

**Fees for the academic year 2021/2022**  
Effective from 1<sup>st</sup> August 2021<sup>1</sup>

nr.	claim	amount (HUF)
1.	Missing an administrative deadline	3 500
2.	Issuing study certificates from Neptun *	1 000/copy
3.	Issuing study certificates out of Neptun *	2 000/page, max. 10 000
4.	Re-issuing the diploma or diploma supplement **	10 000 (+ 3 000 for postage stamp**)
5.	Issuing a new diploma due to registry data change	10 000
6.	Missing the deadline of a payment obligation (late fee)	3 500
7.	Changing the deadline in case of payment obligations by the Quaestura Student Service Office	1 000
8.	Request for transferring from another university	8 000
9.	Course enrolment fee after the course registration period	3 000/course
10.	Failing to provide an official document of a completed internship, or providing the document late due to the student's mistake (except for teacher training falling under Nftv.)	3 500
11.	Second retake exam (third exam from a course in the same exam period)	3 500
12.	Absence from an exam without an official document	3 500
13.	Submission of a new thesis/portfolio due to receiving a failed grade or plagiarism	10 000
14.	Retaking the final exam due to a failed grade, or absence from the exam (except if the student has not obtained his/her absolutorium until the final examination), or not having a valid withdrawal	10 000
15.	Second course enrolment	3 000/course
16.	Enrolment on a course for the third or more time	7 000/course
17.	Fee of reorganising the training in case of disciplinary pedagogical training or cohesive independent pedagogical training	12 000
18.	Unnecessary course enrolment	3 000/course
19.	Re-validation of the same student ID in the same semester	3 500
20.	Mailing a new or validated student ID as priority or registered letter	1 200

<sup>1</sup> Accepted by the Senate of ELTE with the Act No. LXXII/2021. (V. 19.).

nr.	claim	amount (HUF)
21.	Mailing the certificate replacing the temporary student card from 1 January 2012 as a priority letter	1 000
22.	Mailing the Neptun code and password as a priority letter	1 000
23.	Mailing the student status certificate as a priority letter	1 000

**\* Documents to be issued free of charge:**

- The first copy of certain certificates related to the study programme or obtainment procedure
- The diploma and diploma supplement after the termination of the legal status (for former students as well)
- Every student status certificate during the legal status of the student
- One certified copy per semester of the datas of the registered courses (name, code, name of the teacher, credits, requirements, hour/week) and the datas of the completion of the semester on a programme (date of completion, registered credits, completed credits, averages, credit index)
- The procedure related to the admission, the awarding of scholarships, the credit transfer, and the recognition of a certificate or diploma obtained in a foreign educational institution is free of charge as well.

\*\*Issuing a copy of the degree certificate or diploma supplement, and reissuing the diploma or diploma supplement has an extra fee of 3000 HUF that can be paid at the post office by buying a postage stamp. The postage stamp has to be attached to the request (without gluing it) that shall be submitted to the Student Affairs and Registrar's Office.