

Charges valid for the academic year 2022/2023

Valid from 1 August 2022.¹

No	Title	Fee.(HUF)
1.	Fee for missing an administrative deadline	3.500
2.	Fees for issuing academic verification forms from the Neptun system [taking into consideration exceptions laid out in Chapter 14 of Government Decree no. 87/2015. (IV. 9.)]*	1.000/copy
3.	Fees for issuing academic verification forms from a platform other than the Neptun system [taking into consideration exceptions laid out in Chapter 14 of Government Decree no. 87/2015. (IV. 9.)]*	2.000/page, max. 10.000*
4.	Issuing a duplicate degree certificate, duplicate diploma supplement, duplicate programme certificate	10.000 (+3.000 duty)
5.	Issuing a new degree certificate due to a change made in the birth certificate	10.000
6.	Missing a payment deadline (late payment fee)	3.500/item
7.	Change in the payment deadline of a fee issued by the Quaestura Office of Student Services	1.000
8.	Submission of a transfer request (students requesting transfer from another higher education institution)	8.000
9.	Registration for a subject after the expiration of the course registration period	3.500/subject
10.	Failure to submit verification of completion of training practice, or submission of the verification after the expiration of the deadline through the fault of the student (except in the case of teacher training courses subject to the Nftv.)	**
11.	Second retake exam (third exam from the same course within the same exam period)	3.500
12.	Absence from an exam without official justification	3.500
13.	Submission of a new thesis/portfolio in the case of a thesis/portfolio graded failed or rejected over plagiarism	10.000
14.	Fee payable for a repeat final exam in the case of an unsuccessful final exam, failure to show up to a final exam (except if the student has failed to obtain the pre-degree certificate until the final exam), or failure to de-register for the final exam by the specified deadline	10.000
15.	Second registration for a course ²	3.000/course
16.	Third and any additional registration for a course ³	7.000/course
17.	Fee payable for the organisation of a repeat training practice in the cases of disciplinary pedagogical training or the cohesive independent pedagogical training module	12.000
18.	Fee payable for unnecessary registration for a course	**
19.	Repeated validation of a student ID within the same semester	3.500
20.	Postage of a new or validated student ID as certified mail	1.200
21.	Postage of the verification form replacing the temporary student ID from 1 January 2012 as registered mail	1.000
22.	Postage of a Neptun ID and password as registered mail	1.000
23.	Postage of a verification form concerning the student status as registered mail	1.000

¹Senate Resolution XCIII/2022. (VI. 1.) on charges valid for the academic year 2022/2023

²To be calculated by considering earlier course registration.

³To be calculated by considering earlier course registration.

The titles above do not cover the tuition fee for self-financed students, the credit over-registration fee or library and dormitory fees. For information about those fees, students should visit the website of the faculty in question or contact their administrator (at the faculty's International/Registrar's Office), or visit the website of the library or the dormitories.

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

- the first issuance of all documents concerning the training programme and the obtainment of the doctoral degree are free of charge [Nftv.⁴ Article 81 (1) point f)], in addition:
- the first issuance of the degree certificate and the diploma supplement not issued throughout the duration of the student status are free of charge (for former students) [Vhr.⁵ Article 34 (6)];
- the issuance of all forms pertaining to a student's status with the University shall be free of charge throughout the duration of the student status [Vhr. Article 40 (7)];
- the certification of the details of subjects and curricular units registered for in a given semester (name, code, name of instructor, credit value, method of assessment, contact hours, class type, evaluation, class hours, name of instructor responsible for evaluation) and the details of the completion of a semester per programme (date of completion, number of registered credits, number of credits completed, (cumulative) weighted academic average, credit index, corrected credit index, totalised corrected credit index) shall be free of charge once per semester [Vhr. Article 41 (1) point d)]

**** Varying fees by faculties (HUF):**

Title	ÁJK	BDPK	BGGYK	BTK	GTK	IK	PPK	TÁTK	TTK	TÓK	Teacher majors regulated by Nftv.
Failure to submit verification of completion of training practice, or submission of the verification after the expiration of the deadline through the fault of the student	0	0	0	0	15.000	3.000/ week (max. 30.000)	Regulated within late submission of requests	0	0	2.000	varies by home faculty
Fee payable for unnecessary course registration	3.000/ subject	0	0	0	0	0	3.000/ subject	3.000 / subject	0	0	varies by home faculty

Information on payable duties [Itv.⁶ 2. appendix II. chapter]:

- **there is no need to pay any duty** for procedures connecting to admission, granting scholarships, transfer of credits obtained during mobility, recognition of certificates issued by a foreign secondary education institution, recognition of degree certificates or scientific degrees issued by a foreign higher education institution,
- issuing a copy of the degree certificate, diploma supplement or programme certificate is **free of charge but the student has to pay a duty** of 3 000 HUF for them.

⁴Nftv: Act CCIV of 2011 on National Higher education http://njt.hu/cgi_bin/njt_doc.cgi?docid=142941.

⁵Vhr: Government Decree 87/2015. (IV.9.) on the implementation of certain provisions of Act CCIV of 2011 on National Higher Education http://njt.hu/cgi_bin/njt_doc.cgi?docid=174936.367315.

⁶Act XCIII of 1990 on Duties http://njt.hu/cgi_bin/njt_doc.cgi?docid=13511.383647.