the Doctoral Student Association ²⁴⁰

Article 30 (1)²⁴¹ The University Student Union (hereinafter USU, Hungarian abbreviation EHÖK) and the Doctoral Student Association may use the premises and equipment of the University and the dormitories free of charge for performing its duties on condition it does not restrict the operation of the University and the dormitories.

(2) The activities of the USU and of the Doctoral Student Association shall be supported by the State Budget by a normative grant provided for the University as part of the normative funding per student. The normative grant shall equal 0,5 – 0,5 % of the normative funding per student.

(3)

GRANTS WITH INTERNATIONAL RELEVANCE

Scholarships for supporting the studies of Hungarian citizens in foreign state-recognised higher education institutions

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

(2) The application shall support studies pursued

- a) by Hungarian citizens belonging to a national or ethnic minority in the native language – under the provisions of a bilateral agreement concluded with the given country –

b) in the framework of whole and partial study programs abroad in foreign state-recognised higher education institutions.

(3)^{248 249} The call for applications shall be issued by the Minister of Education and Culture– within the framework specified in the National Budget Act.

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

(5) The Minister of Education shall decide on the applications – by involving experts if needed – on the basis of the principles laid down in Article (4) and shall notify the applicants and in the case of a student, the higher education institution as well.

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

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

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

(2) The student shall be eligible for such scholarship if they commenced their studies abroad with the written consent of the University. If the student pursues his/her studies in bachelor's study program, he/she can be awarded scholarship with the proviso that he/she has already earned at least 60 % of the credits.

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

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

(5) The University shall arrange the transfer of the scholarship preferably prior to the travel of the student but within 15 days following the travel of the student at the latest.

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

The order of supporting the studies of foreign citizens in Hungary

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

(2) The amount of the ministerial scholarship equals to

a)

b) 34 % of the annual sum of the normative funding per student specified in the Budget Act if the

student pursues their studies in other bachelor's and master's study program,
c) one twelfth of the annual sum of the normative grant specified for this purpose in the Budget Act if the student pursues their studies in doctorate study program.

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

(4)

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

(6) In the case of foreign citizens pursuing studies in partial study program under an international agreement, the provisions of Articles (1)-(5) shall apply with the derogation that the scholarship shall be granted for the period of time of the partial study program.

Article 33/A (1) The Minister of Education may grant Hunyadi János Scholarship to Hungarian students living abroad pursuing their studies in state-funded study program – except for students attending state-funded doctorate courses.

(2) Students attending full study program shall receive the scholarship for 10 months of the academic year, the monthly amount shall be 30 000 HUF/student. Students attending partial studies shall receive the scholarship for the period of their partial studies, the monthly amount shall be 80 000 HUF/student.

(3) The scholarship may be awarded through an application. The Eötvös Loránd University shall conduct the applications procedure.

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

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

(5) The Hunyadi János Scholarship shall be disbursed by the University. (6)

Article 34 (1) Every academic year the Minister of Education may grant scholarship to non- Hungarian citizens pursuing their studies in fee-paying or self-financed study program in Hungary. In case of citizens of a third-country pursuing studies with ministerial scholarship under international agreement, scholarship agreement shall not be concluded.

(2) The call for applications shall be issued – within the framework specified in the National Budget Act – by the Minister of Education.

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

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

(5) The call for applications shall be announced by the Ministry of Human Resources on its website and shall be forwarded to all institutions of higher education.

Article 34/A (1) The aim of the Stipendium Hungaricum grant and the Grant Program for Young Christians (hereinafter: grant programs) is the priority support of foreign students' studies in Hungarian higher educational institutions.

(2) The procedure of the grants programs shall be executed by the Tempus Public Foundation.

(3) The financial budget of the grants programs shall be included in the budget of the Ministry in charge.

(4) The following benefits shall apply to the student who is awarded with the grant during the period of the grants contract:

- a) exemption from the payment of the self-financing fee of the study program,
- b) scholarship in the amount correspondent with the laws being in effect when making the contract on determining the extent of scholarship for Hungarian students,
- c) dormitory accommodation or accommodation support,
- d) free usage of the services of the library,
- e) in case of resorting the health service and foreign language health service determined in point (i) of Article 16 (1) of the Act LXXX of 1997 on individuals eligible for the supplies of the social security and the private pension and the coverage of these services, the payment of the occurring certified costs or complementary health insurance for foreign language health service.

(5) The student awarded with the grant shall make a grant contract with the University that determines the rights and the obligations in connection with the grant.

(6) The grants contract shall contain the following:

- a) the time of the study program period determined in the Study program and Exit Requirements of the given major, as well as the length of the preparatory studies according to point d) of Article 80 (2) of the Act on National Higher Education (HEA);
- b) the monthly amount of the grant determined in law and the date and method of the disbursement;
- c) the order of transfer to other higher educational institutions;
- d) the consent to data handling;
- e) the condition that states that the grants contract comes into effect on the date when the student established a student status;
- f) the order of the temporary termination of higher educational studies.

(7) The grant contract can be modified with the agreement of all parties.

(8) The grant contract – with the exception determined in point a) of Article 59 (1) of the HEA – shall become void when the student status of the student is terminated.

(9) According to the grant contract the student is obliged to establish a student status with the University and sustain it during the period of the disbursement of the grant.

(10) In case the student status of the student is terminated, the disbursement of his/her grant shall be ceased. In case of temporary termination of the student status, the disbursement of his/her grants shall be ceased for the period of the temporary termination.

The dormitory

Article 34/B (1) At the University, the services and tasks aimed at providing accommodation and for students, as defined herein, shall be provided and performed by the Residence Service operating the dormitory premises (hereinafter referred to as "dormitory").

(2) With its facilities and operating procedures, the Residence Service helps students to pursue their studies comfortably, provides a framework for cultural activities, leisure, physical exercise and healthy lifestyle education. The dormitories provide opportunities for students who are members of a dormitory

(hereinafter referred to as 'dormitory students') to develop their talents, to develop their personal skills and to cultivate and develop their dormitory traditions.

Allocating and filling up the dormitory places

Article 34/C (1) The dormitory places of the University shall be distributed among the Faculties, with the exception of the places reserved for the specialized dormitories, the places to be provided on the basis of agreements with county or municipal governments, the places reserved for the management of the USU, the places reserved for first-year foreign students and the places to be filled by the Rector.

(2) The allocation of dormitory places in between Faculties should take into account the geographical location of the Faculties, as well as student demand. The allocation between the Faculties shall be approved by the relevant subcommittee of USU, taking into account the number of active students and dormitory applications in each Faculty. The number of places allocated to Faculties with less than 1500 active students shall not be less than 5% of the number of places available, while the number of places allocated to Faculties with 1500 or more active students shall not be less than 10% of the number of places available. Exceptions to these limits may be made if the number of applications from the Faculty concerned is lower than the number of places available.

(3) The Senate shall decide on the allocation of dormitory places before the beginning of the academic year, by 31 May of each year, on the proposal of USU. The proposal, which will be drawn up in cooperation with the University Dormitory Committee, shall include:

- a) the number of places that may be filled by the Rector in each dormitory (hereinafter referred to as the Rector's allocation),
- b) the number of places reserved for the specialized dormitories in each dormitory,
- c) the number of student places allocated to each dormitory,
- d) the number of places to be provided on the basis of agreements with county or municipal governments,
- e) the number of places allocated to first-year foreign students in each dormitory,
- f) the number of places reserved for the management of USU,
- g) the number of guest rooms.

(4) The number of places reserved under paragraph (3) f) shall not exceed 5 % of the total number of places in the dormitories. When allocating these places, USU shall act on the basis of the criteria laid down in the ordinary dormitory admission procedure, and only students who have applied for a place in the ordinary dormitory admission procedure but have not been admitted may be allocated a place.

(5) The Faculty Council - in the case of a specialized dormitory founded by more than one faculty, the councils of the Faculties concerned - shall decide on the allocation of places from the Faculty's places, with the consent of the Faculty's student union. In the case of a specialized dormitory founded by the Senate with the consent of USU, the Senate's decision shall also provide for the allocation of places.

(6) Dormitory places shall be filled on the basis of applications, except for the places provided for in paragraphs (8) and (9), in accordance with the admission procedure laid down in the CCB. Filling up, the coordinating, and managing dormitory places shall be carried out by the Residence Service and USU in cooperation during the admission procedures and after the admission procedures have been completed.

(7) First-year foreign students who are studying at the University and who have applied for a dormitory placement shall be accommodated within the allocation specified in paragraph (3) e).

(8) The University, with the consent of the Senate and USU, has allocated accommodation in the dormitories to meet the accommodation needs of county and municipal governments, on the basis of an agreement with the municipality. The municipalities have the right to fill these places on the basis of the relevant agreement. The municipalities concerned determine who is entitled to a place, with that these places may only be filled by students of the University.

(9) The Rector shall have authority over up to 5 % of the total number of places as the Rector's allocation. The Rector, acting in his/her discretion, shall fill the places within this limit.

(10) Unoccupied dormitory places may be used as guest rooms after consultation with UHU. Operating the guest rooms is the responsibility of the Residence Service.

Conditions relating to the use of dormitory services and accommodation grants

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

(2) Detailed procedural rules of the application to dormitory placement are laid down in Annex 3 of the CCB. The point system shall be announced prior to the submission of applications.

(3) Applications may be submitted by those who have successfully applied for admission to the University, who were granted transfer to the University, who were admitted to the University as visiting students and who have student status at the University (hereinafter: student) irrespective of the study program cycle and the major they applied for to be admitted or transferred to or of the type of studies they are going to pursue as visiting students, and/or of the major or study program cycle in which they established their student status on at the University.

(4) Applications shall be submitted by the method and until the deadline set by the responsible committee of the USU in the invitation for applications. The deadline for the submission of application cannot be earlier than at least fifteen days prior to its announcement.

(5) USU prepares and administers the dormitory admission procedure through its relevant subcommittee, represents the interests of students in the dormitories, and performs the tasks related to the allocation of places and other tasks concerning students as outlined in CCB. The composition, operation, duties, and powers of the subcommittee shall be determined by the Delegates' Assembly of USU.

(6) The responsible subcommittee of the USU shall assess the applications within 15 days from the deadline for submission and shall establish the names of those admitted in its decision. The responsible subcommittee of the USU shall notify accepted applicants about the assessment of their application via the study system. The decision concerning admission shall specify the deadline fixed for submitting an appeal.

(7)

(8) A proposal shall be made to the county or local governments in concern by the specialized committee of the USU on the dormitory placement of those who cannot be granted accommodation based on Article (6).

(9) The USU with the help of the CRO informs the students about the decision made by the government councils.

Article 36 (1) The student may appeal against the decision and the procedure of the responsible committee of the USU to the Secondary Educational Committee of the University within the deadline specified in the decision. Appeal claims shall be submitted to the responsible committee of the USU.

(2) The responsible subcommittee of the USU prepares a professional review on the appeals and forwards it to the Secondary Educational Committee of the University. The appeals shall be decided following the Rector's equity decisions on the dormitory placement applications but no later than what is specified in the Code of Studies.

(3)

(4) In addition to the provisions of Article (1), the student may request the Rector to change the first instance decision and grant him/her dormitory placement on the ground of equity in an application submitted within the determined deadline.

(5) In the case of there still being vacancies following the assessment of the applications those are filled by the responsible committee of the USU on the basis of a central waiting list administered by the responsible committee of the USU. The conditions of application to the waiting list shall be laid down and announced by the responsible committee of the USU.

Article 37 (1) Rules pertaining to admission to a special college founded by the Faculty or the University shall be laid down in the Statutes of the special college. The list of students admitted to the special college for the following academic year shall be sent to the specialized committee of the USU by August 1. The vacancies not used shall be added to the central waiting list.

(2)

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

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

- a) social situation,
- b) academic achievements,
- c) community activities,
- d) the study program schedule of the student,
- e) any exemption under Article 54 (6) hereof,
- f) preferential treatment under Article 41 Article (1) of HEA.

(2)

(3) Non-Hungarian citizens pursuing studies in state-funded bachelor's and master's study program or on doctorate courses in Hungary shall be entitled to dormitory placement for twelve months a year in the case it is provided so in a bi- or multilateral international agreement.

(4) In the course of assessing the applications the responsible subcommittee of the USU shall assess the applications by points on the basis of procedural rules of dormitory placement and rank them on the basis of the points. The point system shall be made public before the submission of the applications.

(5)

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

(7)

Dormitory membership rights and obligations

Article 38/B (1) Students with dormitory membership shall have the right to.

- a) have his/her human dignity respected,
- b) his/her personal rights, including in particular his/her right to freedom of personal development, self-determination, freedom of action, and the right to family life, provided that the exercise of these rights does not restrict others and does not endanger his/her health or physical integrity, or that of his/her peers or dormitory staff,
- c) express freely his/her opinion on any matter concerning the functioning of the dormitory,
- d) be fully and objectively informed on matters affecting him/her and to have access to the information necessary for exercising his/her rights,
- e) make suggestions and ask questions to the management of the Service Desk and to the relevant subcommittee of the USU and receive a substantive reply within 30 days,
- f) have his/her religious or philosophical beliefs and his/her membership of a national or ethnic minority respected and expressed, provided that exercising this right does not conflict with the law, does not

infringe similar rights of others and does not restrict the right to education of others,

g) his/her right to correspondence and housing is respected,

h) have access free of charge to the basic services provided by the dormitory,

i) participate, directly or through a representative, in decisions affecting their interests and in the management of the dormitory,

j) take legal action in the event of a breach of his/her rights.

(2) Students with dormitory membership shall be obliged to:

a) become acquainted with and observe the provisions of the legislation and university regulations and other relevant documents concerning the operation of the dormitory, the dormitory membership, and the provisions of the accommodation contract,

b) observe the rules of using the premises of the dormitory, the house rules, handle the equipment entrusted to him/her in accordance with the regulations, protect the facilities and equipment of the dormitory, protect his/her own and his/her peers' physical health and safety, acquire and apply knowledge to protect his/her health and safety,

c) respect the human dignity of staff and fellow students,

d) pay the fees for the dormitory within the time and in the manner stipulated in the CCB and in the accommodation contract,

(e) personally exercise the membership rights and obligations, including the right to transfer his/her place in the dormitory to another person.

(3) The additional rights and obligations attached to student status are set out in the University's Statutes and its annexes.

Article 38/C (1) Unless otherwise agreed between the University and the student, the University, as the student's successor, shall acquire ownership of all property, other than intellectual property, which the student has created in the course of performing his/her obligations as a dormitory member, provided that the University has ensured the necessary material and other conditions for the creation of the property. The student shall be remunerated if the University obtains income from the sale or use of the property. The appropriate remuneration shall be agreed in a separate written agreement between the student and the University if the income is derived from the sale or use of an item produced on an occasional, individual basis. In the case of an item produced regularly as part of the educational process, the appropriate remuneration shall be determined on the basis of the income, less costs, from the activity carried out by the participants in the overall educational process, taking into account the performance of the student.

(2) Where an item produced by a student under paragraph (1) is an intellectual property, the provisions of paragraph (1) shall apply, except that the provisions on the transfer of an intellectual property to the University shall apply to the transfer of an intellectual property to an employer in the course of employment or other similar legal relationship.

Dormitory behavioural rules and rules of operation

Article 38/D (1) The operating rules of the dormitories is issued by the Residence Service on an academic yearly schedule in agreement with the relevant subcommittee of the USU and the Facility Management and Procurements Centre of the Chancellery, with the approval of the University Dormitory Committee. As part of the operating rules, the activities and events (move-in and move-out periods, events) related to the academic year, information on the operation of basic and advanced services and the contact details and opening hours of the customer services shall be specified.

(2) It shall be possible to move into the dormitory during the period specified in the operating rules, taking into account the provisions of Article 38/A (2). Students who have been admitted to dormitories

outside the normal admission procedure may move in up to 15 days after receipt of the decision on admission.

(3) The behavioural rules in the dormitory shall be laid down in the House Rules, which are issued by the Director of the Residence Service, with the agreement of the Facility Management and Procurements Centre of the Chancellery and the USU, and with the approval of the University Dormitory Committee.

Disciplinary and compensation liability of dormitory membership

Article 38/E (1) If a student culpably and seriously violates his/her obligations in connection with his/her dormitory placement or dormitory membership, he/she may be subject to a disciplinary action by written decision on the basis of the University's student disciplinary and compensation regulations.

(2) If conduct incompatible with dormitory is detected within the dormitory, it shall be reported to the Residence Service or the relevant subcommittee of the USU, which shall, on the basis of the report or its own findings, report in writing the grounds for suspecting a disciplinary offences to the person entitled to initiate disciplinary proceedings and to the USU.

(3) If the student causes unlawful damage to the company operating the dormitory in connection with his/her dormitory membership, the student shall be liable in accordance with the Hungarian Civil Code. The student's liability for damages shall be governed by the provisions of the University's student disciplinary and compensation regulations. The provisions of the University's student disciplinary and compensation regulations shall apply mutatis mutandis to damage caused to students, with that if the company operating the dormitory unlawfully causes damage to the student, it shall be liable under the Hungarian Civil Code.

Dormitory placement

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

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

(3) The classification of the particular accommodations shall be regulated by an agreement to be concluded between the Rector and the Student Council not later than 31st May preceding the commencement of the academic year in a way so that

- a) dormitory accommodation with a shared sanitary room and with 3 or more students per room in a building which has not been renovated in the last 10 years can only be classified into category I;
- b) dormitory accommodation with less than 3 students per room can be classified into category II;
- c) dormitory accommodation with a complete sanitary room per each or every other room and with less than 3 students per room can be classified into category III;
- d) dormitory accommodation with a complete sanitary room per each or every other room and with less than 3 students per room in a building which has been renovated in the last 10 years can be classified into category IV.

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

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

placement prior to 1st August 2007.

(6) Students with pending student status shall not be eligible for dormitory placement.

Student salary

Article 40 (1) The student can work for a student salary if he/she has entered into a student employment contract in the form specified by the Chancery (and announced on the homepage of the University). The employment of students working under a student employment contract – if more favourable conditions are not specified by the Government of Hungary - shall be subject to the provisions of Act I of 2012 on the Labour Code (hereinafter the ‘Labour Code’) as appropriate. The student’s work can be performed

a) within the framework of the study program programme or as part of the study program at the University during a professional practice, or professional study program as part of the study program programme, or at an economic organisation funded by the University, or at an external practice place,

b)

c) in the framework of core business activities of the University or in an economic entity with the participation of the University, not related to the study program programme. In case of a placement with an employer for whom the student has an employment relationship, it shall not be necessary to conclude a student employment contract as referred to in point (a) of this paragraph.

(2) PhD / DLA students’ work performed in connection with the education and research related activity of the higher education institution shall also be considered work associated with students’ obligations arising from student status. Work shall be performed on the basis of the doctoral contract. PhD / DLA students whose student status was established from the academic year 2012/2013 may be obliged to work the same period of time as 20 % of the weekly full-time working hours in the field of the University’s educational, scientific activities within the framework of academic requirements. The workload of such work may not exceed 50 % of the weekly full-time working hours on semester average, including the obligatory work within the frames of the University’s educational and scientific activity. The working schedule of the PhD / DLA student shall be designed in a way so as to allow the student to meet their examination requirements and to prepare properly. The student shall be entitled to a student salary on the basis of the doctoral contract, the monthly amount of which - in case of the work time reaching 50 % of the full-time working hours - may not be less than the statutory minimum wage (minimum wage), in case of different work time the pro rata portion of the statutory minimum wage. Any dispute arising from the doctoral contract shall be settled pursuant to the provisions applying to the settlement of labour disputes.

(3) In case the student

a) continuously taking part in a practice at a practice place settled in Article 40 (1) a) hereof up to six weeks, the business organisation may pay him/her a weekly student salary, if the period of the continuous practice reaches six weeks or in case of a practical study program that is part of a dual study program, the business organisation must pay him/her a weekly student salary equivalent to 15 % of the monthly amount of the statutory minimum wage (minimum wage), which is paid – unless provided otherwise by an agreement – by the professional practice place.

b) and the organiser of the professional practice settled in Article 40 (1) b) hereof may enter into an agreement, pursuant to which the student salary shall be disbursed to the student and in return the ownership of the creations constructed during the practice or the financial rights of its intellectual property - unless provided otherwise by an agreement – are transferred to the University or the economic organisation funded by the University.

(4) Within the framework of the study program programme or as part of the study program organised as settled in Article (1) a) hereof the practice may be performed at a budgetary organisation with the absence of student employment contract and salary. Nevertheless in this case the student is entitled to all the rights the Labour CCB provides for the employee. An agreement with conditions laid down by the Government of Hungary shall be made with the student taking part in the professional practice established so. The provisions hereof shall apply to students enrolling to first year from September 2012 on bachelor’s study program, undivided (one-tier) study program or master’s study program, vocational study program or post-master’s specialist study program as well as to students admitted to subsequent years provided the professional practice is performed after 1st January 2013.

The general rules of the payment of monetary grants

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

(2) Grants specified in Article 11 aa)-ab), ba), bc)-bf), c)-e) – unless provided otherwise in the CCB – shall be monthly paid to the students. The University shall – except for the first month of the semester – arrange for the credit institution keeping the bank account to transfer these grants not later than the 10th day of the current month. Payment requests received before the 20th day of each month shall be transferred to the accounts of the eligible students before the 10th day of the following month. Payment requests received before the last day of the month shall be settled by interim payment in the following month. One interim payment shall be done each month, except if there is a particular interest of the University in a repeated interim payment in the same month.

(3) Pursuant to the schedule specified in Article (2), the decision-making body shall forward its decision on student bursaries to the CRO so that the CRO shall arrange for the payment.

(4) The CRO shall arrange for the payment of monetary grants not later than the 10th day of each calendar month. Grants due for September and February shall be due on 10th October and 10th March, respectively. Monetary grants due to a given person shall be arranged even if the person does not have a student status at the time of the payment.

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

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

(7) The Educational Director shall inform the University Student Union about the utilisation of the institutional appropriations in writing in a detailed way every month. The Faculty Student Council may obtain information on the utilisation of the Faculty appropriation every month.

Chapter III

Rules pertaining to the re-assignment between state-funded and fee-paying study program

Article 42 (1)

a) If the Registrar's Office establishes at the end of the academic year that a student having enrolled from the academic year 2007/2008 or later but before the academic year of 2016/2017 and pursuing studies in state-funded or fully or partly Hungarian State scholarship supported study program did not accrue at least 50 % of the credits prescribed in the recommended curriculum in the last two semesters in which his/her student status was not pending – also taking into consideration the provisions of Article (6) –, the student may continue his/her studies exclusively in fee-paying or self-financed study program in the following academic year. 50 % of the credits prescribed in the recommended curriculum shall be set by rounding to a whole number; the value ending with 0.5 shall be set by rounding up.

b) If the Registrar's Office establishes at the end of the academic year that a student having enrolled from the academic year 2016/2017 or later and pursuing studies in fully or partly Hungarian State scholarship supported study program did not accrue at least 18 credits or (in case of the re-assignment procedure of 2017. summer: and) and did not reach the weighted study average prescribed for the given major according to its field of education by Annex 9. of the CCB in the last two semesters in which his/her student status was not pending, also, in which semesters the student did not participate in part time studies in a member country of the European Economic Area with the University's consent, which studies may be accepted as part of his/her studies pursued at the University, the student shall be re-assigned to self-financed study program by the Registrar. 50 % of the credits prescribed in the recommended curriculum shall be set by rounding to a whole number; the value ending with 0.5 shall be set by rounding up. The weighted study average regarding the given field of education are described

by Annex 9 of the CCB.

(2) Students commencing their studies from the academic year 2012/2013 or later but before the academic year of 2016/2017 and pursuing studies in fully or partly Hungarian State scholarship supported study program shall be re-assigned to self-financed study program in case they do not reach the weighted study average prescribed by the Faculty maintaining the student's affected major in Article (7) regarding the given major in the last two semesters in which their student status was not pending.

(3) In accordance with the provisions of Articles 7-8 hereof, the student exceeding the state-funded period of time available for the given study program or for obtaining degree certificate shall become a student pursuing studies in fee-paying study program or in case the student having enrolled from the academic year 2012/2013 in self-financed study program.

(4) The decision on re-assignment according to Articles (1) and (2) shall be made once every academic year, at the end of the academic year, after closing the period of study program but before 31st of July the latest. In case of Article (3) the decision shall be made every semester following the closure of the term of study but after the fall semester until March 1, and after the spring semester until September 30 at the latest. In case the person entitled to make a decision on re-assignment becomes aware of the information necessitating re-assignment after March 1 and/or September 30, the resolution referred to in Article (3) can be made after March 1 and/or after September 30. Regarding the re-assignment procedure in the academic year of 2015/2016 the amendments of the CCB accepted at the meeting of the Senate on December 17, 2015 shall apply, so students cannot be re-assigned regarding the academic year of 2016/2017 based on the number of the obligatory credits prescribed and based on study average. Students with a legal status in the courses listed in Rector's Order No. 2/2021 and students on secondment in the case specified in Article 1 (3) of Government Decree No. 509/2020 (19 November) shall not be reassigned in 2021 for the academic year 2021/2022.

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

(6) Provisions of Articles (1), (2), and (5) shall not apply to doctoral study programs. In the course of making a decision on re-assignment under Articles (1) and (2), students having pursued studies at the University during not more than one term of study and students not having been able to complete their semester due to illness, childbirth, or other reason through no fault of their own shall not be taken into consideration. Under this paragraph, not completing the semester means that there is at least one subject to which the student registered but not completed in the given semester. Further, in the course of making a decision on re-assignment under Articles (1) and (2), students having pursued studies or performed professional practice with a scholarship (ERASMUS, CEEPUS etc.) at a foreign higher education institution in any of the semesters examined shall not be taken into consideration. In decision-making on re-assignment under point a) of Article (1) students whose semesters (one of them or both) were considered as semesters beyond the study program period when making the decision on re-assignment shall not be taken into consideration.

(7) Weighted study averages according to Article (2) are the following:

- a) Faculty of Law: 2,00
- b) Medical School: 2,00
- c) Faculty of Humanities and Social Sciences: 2,20
- d) Faculty of Health Sciences: 2,00
- e) Faculty of Pharmacy: 2,00
- f) Faculty of Business and Economics: English language Bachelor and Master study programs: 2,10
other study programs: 2,30
- g) Faculty of Cultural Science, Pedagogue Study program and Rural Development: 2,00
- h) Faculty of Music and Visual Arts: 2,75
- i) Faculty of Engineering and Information Technology: 2,00
- j) Faculty of Sciences: 2,10

(8) The decision specified in point a) of Article (1) and in Article (2) shall be made by majors. If study program is provided separately in the different establishments (settlements) of the University, the

decision shall be made by establishments and majors.

(9) Credits accepted by credit transfer shall be considered as credits earned in case of the decision on re-assignment according to Article (1) b) when examining whether the average of eighteen credits per semester, that is thirty-six credits altogether have been reached. Considering this may happen in a way that the Registrar's Office examines which semester the course accepted by credit transfer belongs to according to the recommended curriculum of the student and only considers in the re-assignment procedure those courses accepted by credit transfer that - according to the recommended curriculum of the student - belong to the semesters affected by the decision on re-assignment.

(10) In the course of making a decision on re-assignment under point a) of Article (1) the credits accepted by credit transfer in the examined semesters shall be taken into consideration. The faculty Registrar's Office may make the decision to assess the subjects accepted by credit transfer related to the student's recommended curriculum, and take into account only those that are part of the semester of the recommended curriculum considered in the course of re-assignment.

(10a) In the case of a re-assignment decision taken pursuant to paragraph (1) b) and (2), the average of the weighted average of the two semesters' academic records to be taken into account shall be calculated to two decimal places. Where rounding is necessary, the mathematical rules of rounding shall be applied.

(11) On their own request the student pursuing studies in state-funded study program may continue their studies in fee-paying study program, and the student pursuing studies in fully or partly Hungarian State scholarship supported study program may continue their studies in self-financed study program provided the request is submitted to the faculty Registrar's Office not more than 30 days prior to the beginning of the semester. The student pursuing studies in fully or partly Hungarian State scholarship supported study program is obliged to make a declaration on his/her intent of withdrawing the declaration of accepting the conditions of the fully or the partly Hungarian State scholarship supported study program in the request or in a separate document submitted with the request. The decision on re-assignment on the student's own request is made by the Registrar. The student re-assigned in this manner shall request his/her re-assignment to vacant state-funded or fully or partly Hungarian State scholarship supported places equivalent to the other fee-paying or self-financed students of the University.

(12) Students re-assigned to fee-paying study program shall conclude a fee-payment agreement with the University under the provisions of Article 47/A hereof. Students re-assigned to self-financed study program shall conclude a student study program agreement with the University under the provisions of Article 47/A hereof (fee-payment agreement and student study program agreement together hereinafter: fee-payment agreement). The starting amount of the tuition fee or self-financed fee of the re-assigned student shall be equal to the tuition fee or self-financed fee for the academic year following the re-assignment of a student who was admitted to fee-paying or self-financed study program on the given major in the year in which the re-assigned student established student status. In case the student is re-assigned in the first year of their studies in the major or the student is re-assigned to fee-paying or self-financed study program from the second semester of the academic year, the starting amount of the tuition fee of the re-assigned student shall be equal to the tuition fee or self-financed fee for the academic year of the re-assignment of a student who was admitted to fee-paying or self-financed study program on the given major in the year in which the re-assigned student established student status.

Article 43 (1) In case the student status of a student who has been admitted against the quota for state-funded study program is terminated before the completion of studies, or if the student continues his/her studies in the form of fee-paying study program for any reason, his/her place may be filled – upon request to this effect submitted until the deadline set by the faculty – by a student with outstanding academic performance who pursues studies in fee-paying study program in the same major. Decisions under this provision can be made once per academic year or once per academic semester, that is to say, twice per academic year, during the procedure aiming to fill vacated places in state-funded study program. The vacated places at fully or partly Hungarian State scholarship supported study programs which were not filled during the given re-assignment procedure may be filled during any subsequent procedure aiming to fill vacated places at fully or partly Hungarian State scholarship supported study programs. The re-assigned student can continue his/her studies in state-funded study

program – with consideration to the regulations pertaining to the state-funded period – up to the number of semesters remaining from the study program period of the student whose place he/she is re-assigned to.

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

a) who has earned at least 50 % of the amount of credits prescribed in the recommended curriculum over the past two semesters he/she registered in and who is ranked at the top of the list of students made on the basis of the combined corrected credit index, and

b) whose combined corrected credit index is higher than the combined credit index of a student ranked in the bottom fifth of the combined corrected credit index list of state-funded students.

In the re-assignment procedure the Dean of the Faculty can waive from the conditions specified in point b) or can determine a lower %age than specified in point a) as fulfilment of the conditions of credit earning described in point a) in order to fill up the vacant places more completely.

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

a) the number of state-funded students whose student status has been terminated in the given academic year, in the given major, before earning the pre-degree certificate,

b) the number of state-funded students on the list who have been re-assigned to fee-paying study program in the given academic year, in the given major,

c) the number of students who, with the closed semester, have already depleted the available state-funded period rendered to the given programme for obtaining degree certificate pursuant to Article 8 (1) hereof.

(4) No fee-paying student can be re-assigned to state-funded study program whose number of state-funded semesters utilised previously exceeds the length of programme of the given major by two – in the case of students with disability pursuant to Article 2 and Article 15 of the CSE by four, nor the one who has already expended all supported time he has been assigned to.

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

(6) In case a fully Hungarian State scholarship supported student status is terminated before the completion of the studies, or if the student continues his/her studies in self-financing study program for any reason, his/her place within the given major may be filled – upon request to this effect submitted until the deadline set by the faculty – by a student who pursues studies in partly Hungarian State scholarship supported or self-financing study program at the University. In case the student status of the student in partly Hungarian State scholarship supported study program is terminated before the completion of the studies, or if the student continues his/her studies in self-financing study program for any reason, his/her place within the given major may be filled upon request to this effect submitted until the deadline set by the faculty – by a student who pursues studies in self-financing study program at the University. Decision based on this section shall be made once in every academic year or once per academic semester, that is to say, twice per academic year, during the procedure aiming to fill vacated places at fully or partly Hungarian State scholarship supported study programs. The vacated places at fully or partly Hungarian State scholarship supported study programs which were not filled during the given re-assignment procedure may be filled during any subsequent procedure aiming to fill vacated places at fully or partly Hungarian State scholarship supported study programs. The re-assigned student can pursue his/her studies in fully or partly Hungarian State scholarship supported study program considering the total supported period and/or the supported period rendered to a given study program ending with degree certificate, and considering the rules of re-assignment applicable to him/her as a result of the re-assignment.

(7) A vacant place within the fully or partly Hungarian State scholarship supported quota may be filled by a student

a) who has earned at least 50 % of the amount of credits prescribed in the recommended curriculum over the past two semesters he/she registered in and who is ranked at the top of the list of students made

on the basis of the combined corrected credit index,

b) whose combined corrected credit index is higher than the combined credit index of a student ranked in the bottom fifth of the combined corrected credit index list of fully or partly Hungarian State scholarship supported students, and

In the re-assignment procedure the Dean of the Faculty can waive from the conditions specified in point b) or can determine a lower % age than specified in part a) as fulfilment of the conditions of credit earning described in part a) in order to fill up the vacant places more completely.

(8) For determining the number of students who may be re-assigned to fully or partly Hungarian State scholarship supported study program for the next term of study, the following shall be established on the basis of the students' academic performance

a) the number of fully or partly Hungarian State scholarship supported students whose student status has been terminated in the given academic year, in the given major, before earning the pre-degree certificate,

b) the number of fully or partly Hungarian State scholarship supported students on the list who have been re-assigned to fee-paying study program in the given academic year, in the given major,

c) the number of students who, with the closed semester, have already depleted the available state-funded period rendered to the given programme for obtaining degree certificate pursuant to Article 8 (1) hereof.

(9) No partly Hungarian State scholarship supported or self-financing student can be re-assigned to fully Hungarian State scholarship supported study program, furthermore, no self-financing student can re-assigned to partly Hungarian State scholarship supported study program whose number of state-funded, fully or partly Hungarian State scholarship supported semesters utilised previously exceeds the length of programme of the given major by two – in the case of students with disability pursuant to Article 2 and Article 15 of the CSE by four or who already used up the whole state-funded period assigned to him/her.

(10) Resolutions concerning re-assignment from self-financed study program to fully or partly Hungarian State scholarship supported study program and from partly Hungarian State scholarship supported study program to fully Hungarian State scholarship supported study program shall be prepared by the Registrar's Office based on the student's request and adopted by the Dean of the Faculty.

(11) The student re-assigned to fully or partly Hungarian State scholarship supported study program shall make a declaration no later than the registration period of the semester following the re-assignment, or – in case he/she was permitted late registration - no later than the day of the late registration on accepting the conditions of fully or partly Hungarian State scholarship supported study program. In case the student fails to make the declaration on accepting the conditions of fully or partly Hungarian State scholarship supported study program the decision of re-assignment is repealed and the student shall continue their studies in self-financed or in partly Hungarian State scholarship supported study program.

(12) Self-financed students may only request their re-assignment to fully or partly Hungarian State scholarship supported study program, fee-paying students may only request their re-assignment to state-funded study program.

Chapter IV

Fees and charges payable by the student

Article 44 (1) Students pursuing studies in state-funded study program may be obliged to pay fees and service charges under the CCB.

(2) Pursuant to the CCB, students pursuing studies in non-state-funded study program shall pay tuition fee or

- if the student status was established from the academic year 2012/2013 - self-financing fee for free-of-charge services stipulated in Article 81 (1) - (2) of the HEA, and fees for the services stipulated in Article 82 (1) - (2) thereof.

(3) Students pursuing studies in state-funded or Hungarian State scholarship supported study program cannot be obliged to pay tuition fee or self-financing fee.

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

Detailed rules of paying study program contribution

[to Article 125/A (5) of the HEA]

Article 45

Article 46

Tuition fee

Article 47 (1) The Faculty shall determine the amount of the tuition fee or self-financing fee (tuition fee and self-financing fee together: tuition fee hereinafter) – taking into consideration the provisions of the regulation on the self-financing fee calculation of the University– and shall provide for possible grants available during the study program and partial or full exemptions from paying the tuition fee.

(2)

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

(4) The initial amount of the tuition fee of students shall be established by the Faculty Council for each major until 15 October of the year preceding the admission procedure. The amount of tuition for the given academic year in case of students taking part in preparatory study program shall be established until 15 October of the year preceding the admission procedure.

The amount of tuition fee valid in the academic year 2015/2016 shall not be modified during the period of the student status. In case of students who establish their student status with the University in the academic year 2015/2016 or afterwards, amount of self-financing fee that is determined in the student study program agreement for the given study program, as well as the amount of the tuition fee that is determined in the fee payment agreement for the given study program shall not be modified during the period of the student status.

(5) The CRO prepares the tuition fee / self-financing fee transcribing regarding the fall semester in July of the subjected year and regarding the spring semester in the first half of January at the latest in the education system (ES). The transcribing of students admitted to the University by any admission procedure shall be made in the ES following the student's data launch into the ES. When the Faculty imposes the tuition fee / self-financing fee in foreign currency, the transcribing of the tuition fee/self-financing fee payable in the ES shall be made in foreign currency. In this case, payment of the tuition fee/self-financing fee may be done by transferring the given currency by bank transfer or paying at the cashier of the University in the given currency. Students will be informed about the sum of transcribing and the payment possibilities electronically on their email address registered in ES and via web message at the end of July for the fall semester and in the first half of January regarding the spring semester. In the letter of financial information the offered fee paying manner shall be the VPOS payment or bank transfer. From the academic year 2016/2017 the tuition fee / self-financing fee shall be paid via the joint account or via bank transfer. The date of the official notification on the fee payment shall be considered the date of transcribing the fee in the ES, the date of the payment deadline shall be the deadline recorded in the ES. The official notification letters on the fee payment shall be prepared with at least 15 days difference between the day of notification and the payment deadline.

(6) Transcribing shall be made before the start of the semester for all the students who are in fee- paying, self-financed, or partly Hungarian State Scholarship supported study program who have had valid active student status in at least one of the preceding three semesters and whose status has not been terminated. Transcribing shall also be made for students who have not had any active but two passive semesters

after enrolment. Transcribing for students who do not register for an active semester shall be deleted before the report for the Hungarian State Treasury is prepared, so latest till the last day of the first month of the instruction period.

(7) For students with active student status but not having a transcribing, a supplementary transcribing shall be made. Supplementary transcriptions shall be made by the CRO after the registration period. The deadline for payment in such cases shall be the 15th calendar day following the setting of the transcribing. The Faculties shall inform the CRO about students who activated after the registration period and about students who were re-assigned to fee-paying or self-financing study program forms immediately, so that transcriptions can be made for them as well.

(9)

(10) Articles (6), (7), (8) and (9) hereof are effective from 1st January 2015.

Fee Payment Agreement

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

(2) Fee Payment Agreement shall be concluded:

- a) with students admitted or transferred to fee-paying, self-financed or partly Hungarian State scholarship supported study program,
- b) with students re-assigned to fee-paying or self-financed study program under the provisions of Article 42 hereof when first registering in following re-assignment or in case the student is re-assigned in the first year of the studies on the major or the student is re-assigned to fee-paying or self-financed study program from the second semester of the academic year, within 30 days from the decision becomes effective.

(3)

(4) The Fee Payment Agreement shall be made in writing in two copies one of which should be kept by the CRO, or in case the agreement is not prepared by the CRO, it shall be kept by the Registrar's Office for 5 years following the termination of the legal status. The language of the agreement shall be Hungarian however, if a foreign national pursues studies in a study program where the language of instruction is a foreign language, the agreement shall be written in the language of instruction as well. The student is obliged to sign the two original copies of the Fee Payment Agreement and send it back to the CRO until the deadline set by the CRO. However, the fee payment obligation, the deadlines regarding fee payment, as well as the completion of other obligations in relation to the student status shall not be affected by the date of signing the Fee Payment Agreement and the date of sending it back to the CRO.

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

- a) the name of the study program (in the case of an NQR study program its qualification code as well), the name of the degree and professional qualification obtainable through the study program and the number of the statutory instrument providing for the professional requirements of the study program,
- b) the method of checking and assessing the student's performance during the study program and the conditions of entry for examinations,
- c) the admissible measure of missing theoretical and practical classes and consultations together with the consequences in respect of the student in the case of exceeding them,
- d) the venue, the study program schedule, the length and the scheduling of the study program taking into consideration the recognition of the knowledge acquired previously,
- e) the venue, the length and the scheduling of professional practices as well as any possible bursaries granted to the student in relation to professional practices,
- f) the amount, the rate and the method of payment of the tuition fee and other fees,
- g) services due in return for the tuition fee,

- h) the conditions of the refund of the tuition fee paid,
- i) in the case of a study program supported from state or European Union sources, the fact, the name and the amount of support,
- j) the consequences of a breach of contract on the side of the student pursuing the study program and the University,
- k) all that is prescribed or rendered possible by other laws and regulations.

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

(7) The Fee Payment Agreement shall be prepared – except for the Fee Payment Agreement of students in postmaster's specialist study program in the Faculty of Law and students in foreign language study programs in the Medical School – by the CRO.

Settlement of payment obligations through joint account

Article 47/B (1) The joint account is a common bank account in the Hungarian State Treasury where the students of the University can pay in an arbitrary amount from which they can settle their payment obligations towards the University. The Education System (ES) establishes a balance per each student from the paid amounts from which the student can settle his/her payment obligations in the order he/she wishes.

(2) During the transfer to the joint account the student shall type in his/her Neptun username to the remark field after the „NK-” text.

(3) The ES identifies the amounts transferred to the joint account based on the data of the remarks field. In case the remarks field is filled out differently than determined in Article (2), the lead-time that is necessary for the amount to appear in the balance of the student may increase.

(4) The identification of the transferred amount is made primarily based on the „NK-Neptun username”. In case the identification is unsuccessful based on the „NK-Neptun username”, the system will check if there were transfer from the given bank account earlier and if the given bank account is set as default bank account for any of the students. In case the system finds a match, the amount will appear in the balance of the given student.

(5) The payment shall appear in the joint account of the student within some days following the launch of the transfer.

(6) The University shall automatically settle the expired debts on the student's balance until to the extent of the amount available on the joint account.

(7) In case according to Article 6 there is a remainder of amount paid in to the joint account, it shall be reimbursed upon request of the student to the account where the transfer was made from. The minimum amount of the reimbursement shall be 500 HUF.

(8) In case the student transfers more than the total amount of his/her transcriptions to the University's main account, the University may transfer the surplus amount to the omnibus account without the student's specific request.

The rules of allowances regarding the payment of tuition fee

Article 48 (1) Reduction can be granted from the amount of the tuition fee. The Faculty shall state the form and content of requests for reduction based on the student's academic achievement or his/her social needs within the frame of the Dean's Order Rules of payment allowances for students attending doctoral study program shall be laid down by the doctoral schools and the head of the doctoral school shall make the decision on the requests on the reduction of tuition fee. At the assessment of the requests for tuition

fee reduction the amount of study program overhead specified based on the calculations according to Annex 1 of the University Regulation on Calculating the Overhead shall be considered and requests shall be assessed in a way that the reduction of tuition fee does not result in deficit in the study programs of the faculty or the doctoral school, considering every study program of the given faculty or the given doctoral school. The student can request reduction or instalment payment of the tuition fee / self-financing fee from 1 January 2015 only until the last working day of the registration period. From 1 January 2015 only those students can submit requests for tuition fee reduction after the deadline whose transcribing was made in or after September in the fall semester and in or after February in the spring semester for any reason. In this case the deadline for submission of the request is the 8th day after the student was notified about the transcribing, but at latest the deadline for payment. The resolutions about the requests shall be sent to the student and to the CRO by the faculties or by the doctoral schools at latest until 15th March in the spring semester and until 15th October in the fall semester. This guarantees that the University fulfils its data supplying obligations prescribed by the Law with truthful data.²

(2)

(3)

(4) In the Dean's Order mentioned in Article (1) the Faculty shall taking into account favourably for the student when determining the reduction for him/her based on his/her academic achievement if he/she studies in more majors at the University.

(5) Students having a visiting student status at the University are not entitled to submit an application for reduction from the amount of the self-financing fee within the frames of their visiting student status.

Article 49 (1) The student who

a) established student status prior to 31st December 2006 and

aa) pursued studies in fee-paying study program and received pregnancy-maternity benefits, childcare allowance, child-rearing allowance or childcare benefits on the first day of the given semester (academic period), or

ab) is a Hungarian citizen already possessing a single-major teacher's diploma in either general knowledge or theology and now pursues his/her studies in a study program leading to a second single-major teacher's degree in general knowledge within the time limit prescribed for the length of programme in the qualification requirements of the given teachers major, and

b) meets the requirements under aa) or ab) herein on the first day of the semester (academic period)

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

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

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

Dormitory fee and accommodation fee

² Amendment adopted by the Senate on its meeting held on 21st June 2018. Effective: from the academic year of 2019/2020 while the annual budgetary plan shall include the sum and the maximum amount of tuition fee reduction to be awarded per year per Faculty from 2019.

Article 50 (1) Students shall pay a dormitory fee for dormitory placement with exceptions laid down in this Article. Students participating in Stipendium Hungaricum Grant Program and in the Grant Program for Young Christians shall not pay dormitory fee for dormitory placement; the expenses of their dormitory placement shall be paid by the Hungarian State.

(2) The dormitory fee shall cover accommodation and basic associated services required to ensure proper operation of the dormitory. The dormitory may offer supplementary services students can access at their own discretion. The conditions of utilising supplementary services and the amount to be paid for them shall be determined by Residential Service with the approval of the USU.

(3) The basic dormitory services are listed in Annex 12 of the CCB.

(4) The amount of the dormitory fee – in accordance with the categories established on the basis of the degree of comfort of the dormitories – shall every academic year be set in the agreement between the Chancellor, the Rector, and the USU constituting Annex 7 hereof not later than 30st May of the current year. The agreement shall be valid on approval of the Senate. Prior to the conclusion of the agreement the condition of the dormitories and any changes in the condition of them shall be assessed, the dormitories shall be classified into categories and the dormitory fees shall be determined on the basis of the assessment.

(5) The dormitory fee may be set differently according to the form of financing of the students. The differences may not exceed 10 % of the dormitory normative funding on a monthly basis.

(6) In case the dormitory fee is set differently according to the form of financing based on Article 50 Article (5) of the CCB, the amount of the dormitory fee payable by the student shall be revised by the CRO after the students' statistics made on March 15. and October 15. The CRO shall inform the USU about students with a form of financing different from the contents of the Residence Agreement. The USU shall inform the students and shall set the deadline for additional payments or inform them about the way of recovery of overpaid amounts. Following this, the CRO shall make the transcriptions.

(7) The student's obligation to pay the fee ends with the inspection of the room inventory by the Residence Service, handing over of the key to the accommodation unit/bedroom and filling out of the documents required for check-out. Failure to comply with any of these conditions will result in the student remaining liable to pay the fees.

Fees and service fees

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

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

(3) The fees of the fee-paying courses in the Campus-credit shall be published in the Dean's Order until the beginning of the registration period. The transcribing of the fees of the fee-paying courses shall be made by the CRO until the end of the first month of the instruction period. The payment deadline shall be October 15 in the fall semester and March 15 in the spring semester.

(4) The use of the University facilities (library and basic library services, laboratories, computer facilities, sports- and recreational facilities) and equipment shall be free of charge within the frames defined by the regulations of the facilities. For additional services the facilities may determine the amount of service fees payable by the students for the services.

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

- a) fee of the degree award procedure, which shall be equal to at least the quadruple but not more

- than the eightfold of the current public servant salary bonus,
- b) fee of the final examination, which shall be equal to the current public servant salary bonus,
- c) fee of the defence, which shall be equal to at least the sixfold but not more than the tenfold of the current public servant salary bonus.

(5a) Doctoral students commencing their studies in the academic year of 2016/2017 or later shall pay following procedural fees:

- a) fee of the complex examination, which shall be equal to the amount of the current public servant salary bonus,
- b) fee of the defence, which shall be equal to at least the sixfold but not more than the tenfold of the current public servant salary bonus.

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

(7) In the case of a degree award procedure conducted in a foreign language the procedural fees may differ from the rates specified in Articles (5) and (5a) however the procedural fee shall not exceed

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

(8) The degree award procedure shall be free of charge for state-funded PhD/DLA candidates having a valid student status.

(9) In case of higher level medical specialist study program of clinical specialized psychologists, candidates shall pay a fee of 500 HUF/ECTS credits but at most 3000 HUF/curricular unit for registering for a course multiple times. The amount of the fee payable shall be at most 10 000HUF/candidate/semester.

(10) In case of higher level medical specialist study program of clinical specialized psychologists, candidates shall pay a fee of 500 HUF/ECTS credits but at most 3000 HUF/curricular unit for registering for a course after the deadline. The amount of the fee payable shall be at most 10 000HUF/candidate/semester.

(11) In case of higher level medical specialist study program of clinical specialized psychologists, one copy of the transcript in Hungarian and English language shall be issued free of charge. For each further copy candidates shall pay a fee of 500 HUF/page in case of Hungarian language transcript and a fee of 1000 HUF/page in case of English language transcript.

Provisions pertaining to the fulfilment of the payment obligation of students

Article 52 (1) The tuition fee determined for the semester must be paid till the deadline set in the schedule approved annually by the Faculty Council and announced in the schedule published on the website before the start of the semester. From 1st January 2015 the following rules apply to the payment of the tuition fee. The tuition fee can be paid in maximum three instalments. The first instalment is 40 % of the whole tuition fee which must arrive at the University's account not later than the last working day before the beginning of the registration period. The second instalment is 30 % of the tuition fee. The arrival date of the second instalment is 15th October in the fall and 15th March in the spring semester. The third instalment is 30 % of the tuition fee. The arrival date of the second instalment is 15th November in the fall and 15th April in the spring semester. Every default in the 30 % instalment payments must result in paying extra delay fee, the amount of the delay fee shall be 6 % of the given

instalment. In case the transcribing does not made in three instalments, the delay fee is applied after every instalment that is paid with delay, the amount of the delay fee shall be 6 % of the given instalment. The delay fee shall be applied in case the amount of the tuition fee does not arrive to the bank account of the University within three days after the payment deadline, without consideration to the way the student settles his/payment obligation. Delay fee shall also be applied in case – based on the payment bill - a third party or a company pays the amount with delay instead of the student. In case the amount of tuition fee indicated on the given invoice is paid for the given instalment after the deadline specified by this Article but before the deadline indicated on the invoice, the student does not have to pay delay fee and may request the cancellation of the delay fee imposed from the CRO. In case the amount of the delay fee does not reach 1 000 HUF regarding the given student, the University shall refrain from transcribing the delay fee. These rules shall not apply in case of the instalment that the student covers with student loan, by assignment. In the frame of the assignment the student agrees that he/she allows the loan institute to pay a part or the whole of his/her tuition fee directly to the University. The forms concerning the assignment are under the management of the CRO. Based on the student's request the Faculty, or in case of students attending doctoral study program the head of the given doctoral school can provide a arrival deadline different from the deadline determined in present section, for any instalment in case of objective circumstances proven with certificate (e.g.: foreign scholarship, delayed arrival of foreign student loan). This deadline shall be the day before the first day of the examination period of the given semester, the latest. .

(2) Students pursuing studies at a certain major from the academic year 2007/2008 not having fulfilled their pro rata payment obligation may not enrol for the given term. The applicant accepted through recruitment process may not matriculate to the University in case he/she is having overdue debt related to previous studies or to a different major.

(3) Dormitory fees shall be paid in advance every month not later than last day of the month preceding the current month, except in case the University Student Union establishes a different payment deadline with consideration to the date of the moving in. Dormitory fees may be settled at the cashiers of the University, at the omnibus account, with bank card (VPOS) or by bank transfer. Student must in any case pay the full amount of the dormitory fee regarding each month. Exemption or benefit may not be granted from the payment of dormitory fee – except for cases detailed by Article 54 Articles (6), (6a) and (7) – and the amount of dormitory fee may not be reduced.

(4) If a student reports the termination or temporary termination of his/her student status prior to the commencement of the semester, or his/her student status is terminated by any reasons prior to the commencement of the semester the already paid amount of the tuition fee related to the semester shall be reimbursed based on the student's request.

(5) If the student announces the termination or suspension of his/her student status after the beginning of the semester, or if his/her student status is terminated or suspended for any reason after the beginning of the semester, a proportional part of 80 % of the tuition fee already paid for the semester in question will be refunded on request. The proportional part shall be calculated for the remaining period of the semester starting from the date of notification, the date of termination, or the date of suspension. The Dean of the Faculty may decide, on an equitable basis, that the amount of the tuition fee already paid for a given semester shall be refunded in excess of the amount as calculated above, and the Dean of the Faculty may also decide that the full amount of the tuition fee already paid for a given semester shall be refunded. The refund is subject to the condition that the student's permanent address (domicile) is recorded in the study system. If a student announces after the start of the semester that he/she is terminating or suspending his/her student status or his/her student status is terminated or suspended for any reason after the start of the semester, he/she is obliged to pay 20% of the tuition fee for that semester, and, in excess of that, a proportional part of 80 % of the tuition fee. The proportional part of 80 % of the tuition fee shall be calculated based on the period elapsed until the date of the announcement, termination, or suspension. The Dean of the Faculty may decide, on an equitable basis, that the student may pay less than this amount or that the student may not have to pay any fees for the semester in question at all. A decision on equity pursuant to this paragraph shall not affect the right to claim the Dean's equity decision pursuant to Article 14 of the CCB. Where the term Dean of the Faculty is used in this paragraph, it shall be understood as Head of the Doctoral School for students in doctoral studies.

(6) If the Secondary Educational Committee referred to in Article 12 of the CCB of Studies and Examinations stipulates in an appeal procedure that the student's registration for a fee paying or self-financed semester was caused by serious omission or other serious procedural error on behalf of the University, the Secondary Educational Committee may decide - after clarifying the matter and weighing all circumstances of the case - that the student is not obliged to pay the tuition fee or the self-financing fee of the given semester.

(7)⁴⁶¹ In case the student is not classified "suitable" during the preliminary health or professional aptitude examination and he/she paid the whole tuition fee or a part of it related to the semester prior to the examination, the paid tuition fee shall wholly be reimbursed concerning that he/she cannot establish student status at the University and his/her matriculation is invalid since the lack of classification as "suitable".

(8) Pursuant to Article 49 (9) of the CSE the transcribing of charges related to a repeated retake exam and further exams and uncertified absence will be set electronically.

(9)

(10) The final transcribing is performed within 20 days from the last day of the exam period. Pursuant to this Article under the last day of the exam period that calendar day is meant when the exam period ends at all faculties of the University. Pursuant to this Article the rotational year of the General Medicine program at the Medical School shall not be considered as an exam period. For students pursuing studies or performing professional practice abroad in the framework of a scholarship in a certain semester, the transcribings related to the spring semester shall be prepared until 20 November; the transcribings related to the fall semester shall be done until 20 April.

(11) According to Article 12 of the CSE the student has the right to legal remedy concerning the transcribing. The request on legal remedy shall be addressed to the Secondary Educational Committee of the University and submitted to the CRO.

(12) If the student fulfils his/her payment obligations by bank transfer then from the amount of the transfer the earliest expired debt shall be completed.

(14) As of the academic year of 2016/2017 the third and further exams in the same course-unit cannot be taken without paying the exam fee first. The fee shall also be paid in case the student does not take the exams within the same semester. Following the second exam the student shall impose the fee of the given exam in the ES, then he/she shall pay it online, with bank card (VPOS), at the cashier or via bank transfer. Provisions of this Article shall not apply to bettering examinations.

Article 53 The fees and tuition fees stipulated herein may be paid by the assignment of student loan, at the cashiers of the University or by bank transfer from a bank account.

Conditions and rules of granting exemption from, allowance and the possibility of instalment payment to the payment obligations of students

Article 54 (1) The student can be granted exemption from the payment obligation specified in (2) and (3) of this Article, instalment payment possibility, or delayed deadline upon his/her request.

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

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

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

- a)

b) in the case of the fees for services used under Article 82 (1) of the HEA.

(4) The delay fee to be paid for default in tuition fee payment cannot be reduced or omitted.

(5) Decisions on the fulfilment of payment obligation shall be made in a resolution. The resolution granting the possibility of instalment payment shall determine the deadline and the schedule of payment as well as the consequences of omission. In case of rejection, the decision shall be reasoned and information shall be provided about the possibility of legal remedy in the resolution. The resolution shall be adopted by the person or body having the power or delegated power to determine the fee in question under the CCB. The responsible committee of the USU is entitled to assess the requests for instalment payment or deferment to their payment obligations of the dormitory fee.

(6) Upon the occupation of the accommodation belonging to the given category, upon individual request based on social situation, exemption from the payment obligation of the dormitory fee may be granted through the decision of the responsible committee of the USU to the student who is disadvantaged, an orphan, a breadwinner, or whose guardianship was terminated due to his/her reaching majority. Dormitory fees remitted in this manner shall be covered based on the decision of the USU from the equal opportunities appropriation. The basic principles of the application for such exemption from the dormitory fee payment, so of the equal opportunities appropriation application are specified in the application form for equal opportunities appropriation application.

(7) Upon the request of the student, the Assembly of Delegates of the USU or the responsible subcommittee designated by the Assembly of Delegates may grant an allowance or exemption from the dormitory fee to students performing community activities in the dormitory. The amount of the dormitory fee waived shall be covered by the USU's own budget.

(7/A) Upon the request of the student, the Residence Service may grant an allowance or exemption from the dormitory fee to students performing community activities in the dormitory. The amount of the dormitory fee waived shall be covered by the Residence Service's own budget.

Article 55

The utilisation of paid up fees and tuition fees

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

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

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

Chapter V

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

Article 57 (1) With regard to the provisions of the CCB – in addition to the obligations set forth at the particular titles – the student shall report any changes in his/her registered personal data without delay or not later than on the 8th day following the occurrence of the change. The student shall in each case be responsible for his/her registered data and the correctness and completeness of data modifiable by him/her.

(2) Bursaries granted in the lack of the conditions specified in the CCB or by the violation of the CCB shall be cancelled and the student shall be obliged to repay the grant received unlawfully within 30 days.

Proceedings under Annex 8 of the Statutes of the University shall be initiated against the student who has unlawfully and maliciously utilized a bursary.

(3) If a student has overdue payment obligation on any ground towards the University at the beginning of the exam registration, he/she cannot register for examination and shall not be granted entry to examination. In case a student fails to send back to the CRO the signed original copies of the Fee Payment Agreement until the deadline set by the CRO, he/she shall not sign up for exam and is not allowed to take an exam until the arrival of the documents to the CRO. The latter regulation is valid from the exam period of the autumn semester of the academic year 2011/2012.

(4) Students pursuing studies from the academic year 2007/2008 or later at a given major, not having fulfilled their payment obligations towards the University shall not be granted entry to final examination.

(5) If the student does not fulfil the obligation to pay the dormitory fees by the deadline set in the relevant regulations and the residence contract, the Residence Service will, after consultation with the USU, issue a written notice to the student to fulfil the obligation within 15 days of receipt of the notice, based on the information provided by the CRO. If the student meets the payment obligation by the deadline set in the notice, he/she shall pay the late payment fee set out in Annex 1 of the CCB in addition to the dormitory fee.

(6) If the student fails to meet his/her payment obligation despite the demand specified in Article (5), the specialized committee of the USU, shall order the student to make a statement concerning his/her social situation within 8 days and certify his/her insolvency with official documents. If it is established in the course of the investigation that the student can continue his/her studies without dormitory placement as well, the responsible committee of the USU shall make a decision on the termination of the student's dormitory membership. Dormitory membership shall be terminated on the day the decision becomes final, and the student shall move out in the manner and within the deadline specified in the Residence Agreement.

(7) In case a student fails to send back to the CRO the signed original copies of the Fee Payment Agreement until the deadline set by the CRO, he/she shall not register for the semester. The regulation hereof is valid from the registration period of the spring semester of the academic year 2011/2012.

(8) The financial data on the web surface of ES that the student can reach online shall be considered as balance statement.

(9) Students who have not met their overdue payment obligations may not request their transcript of records to be issued.

CHAPTER VI

Special provisions pertaining to students pursuing studies in foreign language study program

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

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

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

(4) Faculties may enter into an agreement with individuals or recruitment companies in order to

increase the number of students pursuing studies in foreign language study program.

(5)

CHAPTER VII

Miscellaneous and temporary provisions

Article 59 (1) In the case of major-pairs specified in a separate statutory instrument on the qualification requirements of bachelor's majors and in the case of double-major study programs, student bursaries may be received for 10 semesters but at most for the period of time available for accomplishing the two majors simultaneously taking into consideration the express provision pertaining to the possibility of taking up the second major. In the case of double-major students the provision under which students may receive student bursaries beyond the length of programme prescribed in the qualification requirements for a further two commenced semesters at most in the case of eight-semester or shorter study programs and for a further three commenced semesters at most in the case of study programs longer than eight semesters may be applied only once. In respect of determining study grants, students pursuing studies in double-major (major-pair) study program shall be taken into consideration as if they were pursuing single-major studies, in other words their academic performances shall be combined and they may be granted only one study grant according to their base faculties.

(2)

(3)

(4) For the purposes of this Regulation master's study program shall also mean undivided (one-tier) study program.

(5) Students who pursued their studies in Pharmaceutics major on 17. March 2016 will continue their studies at the Faculty of Pharmacy from 17. March 2016.

(6) From the students who study in the frame of Pharmaceutics Doctor Study program the ones who participate at the doctor programmes of the faculty of Pharmacy will continue their studies at the Faculty of Pharmacy from the first semester of the academic year 2016/2017.

(7) In the first term of the academic year 2017/2018 the CRO shall make its proposition according to Article 12 Article (11) of the CCB - in case of Article 11 point aa) - upon the division of utilizable appropriations only at institutional level. The division of appropriations on Faculty level shall be determined by the Assembly of Delegates of the USU based on this proposition by considering the data of previous semesters. Following this, the CRO shall make its proposition upon the division of appropriations on Faculty level considering the factual data of the previous semester.

CHAPTER VIII

Faculty peculiarities

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF LAW

Article 60 (1) Study grant may be awarded to students whose corrected credit index is at least 3.01 provided they meet the conditions laid down in Article 16 hereof.

(2) Pursuant to Article 16 (3) hereof, groups shall be established based on study program / curriculum.

(3)

(4)

(5) Pursuant to Annex 1 of the CCB, for the issuance of a Latin language honorary diploma a fee of HUF

9,000 and for participation in the graduation ceremony a fee of HUF 3,500 is specified by the Faculty. These fees shall be handled by the Faculty under a separate invoice code in respect of which the Registrar shall have the right to remit. These fees shall apply to students pursuing their studies both in state-funded and fee-paying study programs.

(6) The students of the Faculty can apply for the following scholarships beyond the ones mentioned in Chapter II. Of this Regulation:

- a) IM Scholarship for National Excellences at Law,
- b) IM Educational Scholarship for Lawyers,
- c) IM Doctoral Scholarship for Lawyers,
- d) IM Scholarships in connection with the Programme for Education Development and Research Support.

(7) The conditions for earning the scholarships specified in (6) and the detailed regulations of the application for the given scholarship are described by the tender.

SPECIAL PROVISIONS PERTAINING TO THE MEDICAL SCHOOL

Article 60/A

(2) Students attending the rotation year shall be assigned to 6th year with the provision that the basis of calculation of their study grants in the spring semester shall be their “corrected credit index weighted with the obligatory courses” achieved in their last active semester before the commencement of their rotation year.

(3) In derogation of the provisions of Article 16 (9) hereof, instead of the corrected credit index, the “corrected credit index weighted with the obligatory courses” shall be taken into consideration. When applying the corrected credit index weighted with the obligatory courses, the courses shall be counted based on the following formula, by multiplying them with different weighting numbers depending on whether the course taken up by the student was obligatory (multiplier 1x), elective (multiplier 0,7x) or optional (multiplier 0,35x):

$$\frac{\Sigma\{\text{multiplier of the course type} \times (\text{credits} \times \text{grade})\}}{30} \quad \times \quad \frac{\text{earned credits in total}}{\text{taken up credits}}$$

Article 60/C

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Article 61 (1)

- a)
- b)
- c)

(2)

(3)

(4) The groups according to Article 16 Article (8) shall be set up by major and by the year of studies within majors, except for the following:

- a) students attending undivided teacher study program shall form a group based on their year of studies independently from the duration of the study program,
- b) students attending „political sciences” and „international studies” bachelor’s study program shall form a group based on their year of studies,

- c) students attending „political sciences” and „international studies” master’s study program shall form a group based on their year of studies,
- d) students attending „pedagogue” and „romology” bachelor’s study program shall form a group based on their year of studies,
- e) students attending “community coordinator”, “community coordinator [human development]”, “community coordinator [cultural community coordinator]” and “community coordinator [youth community coordinator]”, bachelor’s study program shall form a group based on their year of studies.

(5) From the spring semester of the academic year of 2016/2017 the frame amount provided for study grants shall be distributed among the groups according to the ratio of the corrected credit index at the Faculty.

- (6)
- (7)
- (8)

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF HEALTH SCIENCES

Article 61/A (1) In derogation of the provisions of Article 16 hereof pertaining to establishing study grants, only students whose academic performance calculated in line with Article 16 (9) reaches or exceeds the value of 3.5 shall be entitled to study grant at the Faculty.

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

(3) When forming groups, students belonging to the same programme shall be differentiated according to study program centres, without considering the specialisation in the first four semesters, however, from semester 4 5, specialisations and study program centres shall both be taken into consideration.

(4) When calculating the number of students and establishing the allowance, transfer students shall be considered as if they were continuing their previous specialization. For the purposes of this Article transfer students shall mean students who pursued their studies at a different specialization of their present bachelor’s major of the University in the semester based on which the study grant is calculated, then started their present studies following the transfer from this specialization within the University.

Article 61/B (1)

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF BUSINESS AND ECONOMICS

Article 61/C (1) In derogation of the provisions of Article 16 hereof pertaining to establishing study grants, only students whose academic performance calculated in line with Article 16 (9) reaches or exceeds the value of 4,20 and students whose weighted average calculated in line with Article 56 (4) of the CCB of Studies and Examinations reaches or exceeds the value of 4,00 shall be entitled to study grant at the Faculty.

(2) The basic appropriation available for allocation of the study grant shall be distributed among the study program levels on the basis of the %age rate of the number of students de facto entitled to study grant. When establishing the rate of the study grant, the Assembly of Delegates of the Faculty Council shall determine a basic sum for the academic performance with the value of 4,20 calculated in line with Article 16 (9) on the basis of the appropriation available for allocation. The frame amount available for study grants for the study program levels over the amount of the basic grant shall be distributed among the entitled students on the basis of the ratio of their divergence from the corrected credit index of 4,20. When establishing the maximum of 50 % of eligibility limit students with identical major and semester of studies shall be considered as one group.

- (3)
- (4)
- (5)
- (6)

(7) In case of study program related to the fulfilment of the obligatory courses accomplished in parallel with the master's study program and courses covering special subfields of studies the Faculty may determine self-financed fee (stipulated in Article 51 (2) hereof and in Article 21/A of the CSE), of which the amount is 6,000 HUF/credit of courses instructed in bachelor's study program, 10,000 HUF/credit of courses instructed in master's study program.

(8) Students of the Faculty may apply to the scholarship called MNB scholarship for excellence besides scholarships listed in Chapter II of this Regulation. Conditions for granting the MNB scholarship for excellence, detailed rules of the application procedure shall be laid down by the Faculty in a dean's order.

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF MUSIC AND VISUAL ARTS

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

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

b) student groups shall be formed according to the students' current year, within which the following grouping shall be made:

- Group 1: performing art BA – orchestral instruments,
performing art BA – solo instruments, classical singing
- Group 2: (singing and music) musical culture
creative art and musicology (music theory)
performing art (orchestral and choral conducting)
- Group 3: (ceramics BA) creating objects – ceramics specialization
- Group 4: creative art and musicology (electronic music media-artist)
- Group 5: undivided teacher:
undivided teacher – music teacher
undivided teacher – singing and music – public knowledge teacher
undivided teacher – singing and music – music theory teacher
- Group 6: painter
- Group 7: sculptor
- Group 8: graphic artist
- Group 9: ceramics MA
- Group 10: classical instrument artist MA
classical singer MA
chorus-master MA
- Group 11: music teacher MA
- Group 12: singing and music MA
singing and music teacher 3 semesters
singing and music teacher 5 semesters
- Group 13: visual arts teacher
design- and visual arts teacher
musical arts teacher 2 semesters

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

receiving study grant at the Faculty.

(2)

(3)

(4)

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF ENGINEERING AND INFORMATION TECHNOLOGY

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

(2)

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

(4) From among the students allocated to the same group the student who has reached or exceeded the corrected credit index of the student with the lowest corrected credit index in the group of the 50 % of students with the best academic performance provided in the previous semester— he/she obtained at least 20 credit points may receive a study grant.

(5)

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

(7)

(8)

Article 63 (1)

(2)

(3)

(4)

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF SCIENCES

Article 64 Pursuant to Annex 1 hereof, for participation in the graduation ceremony a fee of 3,500 HUF is specified by the Faculty.

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

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

(3) A separate group shall be formed by the students attending undivided teacher study program at the Faculty.

(4) 12 student groups shall be formed in the bachelor's study program (BSc) at the Faculty in the following manner:

- Group 1: students studying on biology BSc;
- Group 2: students studying on coach BSc, teacher of P.E. BSc;
- Group 3: students studying on physics BSc;
- Group 4: students studying on geography BSc;
- Group 5: students studying on earth sciences BSc;
- Group 6: students studying on economics information specialist BSc;
- Group 7: students studying on chemistry BSc;
- Group 8: students studying on environmental sciences BSc;
- Group 9: students studying on mathematics BSc;
- Group 10: students studying on programme designer information specialist BSc;
- Group 11: students studying on sport and recreation organiser BSc, sport organiser BSc;
- Group 12: students studying on viticulture-oenologist engineer BSc.

(5) 12 student groups shall be formed in the master's study program (MSc) at the Faculty in the following manner:

- Group 1: students studying on the following programmes: applied mathematics, teacher of mathematics;
- Group 2: students studying on the following programmes: biologist, hidrobiologist, teacher of biology;
- Group 3: students studying on the following programme: economics information specialist;
- Group 4: students studying on the following programmes: geographer, teacher of geography;
- Group 5: students studying on the following programmes: physicist, teacher of physics;
- Group 6: students studying on the following programmes: environmental sciences, teacher of environmental sciences;
- Group 7: students studying on the following programmes: recreation, teacher of P.E.;
- Group 8: students studying on the following programmes chemist, teacher of chemistry.

(6)⁵⁹¹ Students of the master's study program (MSc) who pursue two teacher study programs parallel shall be assigned to one of the groups listed in Article (5) for MSc study programs according to their first teacher study program.

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF PHARMACY

Article 65/A (1) In derogation of the provisions of Article 16 hereof pertaining to establishing study grants, only students whose academic performance calculated in line with Article 16 (9) reaches or exceeds the value of 3.5, and whose weighted average in line with Article 56. (4) of the CSE reaches or exceeds 3,70 shall be entitled to study grant at the Faculty.

(2) In derogation of the provisions of Article 48 (1) hereof the leader of the Faculty can grant reduction for the student at the highest till 70% of the tuition fee based on his/her academic achievement, social circumstances, or for further equity deserving circumstances.

(3) In derogation of the provisions of Article 52 (5) hereof the tuition fee of the student who terminates or pauses his/her student status after commencing the semester, or for any reason his/her student status is terminated after commencing the semester, must be calculated according to the effective Dean's Order of the Faculty.

(4)

SPECIAL PROVISIONS PERTAINING TO THE FACULTY OF CULTURAL SCIENCES, EDUCATION AND REGIONAL DEVELOPMENT

Article 65/B The groups according to Article 16 Article (8) shall be set up by major and by the year of studies within majors, considering the following:

- a) students attending "pre-school teaching", "kindergarten teacher" and "kindergarten teacher for

German ethnic minorities” bachelor’s study program shall form a group based on their year of studies independently from the duration of the study program,

- b) students attending “teacher” and “teacher for German ethnic minorities” bachelor’s study program shall form a group based on their year of studies independently from the duration of the study program,

students attending “social worker” and “community coordinator” bachelor’s study program shall form a group based on their year of studies independently from the duration of the study program,

- c) students attending “viticulturist-winemaker engineer” bachelor’s study program and “viticulturist-winemaker” advanced vocational study program shall form a group independently from their year of studies,

- d) students attending “environmental culture” bachelor’s study program shall form a group independently from their year of studies.

CHAPTER IX

Closing provisions

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

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

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

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

(5)

(6) Where the CCB refers to a Registrar’s Office, in the case of Faculties where there is no Registrar’s Office, it shall be read to also mean the organisational unit of the Faculty performing the tasks of a Registrar’s Office as stipulated in the Statutes of the Faculty. Where the CCB refers to a Registrar or Head of Registrar’s Office, according to the specialities of the Faculties’, it shall be read to also mean the Head of Registrar’s Department, Leader of Educational Matters or Head of Educational Unit.

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

(8) The amendments of Article 9 (2) adopted by the Senate on its meeting held on 18th February 2010 shall first apply to students establishing student status from September 2010 on first year in state- funded study program, and in a phasing-out system to students establishing student status following that date. Further with the same amendments of Article 40 (3) shall first apply to students establishing student status from September 1st January 2010 on first year in bachelor’s study program, and in a phasing-out system to students establishing student status following that date.

(9) The University shall set off the complex examination fees already paid on the basis of Article 51 (5a) and Section 51 (7) (d) of the CCB in force from 23 June 2017 to 7 February 2019 against the examination fees payable by the doctoral students concerned as procedural fees under the CCB.