ERASMUS+ Students’ mobility guide

2016/17 Academic Year Spring semester

Pallas Athene University Business administration faculty

Hungary
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Dear Students,

We are delighted that you have chosen to take part in the **ERASMUS+ mobility programme** and decided to spend your semester at our institution.

Within the framework of the LLP – Erasmus, the **Pallas Athene University** is strongly committed to create the “European Higher Education Area” and to foster innovation throughout Europe. In particular, studying at the college not only will enrich your study experience but will also broaden your cultural background and improve your professional skills. Your time here will be both exciting and challenging if you are away from home for the first time.

**Pallas Athene University of Applied Sciences** is a new institution was formed with the merge of Pallas Athene University Business administration faculty and College of Kecskemét on 1st July 2016.

Please read the information contained within this Erasmus student handbook carefully. It is for your own benefit that you do so. It is also a good idea to let your parents have a read of the information too, as they may be anxious to know more about your mobility period abroad.

This guide will cover the main information that you need to know while continuing your studies at the Pallas Athene University Business administration faculty. It will also include information about your Erasmus+ programme which you can refer to throughout your studies.

*We wish you a pleasant stay in Szolnok, Hungary and we hope that your time here will be an important part of your academic and professional career.*

Dr Anita MONDOK  
College Associate Professor  
Faculty International Coordinator

*We can be accessed on the college website:  
http://international.szolfportal.hu/home*
Pallas Athene University Business Administration Faculty

The Faculty is one of Hungary’s most dynamic organization of higher education. With approximately 1,000 students and a full time academic staff of 70 and professional visiting lecturers from successful enterprises the college offers a wide range of study programmes and services for its national and international students and its partners. The campus lies on both sides of the River Tisza. The Educational buildings can be found in the beautiful sport and recreational area of the town Szolnok, the Residence Hall and the library in the centre of the city – the two are connected by Central Europe’s longest pedestrian and bicycle bridge. If you are a student or a staff member you can rent bicycles for free and ride around the campus and in the city centre.

You have a wide choice if you wish to study at Pallas Athene University Business administration faculty. The faculty offers seven bachelor courses, fourteen professional short-cycle and nearly thirty post-graduate programmes in Hungarian. The institution lays great emphasis on employability skills thus it maintains tight relations with business partners and welcomes a large number of business persons to teach in its courses.

The major emphasis is on business education. Prospective students can choose from three business BA courses: Commerce and Marketing, Finance and Accounting and Tourism and Catering. The college has bachelor courses in Mechanical Engineering in the Agriculture and Food Industry, Agribusiness and Rural Development Engineering and Technical Management. All courses have a compulsory business placement semester to develop students’ professional skills. The college operates a three-star hotel to assist in education and to welcome guests from all over the country and Europe.

Pallas Athene University Business Administration Faculty welcomes international students from different countries all over Europe and Asia. The college offers BA in International Business, Tourism and Catering and Marketing and Commerce programmes fully in English. This enables international students to obtain a full degree in Szolnok, but it also offers Erasmus and other exchange students to study a semester or two in Szolnok and gain a lifetime’s experience.

Training your mind is important, but body and soul deserve special attention as well. You can pursue a lot of sports activities in the premises, you can find a team in a number of sports if you are a professional (basketball, volley ball, water polo) player. The college’s Gastronomy Club will spoil you if you are a gourmand, the International Club brings you together with international culture and international people, and there are parties, parties and parties. So do not miss the opportunity and study in Szolnok.

Calendar of 2016/17 academic year

**Fall semester**

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Fall semester:</td>
<td>05 September – 28 January 2017</td>
</tr>
<tr>
<td>Opening ceremony:</td>
<td>05 September 2016, 2 PM</td>
</tr>
<tr>
<td>Registration week:</td>
<td>05 September – 10 September 2016</td>
</tr>
<tr>
<td>Teaching period:</td>
<td>05 September – 10 December 2016</td>
</tr>
<tr>
<td>Examination period:</td>
<td>12 December – 20 December 2016</td>
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<td></td>
<td>04 January – 28 January 2017</td>
</tr>
<tr>
<td>Winter break:</td>
<td>21 December – 01 January 2017</td>
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</tbody>
</table>


### Spring semester

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Spring semester:</td>
<td>06 February – 17 June 2017</td>
</tr>
<tr>
<td>Registration week:</td>
<td>06 February – 11 February 2017</td>
</tr>
<tr>
<td>Teaching period:</td>
<td>06 February – 13 May 2017</td>
</tr>
<tr>
<td>Examination period:</td>
<td>15 May – 17 June 2017</td>
</tr>
</tbody>
</table>

### Application for Erasmus+ mobility

**Step One:**

**Contact your home university's Institutional Erasmus Coordinator**

If you are interested in studying and living in Hungary and you wish to spend a semester or two as an exchange student at the Pallas Athene University Business administration faculty (Erasmus code: HU KECSKEM03), firstly you should contact the Erasmus Coordinator or International Relations Officer at your home institution. If there is a bilateral agreement under the Erasmus Programme signed between your home university and Szolnok University College and you are chosen as an exchange student, get in touch with our Institutional Erasmus Coordinator. The sooner the better.

**Step Two:**

**Send application documents**

We advise all Erasmus exchange students to print out and fill in the documents (available on-line):

- Application form for incoming students
- Learning Agreement
- Application form for accommodation

and return them - together with confirmation by the Erasmus Coordinator at your home institution and with an covering letter - by post to our address:

**Pallas Athene University Business administration faculty**

Dean’s Office – To Ms Dr. Anita Mondok
5000 Szolnok
Tiszaligeti sétány 14.
Hungary

Kindly note that all documents must be sent before the deadlines listed below. Unfortunately accommodation cannot be guaranteed if you apply after these deadlines:

- 15 July for the autumn semester
- 10 December for the spring semester

Before completing the Learning Agreement please study carefully the subject list for the next academic year. Please note that - despite our best efforts - a few of the proposed course-units may be subject to change and availability. Nevertheless, you will always find an attractive replacement to agree on when you arrive at Pallas Athene University Business administration faculty.

**Step Three:**

**Wait for your Letter of Acceptance; get more info on travel possibilities, medical insurance and visa requirements.**
You will receive an official Letter of Acceptance and will be provided with all other relevant information concerning your studies at Pallas Athene University Business administration faculty, including detailed information on your chosen courses, directly from the Erasmus Coordinator after processing of your application documents.

**Step Four:**

**The big day - your arrival in Hungary**

It is absolutely essential that you inform the International Coordinator in advance about your exact arrival time in Szolnok, so that the details about your pick-up can be specified. There is Student Council of Pallas Athene University Business administration faculty for you to make your arrival and settling down in Szolnok as easy as possible. It also runs Buddy Programme which will arrange Buddy for you. We recommend you to come to Szolnok on a weekday (Monday to Friday).

On your day of arrival you will be met by you Buddy either at Szolnok Railways Station. Our Student Buddies will help you to reach your accommodation, deal with the very first formalities required by the manager of the student halls of residence and assist you in finding your way to the International Office.

**Step Five:**

**Register at the International Office**

After getting acquainted with your accommodation and getting an idea of your surroundings, you should register at the International Office, in the main building.

You should bring 2 passport photos with you for the Student Identification Card. The International Coordinator will provide you with further instructions on how to get a Student Identification Card, access to the Library, dining halls and computer rooms. Your Buddy will show you round the building and its surroundings, and will familiarize you with your new academic environment.

**Step Six:**

**Finalize your choice of courses**

After your arrival in Szolnok and registration at the International Office, you will have to finalize your choice of courses so that they correspond to your background, needs and interests. You will also need to draw up your own timetable; however you will be given a helping hand by the student representatives and coordinator. The timetable of all courses will be available via the internet website.

*Things to pack before departure*

<table>
<thead>
<tr>
<th>Essential</th>
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<tbody>
<tr>
<td>– Your passport</td>
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<tr>
<td>– Proof of your healthcare insurance</td>
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<tr>
<td>– Tickets and journey details</td>
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<tr>
<td>– Credit card</td>
</tr>
<tr>
<td>– Some money in the form of cash (Euros, HUF)</td>
</tr>
<tr>
<td>– International Student Identity Card</td>
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<tr>
<td>– Toiletries Bag</td>
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<tr>
<td>– Medications (if applicable)</td>
</tr>
<tr>
<td>– Emergency phone numbers</td>
</tr>
<tr>
<td>– Mobile phone</td>
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<tr>
<td>– Towels, bed linen</td>
</tr>
</tbody>
</table>
**Hungary and Szolnok**

**The Hungarian educational system**

Higher education programmes (ISCED 5A, 5B, 6) are offered by public or private universities and colleges (non-university higher education institutions). In accordance with the three-cycle Bologna degree structure, there are Bachelor degree programmes lasting 6-8 semesters (ISCED 5A, 180-240 ECTS credits), which can be followed by Master degree programmes (ISCED 5A, 60-120 ECTS credits) for another 2-4 semesters. The third cycle provides doctoral studies (ISCED 6). Nevertheless, there are also undivided long programmes (10-12 semesters, 300-360 ECTS credits, ISCED 5A) in some disciplines, e.g. medicine or law.

Adult education and training includes part-time general education programmes at all ISCED levels, vocational education, as well as a wide range of non-formal courses provided by the public and private sector.

**ECTS credit system**

The workload of students in higher education in Hungary is expressed in terms of ECTS credits. ECTS, the European Credit Transfer System, is the most widely known credit transfer and accumulation system in Europe.

ECTS credits are a value allocated to course units to describe the student workload required to complete them. They reflect the quantity of work each module requires in relation to the total quantity of work required to complete a full year of academic study at the institution, that is, lectures, practical work, seminars, private work - in the laboratory, library or at home - and examinations or other assessment activities.

ECTS credits are also allocated to work placements and to thesis preparation when these activities form part of the regular programme of study at both the home and host institutions. ECTS credits are allocated to modules and are awarded to students who successfully complete those modules by passing the examinations or other assessments.
In ECTS, 60 credits represent one year of study (in terms of workload); normally 30 credits are given for six months (a semester). Each ECTS credit represents 30 hours of work. Hungarian and ECTS credits equal (1 Hungarian credit = 1 ECTS.) It is easy to transfer the earned ECTS credits into local credits.

In the Hungarian grading system the top grade is 5 (excellent), the lowest grade is 1 (failed).

**Visa**

Since 21 December 2007, Hungary has been a member of the Schengen Area, and applies the Schengen legislation in full.

(At present, 26 states, 22 of the 28 member states of the European Union, as well as Norway, Iceland, Liechtenstein and Switzerland are part of the Schengen Area. On the other hand, several members of the European Union, i.e. Bulgaria, Cyprus, Romania and Croatia do not yet participate in the Schengen cooperation. The United Kingdom and Ireland opted out the Schengen area.)

Significant changes subsequent to Hungary’s Schengen membership are:
- visas and residence permits issued by one of the Schengen States are valid for Hungary,
- visas issued by Hungarian representations abroad and residence permits issued by Hungarian national authorities are also valid for the entire Schengen Area.

The visa sticker, designed with the same appearance for all Schengen States, bears the words “valid for Schengen States”. The Schengen visa and entry regulations are only applicable for a stay not exceeding 90 days within a 180 days period. Rules relating to stays exceeding 90 days are laid down in the national law of the member states concerned.

_Persons with the Right of Free Movement and Residence_

Right of entry and residence for a period not exceeding 90 days Citizens of the EEA (EU + Norway, Iceland and Liechtenstein) and Switzerland may enter the territory of Hungary with a valid travel document or personal identification document and have the right of residence for a period not exceeding 90 days from the date of entry.

Family members of the above mentioned citizens who are not citizens of EEA states but are citizens of third countries and family members of a Hungarian citizen or an EEA citizen may enter the territory of Hungary with a valid travel document and – unless otherwise prescribed by any directly applicable EU legislation or an international agreement – with a valid visa.

_Right of residence for a period exceeding three months_

Students who are EEA citizens can reside in Hungary for more than three months if they are enrolled at an education institution offering accredited programmes. Within ninety-three days from the time of entry, such students have to register at the regional directorate of the Office of Immigration and Nationality. At the time of registration, students should be able to present a certificate of admission issued by the education institution or any other document for the verification of their student status. The registration certificate has no expiry date, and is valid together with a valid travel document or personal identification document.

The spouse and children of students who satisfy the above-mentioned requirements shall have the right of residence for a period exceeding three months.
Third Country Nationals (Non-EU & EEA citizens)

Third country nationals are required to have a visa for entering the territory of Hungary and also for a stay of up to 90 days within a 180 days period if they come from a country that is under visa obligation according to the Schengen acquis. The visa application has to be submitted to the Hungarian Consulate in the country where the permanent or temporary residence of the applicant is located or in the country of the applicant’s nationality. If third country nationals wish to stay longer than three months, they need to have a valid travel document, the necessary permits for return or continued travel and they should be able to verify the purpose of entry and stay, they should have both accommodation and enough financial resources to cover their costs plus a full healthcare insurance or sufficient financial resources necessary for taking out healthcare services. A residence permit authorizes third-country nationals to reside in Hungary for a period of minimum 90 days but not exceeding two years. The application for a residence permit should be submitted to the Hungarian Consulate in the country where the permanent or temporary residence of the applicant is located or in the country of the applicant’s nationality and will be judged by the competent Hungarian regional directorate. Those already residing in Hungary can submit their application directly to the competent regional directorate.

Students who are third-country nationals can obtain a residence permit if they have full time legal student relationship with a registered Hungarian public educational institution working in line with the public education information system, or wish to stay in Hungary in order to carry on full time studies organized by a state-recognized higher education institution, or to participate in a preparatory course for studies organized by a state-recognized higher education institution and can prove to meet the language skill requirements. Researchers can get a residence permit when their purpose of stay is to carry out a research project under a hosting agreement concluded with a research organization accredited in line with specific legislation.

For citizens of third countries, the Immigration Office issues a new biometric document, the EU Blue Card, a work permit and a residence permit enabling highly-skilled non-EU citizens to work and live EU-wide. The EU Blue Card is valid for a period of minimum 1 year and maximum 4 years. After 4 years, the card can be renewed for another 4 years. Blue Card holders are granted the same social and labour rights as the citizens of the receiving country.

Since 1st January 2014 as a result of law changes a single application procedure aims the authorization of the establishment of a legal employment relationship of the third-country national with a specific employer in the territory of Hungary on the basis of his application for more than ninety days.

The single permit is a residence permit, which entitles the third country national to establish residence and legal employment relationship with a specific employer in the territory of Hungary.

Cases of single application procedures:

- In case the stay of the third country national submitting an application for residence permit for gainful activity aims the establishment of a legal employment relationship with a specific employer;
- In case the third-country national intends to establish a legal employment relationship, and he/she: submits a residence permit application for family reunification, or submits an application for EU Blue Card;
In case the third-country national intends to establish a legal employment relationship, and he/she is in possession of a residence permit issued for family reunification, or is in possession of an EU Blue Card.

**Work permission for students from third countries:**
Students from a third country carrying out regular studies in Hungary as part of a cooperation programme can work in their term-time for a maximum of twenty-four hours weekly, and sixty-six working days beyond their term-time or during a period not exceeding ninety days.


**Insurance**
First aid is free for every foreigner. EU citizens are insured on the basis of the European Health Insurance Card when they are in another member state and are, from the point of view of social security, entitled to the same rights and have the same obligations as citizens of that given member state.

Those with jobs are insured in the country where they exercise their occupational activity. If you participate in an international student exchange programme or study at a state-run institute, you are entitled to free medical care. Based on the valid agreement between the host and the home universities, you are allowed to use the facilities of the Hungarian social security system.

In possession of your residence permit and your attendance certificate, please contact the local Health Insurance Fund. If you study in Hungary independent of any placement, you can take out health insurance with the Health Insurance Fund at a cost of 30% of the local minimum wage.


**Student ID**
If you have a student ID in your own country, all you need to do is obtain an international student ID prior to your visit to Hungary. This will entitle you to reductions on train and coach tickets, museum entrance fees, Youth Hostel accommodation, library memberships and will offer various other discounts.

A Hungarian student ID will be supplied by the institution. Students continuing partial studies receive a temporary Hungarian ID from the International Department / Registrar’s Office. Please, contact to the international office.

**Currency**
Forint (HUF) has been the local currency in Hungary since August 1946. The name “forint” comes from the name of the city of Florence, where golden coins had been minted since 1252.

Banknotes come in denominations of 500, 1000, 2000, 5000, 10,000 and 20,000. All of them are watermarked, contain an embedded vertical security strip of thin metal and are designed to be suitable for visually impaired individuals.

Six different coins are in use: 5, 10, 20, 50, 100 and 200 forint coins. Until 1 March, 2008, coins of 1 and 2 forints were also in use but they were eventually withdrawn from circulation because their production cost was higher than their actual value. (It is important to be aware of this when you pay cash because rules of rounding are used, i.e. the bill will be rounded up or down so that the last digit will always be five or zero.)
Since January 1997, HUF has been fully convertible, making life easier for everyone visiting Hungary. Changing currencies is offered by banks or ATMs but the best way to change currencies is to find ‘no commission’ currency exchange shops near inner city shopping facilities. Most banks do not charge any commission so your money in HUF will be provided to you according to the effective daily exchange rate.

Credit cards are accepted at many more places than before. If in doubt, ask the shop assistant or look for symbols and tags on shop windows. The most popular credit cards are Visa, Mastercard and American Express.

You can also open a bank account as the non-residential account service is designed especially for foreign nationals. All you need is your passport. You can open a HUF account or any other currency account.

**Printed faces on banknotes**

Deák Ferenc (HUF 20,000 banknote) was the “Sage of the Country”: a Hungarian statesman whose negotiations led to the establishment of the dual monarchy of Austria-Hungary in 1867. He was a dedicated fighter for reforms wanting to improve the living conditions of the Hungarian peasantry, which he spearheaded using his own estates as an example. Depicted on the reverse of this banknote of the highest denomination is the building of the temporary House of Representatives. This building, where the National Assembly used to meet, was the predecessor of today’s Parliament.

Saint István (or Stephen, HUF 10,000 banknote): the first king of Hungary (1000–1038). During his reign, Christianity became the state religion in Hungary. This was a significant decision in the sense that Hungary could thus become part of the Christian Europe. The reverse of the banknote features a view of the historical city of Esztergom, which functioned as the capital city of Hungary between the 10th and the mid-13th centuries, and was also the Royal Seat at that time.

Count Széchenyi István (HUF 5,000 banknote): he was a politician, a theorist and a writer, one of the greatest statesmen in Hungarian history. Famous for his outstanding political activity, he is known as “the Greatest Hungarian”. A great reformer, Széchenyi founded the Hungarian Academy of Sciences, introduced horse racing and also financed the construction of the first permanent bridge on the Danube, the Chain Bridge. The reverse of the banknote features Széchenyi’s castle in Nagycenk (North-Western Hungary), where he spent his childhood.

Bethlen Gábor (HUF 2,000 banknote): he was a prince of Transylvania in the first half of the 17th century, and the leader of an anti-Habsburg insurrection in the Habsburg-ruled Hungary. The principality in Transylvania reached its peak during his reign. He was one of the most striking and original figures of his century. He supported various religions, which could be freely practiced in Transylvania, and thus created a unique situation in Europe at the time. The reverse of the banknote features Gábor Bethlen surrounded by his scientists. During his reign, culture flourished in Transylvania, and many scientists visited different parts of Transylvania while the rest of Hungary was under Turkish or Austrian rule.

King Matthias (or Mátyás, HUF 1,000 banknote) was King of Hungary and Croatia, and ruled between 1458 and 1490. He is a very popular figure in Hungarian history. He was known for being understanding to the poor and was an advocate of justice – a fact that accounts for his nickname “Matthias the Righteous”. His palace in Visegrád was a centre of Hungarian renaissance. On the
reverse of the banknote is a picture of the Hercules Fountain in Visegrád. During celebrations, wine instead of water is said to flow from the fountain.

Rákóczi Ferenc II (HUF 500 banknote) was also a prince of Transylvania, and the leader the Hungarian nationwide uprising against the Habsburg Empire, eventually crushed in 1711. After the failed uprising, Rákóczi was forced to leave the country. He spent the rest of his life in Turkey in exile. The reverse of the banknote shows the castle of Sárospatak, which was the centre of the Rákóczi family’s property and the venue for secret negotiations before the uprising.


Hungarian cuisine

Hungarian cooking is actually quite difficult to define. It frequently uses paprika, black pepper and onion. Potatoes are also commonly used in many types of meal. There are two remarkable elements of Hungarian cuisine that locals take no or little notice of but which seem quite unusual to foreigners. One is known as “főzelék” (various vegetables prepared in a special way, served cooked and bearing some similarity to a very thick soup) and the other one is soup itself prepared in different kinds of ways. Hungarian cuisine offers a bunch of soups from vegetables or meats or both. These soups come in creamy types, as fresh fruit soups and also as heavy meat soups. In Hungary, a typical breakfast may consist of fresh bread, cold sausage type minced meat products (such as kolbász or szalámi), some vegetables or jam. Lunch is the major meal of the day, usually consisting of three courses: soup is followed by a main dish and a dessert. What is locally referred to as ‘salad’ is absolutely different from your notion of salad in that it usually means pickled vegetables eaten along with the main course (in Hungarian these are called “savanyúság”). Green salad is not part of the traditional Hungarian cuisine. Normally, dinner is far less significant a meal than lunch. It is a bit like breakfast, consisting mainly of a cold meal.

And if you feel like having a drink after a good meal, taste one of the fine Hungarian wines. Hungary has 22 wine regions, and the most well-known among foreigners are the Tokaj, Villány, Balaton Highland and Eger regions, but it is also worth visiting other regions for their local special wines. Typical wine types of the country are kékfrankos (Blaufränkisch), olaszrizling (Welsh Riesling), zöldveltelini, cabernet franc and cabernet sauvignon. Hungarians like drinking fröccs especially in summer, which is white or rosé wine mixed with fresh soda water, also known as wine spitzer. If you like short drinks, you should not miss the famous Unicum and pálinka, either.

Typical dishes you should try while in Hungary:
gulyásleves (goulash soup), húsleves (meat soup), halászlé (fish soup), hideg meggyleves (cold sour cherry soup), Jókai bableves (bean soup Jókai style), Hortobágyi palacsinta (pancake filled with meat), tűrös csusza (pasta with cottage cheese), töltött káposzta (stuffed cabbage), pörkölt (stew made of different kinds of meat), lecső (stewed onions, tomatoes and peppers), paprikás krumpli (potatoes with paprika), mákos guba (dumplings with poppy seed), szilvás gombóc (dumplings filled with plum), Dobos torta (chocolate cake with a special caramel top on it), rétes (strudel), szaloncukor (special Christmas sweet), bejgli (Christmas cake filled a with walnut or poppy seed filling), tűró rudi (sweet curd bar coated with chocolate), lángos (Hungarian fried bread), pogácsa (small savoury biscuits) and the list is endless in fact.
**National holidays and celebrations**

Public holidays in Hungary are referred to as national holidays. In addition to officially sanctioned national holidays, the country observes numerous religious and political observances. All workers in Hungary are entitled to paid national holidays. Local and territorial observances are usually outlined in an employment contract or collective bargaining agreement. Hungary observes New Year’s Day and the following day as a holiday; Revolution Memorial Day; Easter Day; Easter Monday; Labour Day; Whit Monday; Hungary National Day and the following day which is observed as a national holiday; 1956 Revolution Memorial Day; All Saints’ Day; Christmas Eve; Christmas Day and Boxing Day. In Hungary, several working days are observed as public holidays including Saint Nicholas Day and New Year’s Eve. Entitlement to unofficial national holidays are granted at the discretion of an employer.

In addition to national holidays, Hungary also recognizes several remembrance days, which are designated as country-wide observances. Workers are usually required to work on these days, unless otherwise specified by an employment contract. National observances include Saint Stephen’s Day, observed in honour of Hungary’s first King and the official day of the foundation of Hungary; Memorial Day for the Victims of the Holocaust; National Defence Day; Day of National Unity and Day of the Independent Hungary. Multiple spring and summer festivals are held nationwide, usually on weekends. Some employers grant permission for workers to attend weekend festivals to spend time with family and friends. Festivals typically feature special musical concerts and performances in observance of Hungarian cultural traditions.

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<thead>
<tr>
<th>Date</th>
<th>Day</th>
<th>Holiday</th>
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<th>Day</th>
<th>Holiday</th>
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<tbody>
<tr>
<td>1 January</td>
<td>Friday</td>
<td>New Year’s Day</td>
<td>1 January</td>
<td>Friday</td>
<td>New Year’s Day</td>
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<tr>
<td>14 March</td>
<td>Monday</td>
<td>Revolution Day Holiday</td>
<td>15 March</td>
<td>Tuesday</td>
<td>Revolution Day</td>
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<tr>
<td>15 March</td>
<td>Tuesday</td>
<td>Revolution Day</td>
<td>17 April</td>
<td>Monday</td>
<td>Easter Monday</td>
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<tr>
<td>28 March</td>
<td>Monday</td>
<td>Easter Monday</td>
<td>1 May</td>
<td>Sunday</td>
<td>Labour Day</td>
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<tr>
<td>1 May</td>
<td>Sunday</td>
<td>Labour Day</td>
<td>5 June</td>
<td>Monday</td>
<td>Whit Monday</td>
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<tr>
<td>16 May</td>
<td>Monday</td>
<td>Whit Monday</td>
<td>20 August</td>
<td>Saturday</td>
<td>Saint Stephen’s Day</td>
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<td>20 August</td>
<td>Saturday</td>
<td>Saint Stephen’s Day</td>
<td>23 October</td>
<td>Sunday</td>
<td>Republic Day</td>
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<tr>
<td>23 October</td>
<td>Sunday</td>
<td>Republic Day</td>
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<td>Republic Day Holiday</td>
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<tr>
<td>1 November</td>
<td>Tuesday</td>
<td>All Saints’ Day</td>
<td>26 December</td>
<td>Monday</td>
<td>2nd Day of Christmas</td>
</tr>
<tr>
<td>25 December</td>
<td>Sunday</td>
<td>Christmas Day</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>26 December</td>
<td>Monday</td>
<td>2nd Day of Christmas</td>
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</tbody>
</table>

The Hungarian Language

Hungarian is the official language of Hungary and one of the official languages of the European Union. Outside Hungary it is also spoken by communities of Hungarian people in neighbouring countries—especially in Romania, Slovakia, Serbia and Ukraine—and by Hungarian diaspora communities worldwide. Like Finnish and Estonian, it belongs to the Uralic language family, with its closest relatives being Mansi and Khanty. It is one of the few languages of Europe that are not part of the Indo-European family so it is not easy to be familiar with at the first time.

Read more here: http://how-to-learn-any-language.com/e/languages/hungarian/index.html

The city of Szolnok

Szolnok – the seat of Jász-Nagykun-Szolnok County – lies in the heart of the Alföld (Hungarian Plain). The town is intersected by the Tisza and Zagyva Rivers, whose flood basins and backwaters offer a paradise for anglers and hikers. The spectre of untouched riverbanks adds a special experience to doing water sports on the Tisza River and invites people to cycling and walking tours. The town boasts a rich cultural life, its summer programmes and the traditionally held Goulash Festival attract great crowds. Szolnok’s reputation is enhanced by the performances of Szigligeti Theatre, the exhibitions of the Artists’ Colony which has been hosting artists since 1902. In addition, several other museums with permanent or temporary exhibitions are open to visitors.

With its nearly 75,000-strong population, Szolnok is not the biggest but one of the most beautiful county seats of Hungary. The mention of its name conjures up the Tisza River, the Szigligeti Theatre, the Artists’ Colony, basketball, water sports and plenty of intact natural beauties, and the mating dance of mayflies which is a sight that every nature lover must see.

The Tisza and Zagyva rivers together with their backwaters play a very important role in the life of the town. Our town was built at the confluence of the two rivers and its residents have always been tough and industrious people. Everything that nature has endowed us with is totally unique and forms an unbreakable bond between the town and its residents.

Apart from the wildlife treasures of the river valleys, Szolnok owns another treasure: the wonders that our medicinal thermal waters make are known to many and are being discovered by more and more people every year.

The attractiveness of the town is enhanced by a number of large-scale events that have grown into a tradition. Szolnok Music Festival is organised every year in March and April with performances of reputed artists. Of the creative communities in the town the Artists’s Colony is not the only one that gained recognition in the course of the years but also the Tisza Folk Dance Ensemble, the Béla Bartók Béla Chamber Choir and the Szolnok Symphonic Orchestra.
Water polo, basketball and water sports in general have a long tradition in Szolnok. On a backwater of the Tisza a kayak-canoe race track was created suited to accommodate international competitions, too. Enthusiasts of angling, hunting and horse riding will also find excellent opportunities to pursue their hobbies.

Visitors to the town are awaited with lot of colourful programmes and an enhancing natural environment. High standard accommodation serves the needs of quality tourism, from youth hostels to leisure centres and even to 4-star hotels. The wide range of choice caters both for individuals or groups, recreational or business tourists. The conference facilities available also serve the needs of business tourism.

A host of restaurants are available to people seeking the pleasures of gastronomy accompanied by friendly service and genuine hospitality.

Visitors will also find innumerable ways of useful leisure time activities. Our thermal water ensures regeneration and recovery from various illnesses, the untouched world of our rivers and backwaters and natural beauties are ideal for relaxation.

**The symbol of Szolnok – Mayfly bridge**

A bridge has always been a symbol in the history of mankind representing belonging together, appeasement, the removal of obstacles separating peoples or nations. The new symbol of Szolnok, the longest foot-bridge in Central Europe, is a true tourist attraction and a technical curiosity. Apart from the construction of the bridge, this investment included the formation of a ceremonial square at the foot of the bridge on the town’s side and also its attractive floodlights. A special feature of the bridge is that it is supported only by two pillars on the riverbanks giving the structure and delicate aerial charm. Elevators on both sides assist disabled people to access the bridge. Mayfly Bridge connects the downtown area of the county seat to the green belt breathing new life into Tiszaliget and helping it develop into a recreational, sports and higher education centre.

The steel structure of the bridge resembling the wings of a mayfly, which is the longest one in the country and also Central Europe, boasts a number of special and rarely employed technical solutions. It has a mass of 550 tonnes and a length of 444 metres. The span between the two supporting pillars is 120 metres.

As part of the project a new ceremonial square was constructed at the foot of the bridge on the town’s side where, beside the World War I Memorial, the Relic Country Banner, originally erected on
Eötvös Square in 1934 but hurled down by the Soviet Army in 1944, was reerected significantly changing the present look of the town centre.

See more: [https://www.youtube.com/watch?v=rtIkAbqQhGc](https://www.youtube.com/watch?v=rtIkAbqQhGc)

**Climate**

The coldest month in Szolnok is January while the hottest is July with an average difference of 22.6°C. The yearly precipitation is 495 mm on average. The most rainy months are May and June with almost double precipitation than in January, February, and March. The number of sunny hours is around 2025 a year but can show great fluctuation each year. The months with most sunshine are the ones during the summer (with 260-280 hours a month) while the ones with the least are November, December, and January (50-75 hours a month).

**How to get to Szolnok**

By car

Szolnok is not on any major highways but you can take Route 4 all the way from Budapest or choose M5 highway and leave it at Exit 44 on Route 405 which connects it to Route 4. The former choice is shorter while the latter one (the European route E60) is faster.

By train

The main railway station of Szolnok is the following:

- **Szolnok railway station** ([Szolnok-Szolnok vasútállomás](https://www.nav.hu/en/hallal/szolnok)), (address: Jubileum tér 1-3.)
  
  *available by buses 2Y, 6, 6Y, 7, 7Y, 8, 8Y, 13, 13Y, 15, K15, 16, 17, 24, 24A, 27, 28, 38)*.

Szolnok is a major rail junction and there are frequent trains going to and from Budapest as well as points north, south and east. Two railways lead to Szolnok from Budapest: line 100a—the second oldest railway line in Hungary established in 1847—from Budapest-Nyugati station through Cegléd
and Abony which continues as line 100 to Debrecen, Nyíregyháza, and Ukraine and line 120a from Budapest-Keleti through Nagykáta and Újszász which goes on as 120 to Békéscsaba and Romania. On both lines, the distance from the capital is 100 km long but the time your journey will take may differ from 1 hour 18 minutes to 1 hour 55 minutes depending on the type of the train and the time of the day. Also, don’t expect the trains to be on time. The terminus of the trains from Budapest are either Szolnok, Záhony (border to Ukraine), Lőkösháza (border to Romania), Szentes, or abroad. Other lines starting or ending at Szolnok are 86 and 145 which mean further direct connections to Hatvan, Kiskunfélegyháza, Vámosgyörk, and Kecskemét. The lines are all operated by MÁV (web: http://www.mavcsoporthu/en)

Get around
You can access to an interactive map here: http://maps.wikivoyage-ev.org/w/poimap2.php?lat=47.17467&lon=20.19649&zoom=14&layer=M&lang=en&name=Szolnok

By car
Around the city, there are usually enough parking places at any time of the day. After 2007, there was a change in the traffic (the main square was closed from cars) so be sure that your map is up-to-date.

By bus
Buses are the only available public transport method. They are, however, in comparison with other buses in Hungary, mostly in a very good shape, and some of the vehicles even have air-conditioning. The northern part of the city is better covered than the southern and buses during the night are very rare. At the bus stops, you can find small maps next to the timetables that help you decide which bus to get on.

You should get on the bus at the front door and show your pass to the driver. If you have a ticket, chances are that you should give the ticket to the driver who validates it but in some cases the validating machine is outside the driver’s cabin—in that case it is your job to do it. Some buses have electronic machines (put your ticket into the slot horizontally and it prints on it) while in some cases, there is a mechanic one (put your ticket into it vertically and pull the black part). You should get off the bus at one of the rear doors.

A line-ticket costs 270 Ft when bought at a newspaper stand and 350 Ft if bought on the bus from the driver. A one-day pass is 1,050 Ft, while a one-week pass is 2,000 Ft. They are available at the ticket offices at the bus station and next to the train station. With valid student ID card the monthly ticket costs 2,900 HUF.

Or by bicycle and on foot...
Bicycle road network in the city
Average cost of living

As Szolnok is located 100km far from the capital, the average cost of living is also far away from the high prices of Budapest. Certainly the price level of public transportation or electricity regulated by the state almost the same everywhere in the country, but the basic food or services fit better to a student’s pocket in Szolnok. You will need at least 100,000 Hungarian forints (approx. 320 Euros) per month to cover the costs of accommodation including utilities, pay for local transport, and even go out occasionally. This amount should cover the costs of rent, utilities, shopping for everyday items and local transport. As the rent constitutes a significant item of your total expenditure, the final amount will depend on whether you rent a room, a flat, or whether you are accommodated in a student hostel.

You can read more about the average cost of living in Hungary here:

http://www.numbeo.com/cost-of-living/country_result.jsp?country=Hungary

Student Dormitory

Access

Address: 8 Mártírok Street, Szolnok
GPS coordinates:
47.1708523 LAT - 20.1881896,17 ING
47° 10' 15" N - 20° 11' 17.4" E
Cost of the dormitory (2016/17 academic year, spring semester)

<table>
<thead>
<tr>
<th>Room fees</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>· a room for two students (shared)</td>
<td>33,000 HUF/month/person</td>
</tr>
<tr>
<td>· a room for one student (staying alone)</td>
<td>66,000 HUF/month/person</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Extra fees at check in</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>· dormitory contribution</td>
<td>500 HUF</td>
</tr>
<tr>
<td>· entry card fee</td>
<td>200 HUF</td>
</tr>
<tr>
<td>· key deposit</td>
<td>500 HUF</td>
</tr>
</tbody>
</table>

We provide the accommodation to our students for the period of a whole semester. It means that you have to pay fees for 5 months (from September to February and/or from February to July). For students who spend the whole academic year here it means 10 months (from September to July). Fees have to be paid until 20th of each month through the Neptun system. Students have to pay a whole month fee even if they stay only a few days/ half month. The reason for this is that the dormitory does not operate the way a hotel does. Places are provided for students to stay for a whole semester; if you leave your room earlier, or arrive later during the semester the room cannot be rented to another student.

If students declare in writing (kollegium@szolf.hu) in the two first weeks of the month that they leave the dormitory till the end of the given month, the College disregards the dormitory fee of the next month. Later they can’t do this.

Check in

Upon arrival to the dormitory, students are asked to check in at the reception desk. They are asked to read and sign the dormitory agreement and the Rules & Regulations. Students receive a key card and their keys for the room. The fee and deposit of the entry card need to be paid during the check-in procedure. The deposit will be paid back at check out in case of giving back in the original condition.

Check out

15 days before checking out of the dormitory, students are asked to report their intention of leaving the dormitory at the head of the dormitory. Before leaving the dormitory students have to set up a time for room check with the Student Dormitory Committee. The room check is done on the day of departure. The checkout procedure takes about 30 minutes. Students are asked to sign the Leaving Declaration which is available and downloadable from the website. Failing to check out properly would result in extra charges.

Receiving guests

Daytime visitors can stay until midnight in the dormitory free of charge. Guests staying after midnight are considered as overnight guests. Resident students can have overnight guests: one student (in double room with single occupancy) can only have one guest per night in his/her room and the student must be present during the guest’s stay. It is the responsibility of the residents to register their guests and they will be accountable for all their actions in the dormitory. For safety reasons all guests have to be registered upon arrival at the reception by completing a registration form. Upon departure, the guest has to check out by signing the form again. Failing to check out properly would result in charges for the additional nights. Guests get a guest-card at the entry, which has to be given back at the time of departure.
### Fees for overnight guests (2016/17 academic year)

<table>
<thead>
<tr>
<th>OverNight</th>
<th>Fee (per person, per night)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodated in own room</td>
<td>1,500 HUF + 200 HUF tourism tax</td>
</tr>
<tr>
<td>Accommodated in another guestroom</td>
<td></td>
</tr>
<tr>
<td>- in a double room (use as double)</td>
<td>5,000 HUF + 200 HUF tourism tax</td>
</tr>
<tr>
<td>- in a double room (use as single room)</td>
<td>6,500 HUF + 200 HUF tourism tax</td>
</tr>
</tbody>
</table>

### Heating

Officially the heating period is between 15 October and 1 May, but it might change depending on the weather conditions. Students can adjust the temperature in the room with the thermostats. The college maintains an environmental sustainability policy that includes also energy efficiency. If you leave your own or a community room make sure that you turn off the lights. If you leave your room for more than a day turn off the heating. If your fridge is empty lease turn it off.

### Cleaning

It is each resident’s responsibility to keep his/her room in a clean and sanitary condition. The order and cleanliness can be checked by the building operator and the head of dormitory. At least once a month scheduled ‘room visit’ will be held.

It is required from the law to carry out monthly an antiseptic cleaning has to be performed by the dormitory staff in the rooms’ bathrooms.

During the room visits, the antiseptic cleaning and maintenance work the caretaker, the head of dormitories and the maintenance can ask for the room keys in return for signature. It is, therefore recommended to keep the personal values in the lockable drawers in order to avoid misunderstandings.

Students are responsible for keeping the communal premises tidy including own dishes and cutlery used in lounges/kitchen and using waste bag in the waste basket (what is checked during the room visit).

### Entry card

Upon arrival to the dormitory students receive an entry card that must be used every time when entering or leaving the dormitory. It is forbidden to give it to anyone. If a student loses his/her card or does not follow the rules, he/she will be held responsible for all the damage or losses. The student is obliged to report if he/she loses the card.

### Kitchen

There is a kitchen on the 1st, 5th, 7th and 8th floors. Students must clean up after using the kitchen. It is not the job of the cleaning personnel to wash up dishes and cookware. Kitchen utensils are not provided. The door has to be closed at all times. The kitchen cannot be used for private parties. Please suspect other residents and keep noise as voice levels as low as reasonable.

### Laundry

Laundries with washings are available in the 2nd, 5th and 8th floors. The laundry is open from 08:00 am to 24:00. Students have to register for the key of the laundry at the reception in advance.

### Pets

Pets are not allowed in any area of the dormitory.
Posters/pictures on the walls
Please do not put or stuck anything on the walls or the door as there is a danger of damaging the wall painting and/or leaving stains behind. In case of damage you will be charged reparation fees. The use of pins and tacks on walls is also prohibited. Posting signs and posters in common areas without the prior approval of the head of the dormitory is not allowed. In every room there is a corkboard for posting.

Electrical appliance
It is forbidden to use any electrical and/or cooking appliance in the rooms including irons, electric heaters, hot plates, grills of any type, electrical ranges, toasters or water boilers (except those tea and coffee makers and water boilers which have automatic power off facility). Irons can be used only in the laundry.

Internet access and use of laptops
Two internet plugs can be found in each room. The firewall filters any efforts for illegal downloads. This slows down the internet and limits availability for others. Students’ access to the internet and to the IT systems via a private laptop will be blocked immediately, if proper security does not exist on the respective laptops. Own routers just can be used if the gadget is installed by the IT experts of the College.

Quiet hours
The following hours are regarded as “Quiet hours”, which means that noise levels have to be kept at a minimum level both in individual rooms and in public areas.
Monday – Thursday & Sunday: 10:00 pm – 8:00 AM
Friday, Saturday, & holidays: midnight – 9:00 AM
During the Study and Exam Weeks, Quiet hours will be 24 hours a day from the last day of classes until the last day of the exams.

Smoking
Due to the national health and safety laws smoking is NOT ALLOWED in the entire area of the dormitory. Students who wish to smoke are asked to do so outside of the building at least five meters away from the door. Each room is equipped with a smoke alarm.

Library
As an open specialised library of higher education, the College Library has 75,000 documents and 107 Hungarian and foreign language periodicals at the service of its users. The main body of the stock is made up by documents or information used directly or indirectly by the students through their studies. Apart from its established collection the library stores the dissertations submitted in the institution, provides access to current trade periodicals, international library electronic databases (SprinerLink & EBSCO), electronic documents and Internet research.
Free services: online catalogue (ALEPH), reference information in the reading room. Fee-paying services: thematic research, inter-library lending, scanning, photocopying.
**Student Administration System (Neptun)**

The Pallas Athene University Business administration faculty uses the Neptun.Net electronic system to manage all administrative matters related to registration, courses, exams, tuition fees and stipends. The system is used by all students as well as administrators and lecturers throughout the university. With Neptun system students can
- modify their personal data;
- access information about courses, study requirements, exam dates and locations;
- sign up for their courses;
- sign up for their exams;
- check their grades;
- send and receive messages to and from lecturers and administrators;
- pay their tuition and other fees.

Each student admitted to the institution will receive his/her Neptun code and password from the International Office. Students can access Neptun via internet if they have at least Internet Explorer 7.0 or Mozilla Firefox 3.0 browsers on the college website. Students can only access their own data. For security considerations it is vital that each student keep the individual password in secret. With matters related to your studies or financial transactions please consult the International Office.

### After the Mobility

There are several steps that have to be done in the end of the mobility. The administrative tasks are done by the International Office of Pallas Athene University Business administration faculty and the requested documents are sent directly to your institutional Erasmus coordinator. Documents to be sent are the followings:
- Confirmation of Study Period
- Completing the Learning Agreement After the Mobility section
- Transcript of Records

**Confirmation of Study Period**
This document confirms the accurate duration of the stay (from the enrolment/orientation week to the day of last academic commitment).

**Learning Agreement after the Mobility (LA)**
The Learning Agreement after the mobility section has to be filled out and duly signed right after the completion of all academic commitment.

**Transcript of Records**
Learning Agreement after the mobility section will be filled out based on the Transcript of Records what is exported from the Neptun Student Administration System.
Due to the Erasmus+ programme guidelines after the Erasmus stay you need to submit some documents to your Erasmus coordinator (generally within one month after the end of your Erasmus semester). Please ask your Erasmus coordinator for further details.

- Confirmation of Study Period (will be sent directly to the partner institution by Pallas Athene University Business administration faculty)
- Learning Agreement / Transcript of Records (will be sent directly to the partner institution by Pallas Athene University Business administration faculty)
- Erasmus+ Online study report form (you will receive a personalized link to the online form after the end of your mobility) - this is your duty to complete
- Mobility experience report - this is your duty to complete
- Language test - You will receive an automatically generated email - this is your duty to complete.

Thank you for choosing our institution.