

Information Sheet Budapest Business School FCHT International Mobility Department

General information	
Full legal name of the institution in the local language:	Budapesti Gazdasági Egyetem Kereskedelmi, Vendéglátóipari és Idegenforgalmi Kar
Full legal name of the institution in English:	Budapest Business School – University of Applied Sciences Faculty of Commerce, Hospitality and Tourism
Erasmus code (if applicable):	HU BUDAPES20
International website:	https://en.uni-bge.hu/ccct
Institution's website:	https://en.uni-bge.hu/ccct/International-Office/Erasmus-Documents
General email address International Office:	NA
General telephone number International Office:	NA
Postal address International Office:	Budapest Business School – Faculty of Commerce, Hospitality and Tourism 1054 Budapest, Alkotmány street 9-11. Hungary
Visiting/courier address International Mobility Department:	Budapest Business School – Faculty of Commerce, Hospitality and Tourism 1054 Budapest, Alkotmány street 9-11. Hungary
Dean; Deputy Dean of Scientific and International Affairs	Dr. habil. Lugasi Andrea
Erasmus Institutional Coordinator	István Kővári, Head of Academic Mobility Division, Budapest Business School – University of Applied Sciences 1054 Budapest, Alkotmány utca 9-11. Tel: +36 1 374 6200/358 Kovari.Istvan@uni-bge.hu
Head of International Mobility Department	Katalin Forrás
Contact person for exchange agreements:	Katalin Nyíró
Email for exchange agreements:	Nyiro.Katalin@uni-bge.hu
Telephone for exchange agreements:	-

Incoming exchange students	
Contact person(s) responsible for incoming exchange students:	József Dániel Tóth
Email:	Toth.Jozsef@uni-bge.hu
Telephone:	-
Website with information for exchange students:	https://en.uni-bge.hu/ccct/International-Office/Erasmus-Documents
Website with available courses and course descriptions for exchange students:	https://en.uni-bge.hu/ccct
List of the requested application documents or link to the website with the application procedure:	Application form, Learning Agreement, Motivation Letter in English, 1 recent passport sized photos, proof of valid health insurance, copy of ID.
Deadlines for exchange application:	Fall semester: application until June 15. Spring semester: application until December 15.
Semester dates (including exam sessions):	Fall semester: beginning of September until end of January Spring semester: beginning of February until end of June
Dates orientation day/week:	Fall semester: beginning of September the week before Fall Semester starts Spring semester: beginning of February the week before Spring Semester starts
Do you use local credits or ECTS credits? In case of local credits, what is the conversion factor to convert to ECTS?	ECTS credits are used
Language of instruction on exchange programmes:	English
Possibility of attending courses at different departments:	No
Do you offer a language course for incoming students? What are the costs? Can students obtain credits/ECTS?	Hungarian language course is offered as part of the curriculum, students can obtain 6 ECTS. Course is free of charge.
Approximate monthly costs (Euro) for: <ul style="list-style-type: none"> • Accommodation • Study material/books • Food/drinks • Transport 	<ul style="list-style-type: none"> • 240-300 euro rental fee plus 200-250 euro utility rates • 15 euro • 400 euro • 20 euro
Facilities for students with special needs:	vegetarian food in the canteen, chair lift to walk the stairs for those who have problems with walking
Nearest airports:	Liszt Ferenc Airport, Budapest
Other useful information or websites for incoming exchange students:	http://english.tpf.hu/pages/content/index.php?page_id=16

Information Sheet Budapest Business School FCHT International Office

Housing for exchange students	
Do you offer housing for exchange students?	No student dormitory is available
Contact person(s) responsible for housing:	-
Email:	-
Telephone:	-
Website with information about the housing procedure:	-
Deadlines for housing application:	Fall semester: NA Spring semester: NA
Average housing costs:	240-300 euro rental fee plus 200-250 euro utility rates

Outgoing exchange students - studies	
Contact person(s) responsible for outgoing exchange students - studies:	Katalin Nyíró
Email:	Nyiro.Katalin@uni-bge.hu
Telephone:	-