



**Rector and CEO's Instruction No. 4/2025 on Fees Payable by Applicants and
Students Not Enrolled through the Central Admissions Procedure at John von
Neumann University for the 2025/2026 Academic Year**

Effective: August 1, 2025

Preamble

Based on Act CCIV of 2011 on National Higher Education and its implementing regulations, this Rector and CEO's Instruction (hereinafter referred to as "Instruction") defines the **fee conditions for the 2025/2026 academic year for applicants and students who initiate a legal relationship with the University outside the central admissions process.**

§ 1

Scope of Instruction and Procedural Rules

(1) This Instruction applies to individuals who establish or hold a student-legal relationship with the University outside the central admissions process.

Definitions used in this Instruction are as follows:

Central Admission Procedure: The admission procedure conducted by the Educational Authority (Oktatási Hivatal) through the felvi.hu system.

Applicant: A person who has not yet acquired a student legal relationship with the University and initiates this relationship outside the central admissions process.

Student: A person who holds a student legal relationship with the University, initiated outside the central admissions process.

Tuition Fee: A training fee payable per semester.

Dormitory Fee: The fee for dormitory accommodation payable per semester.

Application fee: Non-refundable application fee, payable upon first payment.¹

Installment Payment Discount: A discount for students who have started at least their 3rd semester, allowing tuition fees to be paid in up to three installments.

(2) Students enrolled in the University's foreign language programs are required to pay the tuition fee prescribed for the respective academic year and grade level.

§ 2

Application fee – academic year of 2025/2026

(1) The one-time application fee payable by applicants is EUR 200, which must be paid together with the tuition fee. This amount is non-refundable.

1.a The University reserves the right to designate certain regions or countries from which advance payment of the application fee is required on the specified electronic platform in order to submit an application.

§ 3

Program fee – academic year of 2025/2026

(1) Tuition fees for the 2025/2026 Academic Year:

Program Name	2025/2026, Semester I, Tuition Fee	2025/2026, Semester II, Tuition Fee
Vehicle Engineering BSc (English)	EUR 3000	EUR 3000

¹ The University reserves the right to designate certain regions or countries from which advance payment of the application fee is required on the specified electronic platform in order to submit an application.

Computer Science Engineering BSc (English)	EUR 3000	EUR 3000
Mechanical Engineering BSc (English)	EUR 3000	EUR 3000
Horticultural Engineering BSc (English)	EUR 3000	EUR 3000
International Business Economics BSc (English)	EUR 3000	EUR 3000
Tourism and Catering BSc (English)	EUR 3000	EUR 3000
Business Administration and Management BSc (English)	EUR 3000	EUR 3000
Regional and Environmental Economics MSc (English)	EUR 2750	EUR 2750
Master of Business Administration (MBA) (English)	EUR 3600	EUR 3600
PhD Program (English)	EUR 3500	EUR 3500

(2) Following successful admission, tuition fees for both semesters must be paid in one installment.

Payment deadlines:

- Applicants:
 - Fall semester: by 15 August, each year
 - Spring semester: by 15 January, each year
- Students:
 - Fall semester: by 24 August, each year
 - Spring semester: by 24 January, each year

2.a. Applicants residing in the EU with an EU residence permit (and therefore not requiring a visa) only need to pay the tuition fee for the first semester upon successful admission.

2.b. The University reserves the right, in exceptional cases, to allow payment of only the tuition fee for the first semester.

2.c. Applicants are responsible for paying any bank transfer transaction fees associated with their payments.

(3) Students who have started their 3rd semester at the University have the option to pay in installments. The student must indicate their intention to use installment payment by the payment deadline.

3.a. The Dean of the Faculty responsible for the program, acting under powers delegated by the Rector, may grant the student the installment payment discount specified in § (1) based on academic performance or social circumstances.

3.b. The installments for the payment discount can be set unevenly.

3.c. The student may submit a request for the payment discount referred to in § 3 (3) of this regulation through the request management program of Neptun, by the tuition payment deadline.

3.d. The Directorate of Academic Affairs (Oktatási és Képzési Igazgatóság – OKI) provides information on the student’s academic performance, while the student’s social situation is assessed based on the circumstances described in the request and credible supporting evidence.

3.e. The Dean may grant a payment discount based on the student’s academic achievement and social circumstances, taking into account the faculty’s financial situation.

3.f. The Dean is obliged to approve the payment discount request of any student with a weighted academic average of 4.50 or higher.

3.g. A decision regarding the payment discount must be made within twenty-one days following the submission of the request.

(4) If the fee is paid in a currency other than the one specified in the table in §3 (1), the amount paid will be converted to euros at the exchange rate published by the Central Bank of Hungary (MNB) on the first day of the relevant month. Any difference arising from the conversion must be reimbursed by the student upon request.

(5) Tuition Fee Discounts:

5.a. Tuition Discount: An applicant who submits their application through the University’s designated electronic application platform (“submit”) within the period specified below is eligible for a discount on the full tuition fee for the first year, according to the dates and amounts indicated below:

For full-time programs	15.12.2024 – 10.01.2025 - Discount on First-Year Tuition Fee	11.01.2025 – 31.01.2025 - Discount on First-Year Tuition Fee	01.06.2025 – 20.06.2025 - Discount on First-Year Tuition Fee
Tuition Discount for the 1st Year of 2025/2026	15 %	10 %	10%

5.b. A student who has already received a tuition discount as an applicant based on the payment timing specified in this section is not eligible for any additional tuition discounts.

5.c. The deadlines for tuition payment each year are:

- For the Fall semester: 15 August
- For the Spring semester: 15 January

5.d. The University reserves the right to grant a tuition discount outside of the periods specified above.

§ 4

Tuition and Fees Related to Dormitory Accommodation

(1) Dormitory Accommodation Fees:

Dormitory Accommodation Fee, 2025/2026, I. Semester (1 September 2025 – 31 January 2026)	Dormitory Accommodation Fee, 2025/2026, II. Semester (1 February 2026 – 30 June 2026)
EUR 150/month	EUR 150/month

1.a. Students with an existing student legal relationship at the University may request dormitory accommodation for July 1 – August 31, 2026, at a rate of EUR 150/month.

1.b. Applicants are required to pay the dormitory fee for the first semester in a single installment together with the tuition and application fees, by 15 August 2025. Students will be notified of the dormitory fees through the Neptun system, and the payment can be made by bank transfer to the University's account in a single installment per semester.

1.c. The University reserves the right to review and, if justified, increase the dormitory fee on a semester-by-semester basis.

(2) Damage Deposit

2.a. The damage deposit must be paid by any student requesting accommodation in the dormitory covered by this regulation (hereinafter: dormitory resident). The damage deposit is to be paid as a security deposit at the beginning of the academic year. The dormitory resident will receive a receipt as proof of payment of the damage deposit.

2.b. The amount of the damage deposit is equal to three months' dormitory fee and must be paid no later than the day of moving into the dormitory.

2.c. The damage deposit is refundable to the student at the end of the semester, provided that the dormitory room is clean, undamaged (taking into account normal wear and tear), and the student has no outstanding dormitory-related payments. A record of the room's condition is prepared upon move-in and move-out.

2.d. The deposit is forfeited if House Rules are violated, if disciplinary action is taken, or if the student leaves before semester-end.

2.e. As a condition of moving into the dormitory, the dormitory resident must make a declaration regarding the provisions of § 4 (2) in Annex 1.

(3) Other administrative fees are governed by the University's current regulations on fees and allowances.

(4) If the fee is paid in a currency other than that specified in the table in §4 (1), the amount paid will be converted to euros at the exchange rate published by the Central Bank of Hungary (MNB) on the first day of the relevant month. Any difference resulting from the conversion must be reimbursed by the student upon request.

§ 5 Refund Policy

(1) A full (100%) tuition refund may be requested if the applicant officially notifies the International Office by email, attaching credible evidence, that their visa application has been denied.

(2) A full (100%) dormitory fee refund may be requested if the applicant notifies the University that they cannot start the semester due to visa denial:

- by 31 August for the fall semester, or
- by 31 January for the spring semester.

(3) If the applicant enrolls and begins the semester, tuition and dormitory fees are non-refundable.

(4) If the applicant's visa has not been denied, or was denied but the process is reinitiated, the applicant may request that the paid tuition be deferred to the semester they indicate. In this

case, the tuition amount remains unchanged. If the deferral was requested due to visa processing and the visa is ultimately denied, §5 (1) applies.

(5) Refunds are initiated by the University within 30 working days after the complete submission of the required information for the transfer (§5 (6)). The credited amount to the applicant's account may vary depending on the bank's processing time.

(6) Refunds will be processed within 30 working days following the complete submission of the necessary information.

Required information for refund:

- Account holder's name
- Account holder's address
- Bank name
- Account number
- IBAN
- SWIFT code

(7) The University is responsible for any bank transfer transaction fees related to the refund.

§ 6

Final provisions

(1) This Instruction enters into force on 1 August 2025 and is valid until 15 July 2026.

(2) This Instruction applies to applications already submitted.

Kecskemét, 18 July, 2025

**Dr. habil. Tamás Ferenc Fülöp – in their
own hand**
Rector

Dr. Zoltán Nagy – in their own hand
CEO

Annex 1

Declaration on the payment of a damage deposit (optional)

I, the undersigned, (Neptun code:), by signing this declaration, declare that I will pay a damage deposit to John von Neumann University (hereinafter referred to as "JvNU") within 10 days of moving into the dormitory, i.e., via the NEPTUN Unified Study System to JvNU.

I acknowledge that - JvNU Dormitory is entitled to use the deposit in full or in part if I cause damage to JvNU in connection with the move-in, accommodation or stay in the dormitory or if I fail to fulfil my other payment obligations in connection with the move-in, accommodation or stay in the dormitory in due time.

The security deposit paid may be carried over to the next academic year if I expressly declare this in writing before the termination of my dormitory contract. JvNU will settle the deposit with me at the latest at the end of my term of my dormitory by checking whether there are any outstanding payments or whether I have caused damage to the dormitory.

In the event of arrears, unpaid costs or damage, the deposit will not be refunded and the amount of the outstanding payment will be deducted. No interest will be charged on the deposit.

The deposit will be refunded within 30 days of the termination of my residence, which JvNU may exceptionally extend for a further 30 days if necessary for the investigation and the assessment of the amount of the damage.

If compensation or disciplinary proceedings have been initiated against me or if, at the expiry of the settlement deadline, such proceedings are pending against me, which could lead to the creation or establishment of a payment obligation, settlement will take place within 15 days of the final conclusion of the case.

This declaration is voluntary, but once made, it is part of the conditions of my residence, it cannot be withdrawn, i.e. it will remain in force for the duration of my residence.

Dated:

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Dormitory student