

Fee payment rules for fee-paying doctoral students

BME Faculty of Chemical Technology and Biotechnology

26 November 2013

- 1.) Pursuant to Sections 26 and 26/A of BME's Rules of Student Compensation and Benefits, the sum of the tuition fees for students admitted to the George Oláh Doctoral School of BME's Faculty of Chemical Technology and Biotechnology in a fee-paying capacity shall include the following items:
 - a. Tuition fee: HUF 100,000/semester
 - b. Research fee: HUF 200,000/semester
- 2.) The Student shall pay the fees for the given semester when he/she registers for an active semester, irrespective of fulfilling his/her academic or other obligations during that semester. Fees shall be paid every semester by the student or by the person undertaking to pay the student's tuition/research fees by using the pay-in cheque issued by BME's Faculty of Chemical Technology and Biotechnology, or in the case of a legal entity undertaking the payment, by bank transfer by 31 March or 31 October. The payment shall be invoiced.
- 3.) The payment of fees may be undertaken in part, or in full, by the employer of the fee-paying student, or by any other third party. The student shall obtain a declaration of the assumption of payment obligations from his/her employer or the third party undertaking the payment of fees, in which the amount of the fees covered shall also be specified. This declaration must be submitted by 15 February or 15 September to the Dean's Office at BME's Faculty of Chemical Technology and Biotechnology. When the payment of the fee is undertaken by the student's employer, the invoice shall be issued with the employer's name. The student shall be responsible for paying all the costs of his/her tuition even if the payment of fees has been undertaken by another natural or legal entity.
- 4.) The sum of the fees may be reduced by the Dean of BME's Faculty of Chemical Technology and Biotechnology, based on the application submitted by the student and the recommendation of the Head of the George Oláh Doctoral School, pursuant to Section 30 of BME's Rules of Student Compensation and Benefits as follows:
 - a. Research fees are not payable by a student who conducts his/her research activities off-site, under the guidance of an external supervisor, and submits a declaration guaranteeing the financial and technical conditions of the research, signed by the head of the external research organisation, to the Dean's Office of BME's Faculty of Chemical Technology and Biotechnology by 15 February or 15 September.
 - b. The sum of the research fee may be reduced in part or in total, if the doctoral student conducts his/her research activities in the university and in the previous two active semesters (for those in their second active semester, in the previous active semester) the doctoral student received an excellent (5) grade for the subject called Research activity. A further criterion for fee reduction is a statement by the doctoral student's supervisor, saying that the financial resources for the research are provided for BME or the MTA Research Group from grants or other, so-called own resources.
 - c. The sum of the research fee may be reduced in part or in total in the case of a doctoral student conducting the first semester of his/her research at the university, if the

doctoral student earns at least 20 points during the admission process for “Outstanding academic, professional or other achievements” or he/she already has publications in the given research field, published in an impact factor journal. A further criterion for fee reduction is a statement by the doctoral student’s supervisor, saying that the financial resources for the research are provided to BME or the MTA Research Group from grants or other, so-called own resources.

- d. The sum of the tuition fee may be reduced by 25-50% if the grade point average for the previous two active years (for students in their second active semester, that of the previous active semester and the last semester for MSc studies in the same discipline as that of the doctoral programme, for students in their first active semester of the given programme, the grade point average for the last two semesters of MSc studies in the same discipline as that of the doctoral programme) is at least 4.5. The maximum amount of the reduction shall be calculated as follows:

$$\text{reduction \%} = (\text{grade point average} - 4) * 50\%$$

- 5.) The tuition fee of a doctoral student may be reduced by 50% on the basis of his/her social circumstances. If the tuition fee has already been reduced pursuant to Point 4 d) of these rules, the reduction for social circumstances shall be calculated from the amount set after applying Point 4 d). Social circumstances shall be assessed in accordance with Section 13 and Annex no. 2 of BME’s Rules of Student Compensation and Benefits. The amount of the reduction awarded for social circumstances shall be set by the Dean of BME’s Faculty of Chemical Technology and Biotechnology, based on the recommendation of the Doctoral Student Union delegate.
- 6.) Applications for fee reduction shall be submitted by the doctoral student to the Dean’s Office of BME’s Faculty of Chemical Technology and Biotechnology by 15 February or 15 September, on the designated form and by attaching all the verifying documents. Recommendations for the reduction of fees shall be submitted by the Head of the George Oláh Doctoral School and the faculty’s Doctoral Student Union delegate to the Dean of BME’s Faculty of Chemical Technology and Biotechnology by 22 February or 22 September. Decisions on fee reductions shall be made by the Dean of BME’s Faculty of Chemical Technology and Biotechnology by 28 February or 28 September.
- 7.) External parties may also support the George Oláh Doctoral School by signing a cooperation agreement. The amount of sponsorship by an external party may be used against the fees payable by the sponsored doctoral student, but may also be paid as research sponsorship. The sponsor may request the submission of research reports every semester in return for the sponsorship. The terms of sponsorship shall be established in a cooperation agreement.
- 8.) If the student fails to pay the prescribed fees by the deadline, the procedure set in Section 31 (2) of BME’s Rules of Student Compensation and Benefits shall apply.
- 9.) If the programme is halted or cancelled during the semester, at the institution’s fault, the fees paid for the incomplete semester shall be repaid to the student.
- 10.) These rules shall apply from the semester starting on 1 February 2014.