

## Fee-based requirement-system for students

### Failing to comply with an administrative obligation

Name of fee	Amount of fee	Remark
Late registration	2000 HUF / each starting week	-with the permission of the academic vice-dean
Imperfect completion of registration documents	2000 HUF/ occasion	
Modifying course registration after the registration period	3500 HUF/ course	-can be accepted maximum within two weeks after the deadline
Late presentation of certificates	3500 HUF/ each starting week	

### Default in payment

Delayed payment of the registration fee	3500 HUF/ each starting week	
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### Failing to comply with academic obligation

Accomplishing mid-year tasks with delay	1000 HUF/week	-can be accepted maximum within two weeks after the deadline
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### Requests

Request for the transfer of credits	3500 HUF/ request	
Equity request	11700 HUF/ request	-as specified in the Academic and Exam Regulations
Request for changing courses, specialisations	3500 HUF/ request	
Transfer requests	7000 HUF/request	- to be paid by students of other higher education institutions
Request for delayed submission of the Thesis Work	3500 HUF/ day	- can be accepted maximum within a week after the deadline

### Fees related to exams and subjects

Fee for repeating an examination	2000 HUF	It is free on the first occasion.
Fee of repeating a comprehensive examination	4000 HUF	It is free on the first occasion.
Fee of repeating a final comprehensive exam a., in case of first repetition b., in case of second and further repetitions	a., 10,000 b., 50,000	
Compensation	Amount of damage caused by the student	-according to the civil code

### Fees related to student IDs

		-according to 17/2005. (II.8) governmental decree
Fee of a permanent student ID	1600 HUF	
Fee of a temporary student ID	600 HUF	
Payment in case of loss of a temporary plastic card	1800 HUF	
Payment in case of loss of a validating sticker	1800 HUF	

### Replacing, translating and validating documents related to studies and issuing certificates

#### For students being in legal relation with the university

Legalizing copies of indexes/transcripts (per piece)	600 HUF	
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**For students NOT in legal relation with the university**

Verification of the time of school attendance and of students' legal status in Hungarian (per piece)	2000 HUF	
Issuing an official copy of the index/transcript	10000 HUF + 2000 HUF	10000 HUF + tax
Issuing an official copy of the certificate / degree	10000 HUF+2000 HUF	10000 HUF + tax