



ELTE

FACULTY OF  
HUMANITIES

# Pre-Orientation

Katalin Szabó, Rezső Jarmalov

International coordinators



**Welcome to Eötvös Loránd University, Faculty of  
Humanities – ELTE BTK.**

**ELTE BTK = Hungarian abbreviation for Eötvös Loránd  
Tudományegyetem, Bölcsészettudományi Kar**



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# MAIN TOPICS OF THE PRE-ORIENTATION

!

Online platforms

!

Orientation

!

To-do before starting studies

!

Study issues

!

Arrival

!

Practical issues





## Our homepage

- [btk.elte.hu](https://btk.elte.hu)
- [btk.elte.hu/welcome-to-our-new-students](https://btk.elte.hu/welcome-to-our-new-students)

The screenshot shows the homepage of the Faculty of Humanities at ELTE. The browser address bar displays [btk.elte.hu/en/](https://btk.elte.hu/en/). The navigation menu includes "MAGYAR ENGLISH", "PROSPECTIVE STUDENTS", "CURRENT STUDENTS", "APPLY NOW!", "FACULTY", "NEWS", "EDUCATION", "RESEARCH", "UNIVERSITY LIFE", and "COVID INFORMATION". A prominent banner reads "WHY ELTE BTK? CHECK OUR IMAGE FILM." Below this, a "NEWS" section features six articles:

- Out of office**: Summer holiday in the offices
- Welcome**: Welcome to our new students
- 9th International Staff Week at Brno University of Technology**
- Freshman Camp 2022**
- Be an international student mentor!**
- In the footsteps of early hermits and medieval monks**

A "More news" link is located at the bottom right of the news section.

## FOLLOW US ONLINE



Join our Facebook & WhatsApp groups

- [Students of the Faculty \(FB\)](#)
- [ELTE Intl students \(WA\)](#)



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## ONLINE PLATFORMS DURING STUDIES



## To-do before starting studies

- Always read the materials we send
- Check the *Welcome to our new students* page frequently
- Issue a travel insurance for your first days of stay
- Pay the tuition fee (self-paying)
- Arrange accommodation
- Apply for a student mentor
- Generate your Neptun password
- Activate your semester in Neptun
- ELTE email address
- Check our study guides
- Check curriculum
- Plan your timetable
- Register for the courses in Neptun (full-time)
- Participate in the orientation programmes
- Book appointment for registration & enrolment until 1 September

## ELTE ACCOUNT & EMAIL ADDRESS

### ELTE WIFI

access to MS Office 365 service

the official letters are sent to the ELTE email

no problem with Hotmail, Yahoo mails

via Outlook, your emails are available on every device

access to Microsoft Teams





## ELTE ACCOUNT & EMAIL ADDRESS

**Step-by-step guide:** <https://www.elte.hu/en/it-support>



## REGISTER THE EMAIL ADDRESS IN NEPTUN

Log in to Neptun

Go to the My data

Click on Contact information

Click on New Email address

Type your email address and click on the save button.

Enjoy your brand new, personalized ELTE email address 😊



## Arrival, orientation

- Arrival
- Welcome programmes, orientation

# ARRIVAL

!

Try to arrive before 6  
September

!

Take part in the orientation  
events

!

Fill in the *arrival form* until 21  
August, even if you do not  
arrive before 6 September

!

Book appointment for the  
registration & enrolment



# ARRIVAL

!

If you arrive around 20 August:  
20 August is a national holiday in Hungary

- Cultural programmes
- Festivities
- Markets of hand-craft products
- Food everywhere
- BUT: shops and services are closed

!





# ORIENTATION PROGRAMMES

## Freshman Camp

- between 29 August and 1 September
- next to Lake Balaton
- *[Further info](#)*

# ORIENTATION PROGRAMMES

## Welcome Ceremony

- 10:00 a.m. 6 September
- At Trefort campus, *Gólyavár* building

## Information Session

- 13:00 6 September
- At Trefort campus, building A, room 047

## Neptun Training

- 10:00 7 September
- At Trefort campus, building A, room 047



# ORIENTATION PROGRAMMES

## Other orientation programmes

- Campus tour
- ESN programmes
- Central university programmes
- Introduction to Hungary (interactive class + quiz)
- Information sessions of the study programmes
- Trips, parties, challenge games, talks later during the semester

Detailed programme:

<https://btk.elte.hu/welcome-days>



## Study issues

- Teaching arrangements
- Registration & enrolment
- Study plan
- Neptun
- Course registration

# EDUCATION AND TEACHING ARRANGEMENT

!

The University starts the  
autumn semester 2022/23  
OFFLINE

!

Tuition starts on 12 September

!

All classes are at the campus  
with personal presence.

!

If you arrive later, let your  
coordinator know. They will  
help you to contact the  
teachers.





## REGISTRATION (everyone)

Registration is in-person at building A, room 45.

Book an appointment to your coordinator: <https://kronosz.elte.hu/>

### Coordinators:

- Ms Katalin SZABÓ – self-paying students + guest students
- Mr Rezső JARMALOV – Stipendium Hungaricum students

- Welcome
- Document & data check
- Practical info



## DOCUMENTS FOR THE REGISTRATION (FULL-TIME STUDENTS)

Bring the originals and photocopies as well!

- Letter of Acceptance received from ELTE
- passport
- your original certificate of matriculation (graduation certificate from high school studies)
- If you will be an MA student: your BA degree certificate
- your Hungarian address (zip code, city, name of the street, floor, apartment number)
- your mobile phone number in Hungary
- student visa page
- 2 passport photos (colour) – Write your full name at the back with capital letters
- Confirmation of Payment about having paid your tuition fee
- Your language certificate
- Enrolment sheet printed and signed from Neptun study system



## DOCUMENTS FOR THE REGISTRATION (PART-TIME STUDENTS)

Bring the originals and photocopies as well!

- passport
- student visa page in passport
- accommodation reporting form (or some kind of document that shows your current address in Hungary: zip code, city, name of the public place, floor, door number)
- a printed ID photo of yourself (3.5 x 4.5 cm approximately. Write your full name at the back with capital letters!)
- Student status certificate from your sending university
- Language certificate (Hungarian studies only)



## ENROLMENT (full-time students only)

After registration at the Dept. of International Affairs, you go to the Office of Educational Affairs

### Coordinator:

- Ms Emese KERTÉSZ – self-paying students + guest students

The Student Status Certificate can be issued after the registration.  
(necessary for the Residence Permit)



# STUDY ISSUES



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# ACADEMIC CALENDAR

Registration period (in Neptun):  
Until 20:00 11 September

Study period:  
12-09-2022–17-12-2022

Exam period:  
19-12-2022–04-02-2023

<https://btk.elte.hu/academic-calendar>



## COURSE REGISTRATION

**Pre-course registration period:**  
until 20:00 02-09-2022

**Ranking registration period:**  
20:00 02-09-2022 – 17:00 08-09-2022

**First-come, first-served:**  
08:00 09-09-2022–16:00 16-09-2022

**Late course registration:**  
17-09-2022–23-09-2022

**Exam registration period:**  
beginning of December



## COURSE REGISTRATION

Further explanation of the course registration periods +  
planning:

*Guide for studies on the website*



## COURSE REGISTRATION (part-time)

In Neptun study system.

Based on the list from your department of studies.

Your coordinator and department helps.

Wait until your arrival.



## COURSE REGISTRATION (full-time)

In Neptun study system.

Based on the *curricula*.

Watch the *Neptun tutorial* film.

Register for the courses as soon as possible.





## COURSE REGISTRATION (full-time)

Be aware of the 3 registration periods.

Check your courses until the registration ends.

You can ask the help of your student mentor.

We can help you during the Neptun Training.



## Practical issues

- Legal stay
- Student ID, health insurance
- Finances
- Campus
- Hungarian courses
- Services





# ADMINISTRATION, LEGAL STAY



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# DOCUMENTS FOR STAY & STUDIES

!

**RESIDENCE PERMIT**

**STUDENT CARD**

!

!

**HEALTH INSURANCE**

**REGISTRATION CARD  
(EU citizens)**

!



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# RESIDENCE PERMIT

## WITH D-TYPE VISA

- Permit issued automatically
- 3-4 weeks
- Receive it at the office of the National Directorate-General for Aliens Policing (Immigration Office)

## OTHER VISA OR WITHOUT VISA

- Submit a request for the permit within 90 days after arrival
- Online: <https://enterhungary.gov.hu/eh/?en>
- In person: at the office of the National Directorate-General for Aliens Policing (Immigration Office)



## REGISTRATION CARD (EU citizens)

- Submit a request for the registration card within 90 days after arrival
- Online: <https://enterhungary.gov.hu/eh/?en>
- In person: at the office of the National Directorate-General for Aliens Policing (Immigration Office)



## National Directorate-General for Aliens Policing (Immigration Office)

*ADDRESS: 1135 Budapest, Szegedi út 35-37.*

*EMAIL: [bp2@oif.gov.hu](mailto:bp2@oif.gov.hu)*

*Call center: +36 1 463 9292*

*Further info on the process:*

<https://www.elte.hu/en/visa-procedure>





## STUDENT CARD

### ELTE Student ID

Can be used for identification

Discount at Hungarian transportation

Discount at some shops, services, cinema, festivals, museums, etc.

## STUDENT CARD – STUDENTS STAYING SHORTER THAN 12 MONTHS

Temporary Student ID paper

Issued by Quaestura Student Office

Available around the 3rd week of September

Until then, buy a full-price transportation pass

Budapest Transport Service (BKK) exchanges it for a student pass when you have the Student ID paper.



## HEALTH INSURANCE

ELTE Generali Insurance (not compulsory)

Issued in Quaestura Student Office

<https://www.elte.hu/en/health-insurance>

Any other private insurance is good, but have it!



# FINANCES



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## PAYMENTS (self-paying students)

### Tuition fee

Until 15 October

BUT: if you need a visa, the embassy asks for the payment certificate  
NOTE: 15-20 business days to issue the certificate at ELTE

Payment details:

- Notification of Payment document
- *Faculty webpage*





## PAYMENTS (every student)

e.g. dormitory fee, sport courses, administrative fees

In Neptun study system

by bank card

by money  
transfer

**Guide:** <https://qter.elte.hu/Statikus.aspx/GyK-Penzugy>



# LEARN HUNGARIAN

- Compulsory for Stipendium Hungaricum and Diaspora scholarship holders.
- Free classes for ELTE students.
- Further info at the beginning of September
- General info: <https://btk.elte.hu/hungarian-language-courses>







# TREFORT CAMPUS



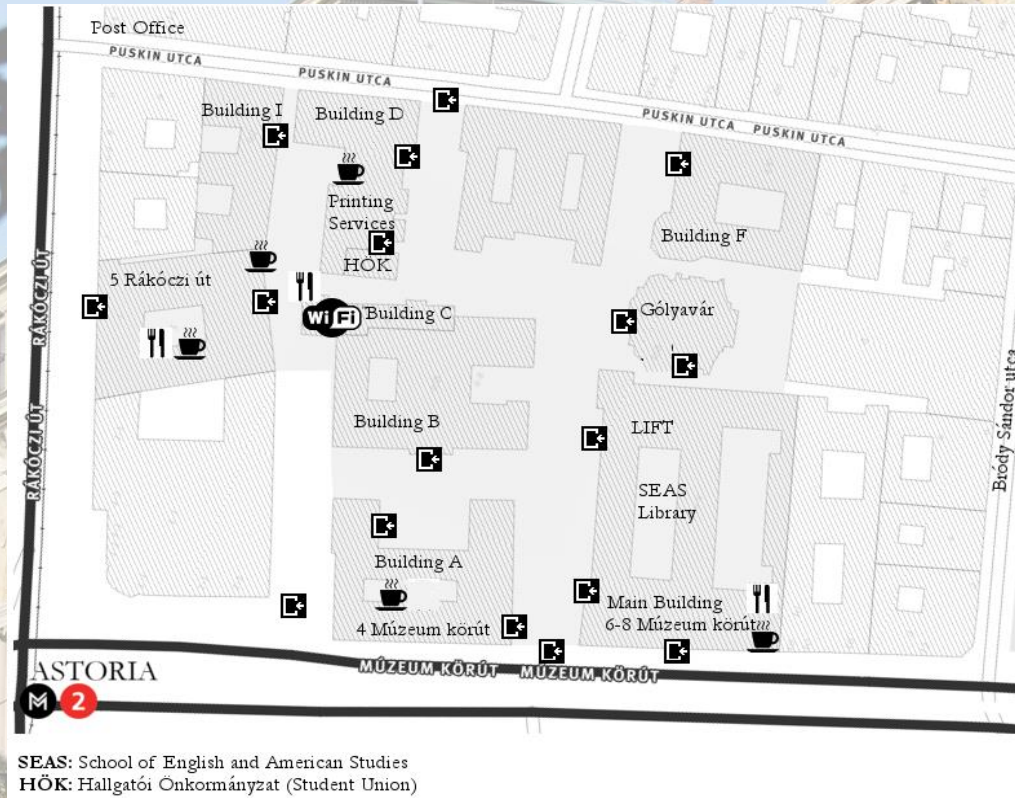
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# TREFORT CAMPUS



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# DEPARTMENT OF INTERNATIONAL AFFAIRS

- By email: [iso@btk.elte.hu](mailto:iso@btk.elte.hu); [stipendiumhungaricum@btk.elte.hu](mailto:stipendiumhungaricum@btk.elte.hu)
- Phone
- MS Teams
- Office hours (via MS Teams or in-person):
- book appointment: [kronosz.elte.hu](http://kronosz.elte.hu)





# DEPARTMENT OF INTERNATIONAL AFFAIRS

## Walk-in office hours

<b>Monday:</b>	<b>13:00-16:00</b>
<b>Wednesday:</b>	<b>13:00-16:00</b>
<b>Friday:</b>	<b>9:00-12:00</b>



# EATING, SHOPPING IN HUNGARY

## **Budapest:**

- world cuisine is available
- suitable for all kinds of diet
- fast-food restaurants (McDonald's, Burger King, KFC)
- cafés
- Open until 21.00 or 22:00 or city centre later

## **Countryside:**

- more traditional restaurants, shorter opening times

## **Shopping:**

- Shopping centres, malls
- Supermarkets (Aldi, Lidl, Spar, Tesco, CBA, Auchan)
- 0-24 shops: RONI ABC, Manna
- markets
- bakeries
- tobacco shops
- Furniture: IKEA, Jysk, XXX Lutz
- Sport stuff: Decathlon, Intersport, SportsDirect



## OTHER SERVICES

INTERCULTURAL TRAINING

COACHING (INDIVIDUAL, GROUP)

PSYCHOLOGIST

HELP PROGRAMME



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## OTHER SERVICES

PASTORAL SERVICE

MENTORING

NEWSLETTER

FREE-TIME PROGRAMMES



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## HAVE A STUDENT MENTOR

HELP BEFORE AND AFTER YOUR ARRIVAL

PEER-EXPERIENCE

ASK FOR A STUDENT MENTOR NOW:

<https://www.btk.elte.hu/student-mentors>



## SPORT COURSES

ELTE BEAC (Budapest University Athletic Club) offers them.

6000 HUF/course

Further info:  
<https://www.beac.hu/en/>



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Have a good preparation and travel.

See you soon.

[btk.elte.hu/en](http://btk.elte.hu/en)

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[instagram/elte\\_btk](https://instagram.com/elte_btk)