

**Preliminary guide for international students  
at Eötvös Loránd University (ELTE), Budapest, Hungary**

**Dear Student,**

Please read the following information carefully to check what you need to arrange right after you arrive at ELTE. We know it's a bit long, but it is very important that you don't miss anything you need to arrange in order to have a smooth beginning.

We would like you to give us [feedback on your arrival](#) as in No. 2 below.



**TO-DO'S RIGHT AFTER YOU ARRIVE AT ELTE (AUG-SEPT 2025):**

- ✓ Meet your mentor
- ✓ Enrolment (don't forget to bring the necessary original, physical documents!)
- ✓ Register for your courses in the Neptun system
- ✓ Get your residence permit card
- ✓ Request a student ID
- ✓ Request your health insurance: UNION and TAJ
- ✓ Prepare everything to receive your monthly scholarship (including opening a bank account and acquiring a tax ID)
- ✓ Attend the Welcome Week's programmes
- ✓ Read more information: University life

**HOW TO DO IT**

**1. Meet your mentor (optional)**

If you have requested a mentor, keep in touch with them and let them know about your arrival. You can arrange to meet as soon as you've arrived. They will show you around the city or can help you with any arrangements if necessary.

*More information and registration possibility: [Stipendium Hungaricum Mentor Network \(shmentor.hu\)](https://shmentor.hu)*

**2. Enrolment**

Time and location for enrolment and registration:

**27, 28, 29, 30 August and 1, 2 September,  
no. 23-27, Kazinczy street, Budapest**

Remember to check the necessary documents to bring along for enrolment on our website, [here](#).

If you cannot enrol at the given time but arrive later **due to visa issues**, please inform our [Registrar's Office](#), so that they can prepare for your late enrolment. Activating your semester in Neptun is still a must even in this case until Sept 7!



Please give us **informal feedback** [on this questionnaire](#) by **Friday morning** (29 August) about your **expected arrival** so that we can plan further enrolment and the events of the faculty welcome accordingly. 

### 3. Get to know Neptun, the Electronic Study System of the University

After you get your Neptun code from your faculty, you can

- Generate a password at: <https://qter.elte.hu/UjJelszo.aspx>
- Log into the Neptun study system with your Neptun code and password and get familiar with the program (use our [Neptun tutorial](#) to help you)
- **Activate your semester** until **7 September** the latest
- Sign up for your courses for the autumn semester 2025/2026 (the Neptun tutorial can help you)

Remember your Neptun code and password as this will be your University ID for the coming years.

More information: <https://www.elte.hu/en/neptun>

### 4. Get your residence permit card (for non-EEA students)

If you travel to Hungary with a D-visa and/or applied for a residence permit outside of Hungary, at a Hungarian consulate or embassy, your residence permit is prepared by the immigration office and when ready it will be sent to the university. All concerned students will be informed in due time and in detail about when and how to collect it.

If you come from a visa-waiver country and travelled to Hungary with your passport, you need to apply for a residence permit for the purpose of studies after your arrival. You can apply online, on the Enter Hungary website: <https://enterhungary.gov.hu/eh/?en>. After you submit all the necessary documents on the website, you have 15 days to visit the office of the National Directorate-General for Aliens Policing personally. The processing of your case begins when you appear in person in the office.

We highly recommend contacting our visa coordinator at [visa@elte.hu](mailto:visa@elte.hu) if you have any questions.

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

### 5. Request a student ID /Student card

After your arrival and enrolment at the faculty, you must obtain a Student Certificate (Student ID/card) at ELTE.

- First you need a NEK ID which you can arrange at a “Kormányablak” (integrated government customer service) in Budapest (your mentor can help you with this). After taking your photo, you will be registered and given a NEK ID.



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- Then you have to upload this NEK ID number into the Neptun system.
- Finally, you will proceed at [Quaestura Office](#) to finalise the procedure and request a Student ID.

You will receive a temporary paper student ID, and later you will receive the regular plastic student card by mail. Please note that you can only request the temporary paper student ID starting from the beginning of the study period, from 8 September 2025.

Please keep your passport and other personnel documents with you when arranging your student ID.

More information: <https://www.elte.hu/en/student-card>

## **6. Request your health insurance**

Stipendium Hungaricum students are eligible for health care services in Hungary through both UNION (a private health insurance provider) and also the “TAJ card”, which is public Social Security in Hungary.

**To obtain a TAJ card:** please follow Quaestura Office’s guide: <https://neptun.elte.hu/qter/gyik/TAJ-kartya>

**To obtain your UNION health insurance:** You can also sign up through the Quaestura Office, you will be notified of the details around the beginning of September.

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

## **7. Prepare everything to receive your monthly scholarship**

- **Open a Hungarian bank account**

Open a Hungarian bank account and add the account number to the Neptun system (*Finances/Settings*). Please ask your mentor for help if you need assistance with opening a bank account. Your scholarship cannot be paid to a foreign or virtual bank account.

- **Request a Tax Identification Number and Card**

The National Tax and Customs Administration issues the Tax Identification Number and Card. The first application for a Tax Card is free of charge. You can visit their office in person, where you will receive your Tax Number on the spot, which you will need to upload to the Neptun system (actually, it is only the Registrar’s Office that can upload your tax no. in the system so you need to present it to them when you have it). You will receive a Tax Card by post later.

Ask your mentor if you need support in getting the tax ID no. and card.

Stipendium Hungaricum scholarship payments will be transferred to your Hungarian bank account monthly via the Neptun study system. Please note that except your first scholarship, your following SH allowances can only be transferred to you after you have signed your scholarship contract at the faculty Registrar’s Office, arranged all the above, and everything (bank account, tax ID, Hungarian permanent address) is registered in the Neptun system. The bank account no. is a must even to your first transfer!

For more information about the payment schedule and technical details check our website: <https://www.elte.hu/en/content/scholarship-payment-schedule.t.1451>. The schedule for the autumn semester will be updated soon!

### **8. Attend the Faculty Welcome Week**

We organise the Welcome Week for all international students arriving in September 2025. We strongly advise you to attend the events where you can meet fellow international students and hear about the university and practical matters. **Time: 2-5 September, 2025.**

- The programme of the Faculty (PPK) Welcome Week is attached to this email.
- More information on other, university-organised orientation events is available: <https://www.elte.hu/en/orientation>

### **9. Read more about our university life**

When you are here at the university, you can start exploring university life at ELTE. As a start, check out the information on the university website: <https://www.elte.hu/en/university-life>.

Please keep your passport and other personal documents with yourself when making all the necessary arrangements including enrolment, residence permit, health insurance, student ID etc.

**We look forward to meeting you at ELTE, Budapest.**