



**HUNGARIAN UNIVERSITY OF AGRICULTURE AND LIFE
SCIENCES**
ORGANISATIONAL AND OPERATIONAL REGULATIONS

3rd VOLUME
REQUIREMENTS FOR STUDENTS

3.2 STUDENT FEES AND BENEFITS

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¹The Senate of the University of Agriculture and Life Sciences (hereinafter: the University) and the Board of Trustees of the Foundation for the University of Agriculture and Life Sciences, in agreement with the University Student Union (hereinafter: EHÖK) and the Doctoral Student Union (hereinafter: EDÖK), based on the authorization received in Section 12 (3) (b) and Section 61 of the Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.), as well as the provisions of Government Decree No. 87/2015 (IV.9.) on the implementation of certain provisions of the Act CCIV of 2011 on National Higher Education (hereinafter: Nftv. Vhr.) and Government Decree No. 51/2007 (III.26.) on the allowances for students in higher education and the fees they are required to pay (hereinafter: Government Decree), and taking into account the provisions of Act XXXI of 1997, determines the rules for the support that can be provided to the University's students, and the fees and charges they shall pay, as an inseparable part of the University's Organizational and Operational Regulations (hereinafter: SZMSZ) and the Student Requirements System (hereinafter: HKR).

1. GENERAL PROVISIONS

Effective scope of regulations

1. §

- (1) The personal scope of these regulations covers:
- a) all the students studying at any level of education at the University in accordance with Nftv., HKR and Admission Regulations and the Study and Examination Regulations (hereinafter: TVSZ) who were admitted or accepted for the training in accordance with the provisions for enrolled students (hereinafter: students);
 - b) all the lecturers, staff members and all members of the committee of the University who are acting in matters related to student benefits and payable fees.
- (2) The scope of the Regulations does not extend to the admission procedure and fees payable during the admission procedure.

Interpretative provisions

2. §

²For the purposes of this regulation:

1. **State-financed student:** a student who has been admitted to a training before September 2012 financed by the Hungarian state. The provisions applicable to students admitted to a (partial) scholarship programme apply also for state-financed students.
2. **Orphan:** in accordance with point b) of Section 2 (1) of the Government Decree, a student younger than 25 years old whose both parents or one parent who lived in the same household, is unmarried, divorced or living apart from their spouse or died and was not adopted.
3. **Family provider:** in accordance with point e) of Section 2 (1) of the Government Decree, the student:
 - a) who has at least one child,

- b) who is entitled to a caregiving allowance based on Act III of 1993 on Social Administration and Social Benefits.
4. ³**Student loan:** A loan intended to support students' studies, their living expenses during their education, and, in the case of self-financed programs, the payment of tuition fees. It may be used freely or under specific conditions based on an agreement made by the student. The student loan is regulated by Government Decree No. 1/2012 (I.20.) on the student loan system.
 5. **University's own income:** the income specified in point h) of Section 2 (1) of the Government Decree.
 6. **Provider:** the parent/grandparent/adult with income who supports the applicant with monetary or in-kind benefit or other support as family breadwinner in the form of providing livelihood, as well as taking care of the applicant's personal needs and housing.
 7. **Semi-orphan:** In accordance with point c) of Section 2 (1) of the Government Decree, the student under the age of 25 whose one parent has passed away and has not been adopted.
 8. ⁴**Student with a disability or a student in need due to their health condition:** A student who, in accordance with point d) of Section 2 (1) of Government Decree No. 1/2012 (I.20.), qualifies as such if:
 - a) *due to a disability, requires permanent or increased supervision and care, or regularly needs personal and/or technical assistance and/or services, or*
 - b) *has lost at least 67% of their working capacity or has suffered a health impairment of at least 50%, and this condition has lasted for at least one year or is expected to persist for at least one more year.*
 9. ⁵**Child:** A biological or adopted child.
 10. ⁶**Student with a child:** A student who exercises parental custody.
 11. **Collective account:** sub-account of the University at the Hungarian State Treasury which is used for student payments.
 12. **Collective account balance:** a sum transferred by the student to the collective account but with no provision on it.
 13. **Student:** A person according to Section 2 (19) of the TVSZ.
 14. **Cumulatively disadvantaged student:** student according to Section 2 (21) of the TVSZ under the age of 25 at the time of enrollment (application), who is considered disadvantaged in accordance with the provisions of the Act on the Protection of Children and Guardianship Administration.^{7, 8}
 15. **Disadvantaged student:** a student according to Section 2 (22) of the TVSZ^{9, 10}
 16. **Household:** community of persons living together in the same dwelling and having their domicile or residence registered there.
 17. ⁻¹¹
 18. ¹²**Foreign student:** A student according to Section 2 (43) of the TVSZ without Hungarian citizenship, participating in Hungarian state (partial) scholarship or self-financed studies based on a specific legal regulation or an international agreement.

19. ¹³**Student with Hungarian nationality from abroad:** a student with permanent residency - abroad who identifies himself as Hungarian including a student who is subject to the Benefit Law.
20. ¹⁴**Student admitted to a Hungarian state (partial) scholarship programme:**
- a) a student who has been admitted to Hungarian state (partial) scholarship training or to a state-financed training, if the student was not reclassified to fee paying training, or did not withdraw his statement from state scholarship, or
 - b) a student who has been reclassified from fee paying or self-financed training in any major on the decision of the institution to an existing state scholarship or state-financed training at the institution,
 - c) a student admitted to a state financed training in any field from self-financed training based on the institution's decision who has been reclassified to an existing state-funded programme in the remaining period of his study time.
21. ¹⁵**Commenced semester:** As defined in Section 2 (49) of the TVSZ, a semester in which the student has an active student status as of October 15 in the autumn semester or March 15 in the spring semester.
22. ¹⁶**A student with a large family:** The student who meets the conditions specified in point f) of Section 2 (1) of the Government Decree, as follows:
- a) has at least two dependent siblings or three children, or
 - b) aside from their guardian(s), at least two members of their household have a monthly income below the minimum wage, or
 - c) is the legal guardian of at least two minor children.
23. ¹⁷**Self-supporting student:** the student who maintains himself without any monetary or in-kind support from parents/grandparents as a breadwinner who lives independently without any support from a partner, wife or spouse on his own independent earning and scholarship - not included here the academic and social scholarship - he supports himself, all his finances and his expenses and runs a household. He cannot be self-supporting, whose expenses exceed his income, or who, although he lives in a separate household but his care takers provide him with a living or living in the dormitory.
24. **Self-financed student:** defined in the legislation and the Regulations with deviations a student who participates in self-financed or fee-paying training at the University.
25. **Provision on the balance of the collective account:** the item transferred by the student to the collective account and its use according to the legal title and amount corresponding to its payment obligation.
26. **Recipient of regular child protection support:** The person whose entitlement to regular child protection support has been established by the authority's decision in accordance with Section 19 (2) of Act XXXI of 1997 on Child Protection and Guardianship Administration.
27. **Student entitled to social benefits:** in accordance with the provisions of Section 2 (1) of the Government Decree the student who participates in a full-time higher educational vocational training or in bachelor's or master's training or in an undivided training as well as in doctoral programme who
- a) participates in any state-financed training or in Hungarian state-funded (partial) scholarship or

- b) started his/her studies in the form of state-financed training or major and would be eligible based on the number of semesters for state-financed training.
28. ¹⁸**Period of Support:** As defined in Section 2 (75) of the Academic and Examination Regulations (TVSZ), this refers to the number of semesters during which a student admitted to and enrolled in a state-funded or partially state-funded program is entitled to pursue their studies with such funding. Any semester in which the student has registered for active studies and maintains active student status as of the statistical reference date is considered part of the period of state-funded support. A student may pursue higher education studies under Hungarian state-funded or partially state-funded programs for a total of **twelve semesters**, covering all levels of education including higher-level vocational training, bachelor's, and master's programs. The maximum period may be extended to **fourteen semesters** for students enrolled in undivided (integrated) programs where the official duration of the program exceeds ten semesters. For any single program (field of study), a student may receive state-funded or partially state-funded support for a period not exceeding the official duration of the program plus **two additional semesters**.
29. ¹⁹**Fee payable:** The student's payment obligation to the university arising from the provisions of Sections 82 and 83 of the Nftv.
30. ²⁰**MATE Alumni Card:** a personalized card issued by the University to its former students, certifying their membership in the MATE Alumni community and entitling the cardholder, where applicable, to access services, discounts, and programmes determined by the University and its cooperating partners.

2. RIGHTS AND OBLIGATIONS OF THE STUDENT

The rights of the student

3. §

- (1) ²¹The student has the right in addition to what is stipulated in Section 9 of TVSZ:
- a) to use the University's information and advisory system through the organizational units of the Educational Directorate, as defined in the HJT, which helps the integration of all students, especially students with disabilities and their progress during and after their studies and provides assistance in career planning;
 - b) for the decision-makers when making university decisions affecting the student's legal relationship maintain the requirement of equal treatment and equal access, to respect the student's personal rights in the event of a violation of this right he/she can appeal to the Ethical Commission;
 - c) to contact a competent body or person in matters related to the student's legal relationship and receive an answer within the 30-day period which can be extended up to once by 30 days upon request as defined in the HKR; in this context as defined in the TVSZ to initiate the suspension or termination of the student status and initiate an exemption, request support as well as payment in installments, deferment of payment, as well as those specified in these Regulations.;
 - d) through the University's campuses and university library in separate regulations to provide him with health promotion under certain conditions, including the organization of regular exercise and sports activities, library service, the development of financial and entrepreneurial knowledge related to the knowledge-based economy,

the improvement of mother tongue, foreign language and professional language skills.

Obligations of the student

4. §

- (1) In addition to what is stipulated in Section 10 of the TVSZ the student's obligation is in particular:
- a) if necessary to ask organizational units for help at the appropriate time to start or continue his studies;
 - b) ²²if relevant, to fulfill his payment obligations defined in these Regulations.

3. SERVICES AVAILABLE FOR STUDENTS FOR FREE OR CHARGED BY SERVICE FEE

Rules for students participating in Hungarian state (partial) scholarship or in state-financed training and regulations for self-financed or fee paying students

5. §

- (1) Services available free of charge to students enrolled in Hungarian state-funded or partially state-funded programs:
- a) ²³the first enrollment in courses (lectures, seminars, consultations, practical sessions, field practices) required to meet the educational and academic requirements defined in the curriculum and necessary for obtaining a degree or a doctoral pre-degree certificate (hereinafter: absolutorium),
 - b) ²⁴re-taking assessments, exams, project tasks, and retaking a failed assessment or exam once,
 - c) ²⁵participation in the final examination for the first time, as well as the degree awarding procedure during the period of student status, and submission of the thesis/dissertation/final project/portfolio (hereinafter: thesis) within the specified deadline,
 - d) participation in activities of College of Specialized Studies (honours programs),
 - e) ²⁶use of the library and all basic library services, excluding photocopying services and international interlibrary loans; use of laboratories, IT facilities, sports and recreational facilities, and University equipment related to the free services listed above,
 - f) obtaining workwear provided for practical training in higher vocational education training, individual protective equipment (protective clothing) and cleaning equipment, in other training obtaining individual protective equipment (protective clothing) and cleaning equipment,
 - g) obtaining student counseling,
 - h) receiving all documents related to training and to doctoral degree in original issue whenever the legislation is more favorable to the student,

- i) ²⁷taking part in the closing ceremony (commencement ceremony) organized by the University and participating in other celebrations or commemorations.
- (2) ²⁸In the framework of Hungarian state (partial) scholarship training or state-financed training the student can obtain the following as contained Sections 82 (1)-(2) of Nftv.
- a) bachelor's and master's training, higher educational vocational education, undivided education specified in the Hungarian language in model curriculum and taught in the Hungarian language - based on the student's choice - in a non-Hungarian language above the amount of credits exceeding 5% of the total credit value of the training, excluding if the curriculum contains compulsory study requirement in a foreign language or offers such an opportunity or the training takes place in a foreign language,
 - b) necessary objects (e.g. duplicated supplementary materials) produced by the University and provided to the student on which the student gains ownership,
 - c) using the University's facilities (library, laboratory, IT, sports and leisure facilities) and devices which are not free of charge,
 - d) the training beyond the mandatory training as stated in Nftv. provided by the University resulting in higher credit value,
 - e) ²⁹within the scope of library services: photocopying services and interlibrary loans from abroad.
- (3) Service fees types and rates that can be requested for the services listed in Section (2) are determined by Annex No 1 of these Regulations.
- (4) ³⁰The fees charged at the University Dormitories — including charges for services beyond basic provisions — are specified in Appendix 1 of this Regulations, which is adopted by the Senate.
- (5) ³¹if the student participates in self-financed/fee paying training in Section (1) the services are free of charge while for the services defined in Section (2) the student is obliged to pay the same level of fee as the student participating the Hungarian state financed (partial) scholarship programme.

Conditions for access to student benefits provided at the expense of the state budget

6. §

- (1) ³²The University shall allocate the funds available for student benefits or allowances according to the Section 85/C of Nftv. and according to the Sections (6)-(11) of the Government Decree.
- (2) The student is entitled to the benefits provided at the expense of the state, according to the to the Sections (6)-(11) of the Government Decree.
- (3) The awarding of student benefits occurs in accordance with Chapter 7 of current Regulations.
- (4) ³³
- (5) Only students with an active student status are eligible for support which can be submitted through an official application.

- (6) The support for students with foreign citizenship is regulated in Section 43 of current Regulations.
- (7) ³⁴
- (8) Based on the Higher Education Law of 2005.
 - a) for eligible students who started their studies after August 31, 2008, and whose student status continues after September 1, 2017,
 - b) for eligible students who started their studies after August 31, 2009, whose student status continues after September 1, 2018 the student benefits shall be determined according to Nftv.

4. RULES FOR SELF-FINANCED AND FEE PAYING TRAINING

Students participating in self-financed and fee paying training

7. §

- (1) ³⁵The University shall publish the valid tuition fee amounts for the upcoming academic year—by field of study—within the deadlines stipulated in Section 3 (4) of Government Decree No. 423/2012 (XII. 29.) on the higher education admissions procedure, as follows: For programs starting in February: by 15 October of the year preceding the start of the program; For programs starting in September: by 31 December of the year preceding the start of the program; In case of a supplementary (make-up) admissions process: by 10th of August at the latest, in the same year as the start of the program. These fee details must be published in the higher education admissions guide and on the University's website.
- (1a) ³⁶The admission fee shall be determined by the Admission Decision Making Board pursuant to Section 10 (9) of the Admission Rules on the recommendation of the institution hosting the major. Determining the tuition fee, market preferences related to majors shall be taken in to consideration. In the case of bachelor's programs, higher educational vocational trainings and one-tier programs, the tuition fee for one semester shall not be less than 40% of the maximum annual budget specified in Annex 1 of Government Decree 389/2016 (XII.2.) on the financing of the basic activities of higher education institutions for the field of training, level of training or specific training, and shall not be less than 90% of the tuition fee specified for the previous admission procedure. The tuition fee of postgraduate specialist training, shall not be less than 80% of the lowest fee applied in the last admission procedure for the bachelor's program in the same field of training hosted by the University. No upper limit on the tuition fee. The fees for part-time and guest students are laid down in Annex 1. The provisions of this Section shall apply for the first time to the determination of the tuition fees of programs announced for the spring semester of the academic year 2024/25.
- (1b) ^{37,38}For students of English conducted programs, who are not Hungarian citizens, the tuition fee shall be determined in Euro (EUR) or in United States dollars (USD) on the basis of Section 1 (a) as a general rule, except that the tuition fee and costs applied in the countries of the European Economic Area shall be taken into account in the determination of the cost and price.
- (1c) ³⁹When students enrolled as a group by an external partner under a cooperation agreement and in case of assumption of the payment by the partner, the University may grant the partner a discount on the tuition fee for the period of assumption. The discount generally shall not be more than 20% of the tuition fee. Higher discounts require the prior approval

of the Rector, with the agreement of the Director of Finance. The amount of the discount shall be laid down in the cooperation agreement. Students enrolled on the basis of a cooperation agreement shall not be entitled to a reduction of the tuition fee according to Section 18 of these Regulations in the semester(s) in which the tuition fee is paid by the cooperating partner. After the termination of the cooperation, the student is responsible for paying the full amount of the tuition fee.

- (1d) ⁴⁰In the Professional Pilot Higher Education Vocational Training Programme, students shall pay the self-financed fee in euros (EUR) by the deadline for payment of the self-financed fee specified in the academic year schedule. Studies in this programme may be pursued exclusively on a self-financed basis.
- (2) ⁴¹The University concludes a contract with a self-financed student upon enrollment, as well as with a student who has been reclassified to the self-financed training after the reclassification until the end of the enrollment/ admission period for the training - which includes the data according to Section 50 (1) of Nftv. Vhr. such as the amount of tuition expenses and self-finance.
- (3) ⁴²The student who exhausted the support period – as stipulated in the Nftv. available in Sections 47 (1)-(7) may only continue his studies as self-financed student as stipulated in Section 47 (8) of Nftv.
- (4) The number of study semesters in self-financed training is not limited except for the provisions of point i) Section 23 (2) of the TVSZ.
- (5) ⁴³
- (6) ⁴⁴Postgraduate specialist training programmes at the University may be offered only on a self-financed (tuition-based) basis.

Tuition fee rules for obtaining an additional diploma as well as for taking a second or additional major/specialisation

8. §

- (1) It does not exclude the participation in Hungarian state (part-)scholarships if the student has higher education degree and qualification with the provision that further (parallel) training in case of continuation of a second (or additional) training, the period of support shall be calculated in accordance with Section 47 (7) of the Nftv.
- (2) Students participating in Hungarian state (part) scholarship training or state-subsidised training in the framework of the bachelor's or master's degree training may choose one specialisation without paying an additional tuition fee provided that the training and the output requirements or the model curriculum do not require more than one specialisation.
- (3) The tuition fee of the second and additional diplomas shall be the same in bachelor's, master's, undivided and vocational higher education full-time or part-time training as for students participating in the same training.
- (4) Regardless of the form of financing of the training, the tuition of the specialisation of the bachelor's, master's, uniform undivided training within the meaning of Section 2 taken up during the period of specialisation, shall be determined by the University based on credit with regard to the tuition of students participating in self-financed training which shall not exceed the 60% of total amount of the tuition of training per semester.

Reclassification

9. §

- (1) ^{45,46,47}The decision on reclassification based on academic performance is made once per academic year, based on the student's semester of admission, by the Director of Education by the deadline of July 31 each year – except in the cases specified in Paragraphs (4a) and (12) – in accordance with the conditions set out in Sections 48 (2)–(4) and Section 116 (8) of the National Higher Education Act (Nftv.), as well as Section 61 of the Government Decree implementing the Nftv. (Vhr.), specifically Section 61 (8). From the reclassification period following the 2021/22 academic year onwards, reclassification based on academic performance must be carried out according to the regulations set out in Paragraph (1a). The reclassification process is prepared by the Neptun Department of the Directorate of Education and the academic departments of the respective campus.
- (1a) ⁴⁸As from the reclassification period after the academic year 2021/22 the reclassification will be carried out at the University on the basis of academic performance as follows:
- a) A student shall be reclassified from a Hungarian state (partial) scholarship to a self-financed training whom on average in the last two semesters in which the student status was not interrupted and who did not study abroad as defined in Section 81 (3) and (4) of the Nftv. and has not acquired at least 18 credits or has not reached the the following weighted average of studies for the field of study:
 - in the field of agriculture: 2,25;
 - in the field of humanities: 3,0;
 - in the field of economics 2,25;
 - in the field of informatics 3,25;
 - in the field of technology 2,25;
 - in the field of arts: 2,75;
 - in the field of art mediation: 2,75;
 - in the field of teachers' training: 2,5;
 - ⁴⁹in the field of nature sciences:2,5.
 - b) ⁵⁰If the student has not reached the weighted average in the field of training specified in point (a) but on the basis of the average of the last two semesters the student status has not been interrupted and the student has achieved an average of at least 27 credits per semester the student shall not be reclassified.
 - c) ⁵¹From self-financed training to a Hungarian state (part-)scholarship - the student may be reclassified upon request if the average of the last two semesters in which student status has not been interrupted and the student has earned at least 18 credits and has reached the specified weighted average in the field of study specified in section a). The student can request the reclassification after fulfilling 2 active semesters.
 - d) For the calculation of the number of credits specified in points (a), (b) and c) 0,5 tenths of credit shall be rounded upwards.
 - e) The average referred to in Section (a) shall be determined in accordance with the mathematical rules of rounding to two decimal places.

- (1b) ⁵²A married student must be reclassified to a Hungarian state-funded program starting from the semester following the birth or adoption of their child, and a student with a child must be reclassified starting from the semester following their marriage, provided that they have not yet reached the age of 30 on the first day of the given semester.
- (1c) ⁵³A student is exempt from reclassification based on academic performance if:
- a) they have been transferred from another higher education institution or have changed their programme of study, and the ratio of the sum of the recognized subjects and completed credits to the number of completed active semesters in the programme is higher than 27;
 - b) ⁵⁴they were admitted to a bachelor's programme after completing a higher education vocational program, and at least 60 credits from the vocational programme were recognized;
 - c) they have been readmitted to the same programme and the ratio of the sum of the recognized subjects and completed credits from their previous studies to the number of completed active semesters in the programme is higher than 27.
- (2) ^{55,56}The student is going to be reclassified after a passive semester if the conditions in Sections (1) and (1a) are fulfilled.
- (3) To determine the number of students for reclassification to the Hungarian state (partial) scholarship the University shall use the method for the following training period as stated in the Section 61(2). of Nftv. Execution decree.
- (4) ⁵⁷In the decision-making process regarding reclassification based on academic performance, Sections 61 (3)–(4) and (8)–(9) of the Implementing Regulation of the National Higher Education Act (Nftv. Vhr.) must be followed. Students who have pursued studies at the University for no more than one academic term (semester), as well as those who were unable to complete their semester due to reasons specified in Section 47 (6) of the Nftv., shall not be taken into account.
- (4a) ⁵⁸If the credits related to a given semester are earned after July 31 due to an internship, exam, or other credit-bearing activity, and the University has an available Hungarian state-funded study place, the reclassification decision must be reviewed and, if necessary, amended accordingly.
- (4b) ⁵⁹For the purpose of reclassification based on academic performance, credits earned include those acquired by the student during the given academic year in the program, as well as credits recognized through course credit transfer procedures or work experience recognition for that academic year.
- (5) ⁶⁰
- (6) ⁶¹In the doctoral programme the higher educational institution may decide within the framework of the Nftv. and in accordance with the doctoral regulations on the reclassification from the scholarship of the Hungarian state to self-financed training.
- (7) In the decision on the change of the form of financing the University shall determine the maximum number of semesters of funded time through examining student's financing period available in accordance with Nftv. 47(3)-(7) the student has at his/her disposal after the reclassification.
- (8) After the reclassification from self-financed training to Hungarian state (partial) scholarship in the first semester of the first year of study the student shall declare according

to Section 38(3) of Nftv. Vhr. that he/she is aware of the conditions of the Hungarian (partial) scholarship training as described in the Nftv.

- (9) If the student who has been admitted/transferred or is applying for reclassification does not agree to the terms of reclassification the University shall offer him/her the opportunity to participate in the same training at his/her own expense before the termination of the student's legal status based on point i) of Section 59 (1) of the Nftv.
- (10) The University shall reclassify the student to self-financed status in the case of exhaustion of the number of semesters eligible for state funding at the latest by the statistical deadline of the semester following the last semester.
- (11)⁶²If the student has previously studied at another higher educational institution and exhausted the number of semesters taken up with state financial support and this can be stated only through the Higher Education Information System (hereinafter referred to as FIR), then based on the the available FIR data on which the University becomes aware of it the student shall be reclassified within 15 days of the date of receipt of the FIR.
- (12)⁶³The available state-funded (scholarship) places shall be determined by program, study mode (full-time/part-time), campus, and language of instruction. The ranking of self-financed students requesting reclassification must also be conducted based on program, study mode, campus, and language of instruction. If, after making the reclassification decisions regarding the requesting students, there are still available state-funded places, these may primarily be used to reclassify students enrolled in the same program. Any remaining available state-funded places may subsequently be used for reclassification of students in other programs within the same field of study.
- (13)⁶⁴If the available state-funded places cannot be fully filled with students requesting reclassification from self-financed to state-funded training under point c) of paragraph (1a), and who meet the criteria specified in point c) of paragraph (1a), the Directorate of Education may announce an additional reclassification period for students who meet the requirements for transfer to state-funded education.
- (14)⁶⁵A self-financed student may only request reclassification to a Hungarian state-funded program, while a tuition-paying student may only request reclassification to a state-supported program.
- (15)⁶⁶Postgraduate specialist training programs and partial studies may only be pursued in a self-financed form; therefore, reclassification to a state-funded program is not possible in these types of training.

5. FINANCING STUDENT ALLOWANCES

Bodies and persons responsible for student allowances and service charges

10. §

- (1) The Senate shall in agreement with the University's Student Union adopt the dormitory fee for the academic year in question in accordance with Section 22 (3) of the Government Decree and the fees for additional services not provided in these Regulations.
- (2) ⁶⁷The composition and functions of the University's Student Welfare Committee (hereinafter referred to as the "EDJB") shall be laid down in Section 14 of the Organisational and Operational Regulations (hereinafter referred to as the "SZMR"). The

provisions governing its operation are laid down in the rules of procedure of the Committee.

- (3) ⁶⁸In the event of violation of the rights of the student regarding his/her student legal status against the University's decision or procedure or lack of these the Student Appeal Board (hereinafter "HFB") may proceed against the decision, action or omission made by the University. The Board is governed by Sections 57-58 of the Nftv. and Section 11 of the SZMR as well as section 8 and 86-91 of TVSZ.
- (4) ⁶⁹
- (5) ⁷⁰
- (6) ⁷¹
- (7) ⁷²A student who has applied for a grant awarded through a competitive application process may not participate in the preparation or the decision-making process (i.e., may not vote) regarding that grant. If the applicant is a permanent member of the preparatory or decision-making committee, the committee shall remain quorate during the decision concerning the student's application, even without the applicant's vote.
- (8) ⁷³Regarding the student payment obligations pursuant to Section 43 (3) of the Nftv. the decision of Rector on deferment, payment in instalments or exemption from payment shall be made after agreement of the Director General of Economic Affairs and with prior notification to the maintaining authority.

Rules on data management

11. §

- (1) In the course of data processing in connection with applications, requests, procedures, personal data shall be carried out in accordance with the University's Data Protection Policy with particular regard to:
 - a) the data subject shall be informed before the data management begins about the relevant facts and the possibility of legal remedy;
 - b) only the personal data necessary to take the decision may be processed;
 - c) the persons involved in the processing and assessment of data are under obligation of confidentiality in respect of the data which come to their knowledge during the procedure.

Financing the University's operating costs

12. §

- (1) ⁷⁴The Hungarian state provides funding for student benefits, which shall be regulated by Nftv. and other legislations and within the framework of which the University establishes or if needed, modifies its own rules.
- (2) ⁷⁵For the purpose of student allowances students supported by the Hungarian state (partial) scholarships may be used for the following legal titles determined on the basis of the number of students who have been awarded a scholarship:
 - a) the student normative,
 - b) per capita grant for doctoral students,

- c) the normative grant for students who are awarded with national higher education scholarship,
 - d) the normative for dormitory, student hostel accommodation,
 - e) the normative for housing,
 - f) the normative for textbooks and notes, sport and cultural activities,
- (3) ⁷⁶The student may be awarded with merit-based or socially-based grant from the University's state resources, maintainer's resources, own income, application grants or external donations,.
- (4) ⁷⁷The order of allocation of the normative resources available for student allowances is set out in Annex 2. which shall be put forward before Senate of the Foundation for the Hungarian University of Agricultural and Life Sciences in agreement with the Student Union before the beginning of the academic year in question.
- (5) When allocating resources pursuant to Section (4) provisions of Section 22 (1) of the Government Decree shall be considered.

⁷⁸Rules for defining the scope and number of students to be considered for student allowances with regard to the normative contribution

13. §

- (1) ⁷⁹When determining the student normative allowances and the number of students it shall be in accordance with Sections 32-33 of the Government Decree.
- a) The arithmetic mean of the eligible numbers according to the statistical reports of March and October must be taken into account for:
 - aa) student scholarship support;
 - ab) dormitory support;
 - ac) housing support;
 - ad) amounts allocated for textbook and notes support, sports, and cultural activities;
 - b) One-twelfth of the actual number of eligibility months must be taken into account for doctoral scholarships;
 - c) One-tenth of the actual number of eligibility months must be taken into account for the national higher education scholarship;
 - d) The actual amount paid must be taken into account for the ministerial scholarship for foreign students and the institutional scholarship portion of the Bursa Hungarica Scholarship.
- (1a) ⁸⁰The March statistical report refers to the higher education institution's data as of March 15, and the October statistical report refers to the higher education institution's data as of October 15, both submitted by the higher education institution in accordance with [Government Decree Section 32, Paragraph (2)].
- (2) ⁸¹In the case of student scholarship support, the eligible number refers to the number of students enrolled in full-time, state-funded bachelor's programs, master's programs, or higher education vocational training [Government Decree Section 33, Paragraph (1)].

- (3) ⁸²In the case of dormitory support, the eligible number refers to the number of students who participate in full-time, state-funded or self-financed education as defined in Section 26 (1) of the Government Decree, and who are accommodated in:
 - a) the University dormitory,
 - b) a student residence built or renovated under the Public-Private Partnership framework,
 - c) a place rented by the University that meets the dormitory or student residence requirements according to this regulation [Government Decree Section 33, Paragraph (2)].
- (4) ⁸³In the case of housing support, the eligible number is calculated as the number of students enrolled in full-time state-funded programs at the University, minus 95% of the number of those state-funded full-time students who have their registered residence at the location of the program, and further minus the number of students specified in paragraph (3) [Government Decree Section 33, Paragraph (3)].
- (5) ⁸⁴In the case of doctoral scholarships, the eligible number is the number of students enrolled in full-time, state-funded doctoral programs at the University [Government Decree Section 33, Paragraph (4)].
- (6) ⁸⁵For the amount allocated for textbook and notes support, as well as sports and cultural activities, the eligible number is the sum of the eligible numbers specified in paragraphs (2) and (5) [Government Decree Section 32, Paragraph (5)].
- (7) ⁸⁶In the case of the national higher education scholarship, the eligible number is the actual number of students receiving the scholarship [Government Decree Section 33, Paragraph (6)].
- (8) ⁸⁷In the event of changes to individual normative amounts during the year, the determination of eligible numbers follows the schedule of training periods (academic semesters) [Government Decree Sections 32 (3) and 33 (7)].

⁸⁸Textbook and academic note support

14. §

- (1) ⁸⁹Of the resources available for textbook and notes support, as well as sports and cultural normative funding for students enrolled in bachelor's, master's, undivided, and higher education vocational programs, 24% must be allocated [according to Government Decree Section 9, Paragraph (1)] for supporting the production of notes, the procurement of electronic textbooks, learning materials, and electronic devices necessary for preparation, as well as for acquiring tools that assist students with disabilities in their studies [National Higher Education Act Section 85/C, point ea)].
- (2) ⁹⁰The portion of the funds allocated to doctoral students as specified in Section (1) shall be paid as a textbook and note allowance along with scholarship.
- (3) ⁹¹
- (4) ⁹²The use of allowances regarding the textbooks and academic notes shall be reviewed in advance by the University's Student Union in writing and the Rector through the Director General of Economic Affairs shall inform Student Union on the use of the funds in the year following the year in question.

Support for cultural and sports activities

15. §

- (1) ⁹³Twenty percent of the normative funding for textbooks, notes support, sports, and cultural activities may be used to support cultural and sports activities [National Higher Education Act Section 85/C, point eb); Government Decree Section 9, Paragraph (2)].
- (2) Cultural activities shall include in particular:
 - a) cultural activities organised or provided for students in the framework of the University,
 - b) event organisation,
 - c) career guidance,
 - d) lifestyle and academic counselling; and
 - e) career guidance.
- (3) Sports activities shall include in particular within the framework of the University the following activities organised or provided for students, sports, competitions, the promotion of healthy lifestyle and lifestyle counselling.
- (4) ⁹⁴The Rector decides on the support for cultural and sports activities based on the preparation by the Economic Directorate and with the consent of the Student Union (EHÖK).

Conditions of dormitory use

16. §

- (1) ⁹⁵Dormitory support may be used for the maintenance and operation of the dormitory, as well as for renting dormitory spaces and dormitory renovation [National Higher Education Act Section 85/C, points ec) and ed)].
- (2) Pursuant to Section 12 (1) of the Government Decree dormitory place can be obtained on the basis of application. The point system is laid down by the University in Appendix 2 of these Regulations and it shall be made available to the public before the submission of applications.
- (3) ⁹⁶Further rules on admission to the dormitory shall be laid down in Dormitory Regulations.

Support for the function of the Student and Doctoral Student Unions

17. §

- (1) ⁹⁷The activities of the Student Union and the Doctoral Student Union of the University shall be assisted by normative support as part of the standard student normative provided to the University.
- (2) Calculation and distribution of the normative support for the activities of the Student Union and the Doctoral Student Union of the University is decided by the University's Student Welfare Committee with the involvement, information and agreement of the Student Union and Doctoral Student Union.

- (3) The amount of the support for a given year shall be specified in the Annex pursuant to Section 12 (4).

6. EXEMPTIONS AND DISCOUNTS RELATED TO STUDENT PAYMENT OBLIGATIONS

Exemptions and discounts for payment of tuition and fees

18. §

- (1) ⁹⁸With regard to the payment of the tuition and expenses (hereinafter jointly referred to as "tuition fee") the student may submit a request via NEPTUN Educational System (hereinafter NEPTUN SYS) per semester no later than the last day of the subject enrollment period for the following:
- a) installment payment;
 - b) reduction of payment.
- (2) In case of a request for an installment payment the procedure shall be decided by automatic decision making by the University provided that the student may request in an appeal procedure against it that the entire procedure shall be carried out. In case of the entire procedure the Rector makes the decision based on the proposal of the Student Welfare Committee and with the agreement of the Director General for Economic Affairs. In the first semester of the training students who have been granted an entry visa for Hungary may not receive an installment payment if the condition of issuing the visa was the payment of tuition.
- (3) In case of payment by installments, the student shall make the payment in three installments, the first installment (40 % of tuition fee) is due by the last day of the registration period, the second installment (30 % of tuition fee) by 15 October in the autumn semester and by 15 March in the spring semester and the third installment (30 % of tuition fee) by 15 November in the autumn semester and 15 April in the spring semester.
- (4) ⁹⁹
- (5) ^{100,101}If the number of active semesters of the student's current training (visible in the training line of NEPTUN SYS) exceeds the number of semesters of the requirements of the training or the recommended duration of the model curriculum the student may apply for a reduction of his/ her tuition fee as follows:
- a) for taking 0-5 credits 20% of the tuition fee,
 - b) for taking 6-10 credits 33% of the tuition fee,
 - c) for taking 11-20 credits 66% of the tuition fee,
 - d) for taking over 20 credits the student will not be entitled to reduction of the tuition fee.
- (5a) ¹⁰²Students who change their campus, language of instruction, or mode of study, as well as those who have been readmitted to the same program and have re-established their student status, are eligible for the benefit referred to in paragraph (5) only if they have 30 or fewer credits remaining to obtain their pre-degree certificate (absolutorium).
- (6) ¹⁰³If the student's social situation justifies it that the student shall be entitled to reduction of tuition fee after one completed semester and registration for the following semester after

considering the social conditions of the student laid down in these Regulations up to 30 % or in special and exceptional cases to reduction of 50 % of the tuition fee.

(6a)^{104,105,106} A student who was admitted to a bachelor's program in the field of economic sciences or teacher training through the centralized admission procedure operated by the Educational Authority is eligible for a tuition fee reduction in their first active semester, as follows:

- a) if admitted to a self-financed program with at least 350 points, they receive a 25% tuition fee reduction;
- b) if admitted with at least 420 points, they receive a 40% tuition fee reduction;
- c) if admitted with at least 450 points, they receive a 50% tuition fee reduction.

(6b)^{107,108} Student who was admitted to a self-financed bachelor's program in the field of economic sciences or teacher training through the centralized admission procedure operated by the Educational Authority, and who completed at least 24 credits in their last active semester, is eligible for a tuition fee reduction in their next active semester, as follows:

- a) if they achieved a scholarship average of at least 4.0, they receive a 25% tuition fee reduction;
- b) if they achieved a scholarship average of at least 4.5, they receive a 40% tuition fee reduction;
- c) if they achieved a scholarship average of at least 4.75, they receive a 50% tuition fee reduction.

(6c)¹⁰⁹ The payment reductions under Sections (6a) through (6b) shall be made ex officio by the Educational Directorate and shall adjust the tuition fee of the students concerned.

(6d)¹¹⁰ A student who is an elite athlete at the University is entitled to 25% discount on tuition fees, and a student who was a category 1 elite athlete in the last active semester of the previous semester is entitled to 50% discount on the tuition fees according to Appendix 5.i) 50% reduction in the cost of attendance fees.

(6e)¹¹¹ A student who has obtained a degree at the University or at any of its predecessor institutions in a bachelor's programme, master's programme, undivided programme, or in a former university/college programme, and who is registered in the MATE Alumni system and holds a MATE Alumni Card, may, upon commencing and completing a new bachelor's programme, master's programme, higher education vocational training programme, undivided programme, or doctoral programme, be granted a reduction in the self-financed fee for the semesters falling within the number of semesters corresponding to the standard duration of the programme, as follows:

- a) 10% in the case of the student's second programme pursued at the University;
- b) 20% in the case of the student's third and each subsequent programme pursued at the University.

The student shall apply for the reduction of the self-financed fee in accordance with paragraph (1), by attaching a copy of the MATE Alumni Card to the application.

(6f)¹¹² A foreign national who has completed a bachelor's programme at the University, is registered in the MATE Alumni system, and holds a MATE Alumni Card may, upon applying for admission to a master's programme offered on a self-financed basis, be

granted a reduction in the self-financed fee pursuant to Section 3 (1a) of the MATE International Scholarship Program (MISP) Scholarship Regulations.

- (7) ¹¹³Persons who are employed by the University or have a contract of employment covering the whole semester, furthermore employees working for companies wholly owned by the University, the employee shall be entitled to a maximum of 50% reduction, or employees of a company wholly owned by the University where a close relative of a person who is an employee of the University may benefit from a reduction of up to 25 % of the costs.
- (8) ¹¹⁴The University's Student Welfare Committee prepares the decision on the assessment of the application for a reduction of the tuition on which the Rector makes a decision in agreement with the Director General for Economic Affairs.
- (9) ¹¹⁵A student may only receive one payment reduction per semester and only one type of payment reduction, except for the payment reductions set out in Sections (6a), (6b) and (6d), which may be combined.
- (10) ¹¹⁶The provisions of Section 18 shall apply to the Professional Pilot Higher Education Vocational Training Programme with the following derogation: due to the specific practical requirements of the programme and the external partner resources involved in meeting such requirements, students enrolled in the programme shall not be entitled to a reduction of the self-financed fee or to payment by instalments pursuant to paragraphs (1)–(3) and (6)–(7) of this Section. In the Professional Pilot Higher Education Vocational Training Programme, students shall be entitled to the reduction of the self-financed fee provided for in paragraphs (5) and (5a) exclusively in respect of subjects and credits that do not require the involvement of an external partner.

Rules for self-finance, fee paying payment of tuition and service fees

19. §

- (1) ¹¹⁷The student's payment obligations in relation to his/her studies can be made through the NEPTUN System financial module by credit card or by collective account payment. To make a collective account payment, the student shall have sufficient amount of funds on the virtual account. The virtual collective account shall be funded by bank transfer to the university's collective account. In case of bank card payment the amount in NEPTUN System will be credited almost immediately while in case of collective account payment the transfer of amount may take several days to arrive to NEPTUN System.
- (2) ¹¹⁸The tuition fee shall be paid in one sum with the exception of Sections 18 (2)-(7) per semester until the deadline set in the academic year schedule except for students applying for a student loan.
- (2a) ¹¹⁹Foreign nationals admitted to a self-financed program through the institutional admission procedure must pay the tuition fee for the first two semesters of the program by the deadline specified in the preliminary admission letter, prior to the issuance of the official admission decision required for entry into Hungary.
- (3) If the student has an active payment obligation with an overdue payment deadline towards the University, then the student may not enroll after the payment deadline has expired to an active semester, take courses or register for examinations, final examinations, complex examinations, in case of doctoral studies he/she cannot participate in degree/award procedures. If the student does not make the payment after 30 days of the payment deadline the University shall be entitled to initiate the procedure for terminating the student status,

in accordance with g) point of Section 23 (1) of Study and Examination Regulation and may also pursue a claim through legal action.

- (4) ¹²⁰If a student fails to fulfill a financial obligation by the due date, they are required to pay the late payment fee in addition to the original obligation, as specified in Annex 1 of the HJT. The late payment fee is determined and imposed by the Directorate of Education via the NEPTUN SYS. The issuance of the late payment fee may also be carried out automatically.

Fees for participation in training at home or abroad

20. §

- (1) For each programme entitling the student to participate in part-time training at home or abroad the financial conditions of the respective partial training programme are set out in the call for applications and in the training contract to be concluded with the student.
- (2) During the period of the part-time training, the student is enrolled in both the sending and the host institution, he/she shall pay all the fees of the University in this period (e.g. self-finance fees) and the student will receive all the benefits provided by the University for enrolled students.
- (3) A student shall not be admitted to the final examination until the student has any financial debt to the University arising from the part-time training.

Rules for reclaiming of tuition fees for self-finance and fee payments, scholarships, special procedures and service fees¹²¹

21. §

- (1) If the self-financed/fee paying student passivates the active semester by the deadline specified in Section 19 (5) of the Study and Examination Regulation or in case of an extraordinary passivation procedure in accordance with the Section 19 (7) of the Study and Examination Regulation, the student may request a refund of the proportional part of the paid tuition fee.
- (2) If the student announces by the last day of the semester (last day of the examination period) that he/she terminates his/her student status, he/she may reclaim of the proportional part of the paid tuition fee.
- (2a) ^{122,123}In the case of a foreign applicant admitted through the institutional admission procedure as self-financing or MISP student, if the applicant applies but does not receive a visa for entry into Hungary, the prepaid tuition fee for two semesters may be refunded after deducting a 10% administrative fee from the first semester's tuition fee.
- (2b) ¹²⁴By way of derogation from paragraph (2a), in the case of a foreign national applicant admitted through the institutional admission procedure to a self-financed programme or admitted with an MISP scholarship, the portion of the self-financed fee paid for two semesters that corresponds to the first semester shall be non-refundable if the immigration authority refuses to grant or renew the permit authorising the student's stay in Hungary on the grounds that the student does not possess the language competence required to pursue the studies and/or does not have adequate financial resources to pursue the studies in Hungary, and therefore the conditions for granting a residence permit for the purpose of study are not met.

- (2c) ¹²⁵The application fee for foreign applicants applying to a self-financed program through the institutional admission procedure is intended to cover the costs of the admission process and is non-refundable.
- (2d) ¹²⁶A foreign national applicant admitted through the institutional admission procedure to a self-financed programme or admitted with an MISP scholarship shall pay the self-financed fee for the first two semesters. However, if the applicant does not require a visa to enter Hungary or fails to provide credible evidence of the refusal of their visa application when applying for a refund of the self-financed fee, 75% of the self-financed fee paid for the two semesters may be refunded.
- (2e) ¹²⁷Where, in the case of a foreign national applicant admitted through the institutional admission procedure to a self-financed programme or admitted with an MISP scholarship, it is established that the applicant submitted or used a false document to the immigration authority during the admission procedure or in connection with the visa application, the self-financed fee paid for the two semesters shall be non-refundable.
- (3) ¹²⁸In the assessment of the request for reclaim under Sections (1) and (2) the amount shall be calculated from the week following the date of submission of the request for termination of student status in proportion to the number of weeks remaining in the semester. The calculation of the period regarding the semester shall include the registration period, the period of study and the examination period.
- (3a) ¹²⁹In the case of students enrolled in the Professional Pilot Higher Education Vocational Training Programme, paragraph (3) shall apply with the following derogation: a pro rata refund of the self-financed fee may be granted exclusively in respect of the portion of the self-financed fee attributable to the number of teaching hours delivered by the University.
- (4) ¹³⁰The request for reclaim shall be submitted after the acceptance of passivation or extraordinary passivation, the termination of the legal status via NEPTUN System within 30 days before the termination of the contract, in the cases specified in paragraphs (2a), (2b) and (2d), until the last day of the semester in which the admission takes place. The application deadline is subjected to forfeiture.
- (5) ^{131,132}The request for reclaim of the self-financed tuition fee shall be decided by the Deputy Rector for Education on the basis of the opinion of the Director of Educational Directorate, and in agreement of the Director General for Economic Affairs.
- (6) ¹³³If the student has not obtained the minimum number of credits set out in the regulations of partial training in his/her partial training, or does not meet the obligations laid down in regulations of partial training, or fails to fulfil the conditions of the partial training programme as agreed between the student and the awarding body or the student loses his/her student status during the period of partial training abroad, the student shall repay any scholarship or grant, full or proportional part and also the fee paying tuition shall be repaid for the host institution for the semester.
- (7) ¹³⁴The service fee paid in error the student may reclaim within 30 days of the date of payment. Failure to meet the deadline for making a reclaim shall be subjected to forfeiture. The request may be submitted via NEPTUN System and will be evaluated in accordance with Section (5).
- (8) ¹³⁵The incorrectly paid dormitory fees or dormitory service charges can be reclaimed within 30 days of the date of payment. Failure to meet the deadline for making a reclaim is subject to forfeiture. The request can be submitted via NEPTUN System. The decision on the application will be made by the Chief Coordination Officer, in consultation with the

Director of the University Dormitories Directorate and with the agreement of the Chief Financial Officer.

**¹³⁶Special Rules Concerning the Obligation of Third-Country Nationals to Pay
Dormitory Fees and the Refund of Dormitory Fees**

21/A. §¹³⁷

- (1) Third-country nationals who are not Hungarian citizens and who are enrolled in a self-financed programme or admitted with an MISP scholarship shall, when applying for a place in the dormitory, pay the accommodation fee for the following full semester in advance.
- (2) For admitted applicants or students referred to in paragraph (1), the competent head of the dormitory of the MATE University Dormitories Directorate may issue a certificate of accommodation only if the student has paid the full accommodation fee for the following semester in advance.
- (3) If the legal relationship entitling the student referred to in paragraph (1) to occupy a place in a student residence hall is terminated, the student may request a refund of the pro rata portion of the accommodation fee paid for the full semester. The refund shall be conditional upon the student having reported the change of accommodation, within 3 days of the occurrence thereof, to the regional directorate of the National Directorate-General for Aliens Policing (hereinafter: "OIF") competent according to the new place of accommodation via the Enter Hungary platform (<https://enterhungary.gov.hu>), and having reported the new place of accommodation (place of residence) to the competent student administration unit of the Directorate of Education according to the place of instruction within 5 working days of the notification of the new accommodation to the OIF, by presenting the OIF accommodation certificate, and provided that the new residential address has been entered into the NEPTUN TR system. A further condition for requesting the refund shall be a declaration by the student confirming the termination of their residence in the student residence hall. The refund of the pro rata portion of the accommodation fee may be requested within 30 days of the notification of the change of accommodation to the OIF. The request shall be decided by the Director General for Coordination, with the consent of the Director General for Finance and based on the opinion of the Director of the MATE University Dormitories Directorate.
- (4) If an admitted applicant or student referred to in paragraph (1) does not move into the dormitory, they may request a refund of the amount of the accommodation fee paid for the full semester less one month's accommodation fee. The deadline for submitting the request shall be 30 September in the autumn semester and 28 February in the spring semester. The head of the dormitory shall notify the OIF of the fact that the student has not moved into the accommodation. The request shall be decided by the Director General for Coordination, with the consent of the Director General for Finance and based on the opinion of the Director of the MATE University Dormitories Directorate.
- (5) Where, in the case of a foreign national applicant admitted through the institutional admission procedure to a self-financed programme or admitted with an MISP scholarship, it is established that the applicant submitted or used a false document to the immigration authority during the admission procedure or in connection with the visa application, the accommodation fee paid for the semester shall be non-refundable.

Exemptions and discounts for payment of service fees

22. §

- (1) The student may request the following options to fulfil obligation to pay service fees
 - a) exemption,
 - b) in installments or
 - c) postponed payment.
- (2) ^{138,139}On the basis of the student's request for payment concession, the Educational Directorate shall prepare the decision on which the Vice-Rector for Education and International Relations makes the decision in agreement of the Director General for Economic Affairs based on this regulation. The application shall be submitted in NEPTUN System within 30 days after the payment deadline. Only one discount specified in paragraph (1) can be applied for each fee item.
- (3) ¹⁴⁰The student may be entitled to installment payments on a social basis according to the Section 4 (2) of the Government Decree (tuition, dormitory fees) or be allowed to make a postponed payment.
- (4) Based on academic performance the student may be exempted from payment obligations provided for in the Section 5 of these Regulations (service fees).
- (5) ¹⁴¹
- (6) No exemption from payment, payment in installments or postponed payment may be granted according to the section 4 (5) of the Government Decree (default and late payment or on the basis of community activities).
- (7) ¹⁴²The decision on the exemption or reduction of the payment obligation and the communication about it shall be made in accordance with Section 4 (7) § of the Government Decree.

¹⁴³Exemptions and Discounts from Dormitory Fee Payment

22/A. §

- (1) To fulfill their dormitory fee payment obligation, a student may request:
 - a) exemption,
 - b) installment payment discount, or
 - c) deferment.
- (2) A student may be exempted from the obligation to pay the dormitory fee due to their social situation if they are disadvantaged, orphaned, a family breadwinner, or their guardianship ended due to reaching majority age.
- (3) Decisions on applications under paragraph (2) are made by the Rector following the recommendation of the dormitory director, support and opinion of the dormitory manager, and with the agreement of the Chief Financial Officer.
- (4) Deferment or installment payment of the dormitory fee may be permitted on social grounds. Decisions are made by the Rector based on the recommendation of the dormitory director and dormitory manager, with prior agreement of the Chief Financial Officer.

- (5) Applications under this section must be submitted through the NEPTUN TR system. The deadline for submitting applications under paragraphs (2) and (4) is October 15 for the autumn semester and March 15 for the spring semester. Decisions on received student applications must be made within 15 days after the submission deadline.

7. PROCEDURAL PROVISIONS

Submission and assessment of applications for grants

23. §

- (1) The student shall submit an application for grants in accordance with the provisions of this section as a general rule through NEPTUN System or in accordance with the rules for grants and applications. Grants based on own income, fundings or external donations or contributions, applications shall be carried out in accordance with the call for proposals of the source of funding. These scholarships shall be decided in accordance with Appendix 5.
- (2) ¹⁴⁴The entitlements and conditions of the grants which may be awarded by the University to the student shall be determined in advance for a period of one academic year and shall be published on the website [according to Government Decree Section 11, point (1)].
- (3) ¹⁴⁵A student may submit an application/request for regular social scholarship or extraordinary social scholarship by the deadline specified in the call for applications issued by the EDJB, or upon the occurrence of an extraordinary event. The EDJB decides on the regular social scholarship, basic support, and housing-related social scholarship by the deadline specified in the relevant call for applications at the beginning of the academic semester, and decides on the extraordinary social scholarship (aid) as needed, but at least once a month. Missing the application deadline for the regular social scholarship, basic support, and housing-related social scholarship results in the forfeiture of the right to apply.
- (4) The student shall be informed on the decisions of the Student Welfare Committee in writing via NEPTUN System. In all cases the decision shall be accompanied by the reasons for the decision and by a statement of the right of appeal. In the notification the student's attention shall be drawn to the rules of procedure based on infringement and those based on fairness.

¹⁴⁶Rules for payment of scholarships

24. §

- (1) ¹⁴⁷Performance-based scholarships, regular social scholarships, the institutional part of the Bursa Hungarica scholarship, national higher education scholarships, doctoral scholarships, and other scholarships are paid monthly to the student, unless otherwise specified. Basic support scholarships are paid once per semester. For normative-based scholarships (except in the first month of the semester), the university must ensure the transfer to the student's bank account by the 10th day of the current month at the latest. For non-normative scholarships, the first payment must be made within 5 working days after the scholarship is granted, and subsequent monthly payments by the 10th day of each month. For public life, advocacy scholarships, and non-regular scholarships, the transfer must be made within 5 working days after the decision. The detailed procedures are included in the University's Financial Regulations.
- (2) The performance-based and social scholarships, the doctoral scholarships and other scholarships may only be awarded as financial assistance to eligible students.

Administrative, financial, controlling and reporting obligations

25. §

- (1) ¹⁴⁸The financial, accounting and record-keeping rules for the Hungarian state (part) scholarship, the dormitory costs, self-finance and other service fees are set out in the University's Financial Regulations.
- (2) ⁻¹⁴⁹
- (3) In all cases the use of the revenues from self-financed tuition fees shall be carried out in accordance with the Nftv., the Government Decree and the University's regulations.
- (4) The implementation of the provisions of these Regulations shall be a priority task of the internal audit.

Providing information

26. §

- (1) The scholarship awarding body shall inform the students about the opportunities on Hungarian state (partial) scholarships, exemptions, self-financed tuition payment obligations in accordance with the law and these Regulations.
- (2) The forms of providing information may include:
 - a) The institution shall publish an educational booklet every academic year which shall include all changes that come into force in the following academic year;
 - b) ¹⁵⁰the present Regulations which shall be made available on the website of the University;
 - c) ¹⁵¹on the website of the University or Educational Directorate; and
 - d) in NEPTUN SYS.

Use of self-financed tuition and other fees

27. §

- (1) The amount paid by the students as tuition fee shall constitute the operating revenue of the University.
- (2) ¹⁵²The amount collected from the tuition and other fees paid by students shall be used as follows considering the University's Financial Regulations:
 - a) to increase the scholarship budget;
 - b) for social support;
 - c) for development purposes;
 - d) for operating expenditures;
 - e) for supporting public education and sports activities;
 - f) for supporting the Student Union.
- (3) The amounts that may be used for the purposes set out in Section 2 shall be decided by the Rector, with the agreement of the General Director of Finance, on a proposal from the

Student Welfare Committee, and shall be implemented annually once a year in writing to the Student Union and to the Senate.

Decisions and remedy opportunities

28. §

- (1) ¹⁵³The University informs the student on its decisions regarding through NEPTUN System in writing by electronic means. Communication made in this manner shall be deemed to constitute written communication, and the document shall be deemed to have been served on the first day following the date of dispatch.
- (2) ¹⁵⁴The student shall be informed on the University's decisions or actions or failure to take action (hereafter the decision) and the student can appeal against the decision within fifteen days of the date of the notification or after becoming aware of the decision subject to the provisions of Sections (3).
- (3) ¹⁵⁵The student shall have the right to appeal against all decisions concerning his/her financial support, allowances, tuition in accordance with Sections 10 point (3).
- (4) Finality of decisions:
 - a) the first instance decision is final if the time limit for appeal has expired without result; or the student has waived the right to submit an appeal,
 - b) the decision of the second instance becomes final upon notification.
- (5) ¹⁵⁶The final decision of second instance may be appealed by the student in an administrative lawsuit in accordance with Section 58 (1)-(2) of the Nftv. The application shall be lodged with the tribunal of the place of residence, but has to be addressed to the Hungarian University of Agricultural and Life Sciences (2100 Gödöllő, Páter Károly u. 1.) or sent by registered post.

8. PERFORMANCE-BASED SCHOLARSHIPS

Study scholarships

29. §

- (1) Study scholarships may be granted to students as defined in Section 10 (3) of the Government Decree. In the case of a parallel legal status the provisions of Section 10 (8) of Government Decree shall apply.
- (2) The study scholarship shall be granted in accordance with the provisions of Section 13 of the Government Decree as follows under the following conditions:
 - a) The amount of the scholarship is based on the student's academic performance (scholarship average) and it shall stimulate student's work.
 - b) The scholarship shall be awarded on the basis of the average per majors or for smaller groups of majors (homogeneous groups) in case of courses with a smaller number of student.
 - c) The monthly amount of the scholarship and the distribution of the scholarship shall be decided by the University's Student Welfare Committee in accordance with its own rules of procedure.

- d) Scholarships shall be awarded on the basis of the average of 0,01 units per academic year in the training places and shall be calculated in such a way that students receive the same amount of scholarship in the same training or in homogeneous group of students for the same academic results.
- (3) The average scholarship at the University is calculated on the basis of the last active semester before the semester in question according to the following formula: The scholarship average is calculated as the sum of the credits and the marks of the courses taken during the semester times the number of credits taken.

$$\text{Scholarship average} = \frac{\Sigma(\text{credit of the subject} \times \text{grade of the subject})}{\Sigma \text{ credit taken}}$$

- (4) ¹⁵⁷With a fail mark or an entry "examination not taken" or "not appeared" shall be counted as zero mark in the average scholarship calculator, with the exception to this rule if the student does not appear for the examination and is marked with a "not appeared" or "not appeared with justification" entry in which case it will be recorded in the counter with the last pass mark and credit value for the subject in question.
- (5) Into the average of the grades which the student earned in additional (parallel) training at other higher educational institutions or in internal parallel training or in previous studies shall not be counted.
- (6) ¹⁵⁸Courses taken as part of the visiting student status regardless of whether the student completed these courses at a higher educational institution at home or abroad shall be included in the average value of the scholarship as if they have been completed at the University with the credit value and merit points approved by the institutional Credit Transfer Committee.
- (7) Those subjects are not included in the average scholarship for Master's degree students which were considered during the higher education admission procedure in the framework of the preliminary credit recognition procedure, in the credits completed during previous studies - as a condition of admission in addition to the credits required for the award of the Master's degree courses to be taken in parallel with the training leading to the award of the Master's degree.
- (8) To be eligible for a scholarship, when the last semester preceding the semester in question in which the scholarship is awarded he/she has completed the minimum of 24 credits. The Student Welfare Committee may derogate from this rule regarding the thesis but in these cases the minimum number of credits cannot be less than 90% of the number of credits foreseen for the semester by the model curriculum.
- 9) The monthly amount of the study grant may not exceed 50% of the student normative. The scholarship is decreased by 0.01 below the maximum scholarship average. The amount of the reduction per hundredth shall be rounded to whole HUF.
- (10) The minimum rate of the scholarship is 5% of the student normative.
- (11) Scholarships may be awarded only from an average 3.00 for a student with active student status.
- (12) ^{159,160}The amount available for scholarships for homogeneous groups of students (courses or group of courses as defined in Section (2) b) is divided up on a pro rata basis. Homogeneous groups of students are made up of groups of courses or similar courses per level of training. Higher education vocational training programmes may be classified into a homogeneous group corresponding to the field of study of the relevant higher education

vocational training programme. In Master's programmes the homogeneous groups may be common to each field of study. Homogeneous groups shall be established in such a way that they include, as far as possible, at least 100 students with an active student status and government scholarships/ support. Each homogeneous groups shall be established by the Student Welfare Committee and amended as necessary. The Student Welfare Committee may on a case-by-case basis determine the proportions of students in homogeneous groups on the basis of the size and academic performance of the group. A maximum of 50% of the students in each homogeneous group may receive a scholarship.

- (13) The amount of the scholarship is decided by the Student Welfare Committee by 5 October in the autumn semester and by 5 March in the spring semester.
- (14)¹⁶¹ Students admitted to the Master's programme and enrolled for the first active semester are ranked according to the admission score for the semester and will receive 63% of one tenth of the annual student normative. The ranking by admission score shall be set up by training place and training.
- (15)¹⁶² For students transferred from another University or another major within the University with a Hungarian state (partial) scholarship the average of the credits and grades taken in the course of the first semester of admission shall be calculated on the basis defined in Section (3) during the first active semester after the transfer. The student shall be listed on the place of training or in the relevant homogeneous group.
- (16) No study scholarship may be awarded to a student:
 - a) who has received a disciplinary sanction effective in the period of disciplinary sanction;
 - b) whose student status is suspended;
 - c) who based on his/her own fault cannot complete his/her semester in the NEPTUN System during the examination period by the end of the third week following the end of semester;
 - d) whose details for the transfer of the scholarship are not recorded in the NEPTUN System.

Institutional self-financed scholarships

30. §¹⁶³

¹⁶⁴Institutional professional, scientific and public policy scholarships, sport and cultural scholarships

31. §

- (1) ¹⁶⁵The institutional professional, scientific and public policy and student representation scholarships are granted in accordance with Section 85/C ac) of the Nftv. but are not a compulsory form of support.
- (2) ¹⁶⁶Based on the authorization given in Section 10 (4) of the Government Decree the institutional, professional, scientific and public policy scholarships for students participating in full-time training can be given in the case of conditions defined in Section 32-36.

- (3) Institutional, professional, scientific, public, sports and cultural scholarships may be awarded up to a maximum of 15% of the merit-based scholarship framework for students who perform:
- a) ¹⁶⁷
 - b) professional activity, effective work as a demonstrator or representative of the year cohort; professional college activities;
 - c) mentoring activities;
 - d) public interest representation, active student Union activities;
 - e) successful sports or cultural activities.
- (4) The normative for sports and cultural activities can be used by university sports teams and also to support the activities of folk dance groups.
- (5) The student can apply for the scholarship in the NEPTUN System based on the call for proposal by fully complying with the application conditions.
- (6) The students are eligible for institutional, professional, scientific and public, sports and cultural scholarship who participate in full-time undergraduate studies, in master's programmes, higher education vocational training, undivided, state-financed or self-financed training.
- (7) In the case of parallel training at the University, the activity on which the scholarship is based can only be evaluated once.
- (8) The Student Welfare Committee decides on the award, amount and duration of the scholarship within 30 days after the end of the application period.
- (9) For the institutional professional, scientific and public scholarship the student may apply more than once in the following application periods.
- (10) No application may be submitted for university organizational positions or for work related activities if the activity was remunerated.
- (11) ¹⁶⁸The various types of the institutional, professional, scientific and public scholarship, as well as sport and cultural scholarships shall be published on the University's website which shall contain at least the following:
- a) The submission deadline for application is the 15th day dated from the announcement of the application unless the call for applications establishes a longer submission period. The detailed rules of application (place and deadline of submission and the rules of evaluation and procedure, the application form) are part of the call for proposals.
 - b) The application submitted by the student may include the activities of the application month/semester.
 - c) The application will not be evaluated if its content has already been submitted and evaluated.
 - d) ¹⁶⁹It is necessary to attach the documents as proof of activities justifying the application (certificates, description of activities).
 - e) The deadline for the submission of applications for the scholarships is within 10 days of the deadline. The Student Union will evaluate the application.

- f) The student cannot participate in the commenting and evaluation procedure who already submitted an application.
 - g) About the decision related to the application, the student shall receive a notification in writing via the NEPTUN Ssystem.
 - h) The student shall apply for the scholarship using the application template specified by the Student Welfare Committee via the NEPTUN System.
- (12) A student may not submit an application for a public advocacy or interest representation scholarship in the period of his/her study abroad or professional training abroad.
- (13)¹⁷⁰ Regulations in relation to certain types of institutional professional, academic and public policy scholarships are set out in Sections 33-35.

Scientific scholarships for students

32. §¹⁷¹

Public policy and interest representation scholarships

33. §

- (1) Public and interest representation scholarships may be awarded for the realisation of the following values:
- a) interest representation:
 - aa) activity in Student Union;
 - ab) activity in university, campus or institute committee; and
 - ac) active participation in college and other university self-organisations.
 - b) welfare, cultural, health and community life:
 - ba) voluntary work (social, health /e.g.: blood donation organisation/ etc.) and
 - bb) event organisation and management.

Scholarships for outstanding sports and cultural activities

34. §

- (1) Scholarships for outstanding sports and cultural activities may be awarded for the realisation of the values below and for the enhancement of the reputation of the University:
- a) sports activities:
 - aa) outstanding national or international achievements as a member of a sports club;
 - ab) ¹⁷²representation of the University in the field of sports;
 - b) Within the framework of outstanding artistic or cultural activity (e.g. university choir, folk dance, etc.)
 - c) participation in international or national academic competitions (except for academic student conferences).

Activity scholarships

35. §

- (1) The activity scholarship may be awarded to students who carry out activities beyond the curricular requirements on the basis of an application for a specific period or case-by-case basis. It is not a compulsory scholarship.
- (2) Eligible students for an activity scholarship are students who participate in full-time Bsc. Msc. programme, undivided or in higher educational vocational training who have (partial) state-financed scholarship/support or are self-financed/fee paying students.
- (3) ¹⁷³Activity scholarships are specifically assessed for professional academic activity in particular for demonstrator and representative of the year cohort activities or special college for which the student has not been or is not being rewarded and is not carried out in the form of employment, with the exception of Scientific Student Circle activities which cannot be assessed under this scholarship. Types of the activity scholarship are the following:
 - a) professional academic activity scholarship;
 - b) a demonstrator scholarship;
 - c) representative of the year cohort scholarship;
 - d) a scholarship for students in special college.

The scholarship is awarded through a competitive application process which may be announced by the Student Welfare Committee for the semester until the first day of the examination period in which the current semester's work is assessed and the scholarship will be awarded in a lump sum afterwards.

The detailed conditions of application are set out in the call for applications. The scholarship is awarded for one academic semester at a time. All activities of the student shall be submitted and be assessed at the same time. The deadline for submission of applications ends at the end of the second week of the examination period.

- (4) The application for a professional scientific activity shall be accompanied by the following documents from the head of the institute concerned: a professional recommendation from the institute concerned, a copy of the published Section in case of scientific publications and evidence of academic activity plus the declaration by the student that he/she receives no remuneration in connection with the activity and is not employed in connection with the activity.
- (5) A demonstrator scholarship is a grant awarded on the basis of a demonstrator's activity. The application shall be accompanied by a professional recommendation from the head of the institute concerned.
- (6) The scholarship for the representative of the year cohort may be awarded for activities carried out on behalf of the year cohort. The application shall be accompanied by a certificate from the president of the Student Union on campus confirming the the period of the activity and the completion of the activity, as well as a report from the student on the activity he/she carried out as a representative of the year cohort.
- (7) The scholarship for special college can be awarded for the members to support activities within the special college. The application shall be accompanied by the application form of the head of the department and a report from the student on the activities of the special

college. In case of an application the leader of the special college has to attach the justification of the Campus Director General.

- (8) In case of first application for activity scholarship all previous results, and thereafter only for the period since his/her previous evaluated application activity shall be taken into account for the evaluation. The application will automatically be rejected if its content has already been evaluated.
- (9) The application form for the activity scholarship shall be determined by the Student Welfare Committee and the application shall be submitted through the NEPTUN SYS.

National scholarships for higher education

36. §

- (1) ¹⁷⁴The national higher education scholarship may be awarded for a full academic year (10 months). The monthly amount of the national higher education scholarship is equal to one-tenth of the amount specified for this purpose in the budget act.
- (1a) ¹⁷⁵A student enrolled in a bachelor's, master's, or undivided program may be awarded the national higher education scholarship if they have registered for at least two semesters during their current or previous studies and have earned at least 55 credits.
- (1b) ¹⁷⁶The number of students eligible for the national higher education scholarship is 0.8% of the number of full-time students enrolled in state-funded bachelor's, master's, or undivided programs, based on the statistical data as of October 15 of the previous year, but at least one student per institution.
- (2) ¹⁷⁷The national higher education scholarship is awarded through an application process. The call for applications, including the evaluation criteria, must be published on the website of the Directorate of Education at least 30 days prior to the application deadline. Students submit their applications to the University. A condition for submitting the application is that the student must be enrolled in full-time studies at the time of submission.
- (3) ¹⁷⁸The Senate makes its decision based on Section 24 (4) of the Government Decree. Each year, by August 1, the Senate submits its recommendation to the Minister responsible for higher education (hereinafter: the Minister) for the award of the national higher education scholarship, with separate recommendations for students enrolled in bachelor's, master's, and undivided programs.
- (4) ¹⁷⁹The national higher education scholarship awarded for a given academic year may only be disbursed during that academic year. If the student's legal status as a student is terminated or suspended for any reason, the national higher education scholarship may not be disbursed to them.
- (5) ¹⁸⁰A student who has been awarded the national higher education scholarship may not be excluded from receiving the performance-based scholarship.
- (6) The principles of scoring and ranking of applications for national higher education scholarships are laid down in the Appendix 3 of these Regulations.
- (7) ¹⁸¹If, during the institutional appeal process, it is established that a student who applied for but was denied the national higher education scholarship is in fact eligible for the scholarship—meeting the conditions set out in paragraphs (1)–(5) and falling within the institutional quota—but did not receive it due to a procedural error by the university, the Minister has the authority to award the national higher education scholarship to the student

based on the University's recommendation. However, in such cases, the student may not be counted within the national higher education scholarship quota, and the scholarship must be paid to the student by the University from its student budget allocation or from its own revenues.

9. SOCIAL SCHOLARSHIPS

Assessment of the student's social situation

37. §

- (1) In order to be eligible for social scholarships, the social situation of the student shall be examined in accordance with Section 21 of the Government Decree.
- (2) The social situation of the student, with the exception of the application for an extraordinary social grant shall be examined once every academic semester in a unified manner at the institutional level. The results of the assessment shall be used both for the social scholarship and for the dormitory admission procedure, and all other socially based benefits.
- (3) The system for the detailed analysis of the student's social situation is set out in Appendix 4. The documents used to prove the social status of the student - if they are not in Hungarian - in case of Hungarian language trainings in Hungarian certified translation, in case of foreign language trainings certified in the language of the course shall be accompanied by a translation in the language of the foreign language.
- (4) The application for the student's social status assessment shall be submitted in the NEPTUN System and the assessment shall be carried out by the Student Welfare Committee with the involvement and cooperation of the Student Union in accordance with its rules of procedures.

Regular social scholarships

38. §

- (1) ¹⁸²The regular social scholarship is a benefit defined in Section 16 (1) of the Government Decree. At the beginning of each semester, the EDJB publishes a call for applications for the regular social scholarship via the website of the Directorate of Education. Applications for the regular social scholarship must be submitted through the NEPTUN system.
- (2) ¹⁸³The regular social scholarship may be awarded to full-time students participating in state-funded bachelor's, master's, undivided, higher education vocational, or doctoral programs, as well as to self-financed students who have started their studies in a state-funded training form and have not yet exhausted the number of state-funded semesters. The scholarship is granted on the condition that the student is socially needy based on their circumstances. The student who has been awarded the regular social scholarship cannot be excluded from receiving the academic scholarship support.
- (2a) ¹⁸⁴The monthly amount of the regular social scholarship cannot be less than 20% of the annual student normative, if the student is eligible for the regular social scholarship based on their social situation and the results of the social situation assessment and
 - a) is living with a disability or is in need due to their health condition, or
 - b) is multiply disadvantaged, or

- c) is a family provider, or
 - d) comes from a large family, or
 - e) is an orphan.
- (2b) ¹⁸⁵The monthly amount of the regular social scholarship cannot be less than 10% of the annual student normative, if the student is eligible for the regular social scholarship based on their social situation and the results of the social situation assessment and
- a) is disadvantaged, or
 - b) lost guardianship due to reaching majority age, or
 - c) is a ¹⁸⁶half-orphan.
- (3) ¹⁸⁷The provisions of Section (2) may be waived if the student's social situation justifies this.
- (3a) ¹⁸⁸A special form of the regular social scholarship is the regular social scholarship for housing purposes. The conditions for eligibility for the regular social scholarship for housing purposes are as follows:
- a) the student's application for accommodation in a student residence hall for the academic year concerned has been rejected;
 - b) the student resides in rented accommodation and provides evidence of the rent payable by submitting a tenancy agreement;
 - c) the score awarded to the student's application for a social circumstances assessment reaches the threshold established by the EDJB.
- (3b) ¹⁸⁹The monthly amount of the regular social scholarship for housing purposes shall be no less than 10% and no more than 20% of the annual student normative allowance.
- (4) A student shall not be eligible for a regular social grant if his/her student status is suspended.
- (5) ¹⁹⁰The Student Welfare Committee shall decide on the eligibility of the application and the amount of the grant in its rules of procedure.

Extraordinary social scholarship

39. §

- (1) ¹⁹¹The extraordinary social scholarship shall be granted upon request of the student.
- (2) ¹⁹²Students eligible for the extraordinary social scholarship include those enrolled in full-time, state-funded bachelor's, master's, undivided, higher education vocational training, or doctoral programs, as well as those self-financing students who have started their studies in a state-funded program and have not yet exhausted the number of state-funded semesters.
- (3) A student shall not be entitled to an extraordinary social grant if the student status is suspended.
- (4) The application shall be submitted in writing along with stating the reason and the official documents supporting the application. The application shall be submitted to the Student Welfare Committee via the NEPTUN system.
- (5) ¹⁹³The Student Welfare Committee shall decide on the eligibility of the application and the amount of the grant on the basis of its own rules and procedures. The payment of the scholarship must be arranged within eight working days following the decision.

Basic support

40. §

- (1) ¹⁹⁴The basic support is a legal title according to Section 85/C of Nftv. in accordance with the Section 15 of the Government decree to which the student is eligible if he/she is a first-time state scholarship recipient in full-time higher education and is a person establishing a legal relationship as a student in vocational training, bachelor's or undivided training on the occasion of first application - upon request - corresponding to 50% of the student normative, or a student is in master's programme with a state scholarship upon his/her first application - upon request – entitled to the 75% of the student normative if the student meets the conditions set out in Sections 38 (2a)-(2b) of the Government Decree.
- (2) ¹⁹⁵At the beginning of each semester, the EDJB publishes a call for applications for basic support on the Educational Directorate's website. Applications for basic support must be submitted in NEPTUN SYS following a social situation assessment.
- (3) ¹⁹⁶The Student Welfare Committee shall decide on the eligibility of the application in accordance with its rules of procedure.

Internship scholarship

41. §

- (1) An internship scholarship shall be granted on the basis of social situation for the duration of the internship of at least 6 weeks but for a maximum of one semester of study determined by the output requirements.
- (2) An internship scholarship may be awarded to a student who has completed the internship at a place other than the headquarters of the University or its premises where the student has no dormitory place and the distance between the internship place and the place of residence is at least 40 km.
- (3) The monthly amount of the internship scholarship cannot exceed 10% of the annual student normative.
- (4) ¹⁹⁷Applications for an internship grant may be submitted up to the 15th day of the month preceding the start of the internship. The student shall submit an application form specified by the Student Welfare Scholarship through the NEPTUN SYS. The application shall be accompanied by a copy of the application form accepted by the Institute, the copy of student's address card's address side only, and a copy of the internship application form and a copy of the internship training agreement signed at least by the host.
- (5) The Student Welfare Committee will decide on the application for an internship grant within 15 days of the application after submission. The internship scholarship shall be paid from the month in which the trainee starts the internship.
- (6) If the student's place of residence or the place of the internship have changed, the student shall notify the Student Welfare Committee in writing within 8 days of the change in order to review the eligibility for the placement. Failure to notify on the change or to complete the internship for reasons attributable to the student he/she shall repay the full amount of the internship scholarship.

Bursa Hungarica Scholarship for Higher Education

42. §

- (1) ¹⁹⁸The Bursa Hungarica scholarship for Higher Education (hereinafter referred to as Bursa Hungarica scholarship) is a grant pursuant to Section 18 (1) of the Government Decree.
- (2) ¹⁹⁹Students who have been granted support by the municipal government of their permanent residence within the framework of the Bursa Hungarica Higher Education Municipal Scholarship System, and who are pursuing full-time studies in bachelor's, master's, undivided, or higher-level vocational or higher education vocational training programs, are eligible to receive the Bursa Hungarica Scholarship.
- (3) When awarding the Bursa Hungarica Scholarship Section 18 (7) of the Government Decree shall be applied.
- (4) ²⁰⁰The scholarship shall be awarded in accordance with the provisions of Sections 19 (4)-(8) and Sections 20 (4)-(8) of the Government Decree and the rules for repayment are laid down in Section 20 (9).
- (5) The student's obligation to notify shall be as set out in Sections 19 (10)-(11) of the Government Decree.
- (6) ²⁰¹The municipal share of the Bursa Hungarica scholarship shall be paid to the account of the University and until the municipal share arrives the University shall advance the scholarship payments. Once the Bursa Hungarica scholarship have arrived to the account of the University the municipal share will be used to settle the scholarships paid in advance. The Student Welfare Committee will decide on the use of the pre-financed scholarships after the full or partial reimbursement of the institutional share.

Support for foreign students studying in Hungary

43. §

- (1) Pursuant to Section 39 (1c) of the Nftv. in cases specified in Section 28 of the Government Decree, the students of foreign nationality may be treated in the same way as students of Hungarian nationality therefore this section covers the ministerial scholarships specified in Section 26-27/A of the Government Decree.
- (2) The details of the scholarship for the student studying at the University under a bilateral agreement are specified in Section 26 of the Government Decree.
- (3) ²⁰²The ministerial scholarship for students at the University who have been awarded a scholarship (János Hunyadi Scholarship) in accordance with the Benefit Act, János Hunyadi Scholarship are laid down in Section 26/A of the Government Decree.
- (4) The ministerial scholarship for foreign nationals participating in self-financed or fee paying- related training is covered by Sections 27 and 27/A of the Government Decree.
- (5) ^{203,204}In the procedure for extending the scholarship period of Stipendium Hungaricum scholarship students, the decision to support the extension request is made jointly by the Vice-Rector for Education , the Director of International Relations, and the Director of Education, based on the opinion of the director of the institute responsible for the student's program. The scholarship period may be supported particularly, but not exclusively, if the student has
 - a) a maximum of 15 credits of courses remaining to complete, or

- b) only the 30-credit professional internship remaining, or
- c) the credits required for the thesis/diploma paper remaining in the program.

The University may approve an extension of the scholarship period for a maximum of one semester. The University's opinion is sent by the Department of International Academic Program to the Tempus Public Foundation.

10. DOCTORAL SCHOLARSHIPS

44. §

- (1) The doctoral scholarship is a legal title established in Section 85/C c) of the Nftv. of which details are set out in Section 14 of the Government Decree.
- (2) The doctoral student shall receive an increased amount of a scholarship from the semester following the completion of the complex examination.

11. OTHER SCHOLARSHIPS AND GRANTS

Rules for the establishment of other scholarships

45. §

- (1) ²⁰⁵In agreement with an external partner or based on another own income, grant, external donation or contribution the University may establish a scholarship. On the foundation of the scholarship shall be decided by the Senate or the Rector. Secondary school students may be eligible for such support as well.
- (2) ²⁰⁶The detailed rules governing the scholarships provided for in Section 1, in particular the conditions (submission of applications, eligibility, evaluation criteria) shall be laid down by the Senate in Appendix 5, and in the case of scholarships established by the Rector shall be laid down in instructions. Appendix 5 shall apply to the new scholarships established by the Senate.

Scholarship for supporting the university studies of top athletes

45/A. §²⁰⁷

- (1) ^{208,209}The Scholarship for the University Studies of Top Athletes (hereinafter in this section: Scholarship) who are active at the University (full-time or part-time, in higher education vocational training, bachelor's, master's degrees, undivided studies or a doctorate student or completing partial studies, whom, in addition to fulfilling the study requirements, also engage in competitive sports activities and have made a significant contribution to the success and development of sports to further the reputation of the University.
- (2) The Scholarship shall be financed from own resources, grants, in agreement with an external partner, external donations and contributions.
- (3) The terms and conditions, amount, duration, awarding, evaluation and payment of the Scholarship are set out in the Scholarship Regulations for the Support of University Studies of Young Athletes, which are adopted by the Senate and are attached to these Regulations as Appendix 5. The Rector shall issue the call for applications for the scholarship.

Teach for Hungary mentoring scholarship

45/B. §²¹⁰

- (1) ²¹¹The Teach for Hungary mentoring scholarship (hereinafter referred to as the THM Scholarship) was established by the Government and is awarded within the framework of the Teach for Hungary mentor programme (hereinafter referred to as the mentor programme) which aims to promote the social responsibility of students in higher education by providing mentoring to disadvantaged students in primary and secondary education.
- (2) ²¹²The Minister shall be responsible for the operation of the mentoring programme.
- (3) The Minister shall carry out the activities referred to in Section (2) through a body designated by the Minister (the hereinafter referred to as the "coordinating organisation") based on the agreement between the coordinating organisation and the Minister.
- (4) The coordinating organisation will involve higher education institutions in the mentoring programme through calls for proposals. The higher education institutions involved in the operation of the mentoring programme grant THM Scholarship to students participating in the mentoring programme each academic year in accordance with the rules of the mentoring scheme.
- (5) ²¹³The application for THM Scholarship shall be published 30 days prior to the deadline for applications on the University's website along with the criteria for the evaluation of applications. The application shall be submitted to the University by the student.
- (6) The THM Scholarship awarded for a given academic year shall be paid only for that academic year.
- (7) The scholarship shall be awarded to a person who
 - a) at the time of application is enrolled for the first or subsequent semester of the University,
 - b) during the entire period of the scholarship award he/she has an active student status on the educational level in accordance with the Section 3 (1) of the Nftv.
 - c) In submission of the application, the student undertakes to complete the mentoring training required as a condition for the scholarship provided by the University for free and with credit value in which the student will acquire the skills and competences related to mentoring.
- (8) If the student's student status is terminated or suspended for any reason, the scholarship shall not be paid to the student.
- (9) If the student fails to comply with the conditions for the award of the scholarship for reasons attributable to him/her, the scholarship shall be repaid to the University through the NEPTUN SYS within 8 days after the scholarship repayment was required.
- (10) At the end of the period covered by the THM Scholarship the scholarship holder shall submit a detailed report on all events and circumstances relating to the scholarship period in the manner and by the deadline specified in the call for applications to the University. The report shall include a certificate of completion.
- (11) A further application for the vacant THM Scholarship may be re-announced for the academic year.

- (12) The amount, payment and accounting rules for the THM Scholarship shall be determined and published by the coordinating organisation in the call for applications for higher education institutions and are subject to the prior approval of the Minister.

²¹⁴The Mari Törőcsik Scholarship

45/C. §

- (1) The Mari Törőcsik Scholarship is a scholarship regulated by Sections 24/F–24/J. of the Government Decree, which can be applied for by students of the University majoring in Drama.
- (2) ²¹⁵The scholarship shall be announced each academic year. The scholarship shall be reviewed by the Mari Törőcsik Scholarship Committee, and the Minister shall decide on the awarding of the scholarship.
- (3) The call for applications for the scholarship shall be published on the website of the Rippl-Rónai Institute of Arts and Theatre and shall be made available to students of Drama major via a Neptun message.

Scholarships for Hungarian citizens at state-recognised higher educational institutions abroad

46. §

- (1) ²¹⁶The student of the University is entitled to study at a foreign higher educational institution based on the regulations of Section 79 of the Nftv. and Annex 3 of the Study and Examination Regulations with regard to Part Time Study Rules for which the procedure and evaluation for scholarship application are set out in Section 25 of the Government Decree.

Scholarships for students participating in part-time training in the European Economic Area

47. §

- (1) ²¹⁷The student of the University is entitled to study at a foreign higher educational institution based on the regulations in Section 81 (3) of the Nftv. and on Annex 3 of Study and Examination Regulations regarding Part Time Study Rules for which the procedure and evaluation for scholarship application are set out in Section 35 of the Government Decree.
- (2) Failure to complete the part-time training the student is obliged to repay half of the scholarship amount. The part-time training is unsuccessful if the student does not complete the training.

12. FINAL, MISCELLANEOUS AND TRANSITIONAL PROVISIONS

Transitional provisions

48. §

- (1) Appendix 2-4 and 6 to these Regulations, which do not require a decision of the Senate shall be approved by the Vice-Rector of Education in agreement of the Student Union and the Student Welfare Committee.
- (2) The amount of the public and interest representation scholarships for each type of public activity followed by the consultation with the Vice-Rector of Education shall be adopted by the plenary assembly of the Student Union by 31 January each year and shall be sent ex officio to the President of the Student Welfare Committee.

Final provisions

49. §

- (1) The Senate of the Hungarian University of Agriculture and Life Sciences commented these Regulations and the Annexes on 1st of February 2021 and approved its content in its Resolution No 6/2021 (II.01.) by a vote of 21 in favour and 0 against.
- (2) These Regulations and the Annexes thereto were approved by the Board of Trustees of Foundation for the Hungarian University of Agriculture and Life Sciences, as Maintainer on February 1, 2021 in Resolution No 19/2021 (II.01.)
- (3) The Regulations and their Annexes shall enter into force upon their adoption, and shall at the same time Volume III.2 of the former University Code of Conduct and its Annexes shall be repealed.
- (4) ²¹⁸ -
- (5) ²¹⁹ The Senate of the Hungarian University of Agriculture and Life Sciences initiated the amendment of these Regulations on the basis of the discussions held in its meeting on 27 May, 2021 by the Resolution No 89/2021 (V.27.) at the Maintainer. The amendment of the present Regulations was approved by the Board of Trustees of the Foundation of the Hungarian University of Agriculture and Life Sciences, as Maintainer on 24 June, 2021 by Resolution No 58/2021 (VI.24.). The amendments are effective from the day following the date of the resolution.
- (6) ²²⁰ The Senate of the Hungarian University of Agriculture and Life Sciences has initiated the amendment with the Resolution of 156/2022 (VII.27.) at the Maintainer. The amendment of these Regulations were approved by the Board of Trustees of the Foundation of the Hungarian University of Agriculture and Life Sciences as Maintainer by Resolution 33/2022 (VIII.10.). The amendments are effective from the day following the date of the resolution.
- (7) ²²¹ The Senate of the Hungarian University of Agricultural and Life Sciences initiated the amendment of these Regulations with the decision of the Senate of the Hungarian Agricultural and Life Sciences University by electronic means by the Senate's resolution 37/2023 (IV.20.). The Board of Trustees of the Foundation for the Hungarian University of Agricultural and Life Sciences, as the Sustainer, approved the amendment of these Regulations on 26 April 2023 by Resolution No 14/2023 (IV.26.). The amendments shall take effect from the day following the date of the resolution or from the later date indicated in certain sections.

- (8) ²²²The Senate of the Hungarian University of Agricultural and Life Sciences shall approve the amendment of the present Rules of 155/2023 (X.04.) of the Board of the Hungarian University of Agricultural Sciences. These Regulations the Board of Trustees of the Foundation for the Hungarian University of Agricultural and Life Sciences, as on 14 November 2023 by its Resolution No 54/2023 (XI.14.). An amendments shall take effect from the day following the date of the resolution.
- (9) ²²³The Senate of the Hungarian University of Agricultural and Life Sciences initiated the amendment of these Regulations with the Resolution 1/2024 (II.07.). The Board of Trustees of the Foundation for the Hungarian University of Agricultural and Life Sciences, as the Maintainer, approved the amendment of these Regulations on 16 February 2024 by Resolution No 8/2024 (II.16.). The amendments are effective from the day following the date of the resolution.
- (10) The amendment of this Regulation was initiated by the Senate of the Hungarian University of Agriculture and Life Sciences with resolution number 62/2025 (V.21.) at the Maintainer. The amendment of this Regulation was approved by the Board of Trustees of the Hungarian University of Agriculture and Life Sciences Foundation, as the Maintainer, by resolution number 31/2025 (VII.07.). The amendments shall take effect from July 1, 2025.
- (11) The amendment to these Regulations was proposed to the Maintainer by the Senate of the Hungarian University of Agriculture and Life Sciences by Resolution No. 5/2026 (I. 30.). The amendment to these Regulations was approved by the Board of Trustees of the Foundation for the Hungarian University of Agriculture and Life Sciences, acting as the Maintainer, by Resolution No. 11/2026 (III. 16.). The amendments shall enter into force on 17 March 2026.
- (12) The amendment to these Regulations was adopted by the Senate of the Hungarian University of Agriculture and Life Sciences by Resolution No. 128/2026 (VIII. 27.) and shall enter into force on the day following the date of adoption of the Resolution.

Gödöllő, 27 August 2026

Dr. Csaba Gyuricza
Rector, President of the Senate

Annexes:

1. Service fees for students
2. Arrangements for allocating the resources available for student allowances

Appendices:

1. Dormitory fees for the actual academic year
2. Unified score system for dormitory admission
3. Assessment system for national higher educational scholarship applications
4. Detailed analysis and scoring system for the social situation survey
5. Other scholarships:
 - a) ²²⁴_
 - b) ²²⁵_
 - c) Bonafarm Scholarship
 - d) Cooperative Vocational Training Scholarship

- e) ²²⁶_
- f) ²²⁷_
- g) ²²⁸_
- h) ²²⁹_
- i) ²³⁰Regulations for the Support of University Studies of Top Athletes
- j) ²³¹Imre Dimény Scholarship
- k) Foundation scholarships
- l) Foundation Doctoral Scholarships
- m) RAGT scholarships
- n) Talentis scholarships
- o) ²³²MATE Supplementary Doctoral Scholarship
- p) ²³³HÓD-Agronomist Scholarship
- q) ²³⁴MATE Excellence Doctoral Scholarship
- r) ²³⁵NAGISZ Scholarship
- s) ²³⁶ABZ Drone Scholarship
- sz) ²³⁷ABZ Innovation Scholarship
- t) ²³⁸MISP Scholarship
- 6. ²³⁹_

¹ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

² Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

³ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

⁴ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

⁵ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

⁶ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

⁷ A cumulatively disadvantaged student is a person who has been the subject of the Protection of Children and Guardianship Administration Act (2) of Act XXXI of 1997 and who is considered as such pursuant to Section 67/A(3) by the guardianship authority in assessing the entitlement to regular child protection benefits on request - in a separate decision, for a period of the same duration as the entitlement to regular child protection benefit determines the disadvantaged or cumulatively disadvantaged status or the age of majority of the child.

⁸ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

⁹ A disadvantaged student is a person as defined by the law in the Protection of Children and Guardianship Administration Act XXXI of 1997 (Section 67/A (1)).

¹⁰ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹¹ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), the deletion effective from 1 July 2025.

¹² Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹³ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹⁴ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹⁵ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹⁶ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹⁷ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹⁸ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

¹⁹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²⁰ Inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.

²¹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²² Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²³ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²⁴ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²⁵ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²⁶ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²⁷ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²⁸ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

²⁹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

³⁰ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

³¹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

³² Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

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- ³³ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), the deletion effective from 1 July 2025.
- ³⁴ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), the deletion effective from 1 July 2025.
- ³⁵ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ³⁶ Inserted by decision of the Board of Trustees No 7/2024, effective from 17 February 2024.
- ³⁷ Inserted by decision of the Board of Trustees No 7/2024, effective from 17 February 2024.
- ³⁸ Amended by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ³⁹ Inserted by decision of the Board of Trustees No 7/2024, effective from 17 February 2024.
- ⁴⁰ Inserted by Resolution No. 11/2026 (III. 16.) of the Board of Trustees, effective as of 17 March 2026.
- ⁴¹ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ⁴² Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁴³ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), the deletion effective from 1 July 2025.
- ⁴⁴ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁴⁵ Amended by the Resolution No 33/2022 (VIII.10.) of the Board of Trustees, in force from 11 August 2022.
- ⁴⁶ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ⁴⁷ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁴⁸ Inserted by the Resolution No 33/2022 (VIII.10.) of the Board of Trustees, effective from 11 August 2022.
- ⁴⁹ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁵⁰ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁵¹ Inserted by decision of the Board of Trustees No 7/2024, effective from 17 February 2024.
- ⁵² Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁵³ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁵⁴ Amended by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ⁵⁵ Amended by the Resolution No 33/2022 (VIII.10.) of the Board of Trustees, in force from 11 August 2022.
- ⁵⁶ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁵⁷ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
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- ⁵⁹ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶⁰ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), the deletion effective from 1 July 2025.
- ⁶¹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶² Amended by Resolution No 33/2022 (VIII.10.) of the Board of Trustees, in force from 11 August 2022.
- ⁶³ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶⁴ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶⁵ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶⁶ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶⁷ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶⁸ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁶⁹ The content of the paragraph has been incorporated into other regulations.
- ⁷⁰ Deleted by Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ⁷¹ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), the deletion effective from 1 July 2025.
- ⁷² Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁷³ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁷⁴ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁷⁵ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁷⁶ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁷⁷ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁷⁸ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁷⁹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸⁰ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸¹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸² Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸³ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸⁴ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸⁵ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸⁶ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸⁷ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸⁸ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁸⁹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹⁰ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹¹ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹² Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

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- ⁹³ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹⁴ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹⁵ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹⁶ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹⁷ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹⁸ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ⁹⁹ Deleted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ¹⁰⁰ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ¹⁰¹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁰² Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁰³ Amended by Resolution 54/2023 (XI.14.) of the Board of Trustees, effective from 15 November 2023.
- ¹⁰⁴ Inserted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ¹⁰⁵ As clarified by Resolution of the Board of Trustees No 8/2024 (16.II.), in force from 17 February 2024.
- ¹⁰⁶ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁰⁷ Inserted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ¹⁰⁸ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁰⁹ Inserted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ¹¹⁰ Inserted by Resolution of the Board of Trustees No. 54/2023 (XI.14.), effective from 15 November 2023.
- ¹¹¹ Inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹¹² Inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹¹³ Amended by Resolution of the Board of Trustees No. 54/2023 (XI.14.), effective from 15 November 2023.
- ¹¹⁴ Amended by Resolution 54/2023 (XI.14.) of the Board of Trustees, effective from 15 November 2023.
- ¹¹⁵ Amended by Resolution 54/2023 (XI.14.) of the Board of Trustees, effective from 15 November 2023.
- ¹¹⁶ Inserted by Resolution No. 11/2026 (III. 16.) of the Board of Trustees, effective as of 17 March 2026.
- ¹¹⁷ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ¹¹⁸ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ¹¹⁹ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹²⁰ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹²¹ The title was amended by Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ¹²² Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹²³ Amended by Senate Resolution No. 128/2026 (VIII. 27.), effective from 28 August 2026.
- ¹²⁴ Inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹²⁵ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
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- ¹²⁷ Inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹²⁸ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ¹²⁹ Inserted by Resolution No. 11/2026 (III. 16.) of the Board of Trustees, effective as of 17 March 2026.
- ¹³⁰ Inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹³¹ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ¹³² Amended by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹³³ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹³⁴ Inserted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ¹³⁵ Inserted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ¹³⁶ The subheading was inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹³⁷ The section was inserted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ¹³⁸ Amended by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ¹³⁹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴⁰ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴¹ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴² Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴³ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴⁴ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴⁵ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴⁶ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴⁷ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴⁸ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁴⁹ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁵⁰ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ¹⁵¹ Amended by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.

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- ²¹⁰ Inserted by the Resolution of the Board of Trustees No 14/2023 (26.04.2023), effective from 27 April 2023.
- ²¹¹ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²¹² Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²¹³ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²¹⁴ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²¹⁵ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²¹⁶ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²¹⁷ Clarified by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²¹⁸ Deleted by Senate Resolution No. 128/2026 (VIII. 27.), effective as of 28 August 2026.
- ²¹⁹ Inserted by the Resolution of the Board of Trustees No 58/2021 (24.VI.VI.), effective from 25 June 2021.
- ²²⁰ Inserted by Resolution No 33/2022 (VIII.10.) of the Board of Trustees, effective from 11 August 2022.
- ²²¹ Inserted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ²²² Inserted by the Resolution of the Board of Trustees No 14/2023 (26.4.2023), effective from 27 April 2023.
- ²²³ Inserted by the Resolution of the Board of Trustees No 8/2024, effective from 17 February 2024.
- ²²⁴ Deleted by Resolution of the Board of Trustees No 8/2024 (16.II.), the cancellation is effective from 17 February 2024.
- ²²⁵ Deleted by Resolution of the Board of Trustees No 8/2024 (16.II.), the cancellation is effective from 17 February 2024.
- ²²⁶ Deleted by Resolution of the Board of Trustees No 8/2024 (16.II.), the cancellation is effective from 17 February 2024.
- ²²⁷ Deleted by Resolution of the Board of Trustees No 8/2024 (16.II.), the cancellation is effective from 17 February 2024.
- ²²⁸ Deleted by Resolution of the Board of Trustees No 8/2024 (16.II.), the cancellation is effective from 17 February 2024.
- ²²⁹ Deleted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²³⁰ Inserted by the Resolution of the Board of Trustees No 58/2021 (24.VI.VI.), effective from 25 June 2021.
- ²³¹ Adopted by the Senate by resolution 266/2021 (VIII.18.), effective from 19 August 2021.
- ²³² Inserted by the Resolution of the Board of Trustees No 8/2024, effective from 17 February 2024.
- ²³³ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²³⁴ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²³⁵ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²³⁶ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²³⁷ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²³⁸ Inserted by Board of Trustees Resolution No. 31/2025 (VII.07.), effective from 1 July 2025.
- ²³⁹ Deleted by Resolution of the Board of Trustees No 8/2024 (16.II.), the cancellation is effective from 17 February 2024.