

**PROCEDURE FOR SCHEDULING THE ADMISSION PROCEDURE
OF FOREIGN-LANGUAGE PROGRAMMES ANNOUNCED FOR
FOREIGN NATIONALS
IN THE CASE OF PROGRAMMES STARTING IN SEPTEMBER
2025**

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Preamble

1.§

- (1) Pursuant to Section 9 (5) of the Admission Regulation in Part 1 of the Student Requirements constituting Volume III of the Rules for Organisation and Operation of Corvinus University of Budapest, I hereby set the following schedule and deadlines for the admission procedure for foreign language programmes announced for foreign nationals and starting in September 2025, i.e. for the programmes announced in the institutional admission procedure organised by the University, the Stipendium Hungaricum Scholarship Programme and the Hungarian Diaspora Higher Education Scholarship Programme.

2.§

- (1) Persons, bodies and organisations acting under these Provisions:
- a) applicant,
 - b) Vice-Rector for Academic Programmes (VRAP),
 - c) competent dean (Dean),
 - d) study programme leader,
 - e) competent Credit Transfer Committee (CTC),
 - f) competent Admission Committee (AC),
 - g) Legal and Procurement Services
 - h) Study Administration
 - i) Centre for Teaching and Learning
 - j) Communication,
 - k) lecturer,
 - l) Students' Union (SU),
 - m) Tempus Public Foundation (TPF).
- (2) The electronic admission system used for the admission procedure is DreamApply.
- (3) The internal organisational unit responsible for the DreamApply admission system is the Study Administration organisational unit.
- (4) The deadlines for applicants given in Section 5 mean 23:59 (Hungarian time) on the day of the deadline.

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Preparatory tasks for the institutional admission procedure

3.§

No.	Task	Competent organisational unit	Deadline
1	Production and publication of the provisions of the VRAP regarding the rules of the admission procedure.	Programme Management	01.12.2024
2	Production of prospectus on the recognition of diplomas/certificates for further studies	Legal and Procurement Services	01.12.2024
3	Production of prospectus on credit recognition	Study Administration / Communication	01.12.2024
4	Production of Data Processing Notice	Legal and Procurement Services	01.12.2024
5	Publication of prospectuses for applicants on the recognition of diplomas/certificates for further studies, on credit recognition, as well as data processing notices (website, application interface)	Communication	01.12.2024
6	Reconciliation and production of model documents (model resolutions) related to the admission procedure.	Legal and Procurement Services	31.01.2025
7	Publication and upload to a shared storage of model documents (model resolutions) related to the admission procedure,	Legal and Procurement Services	31.01.2025
8	Production and publication of information materials for applicants (information letters sent out in DreamApply, definition of website content, draft e-mails to applicants, open days)	Study Administration / Communication	01.12.2024
9	Production and updating of forms to be filled in on the website (request for credit recognition, request for recognition for further studies etc.)	Study Administration / Communication	01.12.2024

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**The scheduling of the admission procedure for programmes announced
under the institutional admission procedure organised by the University**

4.§

(1) First and second phase

No.	Task	Competent organisational unit	Application for admission Announcement by the institution F1		Application for admission Announcement by the institution F2	
			Start date F1	End date F1	Start date F2	End date F2
1	Uploading of the documents required to start the application and the application for admission to the electronic admission system provided for the application, in accordance with Sections 17-18 of the Admission Regulations	applicant	from the start date of application	30.11.2024	from the start date of application	31.12.2024
2	Closing of the applications for the given phase, listing of those who have applied so far. From the closing of the previous phase to the closing of the given phase, new applicants satisfying task 1.	Study Administration	on an ongoing basis	30.11.2024	on an ongoing basis	31.12.2024
3	Checking of the applicants' application documents	Study Administration	on an ongoing basis from the time of uploading by the applicants	02.12.2024	on an ongoing basis from the time of uploading by the applicants	03.01.2025
4	Correction of deficiencies in applicants' application documents (call for correcting deficiencies).	Study Administration	on an ongoing basis from the time of uploading by the applicants	15.07.2025	on an ongoing basis from the time of uploading by the applicants	15.07.2025
5	Correction of deficiencies in applicants' application documents.	applicant	on an ongoing basis, from the time of displaying in DreamApply	01.08.2025	on an ongoing basis from the time of uploading by the applicants	01.08.2025
6	Provision of information to applicants by email on how to submit applications for preliminary credit recognition, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the time of uploading by the applicants	17.12.2024	on an ongoing basis from the time of uploading by the applicants	21.01.2025
7	Provision of information to applicants by email on how to submit a request for the recognition of diplomas/certificates for further studies, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the time of uploading by the applicants	17.12.2024	on an ongoing basis from the time of uploading by the applicants	21.01.2025
8	The sending of information letters to applicants regarding the exact dates of written admission examinations in mathematics, for Bachelor programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	29.11.2024	on an ongoing basis from the time of uploading by the applicants	03.01.2025

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No.	Task	Competent organisational unit	Application for admission Announcement by the institution F1		Application for admission Announcement by the institution F2	
			Start date F1	End date F1	Start date F2	End date F2
9	The sending of information letters to applicants regarding the exact dates of in-house written admission tests for Master programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	29.11.2024	on an ongoing basis from the time of uploading by the applicants	03.01.2025
10	Written admission examinations in mathematics for Bachelor programmes	applicant	02.12.2024	08.12.2024	06.01.2025	12.01.2025
11	In-house written admission tests for Master programmes	applicant	02.12.2024	08.12.2024	06.01.2025	12.01.2025
12	The sending of applicants' details (for Master programmes and Bachelor programmes) to study programme leaders for the organisation of oral admission exams.	Study Administration	on an ongoing basis from the time of uploading by the applicants	30.11.2024	on an ongoing basis from the time of uploading by the applicants	31.12.2024
13	Study programme leaders send the dates of oral examinations to Study Administration for the purposes of preparing the online examination interfaces (Skype, Moodle, Teams access link) and for informing applicants.	study programme leader		03.12.2024		07.01.2025
14	Informing applicants of the oral examination dates.	Study Administration	on an ongoing basis, but no later than 1 working day before the start date of registrations for the oral examination			
15	Applicants choose a convenient date for the oral examination and submit their registration.	applicant	04.12.2024	09.12.2024	08.01.2025	13.01.2025
16	Provision of information to applicants of the final dates of oral examinations by sending links. (Skype, Moodle, Teams access link)		The system will automatically send it after the reservation			
17	The forming of the Admission Committee and invitation of the Students' Union.	invitation of committee members - study programme leader, invitation of the SU - Study Administration		03.12.2024		07.01.2025
18	Bachelor and Master programmes: Oral examinations for programmes with oral examination only	Admission Committee	11.12.2024	13.12.2024	15.01.2025	17.01.2025
19	Bachelor and Master programmes: Oral examinations for programmes with both written and oral examinations	Admission Committee	11.12.2024	13.12.2024	15.01.2025	17.01.2025
20	Assessment of oral exams	Admission Committee		13.12.2024		17.01.2025

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No.	Task	Competent organisational unit	Application for admission Announcement by the institution F1		Application for admission Announcement by the institution F2	
			Start date F1	End date F1	Start date F2	End date F2
21	The sending of applicants' oral examination results and the minutes to Study Administration.	study programme leader		13.12.2024		17.01.2025
22	Decisions on exclusions from admission based on the results of the oral admission examinations and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		19.12.2024		23.01.2025
23	Decisions on exclusions based on additional requirements and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		04.08.2025		04.08.2025
24	Study Administration prepares a table with the application and admission data of applicants and submits it to the Deans for decision.	Study Administration		16.12.2024		20.01.2025
25	The displaying of applicants' oral examination results for applicants on the website.	Study Administration		16.12.2024		20.01.2025
26	Calculation of points and the forwarding of the table of total scores to the Dean for decision	Study Administration		16.12.2024		20.01.2025
27	Decision on admission (organisation of "cut-off" meeting)	Study Administration		17.12.2024		21.01.2025
28	The recording of the admission decision in DreamApply for the applicant.	Study Administration		19.12.2024		23.01.2025
29	Issuance of admission decisions.	Study Administration	on an ongoing basis from 17.12.2024, depending on the results of the recognition for further studies assessment, or - in the case of Master programmes - the credit recognition process and other requirements, by 15.08.2025 at the latest			

(2) third and fourth phases

No.	Task	Competent organisational unit	Application for admission Announcement by the institution F3		Application for admission Announcement by the institution F4	
			Start date F3	End date F3	Start date F4	End date F4
1	The uploading of the documents required to start the application and the application for admission to the electronic admission system provided for the application, in accordance with Sections 17-18 of the Admission Regulation.	applicant	from the start date of application	31.01.2025	from the start date of application	28.02.2025
2	Closing of the applications for the given phase, listing of those who have applied so far. From the closing of the previous phase to the closing of the	Study Administration	on an ongoing basis	31.01.2025	on an ongoing basis	28.02.2025

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No.	Task	Competent organisational unit	Application for admission Announcement by the institution F3		Application for admission Announcement by the institution F4	
			Start date F3	End date F3	Start date F4	End date F4
	given phase, new applicants satisfying task 1.					
3	Checking of the applicants' application documents	Study Administration	on an ongoing basis from the time of uploading by the applicants	03.02.2025	on an ongoing basis from the time of uploading by the applicants	03.03.2025
4	Correction of deficiencies in applicants' application documents (call for correcting deficiencies).	Study Administration	on an ongoing basis from the time of uploading by the applicants	15.07.2025	on an ongoing basis from the time of uploading by the applicants	15.07.2025
5	Correction of deficiencies in applicants' application documents.	applicant	on an ongoing basis from the time of uploading by the applicants	01.08.2025	on an ongoing basis from the time of uploading by the applicants	01.08.2025
6	Provision of information to applicants by email on how to submit applications for preliminary credit recognition, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the time of uploading by the applicants	18.02.2025	on an ongoing basis from the time of uploading by the applicants	18.03.2025
7	Provision of information to applicants by email on how to submit a request for the recognition of diplomas/certificates for further studies, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the time of uploading by the applicants	18.02.2025	on an ongoing basis from the time of uploading by the applicants	18.03.2025
8	The sending of information letters to applicants regarding the exact dates of written admission examinations in mathematics, for Bachelor programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	31.01.2025	on an ongoing basis from the time of uploading by the applicants	28.02.2025
9	The sending of information letters to applicants regarding the exact dates of in-house written admission tests for Master programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	31.01.2025	on an ongoing basis from the time of uploading by the applicants	28.02.2025
10	Written admission examinations in mathematics for Bachelor programmes	applicant	03.02.2025	09.02.2025	03.03.2025	09.03.2025
11	In-house written admission tests for Master programmes	applicant	03.02.2025	09.02.2025	03.03.2025	09.03.2025
12	The sending of applicants' details (for Master programmes and Bachelor programmes) to study programme leaders for the organisation of oral admission exams.	Study Administration	on an ongoing basis from the time of uploading by the applicants	31.01.2025	on an ongoing basis from the time of uploading by the applicants	28.02.2025
13	Study programme leaders send the dates of oral examinations to Study Administration for the purposes of pre-	study programme leader		04.02.2025		04.03.2025

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No.	Task	Competent organisational unit	Application for admission Announcement by the institution F3		Application for admission Announcement by the institution F4	
			Start date F3	End date F3	Start date F4	End date F4
	paring the online examination interfaces (Skype, Moodle, Teams access link) and for informing applicants.					
14	Informing applicants of the oral examination dates.	Study Administration	on an ongoing basis, but no later than 1 working day before the start date of registrations for the oral examination			
15	Applicants choose a convenient date for the oral examination and submit their registration.	applicant	05.02.2025	10.02.2025	05.03.2025	10.03.2025
16	Provision of information to applicants of the final dates of oral examinations by sending links. (Skype, Moodle, Teams access link)		The system will automatically send it after the reservation			
17	The forming of the Admission Committee and invitation of the SU.	invitation of committee members - study programme leader, invitation of the SU - Study Administration		04.02.2025		04.03.2025
18	Bachelor and Master programmes: Oral examinations for programmes with oral examination only	Admission Committee	12.02.2025	14.02.2025	12.03.2025	14.03.2025
19	Bachelor and Master programmes: Oral examinations for programmes with both written and oral examinations	Admission Committee	12.02.2025	14.02.2025	12.03.2025	14.03.2025
20	Assessment of oral exams	Admission Committee		14.02.2025		14.03.2025
21	The sending of applicants' oral examination results and the minutes to Study Administration.	study programme leader		14.02.2025		14.03.2025
22	Decisions on exclusions from admission based on the results of the oral admission examinations and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		20.02.2025		20.03.2025
23	Decisions on exclusions based on additional requirements and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		04.08.2025		04.08.2025

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No.	Task	Competent organisational unit	Application for admission Announcement by the institution F3		Application for admission Announcement by the institution F4	
			Start date F3	End date F3	Start date F4	End date F4
24	Study Administration prepares a table with the application and admission data of applicants and submits it to the Deans for decision.	Study Administration		17.02.2025		17.03.2025
25	The displaying of applicants' oral examination results for applicants on the website.	Study Administration		17.02.2025		17.03.2025
26	Calculation of points and the forwarding of the table of total scores to the Dean for decision	Study Administration		17.02.2025		17.03.2025
27	Decision on admission (organisation of "cut-off" meeting)	Study Administration		18.02.2025		18.03.2025
28	The recording of the admission decision in DreamApply for the applicant.	Study Administration		20.02.2025		20.03.2025
29	Issuance of admission decisions.	Study Administration	on an ongoing basis from 17.12.2024, depending on the results of the recognition for further studies assessment, or - in the case of Master programmes - the credit recognition process and other requirements, by 15.08.2025 at the latest			

(3) fifth and sixth phases

No.	Task	Competent organisational unit	Application for admission Announcement by the institution F5		Application for admission Announcement by the institution F6	
			Start date F5	End date F5	Start date F6	End date F6
1	Uploading of the documents required to start the application and the application for admission to the electronic admission system provided for the application, in accordance with Sections 17-18 of the Admission Regulations	applicant	from the start date of application	31.03.2025	from the start date of application	30.04.2025
2	Closing of the applications for the given phase, listing of those who have applied so far. From the closing of the previous phase to the closing of the given phase, new applicants satisfying task 1.	Study Administration	on an ongoing basis	31.03.2025	on an ongoing basis	30.04.2025
3	Checking of the applicants' application documents	Study Administration	on an ongoing basis from the time of uploading by the applicants	07.04.2025	on an ongoing basis from the time of uploading by the applicants	12.05.2025
4	Correction of deficiencies in applicants' application documents (call for correcting deficiencies).	Study Administration	on an ongoing basis from the time of uploading by the applicants	15.07.2025	on an ongoing basis from the time of uploading by the applicants	15.07.2025
5	Correction of deficiencies in applicants' application documents.	applicant	on an ongoing basis from the	01.08.2025	on an ongoing basis from the time	01.08.2025

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No.	Task	Competent organisational unit	Application for admission Announcement by the institution F5		Application for admission Announcement by the institution F6	
			Start date F5	End date F5	Start date F6	End date F6
			time of uploading by the applicants		of uploading by the applicants	
6	Provision of information to applicants by email on how to submit applications for preliminary credit recognition, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the time of uploading by the applicants	22.04.2025	on an ongoing basis from the time of uploading by the applicants	01.06.2025
7	Provision of information to applicants by email on how to submit a request for the recognition of diplomas/certificates for further studies, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the time of uploading by the applicants	22.04.2025	on an ongoing basis from the time of uploading by the applicants	01.06.2025
8	The sending of information letters to applicants regarding the exact dates of written admission examinations in mathematics, for Bachelor programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	03.04.2025	on an ongoing basis from the time of uploading by the applicants	09.05.2025
9	The sending of information letters to applicants regarding the exact dates of in-house written admission tests for Master programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	03.04.2025	on an ongoing basis from the time of uploading by the applicants	09.05.2025
10	Written admission examinations in mathematics for Bachelor programmes	applicant	07.04.2025	13.04.2025	12.05.2025	18.05.2025
11	In-house written admission tests for Master programmes	applicant	07.04.2025	13.04.2025	12.05.2025	18.05.2025
12	The sending of applicants' details (for Master programmes and Bachelor programmes) to study programme leaders for the organisation of oral admission exams.	Study Administration	on an ongoing basis from the time of uploading by the applicants	31.03.2025	on an ongoing basis from the time of uploading by the applicants	30.04.2025
13	Study programme leaders send the dates of oral examinations to Study Administration for the purposes of preparing the online examination interfaces (Skype, Moodle, Teams access link) and for informing applicants.	study programme leader		08.04.2025		13.05.2025
14	Provision of information to applicants on the oral examination dates.	Study Administration	on an ongoing basis, but no later than 1 working day before the start date of registrations for the oral examination			
15	Applicants choose a convenient date for the oral examination and submit their registration.	applicant	09.04.2025	14.04.2025	14.05.2025	19.05.2025
16	Provision of information to applicants of the final dates of oral examinations by sending links. (Skype, Moodle, Teams access link)		The system will automatically send it after the reservation			
17	The forming of the Admission Committee and invitation of the SU.	invitation of committee		08.04.2025		13.05.2025

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No.	Task	Competent organisational unit	Application for admission Announcement by the institution F5		Application for admission Announcement by the institution F6	
			Start date F5	End date F5	Start date F6	End date F6
		members - study programme leader, invitation of the SU - Study Administration				
18	Bachelor and Master programmes: Oral examinations for programmes with oral examination only	Admission Committee	16.04.2025	22.04.2025	21.05.2025	28.05.2025
19	Bachelor and Master programmes: Oral examinations for programmes with both written and oral examinations	Admission Committee	16.04.2025	22.04.2025	21.05.2025	28.05.2025
20	Assessment of oral exams	Admission Committee		22.04.2025		28.05.2025
21	The sending of applicants' oral examination results and the minutes to Study Administration.	study programme leader		22.04.2025		28.05.2025
22	Decisions on exclusions from admission based on the results of the oral admission examinations and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		24.04.2025		03.06.2025
23	Decisions on exclusions based on additional requirements and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		04.08.2025		04.08.2025
24	Study Administration prepares a table with the application and admission data of applicants and submits it to the Deans for decision.	Study Administration		23.04.2025		31.05.2025
25	The displaying of applicants' oral examination results for applicants on the website.	Study Administration		23.04.2025		31.05.2025
26	Calculation of points and the forwarding of the table of total scores to the Dean for decision	Study Administration		23.04.2025		31.05.2025
27	Decision on admission (organisation of "cut-off" meeting)	Study Administration		24.04.2025		30.05.2025
28	The recording of the admission decision in DreamApply for the applicant.	Study Administration		25.04.2025		03.06.2025
29	Issuance of admission decisions.	Study Administration	on an ongoing basis from 17.12.2024, depending on the results of the recognition for further studies assessment, or - in the case of Master programmes -			

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No.	Task	Competent organisa- tional unit	Application for admission Announcement by the institution F5		Application for admission Announcement by the institution F6	
			Start date F5	End date F5	Start date F6	End date F6
			the credit recognition process and other requirements, by 15.08.2025 at the latest			

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The scheduling of the admission procedure in the Stipendium Hungaricum Scholarship Programme organised by the Tempus, in the case of programmes announced in the Diaspora Higher Education Scholarship Programme

5.§

(1) First and second phase

No.	Task	Competent organisational unit	Application for admission Tempus announcement, first choice H1		Application for admission Tempus announcement, second choice H2	
			H1 Date start	H1 Date end	H2 Date start	H2 Date end
1	Uploading of the documents required to start the application and the application for admission to the electronic admission system provided for the application, in accordance with Sections 17-18 of the Admission Regulations	Tempus applicant, SH applicant	01.12.2024	16.01.2025	01.12.2024	16.01.2025
2	Uploading of the documents required to start the application and the application for admission to the electronic admission system provided for the application, in accordance with Sections 17-18 of the Admission Regulations	Tempus applicant, Diaspora applicant	01.12.2024	31.01.2025	01.12.2024	31.01.2025
3	Closing of the applications for the given phase, listing of those who have applied so far.	Study Administration	expected mid-March 2024	31.03.2025	on an ongoing basis	30.04.2025
4	Checking of the applicants' application documents	Study Administration	on an ongoing basis from the time of uploading by the applicants	04.04.2025	on an ongoing basis from the time of uploading by the applicants	04.04.2025
5	Correction of deficiencies in applicants' application documents (call for correcting deficiencies).	Study Administration	on an ongoing basis from the time of uploading by the applicants	15.07.2025	on an ongoing basis from the time of uploading by the applicants	15.07.2025
6	Correction of deficiencies in applicants' application documents.	Tempus applicant	on an ongoing basis from the time of uploading by the applicants	01.08.2025	on an ongoing basis from the time of uploading by the applicants	01.08.2025
7	Provision of information to applicants by email on how to submit applications for preliminary credit recognition, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the time of uploading by the applicants	13.05.2025	on an ongoing basis from the time of uploading by the applicants	13.05.2025
8	Provision of information to applicants by email on how to submit a request for the recognition of diplomas/certificates	Study Administration	on an ongoing basis from the	13.05.2025	on an ongoing basis from the	13.05.2025

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No.	Task	Competent organisational unit	Application for admission Tempus announcement, first choice H1		Application for admission Tempus announcement, second choice H2	
			H1 Date start	H1 Date end	H2 Date start	H2 Date end
	for further studies, and on the procedure and the deadlines.		time of uploading by the applicants		time of uploading by the applicants	
9	The sending of information letters to applicants regarding the exact dates of written admission examinations in mathematics, for Bachelor programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	03.04.2025	on an ongoing basis from the time of uploading by the applicants	03.04.2025
10	The sending of information letters to applicants regarding the exact dates of in-house written admission tests for Master programmes.	Study Administration	on an ongoing basis from the time of uploading by the applicants	03.04.2025	on an ongoing basis from the time of uploading by the applicants	03.04.2025
11	Written admission examinations in mathematics for Bachelor programmes	applicant	07.04.2025	11.04.2025	07.04.2025	11.04.2025
12	In-house written admission tests for Master programmes	applicant	07.04.2025	11.04.2025	07.04.2025	11.04.2025
13	The sending of applicants' details (for Master programmes and Bachelor programmes) to study programme leaders for the organisation of oral admission exams.	Study Administration	on an ongoing basis from the time of uploading by the applicants	31.03.2025	on an ongoing basis from the time of uploading by the applicants	30.04.2025
14	Study programme leaders send the dates of oral examinations to Study Administration for the purposes of preparing the online examination interfaces (Skype, Moodle, Teams access link) and for informing applicants.	study programme leader	05.04.2024	08.04.2024	05.04.2024	08.04.2024
15	Provision of information to applicants on the oral examination dates.	Study Administration	05.04.2024	on an ongoing basis, but no later than 1 working day before the start date of registrations for the examination	05.04.2024	on an ongoing basis, but no later than 1 working day before the start date of registrations for the examination
16	Applicants choose a convenient date for the oral examination and submit their registration.	applicant	07.04.2025	17.04.2025	07.04.2025	17.04.2025
17	Provision of information to applicants of the final dates of oral examinations by sending links. (Skype, Moodle, Teams access link)		The system will automatically send it after the reservation			
18	The forming of the Admission Committee and invitation of the SU.	invitation of committee members - study programme leader, invitation of the		08.04.2024		08.04.2024

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2025**

No.	Task	Competent organisational unit	Application for admission Tempus announcement, first choice H1		Application for admission Tempus announcement, second choice H2	
			H1 Date start	H1 Date end	H2 Date start	H2 Date end
		SU - Study Administration				
19	Bachelor and Master programmes: Oral examinations for programmes with oral examination only	Admission Committee	14.04.2025	25.04.2025	14.04.2025	25.04.2025
20	Bachelor and Master programmes: Oral examinations for programmes with both written and oral examinations	Admission Committee	14.04.2025	25.04.2025	14.04.2025	25.04.2025
21	Assessment of oral exams	Admission Committee		25.04.2025		06.05.2025
22	The sending of applicants' oral examination results and the minutes to Study Administration.	study programme leader		25.04.2025		06.05.2025
23	Decisions on exclusions from admission based on the results of the oral admission examinations and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		30.04.2025		09.05.2025
24	Decisions on exclusions based on additional requirements and the recording of such cases in DreamApply, notification of applicants about their exclusion.	Study Administration		30.04.2025		09.05.2025
25	Study Administration prepares a table with the application and admission data of applicants and submits it to the Deans for decision.	Study Administration		28.04.2025		07.05.2025
26	The displaying of applicants' oral examination results for applicants on the website.	Study Administration		30.04.2025		07.05.2025
27	Calculation of points and the forwarding of the table of total scores to the Dean for decision	Study Administration		28.04.2025		07.05.2025
28	Decision on admission (organisation of "cut-off" meeting)	Study Administration		28.04.2025		08.05.2025
29	The recording of the admission decision in DreamApply for the applicant.	Study Administration		30.04.2025		09.05.2025
30	Decision of Tempus Public Foundation on the applicants who will receive a scholarship to study at Corvinus University.	Tempus Public Foundation		05.2024 (depending on the deadline set by Tempus)		05.2024 (depending on the deadline set by Tempus)
31	Issuance of admission decisions.	Study Administration	On an ongoing basis from 16.06.2025, recognition for further studies assessment, based on the Tempus decision and - in the case of Master programmes			

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2025**

No.	Task	Competent organisa- tional unit	Application for admission Tempus announcement, first choice H1		Application for admission Tempus announcement, second choice H2	
			H1 Date start	H1 Date end	H2 Date start	H2 Date end
			- the results of the credit recognition procedure and other requirements, by 15.08.2025 at the latest.			

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Schedule for processing applications for credit recognition

6.§

No.	Task	Competent organisational unit	For each application period	
			Start date	End date
1	Provision of information to applicants by email on how to submit applications for preliminary credit recognition, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the display of applicants' data	by the date indicated in the tables in Section 5
2	Submission of requests for preliminary credit recognition (or a certificate that the applicant has completed everything, just waiting for the diploma to be printed) via the electronic interface provided.	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.
3	Checking and forwarding applicants' preliminary credit recognition documents to the study programme leader. (the same refers to documents received for correcting deficiencies)	Study Administration	on an on an ongoing basis from the start date of application	01.08.2024
4	The study programme leader assesses the requests for preliminary credit recognition and sends the assessed requests to the CTC. (the same refers to documents received for correcting deficiencies)	study programme leader	From receipt from Study Administration	3-5 working days after receipt from Study Administration (2 working days according to the regulations)
5	The CTC decides on the requests for preliminary credit recognition and the Secretary of the CTC prepares the resolution. (the same refers to documents received for correcting deficiencies)	CTC Secretary	from receipt from the study programme leader	10 working days after receipt from Study Administration
6	Recording the applicant's preliminary credit approval resolution in DreamApply and forwarding it to the applicant by email.	Study Administration	from the decision of the CTC	within 2 working days, at the latest by 25.07.2025 (correcting deficiencies is possible by 01.08.2025 at the latest)

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Timetable for processing requests for recognition of diplomas/certificates for further studies

7.§

No.	Task	Competent organisational unit	For each application period	
			Start date	End date
1	Provision of information to applicants by email on how to submit a request for the recognition of diplomas/certificates for further studies, and on the procedure and the deadlines.	Study Administration	on an ongoing basis from the display of applicants' data	by the date indicated in the tables in Section 5
2	Submission (checking) of requests for recognition of diplomas/certificates for further studies in DreamApply/ via the electronic interface	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. 01.08.2025.
3	Checking applicants' documents for further studies and forwarding them to the Legal and Procurement Services (the same applies to documents received in the context of correcting deficiencies).	Study Administration	on an ongoing basis from the display of applicants' data	on an ongoing basis, but within 2 working days of displaying the request in DreamApply
4	Review of applicants' diplomas/certificates for further studies by the LARS and determination of any need for correcting deficiencies and reporting this back to Study Administration.	Legal and Procurement Services	From receipt from Study Administration	3-5 Working days after receipt from Study Administration (15 days by law)
5	Sending calls for correcting deficiencies regarding requests for recognition of diplomas/certificates for further studies to applicants.	Study Administration	Legal and Procurement Services	1-2 working days after receipt from the Legal and Procurement Services (2 working days according to the regulations)
6	Making recognition decisions on diplomas/certificates for further studies, forwarding the decision to Study Administration in electronic form.	Legal and Procurement Services	from the date on which deficiencies are corrected	3-5 working days from the date of completing the call for correcting deficiencies (by law, 45 days from the date of receipt of the request)
7	Recording resolutions on the recognition of diplomas/certificates for further studies of applicants in DreamApply, forwarding them to applicants (by email, electronically in DreamApply, with the original handed over in person at the time of enrolment).	Study Administration	From sending by the Legal and Procurement Services	within 5 working days
8	Handing over 2 original paper copies of the resolutions on applicants' further studies to Study Administration.	Legal and Procurement Services		by 26.08.2025 at the latest

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The scheduling of concluding tasks

8.§

No.	Task	Competent organisational unit	For each application period	
			Start date	End date
1	Submission of legal remedy request against admission decision.	applicant		within 15 days of communicating the resolution
2	Recording of the data of those admitted in Neptun.	Study Administration		by 22.08.2025 at the latest
3	Recording of the documents (decision on admission, credit recognition resolution) of admitted applicants in Neptun as official data.-	Study Administration		by 26.08.2025 at the latest
4	Processing of applications for legal remedy.	Legal and Procurement Services		30 days from receipt
5	Deletion of data from Neptun for those not enrolled	Study Administration		6 months from the last day of the enrolment period

Miscellaneous and final provisions

9.§

- (1) The present Provisions shall enter into force on 20 November 2024 and shall remain in force until 31 August 2026.