

Chapter IV

Rules on Fees and Allowances

Purpose of the Rules on Fees and Allowances

§1

- (1) The purpose of the Rules on Fees and Allowances (hereinafter referred to as “RFA”) is to define the principles of providing allowances to students, the method and procedural rules, the length and grounds thereof, the fees and costs paid by students, and exemptions and benefits. It describes the rules of paying and handling fees, the principles of utilizing the revenues from fees and costs, the terms of payment for students in self-funded programmes and students receiving partial Hungarian state scholarships, and the detailed rules of exemption from the two types of tuition fees.

Scope of the RFA

§2

- (1) The RFA applies to full-time state-funded students/students funded through full or partial Hungarian state scholarships in higher-level vocational trainings, Bachelor’s and Master’s programmes, undivided one-tier Master’s programmes and post-graduate specialist programmes, to self-funded students, as well as all persons and bodies proceeding pursuant to the RFA.
- (2) The RFA applies to correspondence state-funded students/students funded through full or partial Hungarian state scholarships in higher-level vocational trainings, Bachelor’s and Master’s programmes, undivided one-tier Master’s programmes and post-graduate specialist programmes only in case special provisions are added to the RFA.
- (3) Unless the present rules state otherwise, the RFA shall apply to all students of the University without regard to when their student status was established.
- (4) In the RFA, the terms ‘partial Hungarian state scholarship’ and ‘partially funded student’ also include self-funding and self-funded students unless an article of the RFA specifically states that the given rule only refers to students having a student status since the autumn term of 2012/2013, or only to students with a student status established before the academic year 2012/2013.
- (5) The RFA also applies to foreign students who are to be treated in the same way as students in point (1) pursuant to a law or international agreement.
- (6) The special rules applying to students in doctoral programmes are included in the Doctoral Code.

Related documents

§3

- (1) Documents related to the RFA:
 - Act CCIV of 2011 on National Higher Education (hereinafter referred to as NHE Act)
 - Act CXXXIX of 2005 on Higher Education (hereinafter referred to as HE Act)
 - Act LXII of 2001 on Hungarians living in neighbouring countries
 - Act III of 1993 on social governance and social benefits
 - Government Decree No. 87/2015. (IV. 9.) on the implementation of certain provisions of Act CCIV of 2011 on National Higher Education (hereinafter referred to as IGD)

- Government Decree No. 51/2007. (III. 26.) on the benefits paid to and the fees to be paid by students in higher education (hereinafter referred to as D)
- Act I of 2007 on the inbound travel and residence of persons having the right to free movement and residence (hereinafter referred to as Act)
- Act XXXI of 1997 on the protection of children and the administration of guardianship.

Definitions

§4

- (1) In the RFA, the following words have the meanings indicated below:
- a) orphan: a student younger than 25 years both of whose parents, or whose single, divorced or separated parent living in the same household with the student has passed away and who has not been adopted,
 - b) breadwinner: a student with at least one child entitled to receive care benefits pursuant to Act III of 1993 on social governance and social benefits,
 - c) half-orphan: a student younger than 25 years one of whose parents has passed away and who has not been adopted,
 - d) term: a five-month period defined for the purposes of organising education,
 - e) student (applicant) with disability: a student with motor, sensory or speech disability, or multiple disabilities, autism spectrum disorder or any other disorder of psychological development (serious learning, attention-deficit or behavioural disorder)
 - f) student entitled to support due to disabilities or health conditions: a student who needs permanent or increased supervision or care due to their disability, or a student who needs regular personal and/or technical assistance, or a student who has lost at least 67% of their working ability, or has suffered health damage to the extent of at least 50%, and this condition has existed for one year or is expected to exist for at least one year,
 - g) collective account: a sub-account belonging to the main account of the University at the Hungarian State Treasury that students can transfer money to,
 - h) multiply disadvantaged: a person younger than 25 years at the time of registration (application) who qualifies as multiply disadvantaged pursuant to the act on the protection of children and the administration of guardianship; this point shall first be applied during the general application procedure of higher education for the academic year 2015/2016, and for students starting their studies in higher education subsequently, adding that applicants participating in the general application procedure of higher education for the academic year 2015/2016, students beginning their studies in the first year in September 2015, and students already having student status on 31 August 2015 may also qualify as disadvantaged and multiply disadvantaged pursuant to the provisions in effect on 30 June 2014 until the end of the programme duration specified in the programme and outcome requirements of the given programme,
 - i) disadvantaged: a person younger than 25 years at the time of registration (application) who qualifies as disadvantaged pursuant to the act on the protection of children and the administration of guardianship; this point shall first be applied during the general application procedure of higher education for the academic year 2015/2016, and for students starting their studies in higher education subsequently, adding that applicants participating in the general application procedure of higher education for the academic year 2015/2016, students beginning their studies in the first year in September 2015, and students already having student status on 31 August 2015 may also qualify as disadvantaged and multiply

- disadvantaged pursuant to the provisions in effect on 30 June 2014 until the end of the programme duration specified in the programme and outcome requirements of the given programme,
- j) household: the community of persons living together in a flat and having that address as their official permanent or temporary address,
 - k) programme and outcome requirements: the set of knowledge, proficiency, skills and competences, or learning outcomes, to be acquired for the award of a diploma for the completion of a given programme,
 - l) programme duration: the time period specified in law as necessary for collecting the prescribed number of credits and obtaining the degree or professional qualification,
 - m) academic term: a unit of the programme duration comprising a study period and a related examination session,
 - n) student with excellent academic performance: a student who has a minimum of 4.20 credit index or a 'good' result, presenting a scientific paper in the Students' Scientific Conference, participating in a competition for students in the relevant industry or on a national professional level,
 - o) credit: a unit for measuring students' academic work, which expresses in respect of a course or curriculum unit the time estimated to be necessary for acquiring the defined learning outcomes and meeting the requirements; one credit represents thirty academic hours on average,
 - p) student coming from a large family: a student who has at least two dependent siblings or three children, or who, apart from his or her provider(s), lives in the same household with at least two persons whose monthly income does not reach the amount of the minimum wage, or who are guardians of at least two minor children,
 - q) self-dependent: a person who covers their expenditures from the income earned through their own activities and allowances,
 - r) financial balance: the total amount of the money transferred to the collective account by a student and whose purpose has not been specified,
 - s) specification: utilization of the amount transferred by a student to the collective account according to its specified purpose and stated amount based on the student's payment obligation,
 - t) persons who have been orphaned, chronically ill, have serious disabilities or have been removed from education, or their guardianship has expired due to coming of age shall also be considered as persons receiving regular child protection support,
 - u) carrying out partial studies: when a student obtains credits in another higher education institution through having guest student status,
 - v) student entitled to social allowance: a full-time student in higher-level vocational training, in a bachelor's or master's programme, in an undivided one-tier master's programme or in a doctoral programme who participates in state-funded education/education funded through Hungarian state scholarships, or who started their studies in state-funded education/education funded through Hungarian state scholarships and would be entitled to participating in state-funded education/education funded through Hungarian state scholarships regarding the number of terms they have started,
 - w) support period: the period during which a student is entitled to apply for an allowance, benefit or service according to law,
 - x) academic year: a period comprising ten months, defined for the purposes of organising education, to be interpreted as a cycle in traditional distance education,
 - y) fee: a fee the student has to pay to the university pursuant to §82 and §83 of the NHE Act.

General provisions

State-funded education/education funded through full or partial Hungarian state scholarships and self-funded education

§5

- (1) The University has state-funded and partially self-funded programmes, while for students admitted during or after the autumn term of the academic year 2012/2013 the programmes are funded through full or partial Hungarian state scholarships or they are self-funded. The costs of state-funded programmes are borne by the national budget, while the costs of self-funded programmes are borne by the student. The total costs of a programme for students funded through full Hungarian state scholarships, and half of the costs of a programme for students funded through partial Hungarian state scholarships are borne by the state, while the costs of a programme for self-funded students are borne by the student.
- (2) A student participating in state-funded education is a student who before the autumn term of the academic year 2012/2013
 - a) started their studies in state-funded education until they became self-funded,
 - b) was transferred from self-funded to state-funded education, from the date of transfer to the day they became self-funded,
 - c) is a non-Hungarian citizen who participates in state-funded education according to the HE Act.
- (3) A student participating in self-funded education is a student who before the autumn term of the academic year 2012/2013
 - a) started their studies in self-funded education and was not transferred to state-funded education,
 - b) started their studies in state-funded education and after the education funding period ended, they continued their studies in self-funded education,
 - c) is a non-Hungarian citizen who is not entitled to state-funded education according to the HE Act,
 - d) started their studies in state-funded education and did not obtain at least 50% of the credits determined in the recommended curriculum in the last two terms when their student status was not suspended, and thus was transferred to self-funded education.
- (4) Student funded through a full or partial Hungarian state scholarship: a student admitted to a programme funded through a full or partial Hungarian state scholarship in or after the autumn term of the academic year 2012/2013 whose education costs (in case of a partial scholarship half of the costs) are borne by the state pursuant to point (3) of §46 of Act CCIV of 2011 on National Higher Education (NHE Act); furthermore students who were transferred from self-funded programmes to programmes funded through Hungarian state scholarships first at the end of the academic year 2012/2013 and at the end of subsequent academic years, provided the admitted student makes a statement that they accept the conditions of the Hungarian state scholarship during enrolment, while the transferred student accepts the conditions of the Hungarian state scholarship during registration.

- (5) Self-funded student: a student admitted to self-funded education in or after the academic year 2012/2013, furthermore students who were admitted to programmes funded through partial Hungarian state scholarships but refused to sign the student contract during enrolment and enrolled for self-funded education instead; from the academic year 2013/2014 onwards students who were admitted to programmes funded through full or partial Hungarian state scholarships but they did not make a statement about accepting the conditions of the Hungarian state scholarship, as well as students who were transferred from full or partial scholarship funded programmes to self-funded ones first at the end of the academic year 2012/2013 , and at the end of the subsequent academic years.
- (6) Every Hungarian citizen has the right to study at a university in programmes funded through full or partial Hungarian state scholarships and in self-funded programmes pursuant to the conditions described in the NHE Act. This right applies to
- a) persons having the right of free movement and residence pursuant to a specific law
 - b) persons with stateless, refugee subsidiary protection, asylum, tolerated, immigrant or permanent resident status who live in the territory of Hungary and are not covered by point a),
 - c) foreigners to be treated in the same way as Hungarian nationals pursuant to an international agreement,
 - d) the nationals of those countries where, based on the principle of reciprocity, Hungarian nationals may use the higher education services provided by the given state,
 - e) those persons falling under the scope of the act on Hungarians living in neighbouring countries (hereinafter referred to as Act on Preferential Treatment) who are not Hungarian nationals and do not have the right of free movement and residence,
 - f) those third-country nationals claiming to be Hungarians who comply with the definition in the act on the entry and residence of third-country nationals, unless they are covered by the Act on Preferential Treatment or they are Hungarian nationals,
 - g) third-country nationals holding a permit issued for the purposes of highly qualified employment and residence (EU Blue Card),
 - h) third-country nationals holding a single permit for work and residence.
- (7) Persons not mentioned in paragraph (4) may study in self-funded form only.
- (8) Students defined in §3 of 114/D of NHE Act qualify as participants in state-funded education.
- (9) Persons who established their student status from the academic year 2006/2007 onwards qualify as participants of state-funded education pursuant to the points (2) and (4) of §55 of the HE Act. Pursuant to §47 of the NHE Act, for persons who established their student status from the academic year 2012/2013 onwards, the period of funding available for obtaining a given degree (diploma) may be up to two semesters longer than the duration of the corresponding programme. The period of funding provided for a given programme shall include all earlier periods during which funding was received for the same programme. Students who are unable to obtain the given degree (diploma) during the period of funding thus determined may complete the remaining part of the programme in self-funded form even if the 12-term-long total period of funding available has not been exhausted, provided the University has free capacity.
- (10) In case of doubt, entitlement or lack thereof to participation in state-funded education / education funded through full or partial Hungarian state scholarship shall be examined through

the Higher Education Information System by the Department of Studies and Education Organisation, under the leadership of the Education Director.

- (11) The titles, criteria, and amounts of fees payable by reason of default and delayed performance, as well as the amounts of the tuition fees of self-funded programmes shall be established for a period of one academic year by the Senate based on the Chancellor's recommendation, not later than October 15 of the previous academic year. The decision shall be published on the website of the University.

Period of funding

§6

- (1) A person may participate in higher education programmes funded through full or partial Hungarian state scholarships, including higher-level vocational programmes, for a total period of twelve terms (hereinafter referred to as "period of funding").
- (2) For the determination of the period of funding the following shall be taken into consideration:
 - a) For students with disabilities the period of funding may be extended by up to four terms.
 - b) All state funded terms / terms funded through full or partial Hungarian state scholarship for which the student has registered shall constitute part of the period for which funding is received, with the exception of semesters commenced but not completed due to illness, childbirth or any other reason which is not imputable to the student. The period of funding shall not include terms funded but not completed due to the fact that the higher education institution was dissolved without allowing students to complete their studies, provided the student concerned was unable to complete his or her studies at another higher education institution.
 - c) The period of funding shall not include terms completed at the dissolved higher education institution but not recognized by the higher education institution where studies were continued.
 - d) The period of funding shall not include terms completed by students holding statuses defined in points a) and b) of Article 21/A (1) of Act CXXXII of 2011 on the National University of Public Service and on public administration, law enforcement and military higher education (hereinafter referred to as "Act on the National University of Public Service") and participating in programmes delivered by the National University of Public Service.
- (3) At the University, the period of funding is identical with the programme duration of the given studies and the funded programme duration, which may exceed the programme duration of the given studies by no more than two terms. If a student cannot complete their studies by the end of the funded programme duration, they can continue them in self-funded form.
- (4)²³⁷ Applications for extending the funded programme duration for students with disabilities shall be decided upon by the Vice Rector for Education, Education Development and Studies upon the recommendation of the Equal Rights Committee.

²³⁷modified: by Senate decision 88/2016 (XII. 14.)

- (5) Holding a degree and a professional qualification awarded for the completion of a tertiary programme shall not constitute a reason for exclusion from participation in programmes funded through full or partial Hungarian state scholarships, but in cases where a student studying in any cycle of higher education simultaneously participates in a programme funded through a full or

partial Hungarian state scholarship and another (parallel) programme in the same cycle, the available period of funding shall be reduced in each term by a number of terms corresponding to the number of parallel programmes funded through full or partial Hungarian state scholarships.

- (6) For students who started the earlier programme of two parallel programmes before autumn 2012/2013 and registered for the latter programme until the third term of their first programme and not later than the spring term of 2012/2013, the number of counted funded terms shall be one in each term.
- (7) After the NHE Act coming to force, those who provide evidence that they have received their higher education degree as a student paying for the programme or as a self-funding student shall be entitled to participate in a programme funded through full or partial Hungarian state scholarship. Those who hold a higher education degree and commence additional higher education studies after January 1 2006, but are unable to provide evidence of paying for the previous programme or of self-funding, it shall be presumed that the period of state-funded studies pursued in any cycle of higher education was seven terms. Before enrolment, the student may submit a certificate to rebut this presumption. The decision to accept or refuse the certificate will be made by the Education Director.

Bodies and persons acting in matters of student allowances and fees

§7

- (1) The persons acting according to the provisions of the RFA are the Rector, the Chancellor, the Vice Rector for Education, Education Development and Studies and the Education Director.
- (2) The bodies acting according to the provisions of the RFA are:
 - a) University Committee of Social Grants (hereinafter referred to as UCSG),
 - b) Equal Opportunities Committee (EOC),
 - c) Students' Committee for Legal Redress (SCLR),
 - d) Student Affairs Committee (SAC),
 - e) Senate.
- (3) The scopes of the persons and committees defined in this section are described in a table in Annex 1 of the Code of Studies and Examinations.

University Committee for Social Grants

§8

- (1) ²³⁸The UCSG is the body that makes decisions at first instance in cases related to changing funding forms, awarding student allowances and grants (initial aid, grants based on social needs, exceptional grants based on social needs, etc.), students' admission to the dormitory, the extraordinary termination of the dormitory contract and about the completion of the relevant preparatory tasks. The decisions made by the UCSG shall be issued by the President of the UCSG, and the issued document may be authorized by the UCSG member of the given Campus.

²³⁸modified: by Senate decision 88/2016 (XII. 14.)

Equal Opportunities Committee

§9

- (1) The Equal Opportunities Committee (hereinafter referred to as EOC) makes recommendations, coordinates and supervises the Senate, and in case of applications by students with disabilities the Committee is the decision-making body at first instance pursuant to the Government Decree 87/5015 (IV. 9.).
- (2) The composition and the appointment of the members of the ERC are regulated by the Organizational and Operational Rules, while its operations are regulated by the chapter “Rules on providing equal rights to students with disabilities during their studies” of the Code of Studies and Examinations.

Students’ Committee for Legal Redress

§10

- (1) The Students’ Committee for Legal Redress (hereinafter referred to as SCLR) acts as a committee at second instance for students who seek legal redress in cases of the University’s decisions made at first instance upon individual appeal.
- (2) The composition and the appointment of the members of the SCLR are regulated by the Organizational and Operational Rules, while its operations are regulated by the chapter “Rules of Exercising Student Rights and Obligations, the Evaluation of Student Applications and the Rules of Student Appeals” of the Code of Studies and Examinations.

Student Affairs Committee

§11

- (1) In order to exercise students’ right to consensus, the Student Affairs Committee (hereinafter referred to as SAC) is responsible for preparing and assessing regulatory tasks concerning students, calling for and assessing student applications, and other affairs concerning students’ interests.
- (2) The composition and the appointment of the members of the SAC are regulated by the Organizational and Operational Rules, while its operations are regulated by the RFA and the regulations of the SAC.

Terms and conditions of access to student allowances provided from the state budget

Funds available for student allowances

§12

- (1) The University may use the available funds for the following purposes:
 - a) Payment of performance-based scholarships, including
 - aa) study scholarships,
 - ab) national higher education scholarships,

- ac) institutional scholarships for rewarding professional, academic and public activities,
 - b) Payment of grants based on social needs, including
 - ba) regular grants based on social needs,
 - bb) exceptional grants based on social needs,
 - bc) the University's portion of the Bursa Hungarica Municipal Higher Education Grants
 - bd) grants awarded to foreign students by the Minister
 - be) initial aid
 - bf) support for participating in a work placement
 - c) payment of other scholarships
 - d) financing the operating costs of the institution, including
 - da) supporting the production of textbooks, purchasing electronic textbooks, learning materials and electronic devices necessary for the completion of studies, as well as learning aids for students with disabilities,
 - db) supporting cultural and sporting activities,
 - dc) maintaining and operating dormitories,
 - dd) renting dormitory places, renovating dormitories,
 - de) ²⁴⁰supporting the operation of the students' union, doctoral students' union and the Education Directorate,
 - df) supporting the operation of professional colleges,
 - dg) supporting the coordination of the activities of the Students' Scientific Conference.
- (2) ²⁴¹Students are entitled to the support types specified in points (1)a) and (1)b) only in one higher education at any one time. If a student has student status in more than one higher education institution at a time, they are entitled to receive the above-mentioned allowances in the institution where their state-funded student status/student status for education funded through full or partial Hungarian state scholarship was first established.
 - (3) The support types specified in points (1)a) and (1)b) shall be granted to the student only in the form of financial support.
 - (4) The scholarships and grants described in points (1)a)-(1)c) shall be paid to the student regularly, every month. Based on its database, the Education Directorate's Department of Studies and Education (hereinafter referred to as DSE) shall advise the account-holding bank to transfer the scholarships and grants not later than the 10th day of the given month, with the exception of the first month of the term.
 - (5) ²⁴²The purposes and conditions of the different financial support types shall be determined by the University Committee of Social Grants, and published by the member of the UCSG responsible for it.

²³⁹modified: by Senate decision 14/2018 (II. 15.)

²⁴⁰modified: by Senate decision 88/2016 (XII. 14.)

²⁴¹modified: by Senate decision 9/2019 (III. 13.)

²⁴²modified: by Senate decision 88/2016 (XII. 14.)

The division of the student allowances provided from the state budget between the different purposes of use²⁴³

- (1) The allowances named in points (1) ba)-bb) and be)-bf) of §12 shall be paid from the sources listed in §27 using the following percentages:
 - a) 20% of the amount of per student normative funding,
 - b) 45% of the amount of normative funding for dormitory/student residence, and
 - c) 56% of the amount of textbook and coursebook, sports and cultural normative funding.
- (2) 50% of the amount of per student normative funding defined in §27 shall be used for paying the allowance (performance-based scholarship) described to point aa) of §12.
- (3) 23.5% of the amount of per student normative funding shall be used for paying the allowance (institutional scholarships for rewarding professional, academic and public activities) described in point ac) of §12.
- (4)²⁴⁴6.5% of the institutional amount of the per student normative funding shall be used for purposes stated in points (1)de)-dg) of §12 (supporting the operation of the students' union, doctoral students' union, the Education Directorate, professional colleges, and the coordination of the activities of the Students' Scientific Conference).
- (5) 24% of the institutional amount of textbook and coursebook, sports and cultural normative funding described in §27 shall be used for purposes stated in point (1)da) (supporting the production of textbooks).
- (6) 20% of the institutional amount of textbook and coursebook, sports and cultural normative funding shall be used for purposes stated in (1)db) of §12 (supporting cultural and sporting activities).
- (7) 55% of the institutional amount of the student residence funding shall be used for purposes stated in point (1)dd) of §12 (renting dormitory places, renovating dormitories).
- (8) The institutional amount of dormitory funding shall be used for purposes stated in point (1)dc) of §12 (maintaining and operating dormitories).
- (9) The institutional amount of the national higher education scholarship shall be used for purposes stated in point (1)ab) of §12.

²⁴³modified: by Senate decision 14/2018 (II. 15.)

²⁴⁴modified: by Senate decision 88/2016 (XII.14.)

Conditions of granting performance-based scholarships

§14

- (1) Performance-based scholarships shall be granted to full-time state-funded students/students funded through Hungarian state scholarships in higher-level vocational training, Bachelor's and Master's programmes and undivided one-tier Master's programmes.
- (2) In case a student is doing two or more (parallel) programmes, they can apply for performance-based scholarships based on their academic results in the first and further Bachelor's, Master's an undivided one-tier Master's programmes as well.
- (3) A performance-based scholarship shall be granted for the period of one academic term. Performance-based scholarships shall be granted to no more than 40% of students in full-time state-funded programmes /programmes funded through Hungarian state scholarships in the following manner: the monthly amount granted to any individual student shall reach 5% of the amount of the per student normative funding.
- (4) Awarding performance-based scholarships and determining the number and circle of students receiving them shall be based on ensuring that results of identical or similar academic

responsibilities can be compared, and the same results are awarded with the same amounts of scholarships.

- (5) Performance-based scholarships shall follow the order of scholarship averages determined for the given academic term in the following manner: a student's scholarship average must reach the average value (hereinafter referred to scholarship average) calculated from the scholarship averages of the circle of students determined by the UCSG.
- (6) The amount of performance-based scholarship that eligible students may receive in the given academic term is determined by the UCSG until October 10 in the autumn term, and until March 10 in the spring term. The circle of eligible students comprises those full-time state-funded students/students funded through Hungarian state scholarships whose student status is active, and whose scholarship average in their last active academic term reaches and exceeds the scholarship average calculated for the given term in the given level of education. The average of a given term may serve as the basis for a performance-based scholarship only once.
- (7) The method of calculating the scholarship average as the basis for determining the performance-based scholarship is included in Annex 4 of the Code of Studies and Examinations.
- (8) A student is not eligible for a performance-based scholarship if:
 - a) their student status is temporarily suspended during the academic term of the payment of the scholarship,
 - b) their scholarship has been withdrawn due to disciplinary punishment (while the disciplinary punishment is in force).
- (9) A student enrolling to the University for the first time shall not receive a performance-based scholarship in the first term of their studies.
- (10) A student who has been admitted to the University from another higher education institution, or who has been admitted to a full-time state-funded programme from a different mode of study may only receive a performance-based scholarship on the basis of their academic results of their full-time studies at this University.
- (11) A full-time state-funded student is eligible for a performance-based scholarship only until the end of the duration of the given programme.
- (12) Students beginning their state-funded studies in the academic year 2007/2008 or later may continue their studies in state-funded programmes and may be eligible for performance-based scholarships pursuant to the Code of Studies and Examinations.