 BUDAPESTI CORVINUS EGYETEM	PROVISIONS OF THE VICE-RECTOR FOR EDUCATION	1/2024 Version Number: 00.
<p align="center"> FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION PROCEDURE programmes to be launched in September 2024 </p>		

Person responsible for professional aspects:	Dániel Havran Richárd Szántó	Dean of the Master Programmes Dean of the Bachelor Programmes
Professional aspects checked by:	Réka Franciska Vas	Vice-Rector for Education
Legal aspects checked by:	Barbara Bíró	Head of Legal Affairs
Decision-making person:	Réka Franciska Vas	Vice-Rector for Education
Person responsible for editing and publishing the text:	Anikó Erős	Higher Education Expert

Version number	publication date	effective date	Version tracking
00.	01.02.2024	02.02.2024	publication

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**


Preamble

1.§

- (1) Pursuant to Subsection (5) of Section 9 of the Admission Regulations in Part 1 of the Student Requirements, which constitutes Volume III of the Rules for Organisation and Operation of Corvinus University of Budapest, I hereby set the following schedule for the admission procedure for programmes in foreign languages for foreign nationals starting in September 2024, i.e. the programmes in the institutional admission procedure organised by the University, the Stipendium Hungaricum Scholarship Programme, and the Diaspora Higher Education Scholarship Programme.

2.§

- (1) Persons, bodies and organisations acting under these Provisions:
- a) applicant,
 - b) Vice-Rector for Education (VRE),
 - c) the competent dean (Dean),
 - d) the study programme leader,
 - e) the Credit Transfer Committee (CTC),
 - f) the competent Admission Committee (AC),
 - g) International Relations and Accreditations (hereinafter: IRA),
 - h) Legal, Administrative and Regulatory Services (hereinafter: LARS),
 - i) Student Services (hereinafter: SS),
 - j) the Centre for Educational Quality Enhancement and Methodology (CEQEM),
 - k) Communication,
 - l) lecturers,
 - m) the Student Union (SU),
 - n) the Tempus Public Foundation (TPF).

	PROVISIONS OF THE VICE-RECTOR FOR EDUCATION	1/2024 Version Number: 00.
<p align="center">FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION PROCEDURE programmes to be launched in September 2024</p>		

Admission schedule for the Stipendium Hungaricum Scholarship Programme, the Diaspora Higher Education Scholarship Programme and for programmes organised by the University in the context of its institutional admission procedure

3.§

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
1	Preparation and publication of the VRE provisions for the admission procedure (sending it to the stakeholders, i.e. SS, the study programme leader, institutes, IRA, LARS)	VRE/LARS		31.01.2024			31.01.2024			31.01.2024	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
2	Preparation of a notice concerning the recognition of diplomas/certificates for further studies (own admission and SH)	LARS		18.03.2024			18.03.2024			18.03.2024	
3	Publication of a notice concerning the recognition of diplomas/certificates for further studies to applicants (own admission and SH)	SS/IRA/ Communication/LARS		18.03.2024			18.03.2024			18.03.2024	
4	Preparation and publication on the website of information on	IRA		31.01.2024			31.01.2024			31.01.2024	



**PROVISIONS OF
THE VICE-RECTOR
FOR EDUCATION**

1/2024
Version Number: **00.**

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	credit recognition (own admission and SH)										
5	Consultation with the LARS and SS on the document templates related to the admission procedure (model resolutions, etc.). Launch of consultations.	IRA		31.01.2024			31.01.2024			31.01.2024	
6	Consultation with the LARS and SS on the document templates related to the admission procedure (model resolu-	IRA		26.02.2024			26.02.2024			26.02.2024	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	tions, etc.). Receipt of final templates and placing them in a shared folder.										
7	Publication of a data processing notice to applicants.	SS/IRA/Communication/LARS		31.01.2024			31.01.2024			31.01.2024	
8	Preparation and publication of information materials for applicants (information letters sent out in DreamApply, definition of website content, draft applicant emails, open days)	IRA		01.02.2024			01.02.2024			01.02.2024	




**PROVISIONS OF
THE VICE-RECTOR
FOR EDUCATION**

1/2024
Version Number: **00.**

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
9	Creating and updating forms to be filled in on the website (request for credit recognition, validation request, recognition for further studies, etc.)	SS/IRA/Communication		20.02.2024			20.02.2024			20.02.2024	
10	Deadline for the electronic uploading to DreamApply of the application and documents required for admission (but also for recognition for further studies and for preliminary	applicant	10.10.2023	31.01.2024	23:59	SH applicants by 15.11.2023 Diaspora applicants by 07.11.2024	by 16.01.2024 for SH applicants by 01.31.2024 for Diaspora applicants	23:59	10.10.2023	30.04.2024	23:59

	PROVISIONS OF THE VICE-RECTOR FOR EDUCATION	1/2024 Version Number: 00.
<p align="center">FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION PROCEDURE programmes to be launched in September 2024</p>		

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	credit recognition), but at least ¹ documents proving the completion of studies, passport, cover letter, <i>confirmation of payment of the admission fee.</i>										
11	Applicants to Master programmes are required to upload	applicant	from the start date of application	31.01.2024	23:59	from the start date of application	31.03.2024	23:59	from the start date of application	30.04.2024	23:59

¹ A certified copy of the high school certificate/certificate of completion of a Bachelor's degree, transcript or, if not available, For BA applicants, a certificate of student status attesting that the applicant has completed the final year of secondary school and that he/she is eligible to sit the examinations to complete secondary education in the summer of 2024, for MA applicants, a certificate of student status attesting that the applicant is studying in at least the 6th semester of a BA programme and that the applicant is eligible to sit the examinations to complete the Bachelor's degree (BA, BSc) in the summer of 2023, and a language certificate or proof that the applicant has registered for a language exam. A certified translation of these in English, if they are not in English. In addition, a passport copy, a cover letter, a medical certificate and, in the case of the MBA programme, an employer's certificate and CV.



**PROVISIONS OF
THE VICE-RECTOR
FOR EDUCATION**

1/2024
Version Number: **00.**

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	a copy of the diploma of higher education qualification and professional qualification from an AACSB/EQUIS accredited university or a CEMS member university to DreamApply.										
12	Applicants to Master programmes are require to upload a copy of the GMAT or GRE or NMAT or GMAT FE certificate to DreamApply.	applicant	from the start date of application	31.01.2024	23:59	from the start date of application	31.03.2024	23:59	from the start date of application	30.04.2024	23:59



**PROVISIONS OF
THE VICE-RECTOR
FOR EDUCATION**

1/2024
Version Number: **00.**

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
13	Applicants to Master programmes and MBA programmes are required to upload an essay and work experience certificate.	applicant	from the start date of application	31.01.2024	23:59	from the start date of application	31.03.2024	23:59	from the start date of application	30.04.2024	23:59
14	For Bachelor programme applicants, if mathematics is an admission requirement, a copy of the evidence of the Advanced Placement Test (Mathematics AB or BC), SAT Subject Test Mathematics	applicant	from the start date of application	31.01.2024	23:59	from the start date of application	31.03.2024	23:59	from the start date of application	30.04.2024	23:59

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	Level II or ACT test needs to be uploaded to DreamApply.										
15	Applicants to Bachelor programmes are required to upload a document certifying at least intermediate (complex) English language proficiency to DreamApply.	applicant	from the start date of application	31.01.2024	23:59	from the start date of application	by 16.01.2024 for SH applicants	23:59	from the start date of application	by 16.01.2024 for SH applicants	23:59
16	Applicants to Bachelor programmes are required to upload a document certifying that they have at least an intermediate	applicant	from the start date of application	31.01.2024	23:59	from the start date of application	by 01.31.2025 for Diaspora applicants	23:59	from the start date of application	by 01.31.2025 for Diaspora applicants	23:59

FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION PROCEDURE
programmes to be launched in September 2024

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	level of English to DreamApply.										
17	Applicants to Bachelor programmes are required to upload a document certifying that they have at least an intermediate level of English to DreamApply.	applicant	from the start date of application	31.01.2024	23:59	from the start date of application	by 31.03.2024 for own applicants	23:59	from the start date of application	by 30.04.2024 for own applicants	23:59
18	Displaying applicants' details in DreamApply.	IRA/TPF (internal organisational unit responsible for monitoring DreamApply: IRA)	on an ongoing basis	31.01.2024		expected mid-03.2024	31.03.2024		on an ongoing basis	30.04.2024	
19	Checking applicants' application documents[2]	IRA	on an ongoing basis	05.02.2024		on an ongoing basis	05.04.2024		on an ongoing basis	07.05.2024	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
			from the display of applicants' details			from the display of applicants' details			from the display of applicants' details		
20	Correcting deficiencies in applicants' application documents (call for correcting deficiencies).	IRA	on an ongoing basis from the display of applicants' details	19.07.2024		on an ongoing basis from the display of applicants' details	19.07.2024		on an ongoing basis from the display of applicants' details	19.07.2024	
21	Correcting deficiencies in applicants' application documents.	applicant	From being displayed in DreamApply/ on an ongoing basis from the IRA's call for correcting deficiencies	01.08.2024		From being displayed in DreamApply/ on an ongoing basis from the IRA's call for correcting deficiencies	01.08.2024		From being displayed in DreamApply/ on an ongoing basis from the IRA's call for correcting deficiencies	01.08.2024	
22	Submission of requests for preliminary credit recognition (or a	applicant	on an on an ongoing basis from the start	12.07.2024		on an on an ongoing basis from the start	12.07.2024		on an on an ongoing basis from the start	12.07.2024	



**PROVISIONS OF
THE VICE-RECTOR
FOR EDUCATION**

1/2024
Version Number: **00.**

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	certificate that the applicant has completed everything, just waiting for the diploma to be printed) via the electronic interface provided.		date of application			date of application			date of application		
23	Checking and forwarding applicants' preliminary credit recognition documents to the study programme leader.	IRA	on an ongoing basis from the start date of application	12.07.2024		on an ongoing basis from the start date of application	12.07.2024		on an ongoing basis from the start date of application	12.07.2024	
24	The study programme leader assesses the requests for preliminary credit recognition and	study programme leader	From receipt from the IRA	3-5 working days after receipt from the IRA (2 working		From receipt from the IRA	3-5 working days after receipt from the IRA (2 working		From receipt from the IRA	3-5 working days after receipt from the IRA (2 working	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	sends the assessed requests to the CTC.			days according to the regulation)			days according to the regulation)			days according to the regulation)	
25	The CTC decides on the requests for preliminary credit recognition and the Secretary of the CTC prepares the resolution.	CTC Secretary	from the date of receipt of the assessment of study programme leader by the CTC	10 working days after receipt from the IRA, but no later than 18.07.2024		from receipt from the study programme leader onwards	10 working days after receipt from the IRA, but no later than 18.07.2024		from receipt from the study programme leader onwards	10 working days after receipt from the IRA, but no later than 18.07.2024	
26	Sending the resolution on the recognition of the credits of the applicant to the applicant by email.	IRA	from the decision of the CTC	within 2 working days, at the latest by 27.07.2024 (correcting deficiencies is possible by 01.08.2024 at the latest)		from the decision of the CTC	within 2 working days, at the latest by 27.07.2024 (correcting deficiencies is possible by 01.08.2024 at the latest)		from the decision of the CTC	within 2 working days, at the latest by 27.07.2024 (correcting deficiencies is possible by 01.08.2024 at the latest)	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
27	Information to applicants by email on how to submit a request for recognition for further education purposes (informing them that documents sent by 10 July 2024 are guaranteed to be processed in time)	IRA	On an ongoing basis from being displayed in DreamApply	18.03.2024		On an ongoing basis from being displayed in DreamApply	17.05.2024		On an ongoing basis from being displayed in DreamApply	07.06.2024	
28	Submission of requests for recognition of diplomas/certificates for further studies via the electronic	applicant	on an on an ongoing basis from the start date of application	no later than the last day of the deadline for correcting deficiencies, i.e. 01.08.2024.		on an on an ongoing basis from the start date of application	no later than the last day of the deadline for correcting deficiencies, i.e. 01.08.2024.		on an on an ongoing basis from the start date of application	no later than the last day of the deadline for correcting deficiencies, i.e. 01.08.2024.	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	interface provided/in DreamApply										
29	Checking applicants' documents for further studies and forwarding them to the LARS (the same applies to documents received in the context of correcting deficiencies).	IRA	on an ongoing basis from applicants' details being displayed (for Master programmes, on an ongoing basis after the competency assessment)	on an ongoing basis, but within 2 working days of the request being displayed in DreamApply (for Master programmes, from the competency assessment)		on an ongoing basis from applicants' details being displayed (for Master programmes, on an ongoing basis after the competency assessment)	on an ongoing basis, but within 2 working days of the request being displayed in DreamApply (for Master programmes, from the competency assessment)		on an ongoing basis from applicants' details being displayed (for Master programmes, on an ongoing basis after the competency assessment)	on an ongoing basis, but within 2 working days of the request being displayed in DreamApply (for Master programmes, from the competency assessment)	
30	Review of applicants' documents for further studies by the LARS and determination of any need for	LARS	From the date of receipt from the IRA	3-5 working days after receipt from the IRA (15 days by law)		From the date of receipt from the IRA	3-5 working days after receipt from the IRA (15 days by law)		From the date of receipt from the IRA	3-5 working days after receipt from the IRA (15 days by law)	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	correcting deficiencies and reporting this back to the IRA.										
31	Sending calls for correcting deficiencies for further studies to applicants.	IRA	From the date of receipt from the LARS	1-2 working days after receipt from the IRA (2 working days according to the regulations)		From the date of receipt from the LARS	1-2 working days after receipt from the IRA (2 working days according to the regulations)		From the date of receipt from the LARS	1-2 working days after receipt from the IRA (2 working days according to the regulations)	
32	Applicants' correcting deficiencies for further studies	applicant		01.08.2024			01.08.2024			01.08.2024	
33	Adopting resolutions on the further studies of applicants and forwarding them to the IRA	LARS	from the completion of a call for correcting deficiencies	3-5 working days from the date of completion of the call for correcting deficiencies		from the completion of a call for correcting deficiencies	3-5 working days from the date of completion of the call for correcting deficiencies		from the completion of a call for correcting deficiencies	3-5 working days from the date of completion of the call for correct-	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	in electronic form.			(by law, 45 days from the date of receipt of the request)			(by law, 45 days from the date of receipt of the request)			ing deficiencies (by law, 45 days from the date of receipt of the request)	
34	Forwarding resolutions on the further studies of applicants to applicants (by email, electronically in DreamApply, with the original handed over in person at the time of enrolment).	IRA	From the date of sending by LARS	within 5 working days		From the date of sending by LARS	within 5 working days		From the date of sending by LARS	within 5 working days	
35	Handing over 2 original paper copies of the	LARS		no later than 3 working days before			no later than 3 working days before			no later than 3 working	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	resolutions on applicants' further studies to the IRA.			the enrolment period			the enrolment period			days before the enrolment period	
36	For Bachelor programmes, sending notices to appear for the written admission examination in mathematics with the exact dates, including information on the opportunity to comment and the date for making comments, by email to applicants.	IRA	04.02.2024	08.02.2024		02.04.2024	08.04.2024		05.05.2024	09.05.2024	



**PROVISIONS OF
THE VICE-RECTOR
FOR EDUCATION**

1/2024
Version Number: **00.**

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOR-
EIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
37	Conducting written admission tests in mathematics for Bachelor programmes	applicant	12.02.2024	16.02.2024		10.04.2024	15.04.2024		13.05.2024	17.05.2024	
38	Informing applicants who have not sat a written exam and, in the case of a multi-part exam for a Master programme, applicants who have not obtained 50% of the points in the written part of the exam in DreamApply and excluding them from the	IRA		03.03.2024			30.04.2024			24.05.2024	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	admission procedure.										
	Displaying (disclosing) results of written tests in Moodle.	applicant		will be given in the notice to appear for the written examination			will be given in the notice to appear for the written examination			will be given in the notice to appear for the written examination	
39	Sending applicants' details (for Master programmes and Bachelor programmes) to study programme leaders for the organisation of oral admission exams. (Applicants' details are accessible to study programme leaders.	IRA	Always visible from being displayed in DreamApply	Always visible from being displayed in DreamApply		Always visible from being displayed in DreamApply	Always visible from being displayed in DreamApply		Always visible from being displayed in DreamApply	Study programme leaders have access to applicants' details, and exam dates will be chosen by applicants.	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
40	Study programme leaders send the IRA the exam dates of the oral examination of applicants for preparing the online exam interfaces (Skype, Moodle, Teams access link) and for informing applicants.	study programme leader		05.02.2024			03.04.2024			06.05.2024	
41	Informing applicants of the oral examination dates.	IRA	05.02.2024	16.02.2024		03.04.2024 (1 st place) 22.04.2024 (2 nd place)	15.04.2024 (1 st place and written examination) 25.04.2024 (2 nd place)		06.05.2024	17.05.2024	
42	Applicants choose a convenient date for	applicant	11.02.2024	21.02.2024		08.04.2024 (1 st place)	13.04.2024 (1 st place)		11.05.2024	22.05.2024	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	oral examination and submit their application.					24.04.2024 (2 nd place)	30.04.2024 (2 nd place)				
43	Informing applicants of the final date of the oral examination by sending links. (Skype, Moodle, Teams access link)	IRA		The system will automatically send it after selecting and confirming the exam date			The system will automatically send it after selecting and confirming the exam date			The system will automatically send it after selecting and confirming the exam date	
44	Composition of the Admission Committee and inviting the Student Union.	The committee shall be invited by the study programme leader, while the Student Union shall		09.02.2024			08.04.2024			08.05.2024	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
		be invited by the IRA									
45	Bachelor and Master programmes: Oral examination for programmes with oral examination only	study programme leader	12.02.2024	23.02.2024		10.04.2024 (1 st place) 29.04.2024 (2 nd place)	22.04.2024 (1 st place) 02.05.2024 (2 nd place)		13.05.2024	24.05.2024	
46	Bachelor and Master programmes: Oral examination for programmes with both written and oral examination	study programme leader	19.02.2024	23.02.2024		16.04.2024 (1 st place) 29.04.2024 (2 nd place)	22.04.2024 (1 st place) 02.05.2024 (2 nd place)		05.20.2024	24.05.2024	
47	Assessment of oral exams	lecturer/study programme leader		23.02.2024			22.04.2024 (1 st place) 02.05.2024 (2 nd place)			24.05.2024	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
48	Sending applicants' oral exam results to the IRA.	study programme leader		23.02.2024			22.04.2024 (1 st place) 02.05.2024 (2 nd place)			24.05.2024	
49	IRA prepares a spreadsheet with the application and admission data of applicants and submits it to the Deans for decision.	IRA		26.02.2024			24.04.2024 (1 st place) 06.05.2024 (2 nd place)			27.05.2024	
50	Making applicants' oral exam results visible for applicants on the website.	IRA		26.02.2024			24.04.2024 (1 st place) 06.05.2024 (2 nd place)			27.05.2024	
51	Scoring and forwarding the table of overall admission scores	IRA		26.02.2024			24.04.2024 (1 st place) 06.05.2024 (2 nd place)			27.05.2024	



**PROVISIONS OF
THE VICE-RECTOR
FOR EDUCATION**

1/2024
Version Number: **00.**

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**


No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
	to the Dean for decision										
52	Decision on admission	VRE's "cut-off" meeting		27.02.2024			26.04.2024 (1 st place) 08.05.2024 (2 nd place)			29.05.2024	
53	Recording admission examination results (decision) in DreamApply and for applicants.	IRA		29.02.2024			30.04.2024 (1 st place) 10.05.2024 (2 nd place)			31.05.2024	
54	Decision of Tempus Public Foundation on the applicants who will receive a scholarship to study at Corvinus University.	TPF	none	none	none		2024.05.03 (depending on the deadline set by Tempus)		none	none	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**


No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
55	Issuing of admission decisions.	IRA		On an ongoing basis from 01.03.2024, recognition examination for further studies for Master programmes, depending on the results of the credit recognition procedure and other requirements, by 16.08.2024 at the latest			On an ongoing basis from 13.05.2024, recognition examination for further studies, depending on the Tempus decision for Master programmes, the results of the credit recognition procedure and other requirements, by 16.08.2024 at the latest			On an ongoing basis from 03.06.2024, recognition examination for further studies for Master programmes, depending on the results of the credit recognition procedure and other requirements, by 16.08.2024 at the latest	

**FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS
RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION
PROCEDURE
programmes to be launched in September 2024**

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
56	Submission of applicants for legal remedy against admission decisions.	applicant		within 15 days of communicating the resolution			within 15 days of communicating the resolution			within 15 days of communicating the resolution	
57	Recording the data of those admitted in Neptun.	IRA		by 21.08.2024 at the latest			by 21.08.2024 at the latest			by 21.08.2024 at the latest	
58	Transfer of the documents of admitted applicants to the SS (decision on admission, credit recognition resolution, recognition resolution) to be recorded in Neptun as official data.	IRA		by 21.08.2024 at the latest			by 21.08.2024 at the latest			by 21.08.2024 at the latest	

	PROVISIONS OF THE VICE-RECTOR FOR EDUCATION	1/2024 Version Number: 00.
<p align="center">FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOREIGN NATIONALS</p> <p align="center">RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION PROCEDURE</p> <p align="center">programmes to be launched in September 2024</p>		

No.	Task	Task owner	First stage of admission Advertisement by the institution			Second stage of admission Advertisement by Tempus, first-place applicants			Third stage of admission Advertisement by Tempus, second-place applicants and 2 nd advertisement by the institution		
			F1 Start date	F1 End date	F1 Hours/minutes	F2 Start date	F2 End date	F2 Hours/minutes	F3 Start date	F3 End date	F3 Hours/minutes
59	Recording the documents (decision on admission, credit recognition resolution, recognition resolution) of admitted applicants in Neptun as official data.	SS		by 26.08.2024 at the latest			by 26.08.2024 at the latest			by 26.08.2024 at the latest	
60	Processing applications for legal remedy.	LARS		30 days from receipt			30 days from receipt			30 days from receipt	
61	Deleting data from Neptun for those not enrolled	SS		6 months from the last day of the enrolment period			6 months from the last day of the enrolment period			6 months from the last day of the enrolment period	

 BUDAPESTI CORVINUS EGYETEM	PROVISIONS OF THE VICE-RECTOR FOR EDUCATION	1/2024 Version Number: 00.
FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR FOR- EIGN NATIONALS RULES OF PROCEDURE FOR SCHEDULING THE ADMISSION PROCEDURE programmes to be launched in September 2024		

Final provisions

5.§

- (1) The present Provisions shall be effective from the day following their publication to 31 August 2025.