



Károli Gáspár University  
of the Reformed Church in Hungary



# GUIDE FOR INTERNATIONAL STUDENTS



ACADEMIC YEAR  
**2023/24**

[www.english.kre.hu](http://www.english.kre.hu)

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# Legal Name of Institution

# KÁROLI GÁSPÁR UNIVERSITY

## OF THE REFORMED CHURCH IN HUNGARY

Erasmus code: HU BUDAPES10 | PIC code: 950913505

### Postal address:

International Directorate  
1091 Budapest,  
Kálvin tér 9.  
HUNGARY

### International coordinator (Incoming Students)

Ms. Virág Zombory

+36-1-455-9061

erasmus@kre.hu

### Autumn semester deadlines



Nomination deadline: **15 May**

Application deadline: **15 June**

### Spring semester deadlines



Nomination deadline: **15 November**

Application deadline: **15 December**

<https://english.kre.hu/>



## OPENING HOURS FOR INCOMING ERASMUS STUDENTS

Previously scheduled appointment on the erasmus@kre.hu email address only!

Monday-Thursday: 9.00-11.00 am and 13.00-15.00 pm

Friday: 9.00-11.00 am

Please note that despite the office hours, we might not be available, therefore booking an appointment ahead of time is important!

# ACADEMIC CALENDAR

An academic year consists of two semesters. Both semesters begin with the Orientation Week during which course registration becomes available. The Orientation Week is followed by the term period, when students start attending the courses. Each semester closes with an exam period that is usually in the last month of the semester.

During a semester, students can register for seminars and lectures. Seminars are usually built on practical knowledge and carried out in smaller groups. On the other hand, lectures are more theoretical and conveyed to a bigger audience.

During the Fall and Spring semester, students have to attend the Training Week (= Károli Community Days), which is a week when students stop attending regular classes and visit workshops, study field trips, and join other activities.

Generally, seminars are concluded with written exams during the last two weeks of the semester if not specified otherwise. Lectures can be concluded with written or oral exams at specified dates uploaded by the examiner to the academic system (Neptun).

## WINTER SEMESTER:

**Orientation Week:**  
**4-8 September 2023**

**Term period:**  
**4 September 2023 - 3 February 2024**

**Exam period:**  
**16 December 2023 - 3 February 2024**

## SPRING SEMESTER:

**Orientation Week:**  
**5 February 2024 - 29 June 2024**

**Term period:**  
**5 February 2024 - 18 May 2024**

**Exam period:**  
**21 May 2024 - 29 June 2024**

## INSTITUTIONAL GRADING SYSTEM / ECTS

Exchange students at Károli Gáspár University of the Reformed Church in Hungary are evaluated based on the European ECTS Grading Scale which is almost equivalent to the five-scale grading system used in Hungary.

Local Grading	Equivalent ECTS Grading
5 – jeles Excellent	A – Outstanding performance with only minor errors
4 – jó Good	B – Above the average standard but with some errors
3 – közepes Satisfactory	C – Generally good work with a number of notable errors
2 – elégséges Pass / Sufficient	D/E – Passable performance, meeting the minimum criteria
1 – elégtelen Fail (no credit)	F – Considerable further work is required

# FACULTIES AND LOCATIONS

The buildings of KRE are located in different places in Budapest (with the exception of the Nagyköőrös and Kecskemét campuses). Here you can find the address of the faculties and departments. The finalized location of the courses will be available in the online system (Neptun) when you register for the courses after arrival.

## INTERNATIONAL OFFICE



- Certificate of arrival/departure
- Learning Agreement (signature, discussion)
- Dormitory contract
- Buddy program inquiry
- Extension of stay

📍 1091 Budapest, Kálvin tér 9., District 9  
Room 14 (International Office)

## FACULTY OF LAW



### INSTITUTES

- Law
- International studies
- Higher Educational Vocational Training in Law

### FACULTY REGISTRAR'S OFFICE

- Mr. Sándor Orovecz,  
✉ [orovecz.sandor@kre.hu](mailto:orovecz.sandor@kre.hu)

📍 1042 Budapest, Viola utca 2-4., District 4

## FACULTY OF HUMANITIES AND SOCIAL SCIENCES AND FOREIGN LANGUAGE LECTORATE ("THE REVICZKY BUILDING")



### INSTITUTES

- Oriental Studies
- Philosophy, Arts, Humanities
- German and Dutch Studies
- Sociology, Social Sciences
- Communication

### FACULTY REGISTRAR'S OFFICE BOD PÉTER LIBRARY

📍 1088 Budapest, Reviczky utca 4., District 8

## FACULTY OF HUMANITIES AND SOCIAL SCIENCES ("THE D25 BUILDING")



### INSTITUTES

- Teacher Training upper primary school (grades 5-8) and high school
- English Studies
- Hungarian language, literature and culture

📍 1146 Budapest, Dózsa György út 25-27., District 14

## FACULTY OF HUMANITIES AND SOCIAL SCIENCES (INSTITUTE OF PSYCHOLOGY)



### INSTITUTE OF PSYCHOLOGY PSYCHOLOGY COORDINATOR:

- Ms. Judit Szabó  
✉ szabo.judit1@kre.hu

📍 1037 Budapest, Bécsi út 324., District 3

## FACULTY OF PEDAGOGY

### INSTITUTES

- Pedagogy (primary education and kindergarten)
- Reformed Religious Education Teacher and Cantor Training

### FACULTY COORDINATOR:

- Mr. Attila Mócza  
✉ mocza.attila@kre.hu

### FACULTY REGISTRAR'S OFFICE

- Ms. Ágnes Éles  
✉ eles.agnes@kre.hu



📍 1042 Budapest, Árpád út 161-163., District 4

## FACULTY OF ECONOMICS, HEALTH SCIENCES AND SOCIAL STUDIES

### INSTITUTES

- Social Work and Deaconry
- Health Sciences
- Human Resources
- Business Administration and Management
- Trade and Marketing

### FACULTY REGISTRAR'S OFFICE

- Ms. Mónika Orosz  
✉ orosz.monika@kre.hu

📍 1042 Budapest, Viola u. 3., District 4



## FACULTY OF THEOLOGY

### INSTITUTES

- Theology

### FACULTY REGISTRAR'S OFFICE

- Ms. Gyöngyi Flórik  
✉ florik.gyongyi@kre.hu

📍 1092 Budapest, Ráday utca 28., District 9



# ERASMUS COORDINATORS

The Faculty and Institute Coordinators should be contacted regarding academic matters. These include for example contact information of professors, questions about courses and curriculum or any inquiry that is managed at the faculty or department.

## Faculty of Law

**Faculty Erasmus Coordinator  
and Registrar's Office**

**Mr. Sándor Orovecz**

📍 H-1042 Budapest, Viola utca 2-4.

✉ [orovecz.sandor@kre.hu](mailto:orovecz.sandor@kre.hu)

## Faculty of Theology

**Faculty Erasmus Coordinator**

Will be announced in August

📍 H-1092 Budapest, Ráday utca 28.

✉ [florik.gyongyi@kre.hu](mailto:florik.gyongyi@kre.hu) (temporary)

## Faculty of Humanities and Social Sciences

**Faculty Erasmus Coordinator**

**Dr. Judit Nagy**

📍 H-1088 Budapest, Reviczky utca 4.

✉ [nagy.judit@kre.hu](mailto:nagy.judit@kre.hu)

**Assistant to the Faculty Coordinator**

**Ms. Dóra Tóth**

📍 H-1088 Budapest, Reviczky utca 4.

✉ [toth.dora@kre.hu](mailto:toth.dora@kre.hu)

## Faculty of Pedagogy

**Faculty Erasmus Coordinator**

**Mr. Attila Mócza**

📍 H-2750 Nagykőrös, Hősök tere 5.

✉ [mocza.attila@kre.hu](mailto:mocza.attila@kre.hu)

## Faculty of Economics, Health Sciences and Social Studies

**Faculty Erasmus Coordinator**

**Dr. Attila Simay**

📍 H-1042 Budapest, Viola u. 3.

✉ [simay.attila.endre@kre.hu](mailto:simay.attila.endre@kre.hu)



# REGISTRAR'S OFFICES

The Faculty Registrar's Office should be contacted regarding the following issues: course de/registration, Neptun problems, student ID or verification of student status.

## Faculty of Law

**Faculty Erasmus Coordinator and Registrar's Office**

**Mr. Sándor Orovecz**

📍 H-1042 Budapest, Viola utca 2-4.

✉ [orovecz.sandor@kre.hu](mailto:orovecz.sandor@kre.hu)

## Faculty of Humanities and Social Sciences

**Registrar's Office**

**Ms. Mónika Szuhai**

**Students from the EU and scholarship holders**

📍 H-1092 Budapest, Reviczky utca 4., room 121

✉ [szuhai.monika@kre.hu](mailto:szuhai.monika@kre.hu)

**Ms. Edina Magyar**

**Students from overseas**

📍 H-1092 Budapest, Reviczky utca 4., room 121

✉ [magyar.edina@kre.hu](mailto:magyar.edina@kre.hu)

## Faculty of Pedagogy

**Registrar's Office**

**Ms. Ágnes Éles**

📍 H-1042 Budapest, Árpád út 161-163.

✉ [eles.agnes@kre.hu](mailto:eles.agnes@kre.hu)

## Faculty of Economics,

**Health Sciences and Social Studies**

**Registrar's Office**

**Ms. Mónika Orosz**

📍 H-1042 Budapest, Viola u. 3.

✉ [orosz.monika@kre.hu](mailto:orosz.monika@kre.hu)

## Faculty of Theology

**Registrar's Office**

**Ms. Gyöngyi Flórik**

📍 H-1092 Budapest, Ráday utca 28.

✉ [florik.gyongyi@kre.hu](mailto:florik.gyongyi@kre.hu)





# INSTITUTE AND DEPARTMENTAL ERASMUS COORDINATORS

AT THE FACULTY OF HUMANITIES AND SOCIAL SCIENCES

The institute or departmental Erasmus coordinators can assist you in the following matters: location of courses, course content and equivalence, and timetable and classroom information.

## **Institute of Arts Studies and General Humanities**

### **Institute of General Humanities Coordinator**

**Dr. habil. István Pásztori-Kupán**

✉ pasztorikupan.istvan@kre.hu

### **Institute of Arts Studies Coordinators**

**Dr. Mudriczki Judit**

✉ mudriczki.judit@kre.hu

**Dr. Bethlenfalvy Ádám**

✉ bethlenfalvy.adam@kre.hu

## **Institute of English Studies**

### **Departmental Coordinator**

**Dr. Ágnes Kiricsi**

✉ kiricsi.agnes@kre.hu

### **Institutional Administrator**

**(Credit Transfer)**

**Dr. Kata Váró**

✉ varo.kata.anna@kre.hu

## **Departmental Administrators**

**Ms. Réka Bauerné Kiss**

✉ bauerne.kiss.reka@kre.hu

**Ms. Krisztina Szilvássy**

✉ szilvassy.krisztina@kre.hu

## **Institute of German and Netherlandic Studies**

### **German Studies Coordinator**

**Dr. László Klemm**

✉ klemm.laszlo@kre.hu

### **Netherlandic Studies Coordinator**

**Ms. Zsuzsanna Braun**

✉ braun.zsuzsanna@kre.hu

## **Institute of History**

### **Departmental Coordinator**

**dr. Emőke Horváth**

✉ horvath.emoke@kre.hu

## **Institute of Hungarian Linguistics**

### **Departmental Coordinator**

**dr. Nóra Csontos**

✉ csontos.nora@kre.hu

## **Department of Hungarian Literature**

### **Departmental Coordinator**

**Dr. István Géher**

✉ geheril@yahoo.com

## **Institute of Psychology**

### **Departmental Coordinator**

**Ms. Judit Szabó**

✉ szabo.judit1@kre.hu

## **Institute of Oriental Languages and Culture**

### **Departmental Coordinators**

**Ms. Petra Doma**

✉ doma.petra@kre.hu

## **Teacher Training Center**

### **Departmental Coordinator**

**Dr. Nagy Krisztina**

✉ nagy.krisztina1@kre.hu

## **Department of Sociology**

### **Departmental Coordinator**

**dr. Emese Bíró**

✉ biro.emese@kre.hu

## **Department of Communication**

### **Departmental Coordinator**

**Mr. Zoltán Baróthy**

✉ barothy.zoltan@kre.hu

# BUDDY PROGRAM

KRE has a well-functioning and successful mentorship program called the Buddy Program. Exchange students can apply for a mentor through the registration survey at the beginning of the semester.

Those exchange students, who have **applied for a buddy**, will meet with their mentors on the first day of arrival or during Orientation Week. The mentors are assigned to the international students by the International Office.

The assigned **buddies will get in touch with you** at the e-mail address you provided in the registration survey, and **you can ask them to meet you upon arrival if needed**.

The buddy program is coordinated by Ms. Virág Zombory (erasmus@kre.hu). If you have any questions or problems to report, do not hesitate to write to the given e-mail address.

Please, bear in mind that our buddies work on a voluntary basis and do not get paid by the university. They can help you with everyday issues, such as:

- arrival and everyday support,
- during mobility support,
- administrative support.



# EXCHANGE REQUIREMENTS

## Application process

### NOMINATION

In order to study at KRE as an Erasmus student, you will need the following:

0. To study at Károli Gáspár University of the Reformed Church in Hungary (KRE) as an exchange student, your home institution must have a signed bilateral agreement with KRE.
1. You must be nominated by the international coordinator at your Home Institution. Students must not nominate themselves. The Erasmus coordinator of the home institution must follow our nomination process on our [website](#).
2. Students and the given contact will then receive a confirmation email from KRE explaining the application procedure and listing important deadlines. Only after the confirmation email the nomination is completed.

### Nomination deadlines:



Autumn semester / full academic year:  
**15 May**



Spring semester:  
**15 November**



### APPLICATION

Full description of the application process can be found on this page:

<https://english.kre.hu/index.php/information-for-international-students/erasmus/erasmus-incoming.html>

**Step 1:** Fill the registration form on the website above

**Step 2:** Send the following documents by e-mail to the [erasmus@kre.hu](mailto:erasmus@kre.hu) e-mail address. All your documents must be scanned and legible and sent in a PDF form. If you have a different file type, you may use different sites to create PDF (such as <https://www.ilovepdf.com/>).

- Transcript of records in English of your studies so far
- Language proficiency certificate or at least B2 language level (complex oral and written) officially certified by your home university.
- Motivation letter in English
- Learning Agreement
- Passport-size - 2 x 2 inches (51 x 51 mm) - photo of you
- Scanned ID document
- Declaration of Honour

### Application deadlines:



Autumn semester / full academic year:  
**15 June**



Spring semester:  
**15 December**

## LETTER OF ACCEPTANCE

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After finalizing the registration, KRE will send an **Acceptance Letter** and the signed **Learning Agreement** to the student.

# LANGUAGE REQUIREMENTS

Erasmus students should have a sufficient knowledge of English since most of the courses are taught in English. They are required to provide a language proficiency certificate of at least CEFR B2 level (complex oral and written exam), officially proved by the Foreign Language Lectorate of the home university.

Hungarians living outside Hungary or students with a proficient knowledge of Hungarian are not required to provide a language proficiency certificate. They are allowed to hand in their motivation letter in Hungarian and are not expected to have a B2 level command of English unless they wish to select courses that are taught in English.

## LANGUAGE LEARNING OPPORTUNITIES AT KRE

Károli University offers several English-language courses that have been designed for Erasmus students. In addition, Hungarian language courses (beginner and lower intermediate

level) are available free of charge for the incoming students during their Erasmus stay at our institution.

The Foreign Language Lectorate, located in the building of the Faculty of Humanities and Social Sciences (1088 Budapest, Reviczky utca 6.) offers multiple language courses. Usually, the following language courses are offered: English, German, French, Finnish, Norwegian, Italian, Portuguese, Spanish, Russian and Chinese. If launched, the courses of the Foreign Language Lectorate are to be registered in the electronic registration system (NEPTUN). **Students should be aware that the language of foreign language teaching at beginner level is Hungarian.** For that reason, elementary courses require a firm knowledge of Hungarian and primarily target Hungarians living outside Hungary.



For further information regarding foreign language courses please visit our English site: <https://english.kre.hu/index.php/information-for-international-students/language-courses.html>

# COURSES FOR ERASMUS STUDENTS

The courses offered for Erasmus students are listed according to Faculties at the Erasmus webpage of KRE:

<https://english.kre.hu/index.php/information-for-international-students/erasmus/erasmus-courses.html>

## All Erasmus courses are worth 6 ECTS.

Apart from other foreign language programs (Dutch, German, etc), **all courses are taught in English.**

When filling out the Learning Agreement, students' primary contact is their home academic coordinator. Students can send the course descriptions obtained from the aforementioned website to facilitate the coordinators decision.

Hungarians living outside of Hungary can select any course from the course offer of their host Faculty provided that their **previous studies and knowledge** qualify them for taking the course. They are also expected to consult with the Erasmus Departmental Coordinator regarding the courses they wish to study **when filling in the Learning Agreement.**

Upon arrival, you will get all the help needed to register and modify your courses in the electronic registration system (NEPTUN) during Orientation Week. As an Erasmus student, you are required to accomplish a certain number of ECTS credits determined by your sending institution. However, we recommend that you take more credits.

## HOLIDAYS AND OBSERVANCES IN HUNGARY IN 2023 AND 2024

<b>New Year's Day</b>	1 January 2024
<b>1848 Revolution Memorial Day</b>	15 March 2024
<b>Good Friday</b>	29 March 2024
<b>Easter Monday</b>	1 April 2024
<b>Whit Monday</b>	20 May 2024
<b>State Foundation Day of Hungary</b>	20 August 2023
<b>1956 Revolution Memorial Day</b>	23 October 2023
<b>All Saints' Day</b>	1 November 2023
<b>Christmas Eve</b>	24 December 2023
<b>Christmas Day</b>	25 December 2023
<b>Second Day of Christmas</b>	26 December 2023
<b>New Year's Eve</b>	31 December 2023



# ACCOMMODATION

Exchange students should be aware that it is **their responsibility** to find **accommodation** for the duration of their stay.

Concerning the accommodation possibilities, we kindly inform you that our dormitories have a limited number of rooms available.

Students applying for a dormitory placement are advised to make an early request.

**Applications should be submitted no later than 15 June for the Autumn semester** and full academic year **and 15 December for the Spring semester** through the registration survey that can be found on the website.

## Dormitories in partnership with KRE

### Óbudai Diák Hotel (ODH) - student hostel

📍 1037 Budapest, Nagymihály street 1-9 (Kunigunda útja 25)  
☎ +36 30 183 9230

### Bethlen Gábor Student Residence Hall

📍 H-1116 Budapest, Temesvár u. 16-18.  
☎ + 36 1 203 23 84

## Spotahome

Partner's website:

<https://www.spotahome.com/>

Spotahome is the safest way to book mid- to long-term accommodation in Europe, directly from your mobile phone.

Get 30% off the reservation fee on <https://www.spotahome.com/> with our exclusive Károli code. All international students received the code via email. If you have not got it, email to the [erasmus@kre.hu](mailto:erasmus@kre.hu) address. It is very important that you enter the promo code at the time of the booking to benefit from the discount.

## HOW IT WORKS

1. Choose the city, move in and move out dates.
2. Find the home that suits you best and click on "Book Now".
3. Complete all the details in the Booking Form and enter the promo code on the payment page (step 3) to get a discount on the booking fee.

The money will only be debited from your account when the landlord accepts your booking.

You can contact Spotahome through the [partners@spotahome.com](mailto:partners@spotahome.com) email address with accommodation search requirements:

- Number of people
- Check-in/out dates
- City/Country
- Preferred location
- Budget
- Type of accommodation (room, studio, apt)
- Any additional info

## FURTHER INFORMATION ON ACCOMMODATION AND USEFUL LINKS:

.....  
<https://english.kre.hu/index.php/information-for-international-students/living-in-hungary/housing-accommodation.html>



# RESIDENCE PERMIT

Foreign students coming to Hungary are expected to inform themselves about the conditions to enter and reside in Hungary prior to their arrival.

We highly recommend the website and search tool of the National Directorate-General for Aliens Policing and the application form that can be accessed at the website (<http://www.bmbah.hu/index.php?lang=en>) to check visa policies between your home country and Hungary.

Students traveling to Hungary from countries with visa requirement **are expected to obtain the visa before their departure at the Hungarian Embassy of their home country.**

Citizens of EU and EEA member states (and of certain non-EU and non-EEA countries) may travel to Hungary without visa.

Nevertheless, **if the duration of stay exceeds 90 days, they must submit an application for registration certificate for the purpose of studies** in person at the Office of Immigration and Nationality. Visiting the Immigration Office is obligatory for non-EU students straight after arriving to Hungary.

Please note that from 11 August 2014 all applications (including residence permit for the purpose of study, renewal, replacement, exchange of residence permit, registration card for EEA Nationals) can only be submitted at Branch Office No. V. located at **H-1135 Budapest, Szegedi út 35-37., ground floor.**

## IMMIGRATION OFFICE OFFICE HOURS

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Please check the current opening hours of the departments [here](#).



# HEALTH INSURANCE

**Citizens of the European Economic Area and of Switzerland** are entitled to receive the same medical care as Hungarian insured persons on the basis of the **European Health Insurance Card (EHIC)**. The EHIC should be issued before leaving the home country and is required for each phase of the treatment.

Medical examinations and necessary treatments are free of charge, but the medicines have to be paid for. If the insured person cannot produce an EHIC while seeking the necessary health care in Hungary, the health care provider can accept a retroactively issued patient record card (PRC) as well.

For more information on access to health care visit the website of OEP (National Health Insurance Fund Administration): <http://www.neak.gov.hu/>

**Non-EU citizens** are advised to enquire whether there is a bilateral agreement on health care between Hungary and their country and be informed about the conditions of the agreement.

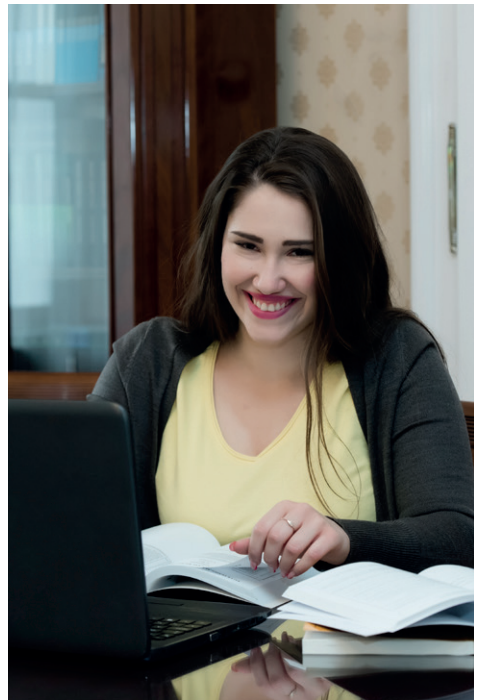
Citizens and/or residents of **third countries** which are not part of the European Economic Area and which do not have bilateral agreements with Hungary on the provision of health care, have to pay full price for the health care services rendered in Hungary. According to the Hungarian legislation, the health care provider can set the fee freely; therefore, the Hungarian National Health Insurance has no influence on the amount of fee charged.

As a consequence of that, they are strongly advised to take out a health insurance policy for the entire period of their stay before their departure. Should they fail to do so, they have to make arrangements for health care upon their arrival in Hungary.

In case you need to see a doctor, it must be determined whether you live in a (1.) dormitory or (2.) on your own.

(1.) Óbuda Student Hostel Dormitory residents can contact Dr. Mária Pintér (dr.pintermaria@gmail.com; +36 1 368 8447) or visit the office at 1035 Budapest, Váradi utca 15/a. On the other hand, residents of Bethlen Dormitory can visit St. Imre Hospital (<https://www.szentimrekorhaz.hu/?jji=1646917991617>).

(2.) If you are living in a flat, you are entitled to visit a General Practitioner of any district. As they usually only speak Hungarian, either visit them with your assigned Buddy or go to a public/private hospital. You can find contacts on p. 19, under the heading Hospitals with English-speaking staff.





# TEMPORARY STUDENT CARD

As an Erasmus student you will be entitled to receive a temporary student card. It will be issued a few weeks after your registration at the university. In Hungary, it is possible to receive discounts with a valid Hungarian student ID. Students pay reduced fees for public transportation and some cultural events.

The Registrar's Office of your Faculty is going to inform you once it is ready and you will be

able to take it from their office in person. Please take a valid ID/passport with you.

It is an A4 document which should be **kept with you all the time**.

**It is valid for 60 days**, therefore you will **need to renew** it during the semester a few days before it expires. You can do it at the Registrar's Office of your Faculty (see on page 8).

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## PUBLIC TRANSPORT

Budapest has one of the richest public transportation systems of all European capitals. The faculties can be easily reached using public transport.

We recommend you buy a monthly pass for students once you received the temporary student ID from the faculty. The Monthly Budapest-pass for students is only valid with an active student ID! Controllers are entitled to ask for the student ID next to the monthly pass.

For this reason, always have your Hungarian Student ID with you, as controllers might not accept the European one.

**More information** about the public transport system in Budapest (timetables, planner, tickets and monthly pass for students): <https://bkk.hu/en>

You can plan trips and check live schedule on the BKK application called BudapestGO.



# CHECKLIST FOR ERASMUS STUDENTS

## BEFORE ARRIVAL

- Save the nomination confirmation e-mail
- Look for accommodation
- Start preparing your personal documents (e.g., passport, visa, ID or health insurance) and academic administration (e.g., Transcript of Records, language certificate or motivation letter). Please see p. 11 for more information
- Fill in the registration survey when the link is sent to you
- Send the application documents (p. 11)
- Save the Acceptance Letter and send it to your home institution if needed
- Arrive a few days earlier than the orientation week

## UPON ARRIVAL

- Attend the Orientation Week
- Meet your Buddy
- Apply for courses during the course registration period
- Have the Certificate of Arrival/ Attendance signed
- If your place is reserved in the dormitory, sign the contract and fill in necessary papers
- Visit the Immigration Office
- Pick up your Temporary Student Card at the Registrar's Office of your faculty

## BEFORE LEAVING

### AT THE END OF THE STUDY PERIOD

- Make sure that all your grades are entered in Neptun
- Have the Certificate of Departure/ Attendance signed
- Pick up the Transcript of Records from the International Office
- If you lived in a dormitory, hand in the signed Declaration of Moving Out form
- Deregister from the Immigration Office

# USEFUL INFORMATION

## LINKS

### KRE webpage

<https://english.kre.hu/>

### Spotahome

<https://www.spotahome.com/>

### Embassies in Hungary and Hungarian embassies

<https://www.embassypages.com/hungary>

### Consular Services

<https://konzuliszolgalat.kormany.hu/en>

### Tempus Public Foundation

<http://tka.hu/english>

### Study in Hungary

<http://www.studyinhungary.hu/>

### About Hungary

<https://visithungary.com/>

### Life and Culture in Budapest

<https://welovebudapest.com/en>

### Budapest Libraries

[https://www.budapest.com/city\\_guide/culture/libraries.en.html](https://www.budapest.com/city_guide/culture/libraries.en.html)

### Copy and Print

<https://minicopy.hu/#contact>

<https://www.copyguru.hu/>

### Hospitals with English-speaking staff

<https://semmelweis.hu/varosmajor/en/health/>

<https://swissclinic.hu/en/>

## Public transport

### in Budapest:

<https://bkk.hu/en/>

### National Railways:

<https://jegy.mav.hu/en>

### Intercity Buses:

<https://menetrendek.hu/mobile/?lng=en>

## EMERGENCY NUMBERS

**104** - Ambulance

**105** - Fire service

**107** - Police

**112** - General emergency service phone number

