

Semmelweis University
Faculty of Health Sciences

Regulation of fees and charges paid by foreign students

Decision № 8/2013 (III.18.) ETK.KT
Decision № 31/2013 (XII.5.) ETK.KT
Decision № 34/2014. (X.9.) ETK. KT.
Decision № 6/2015. (III.17.) ETK. KT.
Decision № 20/2015. (XII.08.) ETK. KT.

Contents

I. General regulations.....	3
II. Determining fees and charges and the procedure of payment and refund.....	4
III. Closing regulations.....	6

Having regard to the regulation of Semmelweis University about The use of fees and charges paid by foreign students and to the Organizational Rules of the Faculty, The Faculty Board of the Faculty of Health Sciences, Semmelweis University issues the following faculty regulation.

I. General Regulations

1. The competence of the regulation extends onto all fee-paying foreign students who participate in BSc, MSc, and PhD trainings (hereinafter student) with the exception of those who continue their studies under an interstate agreement. It does not include the students of off-campus trainings and ERASMUS programs.
2. In the context of the regulation a foreigner is the person who is not a Hungarian citizen and does not possess either an identity card entitling for permanent residence in Hungary or a Hungarian residence permit preparing their settlement in Hungary.
3. A foreigner can apply for an exemption of the conditions in item 2 on the basis of an application with documents supporting that the person has dual (Hungarian and foreign) citizenship and commits him/herself to paying the tuition fee in a statement made prior to the enrollment.
4. On the occasion of the enrollment an agreement about the participation in the self-financing training has to be made between the Faculty and the student participating in the self-financing trainings where the fees are to be paid in foreign currency. The agreement should include the sum of the tuition fee, the conditions of payment and refund.
5. The revenues arising from the trainings of foreign citizens belong to the core activities of the university.
6. The form of training should follow the effective costs of the training on faculty level, which can vary in each training course and year.

II. Determining fees and charges and the procedure of payment and refund

1. Application-, entrance exam- and enrollment fees

Students pay the application- and entrance exam fees before the entrance exam, and, if their entrance exam has been successful, an enrollment fee on the occasion of enrollment with the conditions (way of payment, deadline and account number) defined in the letter of admission as well as in the Brochure issued by the College International .

The amount of the admission-, entrance exam- and enrollment fees are determined by the Faculty Board based on the submission put forward by the Dean and countersigned by the Director of Finance till October, the 30th every year. The submission should be based on the proposals made by the Dean's Office of the Faculty of Health Sciences and the College International.

2. Tuition fee

The amount of the tuition fee is determined by the Faculty Board based on the submission put forward by the Dean and countersigned by the Director of Finance till October, the 30th every year. The submission should be based on the proposals made by the Dean's Office of the Faculty of Health Sciences, The College International and the departments responsible for the training.

The tuition fee must be published on the home pages of the Faculty and the College International , as well as in the Brochure issued by the College International and the Yearbook (Calendar) issued by Semmelweis University.

The tuition fee determined in the study agreement between the enrolled student and the Faculty will not change during the student's academic carrier.

The student **enrolling for the first term** will have to pay the tuition fee with the conditions (way of payment, deadline and account number) given in the letter of admission and the Yearbook (Calendar) issued by Semmelweis University. **From the second term on** the deadline for the payment will be published in the calendar of the Faculty valid for the current academic year.

In case the student is not able to complete his/her studies within the training period determined in the training requirements, for each term exceeding the suggested period the student will have to pay an average fee calculated from the total amount of the tuition fees prescribed for the whole training period.

The student may apply for installment payment or payment with delay in an application letter addressed to the Rector of the University and handed in to the Foreign Students' Secretariat till the deadline defined in the current calendar.

The student has to attach to the application for installment pay or payment with delay a legalized document in English language proving his/her unfavorable social status.¹

¹ In force from the 2nd semester of the 2013-2014 academic year.

Applications handed in over the deadline will be refused without any consideration on the merits in accordance with the Act CXL of 2004 on the general rules of public administration procedures and services.

Students from the countries with migration risk pointed out in the annual official report of the Immigration and Naturalization Office will have to pay the one-year /two terms/ tuition fee, from which the fee for one term will be the deposit for covering the travelling costs of the student if he/she terminates the studies.

3. Other Charges

Besides the fees listed in items 1 and 2 the other fees or charges to be paid during the training are determined by the Faculty Board. **The first-year students** get information about the fees/charges valid for the current academic year from the Yearbook (Calendar) issued by Semmelweis University, which is available on the occasion of the enrollment, **while the senior students will get information via the home-page of the Faculty**. The student has to pay the charges and certify it by the conditions (the way and deadline of the payment) given in the Yearbook (Calendar) of Semmelweis University or in the decision or resolution ordering about the payment.

4. Refund of Fees

The student who has not fulfilled the payment obligation by the deadline given in the academic calendar cannot register for the given term, his/her student status will be automatically suspended and he/she cannot continue his/her studies in the given academic term.

The student, who does not fulfill the obligation to pay other charges levied for the given term until the end of the term-time, will not be allowed to start his/her exams. In case he/she does not fulfill his/her payment obligation in the exam session, he/she will not be allowed to sign-up to the next semester.

Before the enrollment:

- **The application- and entrance exam fees** paid before the enrollment (when the student does not have a student status yet) are not refundable.
- **The tuition fee** will be refunded by the decision of the College International.

If the student with student status announces in writing before the start of the training period that he/she terminates his/her student status, the Rector may decide for refunding the 75% of the tuition fee paid for the given term and transferred to the bank account of the Faculty in case the student has applied for it, and handed in a legalized certificate proving his unfavorable social status.²

After the enrollment:

If the enrolled student announces in writing within a month after the start of the training period/term that he/she

² In force from the 2nd semester of the 2013-2014 academic year.

- terminates his/her student status, the Rector may decide for refunding the 75% of the tuition fee paid for the given term and transferred to the bank account of the Faculty³ in case the student has applied for it, and handed in a legalized certificate proving his unfavorable social status,
- suspends his/her student status, the Rector may decide for crediting the 75% of the tuition fee paid for the given term and transferred to the bank account of the Faculty⁴ forward into the tuition fee to be paid for the next active term, in case the student has applied for it, and handed in a legalized certificate proving his unfavorable social status

The enrollment fee is not refundable.

III. Closing rules

1. This regulation comes into force from the 27th of May.
2. In questions not mentioned in this regulation the provisions of connecting rules, university regulations are governing.

³ In force from the 2nd semester of the 2013-2014 academic year.

⁴ In force from the 2nd semester of the 2013-2014 academic year.

Appendix 1^{5 67}

Tuition fee, application-, entrance exam- and registration/enrollment fees to be paid by the students

Physiotherapy BSc program

Beginning of student status	Semester 1 (EUR)	Semester 2 (EUR)	Semester 3 (EUR)	Semester 4 (EUR)	Semester 5 (EUR)	Semester 6 (EUR)	Semester 7 (EUR)	Semester 8 (EUR)	Application fee (EUR)	Entrance exam fee (Bp) (EUR)	Enrollment fee (EUR)	Tuition fee/semester exceeding the training time (EUR)
2010/2011 Academic Year	3900	2000	3900	2000	2900	2500	2900	2500	200	250	200	2825
2011/2012 Academic Year	4050	2150	4050	2150	3050	2650	3050	2650	200	250	200	2975
2012/2013 Academic Year	4050	2150	4050	2150	4050	2150	4050	2150	200	250	200	3100
2013/2014 Academic Year	4050	2150	4050	2150	4050	2150	4050	2150	200	250	200	3100
2014/2015 Academic Year	4050	2150	4050	2150	4050	2150	4050	2150	200	250	200	3100
2015/2016 Academic Year	3200	3200	3200	3200	3200	3200	3200	3200	200	250	220	3200
2016/2017 Academic Year	3200	3200	3200	3200	3200	3200	3200	3200	200	250	220	3200

Nursing BSc program

Beginning of student status	Semester 1 (EUR)	Semester 2 (EUR)	Semester 3 (EUR)	Semester 4 (EUR)	Semester 5 (EUR)	Semester 6 (EUR)	Semester 7 (EUR)	Semester 8 (EUR)	Application fee (EUR)	Entrance exam fee (Bp) (EUR)	Enrollment fee (EUR)	Tuition fee/semester exceeding the training time (EUR)
2011/2012 Academic Year	4050	2150	4050	2150	3050	2650	3050	2650	200	250	200	2975
2012/2013 Academic Year	4050	2150	4050	2150	4050	2150	4050	2150	200	250	200	3100
2013/2014 Academic Year	4050	2150	4050	2150	4050	2150	4050	2150	200	250	200	3100

⁵ Amended by Decision № 34/2014. (X.9.) ETK. KT

⁶ Amended by Decision № 6/2015. (III.17.) ETK. KT.

⁷ Amended by Decision No 20/2015. (XII.08.) ETK. KT.

2014/2015 Academic Year	4050	2150	4050	2150	4050	2150	4050	2150	200	250	200	3100
2015/2016 Academic Year	3100	3100	3100	3100	3100	3100	3100	3100	200	250	220	3100
2016/2017 Academic Year	3100	3100	3100	3100	3100	3100	3100	3100	200	250	220	3100

Midwifery BSc program

Beginning of student status	Semester 1 (EUR)	Semester 2 (EUR)	Semester 3 (EUR)	Semester 4 (EUR)	Semester 5 (EUR)	Semester 6 (EUR)	Semester 7 (EUR)	Semester 8 (EUR)	Application fee (EUR)	Entrance exam fee (Bp) (EUR)	Enrollment fee (EUR)	Tuition fee/semester exceeding the training time (EUR)
2011/2012 Academic Year	-	-	-	-	4050	2150	2850	2850	200	250	200	2975
2012/2013 Academic Year	-	-	-	-	4050	2150	2850	2850	200	250	200	2975
2013/2014 Academic Year	-	-	-	-	3100	3100	3100	3100	200	250	200	3100
2014/2015 Academic Year	-	-	-	-	3100	3100	3100	3100	200	250	200	3100
2015/2016 Academic Year	3400	3400	3400	3400	3400	3400	3400	3400	200	250	220	3400
2016/2017 Academic Year	3400	3400	3400	3400	3400	3400	3400	3400	200	250	220	3400

Physiotherapy MSc program

Beginning of student status	Semester 1 (EUR)	Semester 2 (EUR)	Semester 3 (EUR)	Application fee (EUR)	Entrance exam fee (Bp) (EUR)	Enrollment fee (EUR)	Tuition fee/semester exceeding the training time (EUR)
2016/2017 Academic Year	3000	3000	3000	200	250	220	3000

Nursing MSc program

Beginning of student status	Semester 1 (EUR)	Semester 2 (EUR)	Semester 3 (EUR)	Application fee (EUR)	Entrance exam fee (Bp) (EUR)	Enrollment fee (EUR)	Tuition fee/semester exceeding the training time (EUR)
2016/2017 Academic Year	3000	3000	3000	200	250	220	3000

Appendix 2

Other fees and charges to be paid by the students

Fees/charges	Amount
Application / fee/	EUR 200
Entrance exam /fee/	Exam organized by College International: changing Organized in Budapest EUR 250
Registration /fee/	EUR 200
Replacement of student card	HUF 500
Replacement of student card sticker	HUF 3.500
Replacement of permanent student card	HUF 1.500
3rd or further exam on the same subject	HUF 3.000
Missing the deadlines given in the academic calendar (except for deadlines of handing in applications)	HUF 5.500
Retake of final exam	HUF 4.900
Duplicate of the black book (index)	HUF10.000
Multiplied text-books, lecture notes, study-aids etc produced by using the means of the faculty and provided for the students by the faculty	Cost price
The use of the facilities (library, labs, computer-, sports and leisure time facilities) that are out of the range of free services	In accordance with the modus operandi of the organizational unit involved, in each case separately
Residence Hall accommodation, the use of facilities – library, computer, sports- and leisure time facilities- and means of the residence hall	In accordance with the Residence Hall Regulations
Modification of subject registration over the deadline on the base of special permission	HUF 4.900 / subject
Registration for a subject with credit value on the base of equity	HUF 4.900 / credit
Registration for a subject without credit value on the base of equity	HUF 4.900 x contact lesson/12
Announcing the active semester to passive subsequently in case of favour granted on the base of SER	HUF 4.900
Unjustified absence from an exam	HUF4.900
Transcript for the current semester	First copy – free, further copies HUF 2000 each
Certificate of former student status	HUF 5.000

Charges to be paid by graduates

Charges	Amount
Certificate of former student status	HUF 5.000
Authentication of transcript in foreign/Hungarian language	HUF 10.000
Diploma duplicate	HUF 10.000
Diploma supplement duplicate	HUF 1000 /page
Official copy of diploma	HUF 1000 /page
Official copy of diploma supplement	HUF 1000 /page
Study-related documents after graduation <ul style="list-style-type: none">- subject program- practice certificate- curriculum- other certificates	HUF 1000 /page