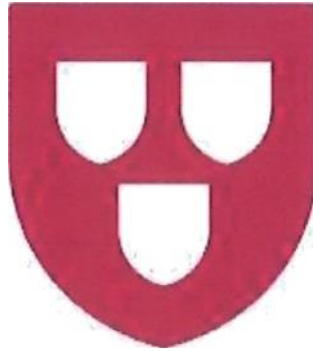


HUNGARIAN UNIVERSITY OF FINE ARTS

1871



STUDENT ALLOWANCE AND REMUNERATION RULES

Adopted by the Senate in its resolution 12/2024 (20.III.20.).


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Dr habil. István Erős DLA

Rector

In a consolidated structure with the amendments of Senate Resolution No 1/2017. (I. 18.) In a consolidated structure with the amendments of Senate Resolution No 47/2017. (VI. 20.) In a consolidated structure with the amendments of Senate Resolution No 64/2017. (IX.20) 36/2018 (X.26) with the amendments of Senate Resolution No 46/2021 (IX.28.) with amendments as per resolution

With the modifications of the structure in accordance with Decree No 14f2022 (III.16.)

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The Senate of the Hungarian University of Fine Arts (hereinafter referred to as the University) shall be governed by Act CCIV of 2011 on National Higher Education (hereinafter referred to as the Nftv.), Government Decree No. On the basis of the Government Decree No. 51/2007 (26.III.) on the allowances and certain reimbursements to be paid by students participating in higher education (hereinafter referred to as the Decree), and as part of the Organisational and Operational Rules, the following Student Allowance and Remuneration Rules (hereinafter referred to as the Rules) are established:

I. CHAPTER 1 GENERAL PROVISIONS

1. § Scope of the Rules

- (1) The scope of the Rules covers
- a) to any person who is a student (visiting student) of the University, if the University provides benefits or services to such person;
 - b) all services, benefits and payments provided by the University;
 - c) to the extent applicable to them, to all employees of the University.
- (2) The scope of the Regulations shall extend to matters not regulated by the University Doctoral Regulations with regard to students participating in doctoral studies and doctoral degree procedures at the University.
- (3) The person paying the co-payment on behalf of the student must also act in accordance with these Regulations.

2. § Interpretative provisions

1. **State-funded student:** a student enrolled in a state-funded course and a student who has been admitted to a Hungarian state (part-)scholarship course since September 2012.
2. **Reimbursement fee:** the fee paid by a student participating in a Hungarian state (part) scholarship or self-financed form of training when using the services specified in these Regulations.
3. **Period of support:** the period of study in higher education supported by a Hungarian state (part) scholarship (A person may study in higher education for twelve semesters in total in vocational training, bachelor's and master's programmes in higher education supported by a Hungarian state (part) scholarship. The period of support is up to fourteen semesters if the student is enrolled in a non-university course and the training requirements state that the training period exceeds ten semesters. In the case of studies in parallel courses with a non-teaching master's degree or an unallocated degree or in a teacher's specialisation, a professional teacher's specialisation taken after a non-teaching unallocated degree or master's degree, and in the case of studies in a teacher's specialisation as defined by Government decree which can only be taken up in a second teacher's specialisation course based on the non-teaching master's degree in the field of specialisation, the period of support may be extended by an additional two semesters.
4. **Student training contract:** a contract between the University and a student who has been admitted to a self-financed course.

5. **Student entitled to social benefit: a student enrolled in** full-time higher education vocational training, bachelor's, master's, or part-time master's degree programmes, or doctoral programmes, who is enrolled in a state-supported programme, or as a Hungarian state (part) scholarship holder, or who started his/her studies in a state-supported programme and would be entitled to participate in a state-supported programme on the basis of the number of semesters he/she has started in the given programme.
6. **Orphan:** a student under 25 years of age whose both parents or unmarried, unmarried, divorced or separated parent living in the same household have died and have not been adopted.
7. **Half-orphan:** a student under 25 years of age whose parent has died and has not been adopted.
8. **Disabled or medically needy student:** a student who, because of his/her disability, requires permanent or increased supervision or care, or who, because of his/her disability, needs regular personal and/or technical assistance and/or services, or who has lost at least 67% of his/her ability to work or has a health impairment of at least 50%, and this condition has lasted for one year or is expected to last for at least one year.
9. **Dependant:** a student with at least one child who is entitled to a care allowance under Act III of 1993 on Social Administration and Social Benefits.
10. **Large family:** a student who has at least two dependent siblings or three children, or at least two persons living in the same household as the student in addition to his/her dependent(s), whose monthly income is less than the minimum wage, or is the guardian of at least two minor children.
11. **Hungarian student abroad:** a student who is a resident abroad and who declares himself/herself to be of Hungarian nationality, including a student subject to the Preferential Treatment Act.
12. **Scholarship index: it** is used to assess the quantity and quality of academic work and is valid for one semester.

$$\text{scholarship index} = \text{performance-based grade point average} * \frac{\text{credits completed} + 30}{60}$$

where

$$\text{performance-based grade point average} = \frac{\sum \text{grade obtained} * \text{credits in the subject}}{\text{total credits taken}}$$

3. § The system of student allowances

(1) A student who has not yet completed the available period of support may participate in a course supported by a Hungarian state (part) scholarship (hereinafter: state scholarship course).

(2) Students have the right to receive allowances within certain limits, based on their financial situation, income and academic performance. The amount of each allowance is determined by the provisions of these Regulations and Annex 1.

(3) Students are entitled to the following allowances:

- a) performance-based scholarships,
- b) social-based scholarships,
- c) PhD scholarship,

d) other scholarships (prizes, awards, recognition).

(4) The University may grant the allowances provided for in paragraph 3 from the budget support granted to the University and from the University's own revenue.

(5) The entitlements, conditions and amounts of the public and institutional grants and allowances and the fees payable to students must be determined for an academic year (ten months), or twelve months in the case of doctoral students, by 30 June preceding the academic year in question.

(6) All the administrative tasks related to the scholarships are carried out by the Study Department. The Academic Affairs Department must arrange for the payment of the monthly allowances, except for the first month of the academic semester, by the 10th day of the month concerned at the latest.

(7) If the allowance cannot be transferred to the student without a bank account number, the allowance cannot be paid retroactively for a period of more than four months.

(8) In case of a break in student status, the student does not receive any support, fees or reimbursements.

(9) The evaluating body must submit the grant proposal for the application to the Academic Department for payment no later than 5 working days before the monthly grant payment; applications submitted after this deadline will only be paid the following month.

(10) In the case of a student debt that has expired, the student may not take an exam or a course, may not move into the dormitory, may not register for the next semester, and may not be admitted to the final examination.

(11) In the absence of any other provisions, appeals against decisions concerning student fees and allowances are governed by the Regulations on the exercise of student rights and the performance of student duties.

4. § Sources of student allowances and the entitlements for their use

(1) The budgeted resources of the University, calculated by multiplying the student numbers by the number of students, shall be allocated to the specific titles in the following proportions:

a) merit-based scholarships		70%
• study	grant 70% 94%	
• public	scholarship 70 % 6 %	
b) social-based scholarships		29%
• regular social grants		
• exceptional social grant		
• basic subsidy		
c) support for student and doctoral self-governments		1%

(2) The use of the housing allowance normative shall be allocated to the specific entitlements in the following proportions:

a) social-based scholarships		60%
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- regular social grants
- exceptional social grant
- basic subsidy

b) renting a dormitory, dormitory renovation 40%

(3) The use of the textbook, ticket subsidy, sports and cultural allowances shall be allocated to the specific entitlements in the following proportions:

a) social-based scholarships 56%

- regular social grants
- exceptional social grant
- basic subsidy

b) support for the production of notes by the University, the purchase of electronic textbooks, teaching materials and electronic tools for preparation, and support for the study of students with disabilities
purchase of equipment 24%

c) cultural events organised by the University
and support for sporting activities 20%

(4) The University shall allocate a specific budget appropriation, based on the number of eligible staff, to the following:

- National scholarships for higher education,
- The institutional part of the Bursa Hungarica Scholarship,
- János Hunyadi (ministerial) scholarship.

(5) The use of funds is subject to the availability of a framework number issued by the Chancellor every six months.

(6) The Chancellor, in cooperation with the Student Self-Government (hereinafter referred to as the "Student Self-Government") and the Vice Rector for Education, is authorised to transfer funds between the items.

(7) For those items where other sources (revenue) can be used to finance the budget, this can be done after the Chancellor has allocated the budget.

II. CHAPTER 2 THE PROCEDURE FOR THE AWARD OF SCHOLARSHIPS

Merit-based scholarships

5. § Study scholarship

(1) The allocation of the scholarship budget is made by the Academic and Economic Department in agreement with the Student Welfare Committee (hereinafter: DJB), taking into account the following rules:

a) In awarding study grants, when determining the number and number of recipients, it shall be ensured that the results obtained on the basis of the same or similar study obligations are comparable and that the grants so awarded are of the same amount. Accordingly, the scholarship budget shall be distributed in proportion to the number of students per level of study and per degree programme.

(2) It is the responsibility of the Academic Department to determine the students who will receive the scholarship and the amount of the scholarship, taking into account the following rules:

- a) The scholarship is awarded for the duration of one academic semester to a student registered for the current semester, based on the previous semester's academic performance. If the student was in a passive semester, no scholarship will be awarded.
- b) Students enrolling for the first time at the University are not eligible for a study grant for the first period of study following their enrolment.
- c) The scholarship is calculated on the basis of the students' scholarship index, which is used to rank students. Only students who have completed at least 25 credits in a given semester will be considered for ranking.
- d) A maximum of 50% of the University's full-time students on state scholarships may receive a study grant, so that the monthly amount of the study grant awarded to each student must be equal to five percent of the student's normative amount.
- e) The amount of the scholarships shall be determined by calculating benchmarks and the amount of the scholarships for up to 50% of the full-time students in the relevant degree programme with a public scholarship, based on the distance from the lowest scholarship index. The scholarship amount for the student with the lowest scholarship index shall be increased by the value of the scholarship amount available for the course multiplied by the ratio of the benchmark to the benchmark amount for the student with the highest scholarship index. The resulting amount shall be rounded to the nearest hundred forints.

(3) The scholarship can also be applied for on the basis of the academic results achieved in the first and the second bachelor's degree, master's degree or unparalleled degree in the case of additional (parallel) student status.

(4) The scholarship amount will be transferred by the University in equal monthly instalments.

(5) Students who transfer from another higher education institution may start their studies on a self-pay basis. Students may only be admitted to a course with a state scholarship if there is a vacant state scholarship place. A student who has been transferred to a state scholarship course is not entitled to a study grant in the first semester.

6. § National scholarship for higher education

(1) A national higher education scholarship may be awarded to a student who

- a) is enrolled in a full-time bachelor's, master's or full-time part-time course, and
- b) you are registered for at least two semesters during your current or previous studies and
- c) have earned at least 55 credits.

(2) The University publishes the call for applications, together with the criteria for the evaluation of applications, in the e-learning system 30 days before the application deadline. The call for applications is prepared by the Academic Department and approved by the Rector.

(3) Students applying for a national higher education scholarship should submit their written application to the Minister of Education, accompanied by a proposal from their professional teacher and photo documentation, to the Department of Studies in June of the academic year (by the date indicated in the electronic study system).

(4) Applications received by the deadline and meeting the criteria will be ranked by a committee appointed by the Rector of the University. The ranking will be based on a point system, with a maximum of 100 points in each of the three categories (45+45+10 points) indicated on the application form. Criteria for the evaluation: average academic results for both semesters of the previous academic year, professional work, academic discipline and human behaviour, artistic achievement, cultural achievements recognised by the lecturers or the Student Council, artistic prizes.

(5) National higher education applications are judged by the Senate. The results of the competition are published by the Academic Affairs Department via the electronic study system. The student may submit any appeal to the Rector within 15 days of the publication of the ranking. After the appeal has been considered, the University will establish the final ranking, which will be submitted by the Rector to the Minister of Education by 1 August.

(6) In the case of a student who has applied for a national higher education scholarship but has been rejected, if the university finds in the course of an appeal procedure that the student is eligible for the national higher education scholarship and would have been entitled to it on the basis of the conditions set out in the university's application, but has not received it due to a procedural error, the Minister responsible for education is entitled to award the student a national higher education scholarship on the basis of the university's proposal. In such a case, however, the student shall not be taken into account when determining the amount of the national higher education scholarship and the university shall pay the scholarship to the student from the student's allocation or from its own income.

(7) National higher education scholarships awarded for a given academic year can only be paid in that academic year.

(8) If the student's student status is terminated or suspended for any reason, the national higher education scholarship can no longer be paid.

(9) A student who has been awarded a national higher education scholarship cannot be excluded from the scholarship.

(10) The national higher education scholarship is awarded for one full academic year (10 months). The monthly amount of the national higher education scholarship is equal to one tenth of the amount laid down in the Budget Act for this purpose.

7. § Public scholarship

(1) The public life scholarship is awarded to students who are actively involved in the organisation of student life, who are actively involved in the public life of the university and who are engaged in activities that go beyond the curricular requirements.

(2) Public scholarships are open to students in active status with at least 1 completed semester.

(3) The public scholarship is awarded up to two times every six months. The DJB is responsible for defining the criteria, receiving and processing applications. A

applications will be evaluated at a public meeting of the DJB, during which applicants will have the opportunity to make a presentation. At the meeting, the members of the DJB and all students present have the right to speak. The meeting may be validly held and decisions on public scholarships may be taken even if only members of the DJB are present.

(4) The documents required for the submission of the application for the Public Scholarship and the evaluation criteria shall be defined by the PEPC in the call for applications with the agreement of the Head of the Academic Department.

(5) The DJB will inform the Head of the Academic and Economic Department of the decision.

(6) In case of violation of the provisions of these Rules and Regulations or of the Call for Proposals, the decision of the DJB may be appealed to the Chancellor within 8 days of the publication of the decision. The Chancellor shall review the decision of the DJB within 15 days and may instruct the DJB to reconsider the decision or to initiate a new procedure.

(7) The amount of the scholarship is transferred by the University in a one-off grant.

Social-based scholarships

8. § Entitlements to social grants (means-tested)

- (1) Depending on the social situation of the student, he/she may receive support in the following forms:
- a) basic subsidy,
 - b) a regular social grant,
 - c) an exceptional social grant,
 - d) Bursa Hungarica Scholarship for Higher Education,
 - e) ministerial scholarships for foreign students,
 - f) János Hunyadi Scholarship for Hungarian students from abroad.

9. § Basic aid

(1) A first-time student in a full-time higher education degree programme, bachelor's degree programme, or part-time degree programme with a state scholarship is entitled to a basic allowance of 50% of the student allowance upon application at the first registration, and a first-time student in a full-time master's degree programme with a state scholarship is entitled to a basic allowance of 75% of the student allowance if he or she meets the conditions for regular social support.

(2) You can apply for a basic grant by applying for it, depending on your social circumstances. The application form can be downloaded from the University website. Applications must be submitted to the DJB.

10. § Regular social grants

(1) The regular social grant is a monthly allowance for one semester, based on the student's social situation.

(2) Students can apply for a regular social grant by applying for it, depending on their social circumstances. The application form can be downloaded from the University website. Applications must be submitted to the DJB.

(3) The student's social situation should be taken into account when assessing:

- a) the number and income status of the persons living together in the property where the student lives, registered or resident,
- b) the distance between the place of training and the place of residence, the duration and cost of the journey,
- c) if the student does not live in a joint household within the meaning of Act LXXX of 1997 on the right to social security benefits and private pensions and the coverage of these services, the costs of this,
- d) the amount of money the disabled student has to spend on the purchase and maintenance of special equipment, special travel needs and the use of a personal assistant or sign language interpreter,
- e) regular medical expenses incurred by the student or a close relative living in the same household due to his/her health condition,
- f) the number of dependants living in the same household as the student, in particular the number of dependent children living with the student,
- g) the costs of caring for a relative in need of care.

(4) The parent should be considered the primary breadwinner in the assessment of applications. The dependent of a married student:

- a) your spouse, if you live in the same household as the student and have an independent income;
- b) the parent, if the student's spouse has no independent income or the student does not live in the same household as the spouse with independent income.

(5) If the parents are divorced, the net income of the parent in whose household the student lives is taken into account in full, but only the maintenance from the other parent.

(6) If the person who is considered to be the student's breadwinner (parent or spouse) does not actually fulfil this obligation, this fact may be taken into account on the basis of a notarised written declaration.

(7) To determine the income per family member, the combined net monthly income of the dependants is divided by the number of family members. Dependants living in the same household and those not earning an independent income are counted as family members.

(8) For the calculation of income, the average of the net income of the last three months is taken into account for income that can be measured on a regular monthly basis, and for other income, the average of the last twelve months of net income for the last year. At the request of the student, proven future income changes shall also be taken into account.

(9) The monthly amount of the regular social grant may not be less than 20% of the annual student allowance, if the student is entitled to a regular social grant on the basis of his/her social situation and

- a) disabled or medically needy, or
- b) severely disadvantaged, or
- c) a breadwinner, or

- d) a large family, or
- e) orphan.

(10) The monthly amount of the regular social grant may not be less than 10% of the annual student allowance if the student is entitled to a regular social grant on the basis of his/her social situation and

- a) disadvantaged, or
- b) your guardianship has ended because you have reached the age of majority, or
- c) half-orphaned.

(11) The monthly amount of the regular social scholarship may not be less than 10% of the annual student allowance, if the student is in receipt of a ministerial scholarship for foreign students not awarded for the duration of the course or the János Hunyadi Scholarship for Hungarian students abroad.

(12) Students applying for a regular scholarship will be assessed by the DJB on the basis of the scoring system set out in Annex 2. The scope of the supporting documents to be attached will be specified by the DJB in the call for applications.¹

(13) The data and circumstances indicated in the application may be checked by the DJB. If the application contains false information, the applicant will not be eligible for a social grant for the semester in question and will have to repay the grant received.

(14) The amount of the regular social grant shall be determined by the DJB on the basis of the resources available and the number of applicants, taking into account the provisions of paragraphs 9 to 11.

(15) The order in which the scholarships are distributed is as follows:

- a) students covered by paragraph (9);
- b) students covered by paragraph (10);
- c) students covered by paragraph 11;
- d) other applicant students, in cases where the DJB awards a grant on the basis of the applications submitted, and if the available budget allows, the amount of this grant may not be less than 5% of the annual student allowance

11. § Exceptional social grant

(1) An exceptional social grant is a one-off payment to alleviate an unexpected deterioration in a student's social situation.

(2) The exceptional (one-off) social grant is awarded on the basis of a written application. The application must be detailed and supported by documents. Applications for an exceptional social grant must be submitted to the DJB by the 20th day of the month in question, within 3 months of the date on which the circumstances giving rise to the application arise.

(3) The amount of the exceptional social assistance and the criteria for awarding it are determined by the Student Welfare Committee. In particular, a student may apply for an exceptional social grant if:

¹ Amended by Senate Resolution 1/2017 (I. 18.).

- a) have been hospitalised for a long period or have had a serious accident,
- b) you have suffered serious damage (e.g. been robbed),
- c) is in an extremely poor financial situation,
- d) and whose family has suffered a serious tragedy or external damage.

(4) The exceptional social grant can be used up to two times per semester. The amount of the grant may not exceed HUF 100,000 per semester, up to the available budget.²

(5) The DJB decides on the granting and the amount of the exceptional social assistance. A decision on the applications received from students must be taken at least once a month and communicated to the Academic and Economic Departments. Payment shall be made within eight working days of the decision by the Finance Department in consultation with the Academic Department.

12. § Bursa Hungarica Scholarship for Higher Education

(1) The Bursa Hungarica Higher Education Municipal Scholarship (hereinafter referred to as the Bursa Hungarica Scholarship) is a social grant in cash, which is awarded to a student from the social scholarship (hereinafter referred to as the Scholarship) granted by the municipal and county governments of the municipalities and counties participating in the Bursa Hungarica Higher Education Municipal Scholarship System (hereinafter referred to as the Scholarship System): the municipal scholarship part) and the social scholarship established on the basis of the municipal scholarship at the student's higher education institution on the basis of this Regulation (hereinafter referred to as the "institutional scholarship part").

(2) Bursa Hungarica Scholarships are available to students who have been awarded a scholarship by the municipality of their permanent residence and are studying full-time in a bachelor's, master's, or part-time higher education programme or in a higher education vocational programme.

(3) The scholarship is paid to the student by the University. It is the responsibility of the University's Academic Affairs Department to verify eligibility before disbursement.

(4) For students who have started their higher education before the scholarship is paid, the payment of the institutional part of the scholarship starts in March and is paid in the same order as the student's allowances. Payment of the municipal scholarship component shall start in the month of March, but no later than the payment of the first scholarship following the transfer to the University, when the scholarships due up to that date shall be paid, and shall continue to be paid in the same order as the institutional scholarship component.

(5) If the student first started his/her higher education studies in the semester in which the scholarship is paid, the institutional part of the scholarship will be paid in the same order as the institutional student allowance, starting in October (March for cross-semester courses). The payment of the municipal scholarship component will start in October (March for cross-semester courses), but no later than the first scholarship payment following the transfer to the University, when the scholarships due up to that date will be paid, and will then be paid in the same order as the payment of the institutional scholarship component.

(6) The University is obliged to pay the municipal scholarship only if the funds have been transferred to the account of the applicant by the applicant's organisation. The institutional grant is paid

² Amended by Senate Resolution 9/2023 (8.III.).

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must be paid even if the municipal grant is not available in the institution's account.

(7) During the months in which the student's status as a student is suspended, the scholarship will be suspended in full, without any change to the end date of the scholarship.

(8) If the scholarship recipient does not meet the conditions for the award of the scholarship, the University's Academic Affairs Department is obliged to terminate the award of the scholarship.

(9) If the student is not eligible for the scholarship, the University is obliged to return the part of the municipal scholarship that has already been transferred but not paid to the application management organisation within 30 days (application management organisation: organisation designated by the Minister of Education and Culture to manage the central database, coordinate the scholarship system and manage the funds related to the municipal and county scholarship).

(10) During the scholarship period, the student receiving the scholarship is obliged to notify the University's Academic Department and the application management organisation in writing of any changes affecting the scholarship payment or personal data as soon as possible, but not later than 15 days.

(11) A scholarship holder who fails to comply with the notification obligation may be excluded from receiving the scholarship and from the next annual round of the scholarship scheme. The scholarship holder must repay the unauthorised scholarship to the University within 30 days. A scholarship holder who fails to notify the University of his/her failure to pay the scholarship due to non-compliance with the notification obligation will not be entitled to any unpaid scholarship after the end of the academic semester (30 June or 31 January).

13. § Ministerial scholarships for foreign students

(1) A scholarship is awarded by the Minister responsible for Education to a student studying at a state-recognised higher education institution under a bilateral international agreement, except for a student studying for a doctorate with a Hungarian state scholarship. The scholarship awarded is for ten or twelve months per year.

(2) For Hungarian students from abroad participating in a state-supported course at the university - with the exception of students in state-supported doctoral programmes, the Minister responsible for education may award the John Hunyadi Scholarship.

(3) The Ministerial Scholarship and the János Hunyadi Scholarship are governed by the rules for the Bursa Hungarica Higher Education Scholarship.

Doctoral scholarships

14. § Doctoral scholarship

(1) The annual amount of the doctoral scholarship for a full-time doctoral student on a state scholarship is the annual amount of the normative set for this purpose in the Budget Act, increased by 56% of the normative for textbooks, ticket support, sports and culture.

(2) Registered doctoral candidates shall be paid one twelfth of the annual amount specified in paragraph 1 per month. Payment shall be made by the Academic Department.

(3) A student can only receive a doctoral scholarship from one higher education institution at a time. If the student is simultaneously a student at another higher education institution in addition to the University, he/she may receive these grants from the institution with which he/she first established a sponsored student relationship.

(4) A doctoral student is entitled to a one-off allowance as provided for by law when obtaining a doctorate. If the student is no longer a student at the time of obtaining the degree, the one-off allowance shall be paid on the basis of a separate agreement.

Other prizes, awards and recognition

15. § Demonstrator scholarship

(1) The application procedure and the sources of the Demonstrator Grant are set out in the Demonstrator Rules.

16. § László Csomor Prize

(1) The prize was established by the Graphic Arts Department's Graphic Arts specialisation in memory of László Csomor Csomor, a leading figure in screen printing education. Each academic year, the prize is awarded to the student who has achieved outstanding results in the field of artistic screen printing based on the work presented at the end-of-year exhibition. The amount of the prize is 50.000 HUF.

(2) The prize is open to graphic design students through a competition. The Head of the Department of Graphic Arts will be responsible for the announcement of the competition, the criteria for the application and the evaluation. The Head of the Department is obliged to check the availability of the necessary funding with the Finance Department before the call for applications is launched.

(3) The winner is chosen by the Graphic Arts Department's Graphic Arts Specialisation faculty in May each academic year.

(4) Payment of the fee will be arranged by the Department of Studies on the basis of official information from the Department.

(5) The fee is covered by the Graphic Design Department's own income (income from external commissions, external donations, contributions, etc.).

17. § Special prize related to the Miskolc Graphic Triennial

(1) The prize was created by the Graphic Design specialisation of the Department of Graphic Design and is awarded to the graphic design student participating in the triennial Miskolc Graphic Design Triennial. The prize amount is 50.000 HUF.

(2) The prize is open to graphic design students through a competition. The Head of the Department of Graphic Arts will be responsible for the announcement of the competition, the criteria for the application and the evaluation. The Head of the Department is obliged to check the availability of the necessary funding with the Finance Department before the call for applications is launched.

(3) The winner will be chosen by the Graphic Design Department's Graphic Design specialisation faculty.

(4) Payment of the fee will be arranged by the Department of Studies on the basis of official information from the Department.

(5) The special prize is covered by the Graphic Design Department's own income (income from external orders, external donations, contributions, etc.).

18. § Bertalan Székely scholarship

(1) The Bertalan Székely Scholarship is open to full-time students (except for graduate students) who have earned at least 55 credits during their studies and

- a) have an average grade point average of at least 4.51 and an excellent professional record,
- b) has achieved a significant artistic achievement (exhibition, publication) or other cultural, scientific or sporting achievement recognised by the lecturers or the Student Union (e.g. received an art award),
- c) your application is proposed in writing by the head of the department and your supervisor.

(2) The Bertalan Székely Scholarship is awarded to one undergraduate and one postgraduate student per year. The Vice-Rector for Education is responsible for the application. The written application must be submitted to the Department of Studies by the date specified in the call for applications in June each year. Applications will be evaluated by a committee set up by the Senate. The Head of the Studies Department will be informed of its decision.

(3) Payment of the fee is made by the Academic Affairs Department on the basis of a decision of the Committee.

(4) The scholarship is paid by the University in the amount of 10.000,- HUF per month for 10 months. The scholarship can be awarded independently of the regular study grant.

(5) The scholarship is covered by the University's own income (income from external orders, external donations, contributions, etc.).

19. § Mrs Kiss József support

(1) The aim of the grant is to provide financial support for the professional and study programmes of talented - mainly poor - art students.

(2) The grant is awarded through a competitive application process. You can apply with your artwork for the year-end exhibition. The Head of the Department of Painting will be responsible for the call for applications. The Head of the Department is obliged to check the availability of the necessary funding with the Finance Department before launching the competition. The Department of Painting will decide on the students to be supported at a departmental meeting. The DJB will also take into account the opinion of the DJB on the question of student need.

(3) The Department of Studies will take care of the payment of the subsidy on the basis of official information from the Department.

(4) The subsidy is covered by the rent received from the apartment at 10 Piroska u., which was bequeathed to the Hungarian University of Fine Arts by Mrs József Kiss.

20. § Barcsay Prize

(1) The Barcsay Prize is awarded annually by the University to students who have distinguished themselves during the year through their outstanding professional work in the field of anatomy and spatial representation, who have achieved exceptional results and

whose activities are characterised by a deepening of the intellectual legacy of Jenő Barcsay.

(2) The prize may be awarded by means of a call for applications. The chairman of the board of trustees awarding the prize shall arrange for the call for applications to be published. The chairman of the Board of Trustees must obtain information on the availability of the necessary funding from the Finance Department before launching the competition.

(3) Members of the Board of Trustees:

- a) The current Head Teacher (Chair) of Art Anatomy and Spatial Drawing
- b) Head of the Painting Department (member)
- c) Other anatomy teacher (member)
- d) The other two academics invited by the President
- e) The member delegated by the MKE, who is also the Secretary of the Board of Trustees

(4) The minimum amount of the Barcsay Prize is HUF 10.000. Payment of the prize will be arranged by the Academic Department on the basis of official information from the Chairman of the Board of Trustees.

(5) The reward is covered by the University of Art Anatomy, Drawing and Geometry Department's own income (income from external orders, external donations, contributions, etc.).

21. § Béla Kondor Prize

(1) The Béla Kondor Prize is awarded to one person per year by the University, and is given to an outstanding talented painter or graphic design student.

(2) The prize is open to entries for the year-end exhibition. The competition will be organised jointly by the Heads of the Painting and Graphic Arts Departments, who will be required to check the availability of the necessary funding with the Finance Department before the competition is launched.

(3) The Rector decides on the awarding of the prize on the recommendation of the Head of the Painting and Graphic Arts Department. Preference shall be given to the student from a worse social situation.

(4) The prize, together with the accompanying plaque and diploma, will be presented by the Rector at the opening ceremony.

(5) The transfer of the fee will be arranged by the Studies Department.

(6) The fee is covered by the Painting and Printmaking Department's own income (income from external commissions, external donations, contributions, etc.).

22. § Other creative grants available on a competitive basis

(1) In addition to the social and performance-based support that may be granted to students under Section 85/B of the Nftv., the University may award other scholarships from its own income, external donations and contributions, as specified in these Regulations, through an application procedure.

(2) During the application process, adequate publicity must be ensured to allow the relevant group of students to become aware of and participate in the application. Efforts should be made to ensure that the widest possible range of students can participate, but the professional vision of the donor or contributor should also be taken into account when

defining the target group. The group of students concerned will be determined by the Vice-Rector for Education.

(3) Heads of Department and Heads of Unit are entitled to submit an application no later than 30 days before the planned call for applications. The application plan shall specify the name of the scholarship, the source of funding, the conditions of the application (including in particular the student group concerned, the donor/contributor conditions, the technical criteria for the award of the scholarship, the deadline for submission of the application, the eligible applicants). The proposal must be submitted to the Vice-Rector for Education, who must submit it to the Chancellor within 5 working days of receipt, together with a technical opinion.³

(4) The Chancellor is required to evaluate the application plans within 15 days of receipt. On the basis of the decision, the Chancellor shall

a) approves,

b) rejects,

c) if the conditions are met.

(5) If the Chancellor has approved the application plan subject to the fulfilment of conditions, the application may only be issued once the conditions have been met.

(6) The scholarship period may be extended beyond the period specified in the call for applications by decision of the Chancellor/Rector.⁴

(7) No application plan may be approved which is not supported by the Vice-Rector for Education.

23. § Amadeus creative grant⁵

(1) The Amadeus Artists' Grant is awarded by the AMADEUS Art Foundation's Board of Trustees and a jury of artists, art historians and curators invited by the AMADEUS Art Foundation, taking into account the recommendation of the University Rector.

(2) The scholarship is awarded through an application process. Applications may be submitted by students of the University who are active students in bachelor, master and part-time courses in the semester of the call for applications. The Rector, with the approval of the Board of Trustees of the AMADEUS Arts Foundation, will arrange for the announcement and publication of the application if the AMADEUS Arts Foundation provides the funding for the scholarship for the academic year in question.

(3) Applications for the scholarship may be submitted by the deadline specified in the call for applications for each academic year, as specified in the call for applications published in accordance with paragraph 2.

(3a) The basic aim of the competition is to provide a public forum for the creation and competition of student works of outstanding quality, so if the number of applicants or the quality of the entries does not serve the above basic aim, the competition may be declared inconclusive at any stage by the

(1).

³ Amended by Senate Resolution 66/2022 (XII. 14.).

⁴ Amended by Senate Resolution 61/2023 (27.VII.).

⁵ Amended by Senate Resolution 50/2023 (12.VI.).

(4) The awarding of the scholarship and the selection of the successful candidates shall be decided by the evaluation committee invited under paragraph 1 in a committee meeting, in accordance with the criteria and evaluation procedure set out in the call for proposals.

(5) The amount of the scholarship awarded to the successful applicants shall also be decided at the Committee meeting referred to in paragraph 4, and shall be paid to the successful applicants in one lump sum, on the basis of the minutes of the Committee meeting, no later than the end of the semester. The allocation of the scholarship shall be carried out by the Finance Department in cooperation with the Academic Department.

III. CHAPTER 2

SERVICES FOR STUDENTS

24. § Dormitory accommodation

(1) You can apply for a place in a hall of residence for 10 months. Applications shall be decided on the basis of the points system set out in Annex 2 to these Regulations. The scoring system shall be made available to the applicants before they submit their applications.

(2) Details of the accommodation arrangements in the halls of residence are set out in the Dormitory Regulations.

(3) The fees payable at the college are set out in Annex 1. The amount of the fees is set by the Senate each academic year.

25. § Free services for training courses

(1) The services that the student may use in the framework of the training supported by a Hungarian state (partial) scholarship are the following:

- a) the first attendance of lectures, seminars, consultations, practical sessions, field placements, the first time of the reports, examinations and the first time of the failed reports or examinations, the final examination and the degree procedure during the period of the student's status,
- b) vocational college sessions,
- c) use of the University's facilities - library and basic library services, laboratory, computer, sports and leisure facilities - and equipment in connection with free services,
- d) work clothing, personal protective equipment (protective clothing) and toiletries for practical training in higher education vocational training, and personal protective equipment (protective clothing) and toiletries in other training,
- e) student counselling,
- f) the first issue of all documents relating to the training or doctoral degree, unless a government decree lays down more favourable conditions for the student.

(2) A student participating in a self-financed course may use the services specified in paragraph (1) by paying the self-financing fee.

26. § The services of the training courses are subject to the payment of a fee

(1) In the framework of a course supported by a Hungarian state (partial) scholarship, the student may apply for the course on payment of a fee:

- a) items produced by the University's means, provided by the University to the student, which become the student's property (e.g. reproduced aids),
- b) use of the University's facilities (library, laboratory, computer, sports and leisure facilities) and equipment outside the free services,
- c) training leading to a credit value in addition to the mandatory amount or the amount of credits that the University is obliged to provide according to the Nftv.

(2) A student participating in a self-financed course may use the services specified in paragraph (1) under the same conditions and payment obligations as other students.

IV. CHAPTER 2 THE COSTS AND FEES TO BE PAID BY STUDENTS, AND THE PROCEDURES TO BE FOLLOWED

27. § Fees and reimbursements payable by students⁶

(1) The student shall be liable to pay the fees specified in the Study and Examination Regulations and in these Regulations only in the cases specified in these Regulations and in the event of failure to fulfil or late fulfilment of an obligation. All payment obligations must be made via the Neptun system by credit card.

They are exempt from the obligation to comply with the Neptun system:

- foreign students who do not have a permanent or residence address in Hungary and who do not have a bank card (current account) in Hungary,
- the payment obligations which are determined in euro under these Rules,

In these cases, the payment of the payment obligations is made by bank transfer, upon special agreement, and the department responsible for the student's admission and enrolment (Academic Department, Doctoral School, International Office) will inform the students concerned.

(2) Students participating in self-financed courses and preparatory courses in foreign languages pay a fee and reimbursement of expenses.

⁶ Amended by Senate Resolution 12/2024 (III.20.)

(3) Students enrolled for the first semester will be informed by the staff of the Academic Department at the first enrolment about the fees and reimbursements to be paid in the first academic year, the place of the course, the duration of the course.

(4) The fees to be paid by doctoral students and candidates in the process of obtaining a doctoral degree are set out in Annex 1 to these Regulations.

(5) After the payment, an invoice is automatically generated for the student, which can be downloaded by the student if necessary. If the invoice is not in the student's own name, the student must declare by filling in the invoice request form on the application form by the deadline specified in the application form in whose name the invoice is to be issued.

28. § Cost price

(1) Students enrolled on a self-financed course are required to pay the self-financed fees established in the year of first enrolment, in accordance with the University's Self-Costing Policy.

(2) Participate in self-financed training

- a) who were admitted to a self-financed course during the admission procedure,
- b) foreign students not on a (part-)scholarship,
- c) students who no longer have a period of state-subsidised training,
- d) students who have been reclassified as self-financed on the basis of their academic results,
- e) a student transferring from another higher education institution,
- f) a student enrolled in a preparatory course in a foreign language.⁷

(3) All semesters for which the student is enrolled are considered as the period of support used by the student. The FIR centrally keeps a record of the calculation of the time used, which can be tracked in the Neptun system. It will not be taken into account in the calculation of the support time:

- a) the beginning of the semester, if the student has been unable to complete the semester due to illness, childbirth or other reasons beyond his/her control,
- b) the semester completed during the period of support if the University has been closed without the student having been able to complete his/her studies, provided that he/she has not been able to continue his/her studies at another higher education institution,
- c) the semester which the University does not recognise as a semester of study completed at the institution which has ceased to exist.

(4) The existence of a degree and professional qualification obtained in higher education does not exclude participation in a course supported by a Hungarian state (partial) scholarship, provided that if a person pursues studies in a Hungarian state (partial) scholarship course in a training cycle, in case of pursuing further (parallel) courses in the same training cycle, the number of semesters corresponding to the number of parallel courses supported by a state (partial) scholarship must be deducted from the period of support every semester.

⁷ Amended by Senate Resolution 12/2024 (III.20.)

(5) If the student has exhausted the funding period available to him/her, he/she can only study at the University on a self-financed basis.

(6) Prior to enrolment, students enrolled in higher education vocational training, bachelor's and master's programmes, part-time programmes and further vocational training must sign a student declaration of acceptance of the conditions of the state scholarship and a student training contract for the training with the payment of own costs. A training contract must also be concluded with students participating in foreign language preparatory training; in this case, the training contract shall be drawn up in Hungarian and English.⁸

(7) In the second and subsequent years of study, the amount of the co-payment may not exceed the amount of the co-payment for the previous academic year plus the consumer price index published by the HCSO for the previous year. The amount of the cost price must be published by 31 May of the previous academic year.

(8) The amount of the co-payments for students admitted under paragraph (2)(a) shall be published by the University in the annual admission prospectus for the first year of study, while the amount of the co-payments for students admitted under paragraph (2)(b) not through the central admission procedure but through an application to the University is set out in Table VIII of Part VIII of Annex 1 to these Regulations.

The semester co-payment for foreign students enrolled directly at the University for part-time or part-time studies shall be equal to the semester co-payment for students admitted pursuant to paragraph 2(b), determined in accordance with this paragraph.⁹

Foreign students enrolled directly at the University in a foreign language preparatory course, or students of foreign nationality enrolled in a Hungarian or foreign language bachelor's, master's, or doctoral degree programme shall pay the semester co-payment fee specified in Section VIII of Annex 1, Part 1 of these Regulations.¹⁰

(9) The co-payment is due by the indicated payment deadline, but no later than 31 October for the autumn semester and 31 March for the spring semester. The deadline for a student who pays his/her own fees with a student loan is the date of the student loan transfer.

29. § Other payment rules

(1) In the event of non-payment of the payment obligations by the payment deadline, the student will be requested by the Finance Department to settle the arrears within 15 calendar days. A student who has not fulfilled his/her payment obligations and has not received a payment extension may not register for examinations, may not start examinations, may not register for the following semester or may not be admitted to the final examination.

(2) The Rector - on the basis of the information provided by the Finance Department - will twice call the student to pay the outstanding fees, setting an 8-day deadline, and informing him/her that the legal consequence of non-payment is the termination of the student's legal status. In the event of failure to pay, the Rector shall terminate the student's student status on the day following the deadline for the second reminder.

⁸ Amended by Senate Resolution 12/2024 (III.20.)

⁹ Amended by Senate Resolution 35/2023 (V.02.).

¹⁰ Amended by Senate Resolution 12/2024 (III.20.)

(3) If the student is removed from the student register by the University, arrangements must be made to settle any outstanding debts owed to the University. The Academic Affairs Department shall notify the student who has been terminated of his/her payment obligations and the payment deadline in the termination decision. If the payment deadline is missed, the Finance Department may initiate legal proceedings to recover the arrears.

(4) Students who have been granted a deferment of payment are required to meet their cost-payment obligations no later than the start of the final examination (degree examination). If a student who has been granted a deferment of payment fails to fulfil his/her obligation to pay the fees by the start of the final examination, or only partially fulfils it, the student will not be allowed to defend his/her thesis.

(5) If the student notifies the Academic Department by the last day of the registration period that he/she will pass the semester, he/she will be exempted from paying the course fees. If the student has paid the tuition fees before reporting the passive semester, the University will refund the fees.

(6) The pro rata share of the paid co-payment for the period during which the student is no longer enrolled must be refunded.

(7) If a student participating in a self-financed course has not yet completed the number of active semesters corresponding to the number of years of training specified in the Training and Academic Requirements (including the time spent on state-subsidised courses), he/she must pay the full amount of the self-financed course.

(8) At the student's request, the cost of the course shall be assessed on a pro-rata basis if the student in a self-financed course takes a course in order to complete his/her studies after the number of active semesters corresponding to the duration of the course as defined in the Training and Learning Requirements,

(9) To be established on a pro rata basis:

- a) the fee if the student takes more than 10% of the credits of the model curriculum,
- b) from self-cost cost price, if other higher education institution a student is taking courses as part of his/her studies,
- c) the out-of-pocket costs, if the student is enrolled in a part-time, out-of-pocket course pursuant to § 42 (2) of the Nftv,
- d) the fee, if the student is not taking a course from the sample curricula for Hungarian-language courses.

(10) The amount of the co-cost/fee (CO), calculated on a pro-rata basis, is the ratio of the total co-cost (D) for the entire training period as defined in the training and outcome requirements and the total credit (TC) of the training multiplied by the credit value of the subject (TC), rounded to 100 HUF:¹¹

$$K\ddot{O} = D/\text{public sector} \times TK$$

(11) The tuition fee/fee is set and issued by the Academic Department.

(12) In the event of non-payment of the fees and the co-payment of the credit share specified in this §, the provisions of § 27 shall apply accordingly.

¹¹ Amended by Senate Resolution 9/2023 (8.III.).

30. § Payment facilitation

(1) The student may be granted a waiver, instalment facility or deferment of payment (hereinafter referred to as "payment facility") on the basis of a reasoned request.

(2) In the case of a self-payment obligation, only instalment payments or deferred payments are allowed as payment relief.

(3) The student may receive an instalment facility or be allowed to defer payment on a social basis for the following payment obligations:

a) the fee,

b) the dormitory fee.

(4) With regard to the fees, students may be granted a payment reduction based on their academic performance, financial situation and income.

(5) A student who is disadvantaged, an orphan, a breadwinner or whose guardianship has been terminated due to his/her majority may be exempted from the obligation to pay the fees on the grounds of his/her social situation.

(6) The student may be exempted from the payment of the fee on the basis of his/her academic performance in accordance with the 26.

§ (1) in respect of the services listed in.¹²

(7) No exemption, instalment rebate or deferred payment may be granted on the basis of Section 82 (2) of the Nftv. from the payment of default and late payment fees specified in these Rules and Regulations, or on the basis of participation in a community purpose activity.

(8) The student can receive payment relief on the basis of a written request submitted in the Neptun system's application interface no later than 15 August for the autumn semester and 15 January for the spring semester, in the case of payment relief related to the obligation to pay the cost of the course, and no later than the last day of the deadline for payment in the case of payment obligations incurred after the deadline. This deadline is subject to a time limit, and no confirmation is possible if it is not met.

(9) In the event that any payment obligation to the student is based on the average of the previous semester or the credits completed in that semester, the previous semester shall be understood to be the last active semester completed by the student.

(10) The Vice-Rector for Education will give his/her opinion on the request for payment of the salary reduction, and the Chancellor will take the decision into account. The decision on the payment of the debt shall be the subject of a decision setting out the deadline and timetable for payment and the consequences of non-payment. In the event of refusal, reasons shall be given for the decision and information shall be provided on the possibility of appeal. The decision shall be notified in writing to the Department of Studies.

(11) If the student fails to make the payment by the deadline, he/she will only be required to pay after the reminder and will not be eligible for any payment relief for the remainder of his/her studies.

¹² Amended by Senate Resolution 9/2023 (8.III.).

31. § Fees and other charges

- (1) Students shall pay the fees set out in Annex 1 to these Regulations in the event of failure to comply with, or late compliance with, the obligations set out in the University's Regulations. The amount of the fees may not exceed five per cent of the statutory minimum wage (minimum wage) for full-time work.
- (2) The student must pay the fees and other charges within 15 days of receiving the assessment.
- (3) The examination retake fee shall be payable in the cases specified in the Study and Examination Regulations, the amount of which is set out in Annex 1. The examination sitting fee must be paid before the date of the re-examination.
- (4) A student who misses a deadline in connection with the administration of his/her academic and residence hall affairs may be subject to a separate procedural fee. The amount of the special procedural fees is set out in Annex 1.
- (5) Language tuition fee: holders of language examinations and groups preparing for language examinations, with the exception of those who are required to attend language courses as part of their full-time studies in accordance with the training and exit requirements, pay a fee for language learning, the amount of which is set out in Annex 1.
- (6) Visiting student fee: the fee payable by students who are visiting students at the University at their own expense, the amount of which is set out in Annex 1.

32. § Rules for reclassification

- (1) The University is obliged to reclassify to a self-financed course each academic year students who are participating in a course supported by a Hungarian state (partial) scholarship and who
 - a) is studying in the field of art and has not acquired at least 18 credits on average over the two semesters in the academic year 2021/2022 or in the last two semesters before the academic year 2021/2022 in which he/she was not on a break or was not studying abroad, or has not achieved a grade of 3.5 weighted grade point average¹³, or who is studying in the field of teacher education and in the last two active semesters of the same course has not earned an average of at least 15 credits or a 3.0 weighted grade point average over the two semesters,¹⁴
 - b) is studying in the field of art and has not obtained an average of at least 18 credits in the two semesters or has not achieved 3.5, or who is studying in the field of teacher education and has not acquired 15 credits or a 3.0 weighted average over the two semesters in the last two active semesters of the same field,¹⁵
 - c) you started your studies before the 2016/2017 academic year and, in the last two semesters in which you were not on a break or were not studying abroad, you have been

¹³ Established by Senate Resolution 36 /2018 (X. 26.), effective from 01.09.2020.

¹⁴ Amended by Senate Resolution 55/2022 (IX.01.), effective from the day following the decision.

¹⁵ Established by Senate Resolution 55/2022 (IX.01.), effective from the day following the decision

you have not earned an average of at least 30 credits or a weighted grade point average of 2.8 over two semesters,¹⁶

d) withdraws its acceptance of the terms and conditions of the training with (part of) a State scholarship.¹⁷¹⁸

(2) If a student admitted to a course supported by a Hungarian state (partial) scholarship terminates his/her student status before the end of his/her studies, or if the student continues his/her studies on a self-financed basis for any reason, he/she may be replaced by a student studying on a self-financed basis in the same degree programme at the University. The University shall decide on the transfer on the basis of the academic performance of the students on a self-financed basis who apply for transfer to a course supported by a Hungarian state (partial) scholarship.

(3) To be considered for a vacant state-funded/ state scholarship student place, you must

- a) have earned at least 50% of the credits required in the recommended curriculum in the last two active semesters of enrolment,¹⁹ and are at the top of the student ranking based on the scholarship index, and
- b) the scholarship index is higher than the scholarship index of a student in the bottom fifth of the ranking list of scholarship indexes for students with state support/state scholarships.

(4) Academic performance is compared on the basis of the scholarship index, which is used by the Academic and Social Committee to rank students applying for reclassification. The decision on reclassification is taken by degree programme, by degree programme, by branch of study or by field of study in higher education, in bachelor, single, split and master programmes. For students with the same scholarship index, the decision must be identical.

(5) Under the conditions set out in paragraphs (1) to (2), the number of students in state-subsidised courses affected by the reclassification may be up to fifteen per cent of the University's students in state-subsidised courses in the academic year.

(6) Requests for reclassification must be submitted to the Studies Department. The decision is taken by the Academic and Social Affairs Committee on the recommendation of the Student Welfare Committee.

(7) The reclassification decision must be taken by 31 July each year, once per academic year. If the credits for the semester in question are completed after 31 July and the university has a Hungarian state scholarship place available, the reclassification decision shall be reviewed and, if necessary, amended accordingly.

(8) Students who have completed no more than one period of study at the University and who have not completed more than one period of study at the University in accordance with the Nftv.

have been unable to complete their semester due to illness, childbirth or other reasons beyond the student's control, as defined in Article 47(6).

¹⁶ Established by Senate Resolution 55/2022 (IX.01.), effective from the day following the decision.

¹⁷ Amended by Senate Resolution 47/2017 (20.VI.)

¹⁸ Established by Senate Resolution 55/2022 (IX.01.), effective from the day following the decision.

¹⁹ Amended by Senate Resolution 55/2022 (IX.01.), effective from the day following the decision.

(9) In order to determine the number of students who can be reclassified to the Hungarian state scholarship form for the next academic period, the University shall determine on the basis of the students' academic performance that

- a) the number of Hungarian students who lost their student status in the given semester,
- b) how many Hungarian state scholarship students are on the list who have been reclassified by the University to self-financed courses,
- c) how many students have already taken advantage of the Nftv. 47. § (3) of the number of semesters available for state funding.

(10) A student on a self-financed course whose number of semesters of state-subsidised training exceeds the duration of the course by two semesters, or four semesters for students with disabilities, cannot be transferred to a state-subsidised/granted course.

(11) Students who have not been reclassified will continue their studies in the same form of training (funding) in the following academic year as in the previous one.

(12) In doctoral training, the Doctoral Council decides on the reclassification of students between subsidised and self-financed training within the framework of the Nftv.

33. § Final provisions

(1) As a general rule, students enrolled in state-subsidised courses that started before the entry into force of the Nftv. shall be subject to the provisions applicable to students enrolled in state scholarship courses for the purposes of these Regulations.

(2) Students who started fee-paying training before the entry into force of the Nftv. shall, as a general rule, be subject to the provisions applicable to students in self-financed training for the purposes of these Regulations. The reimbursement of costs to be paid by students who are on a fee-paying course shall be governed by the provisions of these Regulations relating to self-financing.

(3) Detailed information on the conditions for training supported by a state grant is given in Annex 3.

(4) The provisions of these Regulations - with the exception of Article 18 and Annexes 1 and 2 - shall enter into force on the commencement day of the academic year 2016/17, and Chapters VI and VII of Part II of the University's Rules of Organisation and Operation shall be repealed.

(5) Article 18 of these Rules and Regulations and Annex 2 shall enter into force on the day following the decision of the Senate, and the University's Rules of Organisation and Operation shall be repealed.

Part II, § 16 and the scoring system in Annex 1.

(6) Annex 1 of these Regulations shall enter into force on 23 June 2016, and Annex 1 of Part II, Part II of the University's Rules of Organisation and Operation shall be repealed.

(7) The Senate discussed the amendments to these Rules at its meeting on 18 January 2017, and adopted the amendments, which will enter into force on the day following the decision.²⁰

²⁰ Established by Senate Resolution 1/2017 (I. 18.).

(8) The amendment to the regulations was discussed and approved by the Senate at its meeting on 20 June 2017. The amendments will enter into force on the day following the decision and will apply to pending cases.²¹

(9) The amendment to the Rules was discussed and approved by the Senate at its meeting on 20 September 2017. The amendments will enter into force on the day following the decision and will apply to pending cases.²²

(10) The amendment to the Rules was discussed and adopted by the Senate at its meeting of 16 March 2022. The amendments shall enter into force on the day following the decision and shall apply to proceedings initiated after their entry into force.²³

(11) The amendment to the Rules was discussed and adopted by the Senate at its meeting of 14 December 2022. The amendments shall enter into force on the day following the decision and shall apply to proceedings initiated after their entry into force.²⁴

(12) The amendment to the Rules was discussed and adopted by the Senate at its meeting of 8 March 2023. The amendments shall enter into force on the day following the decision and shall apply to proceedings initiated after their entry into force.²⁵

(12) The amendment of the Rules was discussed and adopted by the Senate at its meeting of 12 June 2023. The amendments shall enter into force on the day following the date of the decision and shall apply to proceedings commenced after their entry into force.²⁶

(12) The amendment to the Rules was discussed by the Senate in its electronic session of 27 July 2023 and adopted by its resolution 61/2023 (27 July 2023). The amendments shall enter into force on the day following the date of the decision and shall apply to proceedings initiated after their entry into force.²⁷

(12) The amendment to the Rules was discussed by the Senate at its meeting of 20 March 2024 and adopted by its resolution 12/2024 (20.03.20). The amendments shall enter into force on the day following the date of the decision and shall apply to proceedings initiated after their entry into force.²⁸

²¹ Established by Senate Resolution 47/2017 (20.VI.)

²² Established by Senate Resolution 64/2017 (IX. 20.)

²³ Established by Senate Resolution 14/2022 (16.III.)

²⁴ Established by Senate Resolution 66/2022 (XII. 14.)

²⁵ Established by Senate Resolution 9/2023 (8.III.)

²⁶ Established by Senate Resolution 50/2023 (12.VI.)

²⁷ Established by Senate Resolution 61/2023 (27.VII.27.)

²⁸ Established by Senate resolution 12/2024 (20.III.III.)

1. Annex 1: Student allowances and reimbursements payable by students

Benefits

Study scholarship

Formula for calculating:

$$\text{scholarship index} = \text{performance-based grade point average} * \frac{\text{credits completed} + 30}{60}$$

where

$$\text{performance-based grade point average} = \frac{\sum \text{grade obtained} * \text{credits in the subject}}{\text{total credits taken}}$$

where a multiplier of "0" is applied to the grades obtained in the subject not passed.

After the students are ranked in descending order according to the scholarship index, a maximum of 50% of the students enrolled in full-time (full-time) state-supported courses may receive a scholarship.

In order to be eligible for the scholarship, the student must have completed at least 25 credits in the semester of the reference semester.

(The minimum scholarship amount is HUF 8.350,-.)

Funding

In the first semester of the first year of the first year only, a basic grant of HUF 83.300,- can be obtained in bachelor and master courses, and HUF 124.950,- in master courses.²⁹

Regular social assistance³⁰

Category I (20%)	min. 33.320,- Ft/month
Category II (10 %)	min. 16.660,- Ft/month
Category III	min. 6.000,- Ft/month

²⁹ Amended by Senate Resolution 9/2023 (8.III.).

³⁰ Amended by Senate Resolution 9/2023 (8.III.).

Payment obligations³¹³²

Academic year/semester; training	Amount Ft/half year
I. Reimbursement of expenses/overheads	
Daytime working hours ³³	
Admitted for the academic years 2009/2010, 2010/2011 and 2011/2012	350.000,- Ft/half year
Admitted for the 2012/2013 academic year	
painting profession	700.000,- Ft/half year
sculpture	700.000,- Ft/half year
graphic design	700.000,- Ft/half year
Intermedia Artists	700.000,- Ft/half year
restorer-artist profession	700.000,- Ft/half year
fine arts-theory	600,000,- Ft/half year
applied visual design	800.000,- Ft/half year
visual design artist	950.000,- Ft/half year
contemporary art theory and curatorial studies	700.000,- Ft/half year
fine arts teacher training	150.000,- Ft/half year
Admitted for the academic years 2013/2014, 2014/2015 and 2015/2016	
all subjects (except Fine Arts)	500.000,- Ft/half year
Fine Arts teacher training	300.000,- Ft/half year
Admitted for the 2016/2017 academic year	
all subjects (except Fine Arts)	700.000,- Ft/half year
Fine Arts teacher training	300.000,- Ft/half year
Admitted from 2018/2019 academic year	
fine arts-theory	800.000,- Ft/half year
visual design	800.000,- Ft/half year
painting profession	950.000,- Ft/half year
sculpture	950.000,- Ft/half year
graphic design	950.000,- Ft/half year
Intermedia Artists	950.000,- Ft/half year
restorer-artist profession	950.000,- Ft/half year
visual design artist	950.000,- Ft/half year

³¹ Amended by Senate Resolutions 1/2017 (I.18.), 47/2017 (VI.20.) and 64/2017 (IX.20.).

³² Amended by Senate Resolution 9/2023 (8.III.).

³³ Amended by Senate Resolution 9/2023 (8.III.).

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Fine Arts teacher training	300.000,- Ft/half year ³⁴
Admitted from the academic year 2021/2022	
Fine Arts teacher training	240.000,- Ft/half year ³⁵
Restorer correspondence course	
Admitted for the academic years 2009/2010, 2010/2011 and 2011/2012 ³⁶	150.000,- Ft/half year
Admitted from the 2012/2013 academic year to the 2019/2020 academic year	500.000,- Ft/half year
Admitted from the academic year 2020/2021	950.000,- Ft/half year ³⁷
Teacher of Fine Arts, correspondence course³⁸	
Admitted from the 2012/2013 academic year to the 2021/2022 academic year ³⁹	300.000,- Ft/half year
Admitted from 2021/22/2 semester	240.000,- Ft/half year ⁴⁰
Specialised training, correspondence courses^{41,42}	
Admitted from the academic year 2020/2021	150.000,- Ft/half year

II. Fees for examinations and study obligations⁴³	
Subject	Total
Unjustified absence in a registered examination, final examination	6.000,- Ft/subject
Examination retake fee: for a second or further retake, or in the case of a revision examination	6.000,- Ft
Repeated inclusion of an object	4.000,- Ft/subject
Taking an exam course	6.000,- Ft/exam course
Course replacement fee for MA courses	30.000,- Ft/half year
Fee for the organisation of a further final examination in the event of failure in a final examination organised during the period of student status:	
for students enrolled in the academic year 2013/2014 or later	50.000,- Ft/subject

³⁴Established by Senate Resolution 9/2023 (8.III.).

³⁵Established by Senate Resolution 9/2023 (8.III.).

³⁶ Amended by Senate Resolution 9/2023 (8.III.).

³⁷ Established by Senate Resolution 9/2023 (8.III.).

³⁸ Amended by Senate Resolution 9/2023 (8.III.).

³⁹ Amended by Senate Resolution 9/2023 (8.III.).

⁴⁰Established by Senate Resolution 9/2023 (8.III.).

⁴¹ Amended by Senate Resolution 9/2023 (8.III.).

⁴² Amended by Senate Resolution 9/2023 (8.III.).

⁴³ Amended by Senate Resolution 9/2023 (8.III.).

for students who are not active students after the academic year 2013/2014, or 2013/2014. for those who have already obtained a diploma in the academic year	3.000,- Ft/subject
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III. Rates applicable at the Stróbl Alajos College⁴⁴⁵	
Subject	Total
Dormitory fee for full-time students with a state scholarship	11.650,- HUF/month
Dormitory fees for full-time students with full tuition fees and full-time students with a state scholarship	23.300,- Ft/month
Summer accommodation fees for students with an active residence permit until the end of the current academic year	35.000,- Ft/month
Summer accommodation fees for students who are not in active residence at the end of the current academic year	60.000,- Ft/month/person
Student hospitality fee (guests hosted by a student in their own room)	1.100,-Ft/day
Accommodation fee for students attending a part-time course (guest room)	2.160,- Ft/day
Dormitory room cleaning fee (in case of reprimand)	20.000,- Ft/application

IV. Other fees⁴⁶	
Subject	Total
Special procedure fee for transfer, change of degree programme for students applying for transfer from another higher education institution	10.000,- Ft
Special procedure fee for transfer, change of degree programme for students with MKE student status	6.000,- Ft
Credit transfer fee	6.000,- Ft/subject
Late registration fee for missing the deadline for active or passive semester registration (Neptun system)	3.000,- Ft
Failure to meet the deadline for study obligations	2.000,- Ft
Late payment fee for failure to pay the dormitory fee by the due date ⁴⁷	2.000,- Ft/month/item
Fees for late, deferred submission of a thesis (maximum 5 working days)	2.000,- Ft/day

- ⁴⁴ Amended by Senate Resolution 9/2023 (8.III.).
- ⁴⁵ Amended by Senate Resolution 50/2023 (12.VI.).
- ⁴⁶ Amended by Senate Resolution 9/2023 (8.III.).
- ⁴⁷ Established by Senate Resolution 9/2023 (8.III.).

New student card sticker if lost the fee for issuing a validation sticker or the processing fee for a lost student card	3.500,- Ft
Fee for replacement of an admission card	3.000,- Ft
Certificate duplicate issue fee	10.000,- Ft
Diploma Supplement duplicate issue fee	10.000,- Ft
In the event of unjustified failure to deliver the diploma on time	20.000,- Ft
Language teaching fee	800,- Ft/hour ⁴⁸

V. Fees and reimbursements payable by doctoral students⁴⁹	
Academic year/semester; training	Total
Cost price, full-time working	
Admitted from 2017/2018 academic year	350.000,- Ft/half year
Application and procedure fees for doctoral admission	9.000,- Ft
Special procedure fee	8.000,- Ft

VI. Fees for the doctoral degree procedure^{50,51}	
	Total
Degree procedure fee ⁵² - for self-financed doctoral students and for students who are not already doctoral students and who have a self-financed/reimbursed status during their doctoral studies - for students who are not already doctoral students and who are in doctoral studies with a state scholarship/state-funded status - for doctoral candidates (in old-style doctoral programmes) for second and subsequent degree procedures, regardless of their previous doctoral student funding status	186.000,- Ft
Procedure fee for the naturalisation of a foreign doctorate	the current salary supplement for civil servants twice its basis

VII. Habilitation procedure fee
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⁴⁸ Amended by Senate Resolution 9/2023 (8.III.).

⁴⁹ Amended by Senate Resolution 9/2023 (8.III.).

⁵⁰ Amended by Senate Resolution 9/2023 (8.III.).

⁵¹ Amended by Senate Resolution 35/2023 (V.02.).

⁵² Established by Senate Resolution 9/2023 (8.III.).

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For public employees of the University	free of charge ⁵³
Employed as a civil servant by the University for non-residents ⁵⁴	200.000 Ft ⁵⁵

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Fees for foreign students admitted on the basis of direct application⁵⁷

VIII. Excess fees for foreign students enrolled from the academic year 2023/2024 or subsequent academic years		
Training level	Cost price/half year	
	for EU/EEA nationals	for non-EU/EEA citizens
Preparatory training	5900 EUR	5900 EUR
Basic training	3000 EUR	4500 EUR
Single, undivided Master's degree	5000 EUR	7500 EUR
Split Master's degree	3000 EUR	4500 EUR
Doctoral training	4000 EUR	6000 EUR

⁵³ Amended by Senate Resolution 14/2022 (III.16.).

⁵⁴ Amended by Senate Resolution 9/2023 (8.III.).

⁵⁵ Amended by Senate Resolution 14/2022 (III.16.).

⁵⁶ Amended by Senate Resolution 9/2023 (8.III.).

⁵⁷ Inserted by Senate Resolution 35/2023 (V.02.). Amended by Senate Resolution 12/2024 (20.III.20.).

2. Annex 1: Student evaluation criteria⁵⁸

1. Social situation and health

- 1.1. the number of persons living, registered or residing together with the student in the property where the student lives; the number of dependants living in the same household as the student, in particular the number of dependent children living with the student

	Score
A breadwinner	5
Two or more dependants	0
Dependants (per person)	3
Unemployed breadwinner (per person)	5
Pensioner, invalidity or rehabilitation dependent (per person)	5
Other person living together (per person)	1

- 1.2. income situation⁵⁹

Per capita income (Ft/person)	Score
0	
1-10000	60
10001-12000	59
12001-14000	58
14001-16000	57
16001-18000	56
18001-20000	55
20001-22000	54
22001-24000	53
24001-26000	52
26001-28000	51
28001-30000	50
30001-32000	49
32001-34000	48
34001-36000	47
36001-38000	46
38001-40000	45
40001-42000	44
42001-44000	43
44001-46000	42

Per capita income (Ft/person)	Score
46001-48000	41
48001-50000	40
50001-52000	39
52001-54000	38
54001-56000	37
56001-58000	36
58001-60000	35
60001-62000	34
62001-64000	33
64001-66000	32
66001-68000	31
68001-70000	30
70001-72000	29
72001-74000	28
74001-76000	27
76001-78000	26
78001-80000	25
80001-82000	24
82001-84000	23

Per capita income (Ft/person)	Score
84001-86000	22
86001-88000	21
88001-90000	20
90001-92000	19
92001-94000	18
94001-96000	17
96001-98000	16
98001-100000	15
100001-102000	14
102001-104000	13
104001-106000	12
106001-108000	11
108001-110000	10
110001-112000	9
112001-114000	8
114001-116000	7
116001-118000	6
118001-120000	5
120001-	0

⁵⁸ Amended by Senate Resolution 1/2017 (I. 18.).

⁵⁹ Amended by Senate Resolution 9/2023 (8.III.).

1.3. the distance, duration and cost of the journey between the place of training and the place of residence

Distance and duration	Score
1-50 km	5
above 50 km for every additional 10 km	+1
Travel expenses	
500 Ft-2000 Ft	1
Over HUF 2000 for every additional HUF 500	+1

1.4. family, housing and other social circumstances

Self-carrier	10
disadvantaged	10
severely disadvantaged	15
orphan	20
semi-orphan	10
family support	10
his guardianship ceased because he came of age	10
parent divorced	5
live in rented property	5
large family	10

1.5. health status and related expenditure

Disability, health and related expenditure	Score
BNO code of student's disease*	Based on BNO code*
BNO code of the relative's disease*	Student BNO code half of the score*
Student's dependent receives a care allowance	10

*BNO codes and corresponding scores in Appendix 1

2. **Academic record** (only assessed during the college admission procedure)

2.1. Study result

Average	Score	Average	Score
3	20	4,1	31
3,1	21	4,2	32
3,2	22	4,3	33
3,3	23	4,4	34
3,4	24	4,5	35
3,5	25	4,6	36
3,6	26	4,7	37
3,7	27	4,8	38
3,8	28	4,9	39

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3,9	29
4	30

5	40
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2.2. Working schedule of the training

Working schedule	Score
living room	5
Correspondent	0

3. **Community service** (only assessed during the college admission process)

Activity	Score
Demonstrator activity	0-20
Participation in the work of the PEPC and its committees	0-20
Supporting the work of university departments	0-20
Other community activities	0-20

4. **Preferred circumstances**

Student circumstance	Score
you are on unpaid leave to care for your child	20
receives a childcare allowance	20
receiving childcare allowance	10
receives childcare allowance	5
receives childcare allowance	10

5. **Disciplinary situation**

	Score
assessment of the disciplinary situation	0-20

6. **Other scoring criteria for regular social grant applications**

	Score
the student lives in a hall of residence	3
score based on textual explanation and justification of specific circumstances	0-7

51/2007 (III. 26.) Government Decree § 2 (1) d) student with a disability or in need due to health condition: a student who

da) requires permanent or increased supervision or care because of his/her disability, or who regularly needs personal and/or technical assistance and/or services because of his/her disability, or

db) has lost at least 67% of his/her capacity for work or has a health impairment of at least 50% and this condition has lasted for one year or is expected to last for at least one more year; (Act XXVI of 1998 on the Rights of Persons with Disabilities and Ensuring their Equal Opportunities, Art.4. a) person with a disability: a person who has a permanent or permanent sensory, communication, physical, intellectual, psychosocial impairment - or any of these

which, in interaction with environmental, social and other significant barriers, limits or inhibits effective and equal participation in society;")

3. Annex 1: Information on the conditions for training supported by a state scholarship

I. Establishment of the scholarship holder status

Candidates enrolled on a course supported by a (part) state scholarship must declare their commitment to the conditions of the course when they enrol.

If the successful candidate or the student applying for reclassification does not accept the conditions of the course supported by the Hungarian state (part) scholarship, the higher education institution must offer him/her the possibility to participate in the same course at his/her own expense. The provisions of Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.) shall also apply to students who have been transferred from self-financed training to training supported by a state (part) scholarship and to students who have established a student status on the basis of transfer to training supported by a Hungarian state (part) scholarship.

The declaration on the enrolment form:

"I accept the conditions of the training supported by the Hungarian state (partial) scholarship as stipulated in Act CCIV of 2011 on National Higher Education, and I declare that I have read and understood the conditions."

II. Obligations of a student on a state scholarship

Pursuant to Section 48/A of the Nftv., Hungarian state (part) scholarship holders are obliged to:

a) to obtain the degree in the given course of study supported by a Hungarian state (partial) scholarship within the period of study specified in the training and outcome requirements, but not more than one and a half times the period of study specified in the training and outcome requirements, and

b) within twenty years of the date of the award of the degree, to maintain an employment relationship or other employment relationship resulting in an insurance relationship as defined in Article 5 of Act LXXX of 1997 on social security benefits and private pensions and the coverage of these services, or to carry on business activities under Hungarian jurisdiction (hereinafter referred to as "domestic employment relationship"), for a period of time equal to the duration of the studies pursued with a state (part) scholarship,

c) maintain a domestic employment relationship for a period of time equal to the duration of his/her studies supported by a Hungarian state (partial) scholarship within two years from the date of termination of the relevant training after the period of study equal to the duration of the Hungarian state (partial) scholarship, if he/she does not obtain a diploma in the training supported by a Hungarian state (partial) scholarship within the time limit specified in point a), or

d) to repay the amount of the Hungarian state (partial) scholarship paid by the Hungarian state in respect of the given training pursuant to Section 48/C (1) (a) of Paragraph 48/C (1) (hereinafter jointly referred to as the debt) to the Hungarian state, increased annually by the annual average consumer price increase determined by the Central Statistical Office, if he/she does not maintain a domestic employment relationship pursuant to point b) after obtaining the degree, and to repay an amount equal to fifty percent of the debt to the Hungarian state if he/she does not maintain a domestic employment relationship pursuant to point c).

For detailed information about the obligations of the Hungarian state scholarship, please visit the website of the Education Office: <https://www.oktatas.hu/magyar-allami-osztondij>

1. Appendix 1: Scoring table for BNO codes

The table below shows the BNO code in the first column and the corresponding score in the second column.

C0000	20
C0010	20
C0020	20
C0030	20
C0040	20
C0050	20
C0060	20
C0080	20
C0090	20
C0101	20
C0102	20
C0103	20
C0104	20
C01H0	20
C0200	20
C0201	20
C0202	20
C0203	20
C0204	20
C0210	20
C0211	20
C0212	20
C0213	20
C0214	20
C0220	20
C0221	20
C0222	20
C0223	20
C0224	20
C0230	20
C0231	20
C0232	20
C0233	20
C0234	20
C0240	20
C0241	20
C0242	20
C0243	20
C0244	20
C0280	20
C0281	20
C0282	20
C0283	20
C0284	20
C0290	20
C0291	20
C0292	20
C0293	20
C0294	20
C0300	20
C0301	20
C0302	20
C0303	20
C0304	20
C0310	20
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C0804	20
C0810	20
C0811	20
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C1103	20
C1104	20
C1110	20
C1111	20
C1112	20
C1113	20

C1114	20	C1304	20	C1414	20	C1720	20	C2480	20	C3111	20	C3211	20	C3490	20
C1120	20	C1310	20	C1420	20	C1730	20	C2490	20	C3112	20	C3212	20	C37H0	20
C1121	20	C1311	20	C1421	20	C1780	20	C2500	20	C3113	20	C3213	20	C3800	20
C1122	20	C1312	20	C1422	20	C1790	20	C2510	20	C3114	20	C3214	20	C3810	20
C1123	20	C1313	20	C1423	20	C1800	20	C2520	20	C3120	20	C3220	20	C3820	20
C1124	20	C1314	20	C1424	20	C1810	20	C2530	20	C3121	20	C3221	20	C3830	20
C1130	20	C1320	20	C1480	20	C1820	20	C2540	20	C3122	20	C3222	20	C3840	20
C1131	20	C1321	20	C1481	20	C1830	20	C2570	20	C3123	20	C3223	20	C3880	20
C1132	20	C1322	20	C1482	20	C1840	20	C2580	20	C3124	20	C3224	20	C3900	20
C1133	20	C1323	20	C1483	20	C1850	20	C2590	20	C3130	20	C3230	20	C3980	20
C1134	20	C1324	20	C1484	20	C1860	20	C2600	20	C3131	20	C3231	20	C3990	20
C1180	20	C1380	20	C1500	20	C1870	20	C2610	20	C3132	20	C3232	20	C4000	20
C1181	20	C1381	20	C1510	20	C1880	20	C2680	20	C3133	20	C3233	20	C4010	20
C1182	20	C1382	20	C1520	20	C1890	20	C2690	20	C3134	20	C3234	20	C4020	20
C1183	20	C1383	20	C1530	20	C19H0	20	C3000	20	C3180	20	C3280	20	C4021	20
C1184	20	C1384	20	C1540	20	C20H0	20	C3001	20	C3181	20	C3281	20	C4022	20
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