

Service Fees, Annex to Regulation on Student Fees and Benefits
(Part III.2 of the Rules for Organisation and Operation)

Table of Service Fees for the Academic Year 2020/2021

valid from 24 August 2020

No.	Fee description	Fee amount (Ft)
I.1.	Failure to upload or provide the mandatory data required by the Higher Education Information System (abbreviation in Hungarian: FIR) to the Neptun Education Administration System (following two Neptun reminders). In case of further failure to upload/provide the data, the fee can be charged every month. The amount charged again is twice as much as it was in the previous month.	3 000
I.2.	Failure to upload or provide the mandatory data (not required by FIR) to the Neptun (following two Neptun reminders). In case of further failure to upload/provide the data, the fee can be charged every month. The amount charged again is twice as much as it was in the previous month.	3 000
I.3.	Certificate in English (other)	5 000
I.4.	Application for transfer (from another higher education institution)	10 000
I.5.	Loss of the ID card validation sticker (in case the student ID card was lost)	3 500
I.6.	Ornate diploma (Faculty of Law)	18 500
I.7.	Ornate diploma (in foreign language)	9 000
I.8.	Registration for lecture, seminar, consultation, practice, field practice for the 2. time (valid from 1 September 2014)	2 000
I.9.	Registration for lecture, seminar, consultation, practice, field practice for the 3. time (valid from 1 September 2014)	2 500
I.10.	Registration for lecture, seminar, consultation, practice, field practice for the 4. time, only with dean's equity (valid from 1 September 2014)	5 500
I.11.	Fee for a course taken/completed in addition to the required credits, in case of self-funded students who started their studies after 1 September 2009.	Tuition fee /30 credits multiplied by the number of credits of the course(s) taken
I.12.	Fee for a course taken/completed in addition to the required credits, in case of self-funded students who started their studies before 1 September 2009.	Tuition fee /30 credits multiplied by the number of credits of the course(s) taken
I.13.	Fee for passive semester(s) set ex-officio by the registrar. It is payable by the student before registration for the next active semester (according to the number of passive semesters)	6 375
I.14.	Fee for a language course taken, but not completed by the student	5 000 Ft/month; altogether 5 months/semester
I.15.	Call for correcting deficiencies beyond 8 days in proceedings initiated by the student	3 800
I.16.	Fee for a retake exam requested by the student	2 500
I.17.	Certificate of education (in Hungarian) differing from the certificate printed out from the Neptun Education Administration System or from the form of the National Health Insurance Fund of Hungary	1 000

Service Fees, Annex to Regulation on Student Fees and Benefits
(Part III.2 of the Rules for Organisation and Operation)

I.18.	Certificate of education (in foreign language) differing from the certificate printed out from the Neptun Education Administration System or from the form of the National Health Insurance Fund of Hungary	2 000
I.19.	Certificate of education, credit certificate, performance sheet (registration book extract) for individuals no longer having student status (in English)	4 500
I.20.	Certificate of education, credit certificate, performance sheet (registration book extract) for individuals no longer having student status (in Hungarian)	3 800
I.21.	Certificate of education (in English)	2 000
I.22.	Change of the student status after the FIR-OSAP statistical report (15 October, 15 March); subsequent passivation (except force majeure)	6 375
I.23.	Late (more than 8 days) submission of a certificate (required for an internship, for establishing another student status or for the completion of the academic requirements (within 8 days)	1 500
I.24.	Late (more than 8 days) submission of a certificate (required for an internship, for establishing another student status or for the completion of the academic requirements beyond 8 days)	3 500
I.25.	Fee for unexcused absence from an examination	4 500
I.26.	Fee for courses taken in addition to the free credits in case of state-supported students or those funded through a Hungarian state scholarship who started their studies after 1 September 2009	Tuition fee/30 credits multiplied by the number of the credits of the course(s)
I.27.	Fee for courses taken in addition to the free credits in case of state-supported students or those funded through a Hungarian state scholarship who started their studies before 1 September 2009	Tuition fee/30 credits multiplied by the number of the credits of the course(s)
I.28.	Fee for a repeated exam, basic exam, comprehensive exam, final exam – 3. and further examination(s)	4 500
I.29.	Application for preferential study order (except ERASMUS students)	4 500
I.30.	Fee for forms used for the 2 nd or further issue of study documents	5 000
I.31.	Request for adding a course without fulfilment of the prerequisite	3 800
I.32.	Request for adding a course and its prerequisite in the same semester	3 800
I.33.	Late payment of the residence hall fee (within 15 days)	1 800
I.34.	Late payment of the residence hall fee (beyond 15 days)	3 900
I.35.	Residence hall fee for guests (provided that the fee is to be paid through the Neptun joint account of the student who lives in the residence hall of the university)	2 500
I.36.	Late payment of the tuition fee	10% of the tuition fee but not more than 10 000
I.37.	Credit transfer request; (per request) (except ERASMUS students)	4000
I.38.	Replacement of the registration book	5 000
I.39.	Duplicate of the registration book in Hungarian (500,-Ft/page)	500
I.40.	Certificate in Hungarian (other)	3 000

Service Fees, Annex to Regulation on Student Fees and Benefits
(Part III.2 of the Rules for Organisation and Operation)

I.41.	Request for equity	2 000
I.42.	Application for changing the study programme, the work schedule or the location of the training	10 000
I.43.	Language course (26 § (5) of the Academic and Exam Regulation) reduced fee per semester	10 000
I.44.	Request for the acceptance of a degree for studying at the university	5 000
I.45.	Contribution to the costs of the graduation ceremony	6 375
I.46.	Official copy / duplicate of the diploma	10 000
I.47.	Diploma supplement in English for students who took their final exam between 1 July 2003 and 1 March 2006	10 000
I.48.	Diploma supplement in Hungarian and in English for students who took their final exam before 1 July 2003	50 000
I.49.	Diploma supplement in Hungarian and in English for students who took their final exam before 1 March 2006	5 000
I.50.	Application for passive semester after the registration period (in case the student has failed to register for passive semester in the Neptun during the registration period, as defined in 37 § (2) of the Academic and Exam Regulation	4 000
I.51.	Late submission of the thesis work	3 800
I.52.	Application for changing the thesis topic and/or the consultant/supervisor	4 100
I.53.	Late submission of the application for thesis topic	3 800
I.54.	Application for changing the specialisation/minor/module for the 2 nd time	5 000
I.55.	Late registration for the specialisation/minor/module	5 000
I.56.	Fee for renting the robe for the graduation ceremony	5 000
I.57.	Fee for the courses taken by guest students according to 31.§ of the Academic and Exam Regulation	tuition fee /30 credits multiplied by the number of credits of the course(s) taken
I.58.	Late enrolment / late registration in Neptun	4 200
I.59.	Application for subsequent invoicing	5 000
I.60.	Subsequent subject registration (adding or dropping a subject)	4 500
I.61.	Student administration outside the official office hours	3 000
I.62.	Application for an exam outside the examination period (except ERASMUS students or in case of force majeure)	5 000
I.63.	Withdrawal of the final exam application within 48 hours, or the absence from the final examination (except health reasons or for majeure which must be certified within 5 days)	5 000
II.	<i>Fees relating to doctoral programmes</i>	
II.1.	Admission fee (in case of doctoral programmes according to the applicable laws)	9 000
II.2.	Fee for diploma duplicate	0,1 x the amount of the current minimal wage

Service Fees, Annex to Regulation on Student Fees and Benefits
(Part III.2 of the Rules for Organisation and Operation)

II.3.	Application for doctoral degree acquisition procedure in Hungarian after termination of the student status	2,0 x a the amount of the current minimal wage
II.4.	Application for doctoral degree acquisition procedure in a foreign language after termination of the student status	3,0 x a the amount of the current minimal wage
II.5.	Application for doctoral degree acquisition procedure in Hungarian in individual training	1,0 x the amount of the current minimal wage
II.6.	Application for doctoral degree acquisition procedure in a foreign language in individual training	1.000 USD
II.7.	Fee for naturalisation of a doctoral degree	0,5 x the amount of the monthly state doctoral scholarship
II.8.	Reclassification of a candidate's degree to a PhD degree (together with a diploma)	0,5 x the amount of the monthly state doctoral scholarship
III.	<i>Fees concerning LLM study programme¹</i>	
III.1.	Application fee for LLM study programme	100 EUR

¹ For foreign citizens according to 44 § (2) of Government Decree 423/2012. (XII. 29.)