



# **INSTITUTIONAL STUDY GUIDE**

**FOR ACADEMIC YEAR 2025/2026**

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## Rector's Greeting

Dear Students,

Arriving at the University is always a special moment. It marks a new beginning full of experiences and countless opportunities – a privilege, but above all, a great responsibility. As students of the Hungarian University of Agriculture and Life Sciences, you have become part of a knowledge community that places value-based development, practice-oriented education, and international openness at its core.

Since our foundation in 2021, our university has been in a state of continuous transformation – just like the world around us and the evolving needs of students and researchers. Together with the University's leadership, academic staff, and all our colleagues, we are committed to providing our students with a world-class education in an inspiring, motivating, and supportive environment where they can achieve both personal and professional goals. Since the beginning, we have remained dedicated to our mission: to make this university not just a place of learning, but an intellectual home where futures are built and lives are shaped.

By becoming students of the Hungarian University of Agriculture and Life Sciences, you have joined a community that seeks to answer today's challenges through the power of knowledge and renewal based on tradition.

Today, agriculture has once again come into the global spotlight. Climate change, the sustainable use of natural resources, food security, and technological advancement are all pressing issues in which agricultural and life sciences play a key role. Our university is proud not only of its history and traditions but also of offering students cutting-edge, applicable knowledge – whether in precision farming, green innovations, or digital transformation. These challenges demand answers that only a new generation equipped with modern knowledge and practical experience can provide.

We take pride in the fact that our programs, available in both Hungarian and English – from higher-educational vocational training and bachelor's and master's degrees to doctoral programs – span eight academic fields. These range from agricultural sciences to economics, the humanities and pedagogy, as well as arts and IT. Our academic system is uniquely flexible and permeable, tailored not only to students' needs but also to the demands of the labor market.

In addition to our central **Szent István Campus in Gödöllő**, our courses are offered across five other campuses nationwide – in **Buda, Keszthely, Kaposvár, Gyöngyös, and Szarvas** – and we also strive to support the education of Hungarian intellectuals abroad with training locations in several cross-border towns such as **Berehove (Ukraine), Miercurea Ciuc, Odorheiu Secuiesc (Romania), Komárno (Slovakia), and Senta (Serbia)**.

At our university, we offer not only knowledge but also a future. Thanks to our extensive network of partners, students have the opportunity to deepen their knowledge at high-standard, technologically advanced, modern training facilities, participate in future-shaping research and international programs, and enter the job market after graduation with truly competitive qualifications.

Science, professional development, and human relationships are all essential parts of university life. Take advantage of the opportunities the university offers: get involved in our communities, draw strength from our traditions, and seize every chance to be part of building the future.

I wish you successful, enriching, inspiring, and memorable years at the university!

Dr. Csaba Gyuricza  
Rector

# 1. About Our University

## 1.1. Technical data of the University

The name of the University in Hungarian: **Magyar Agrár- és Élettudományi Egyetem**

Abbreviation of the name of the University: **MATE**

The name of the University is in English: **Hungarian University of Agriculture and Life Sciences**  
(Henceforward: The University)

Headquarters: **2100 Gödöllő, Páter Károly str. 1.**

Higher educational institute identifier number: **FI51129**

The tax number of The University: **19294784-4-44**

The bank account number of The University: **11784009-22234780-00000000**

The name of Financial Institute: **OTP Bank, 1051 Budapest, Nádor utca 16.**

Main account IBAN number: **HU3611784009-22234780-00000000**

Collective account for students (HUF) IBAN: **HU0811784009-22234797-00000000**

Collective account for students (EUR) IBAN: **HU9511763842-00809885-00000000**

SWIFTText. BIC: **OTPVHUHB**

Student account number of The University (HUF): **11784009-22234797-00000000**

Student account number of The University (EUR): **11763842-00809885-00000000**

The representative of the institution: **Dr. Csaba Gyuricza**, university professor, rector

Website: **<https://uni-mate.hu>**

The University is maintained by: **Hungarian Agricultural and Life Sciences University Foundation**

### Our Campuses:

#### **Buda Campus, Budapest**

Address: 1118 Budapest, Villányi ú. 29-43.

Website: <https://bc.uni-mate.hu>

#### **Georgikon Campus, Keszthely**

Address: 8360 Keszthely, Deák Ferenc u. 16.

Website: <https://gc.uni-mate.hu>

**Szent István Campus, Gödöllő**

Address: 2100 Gödöllő, Páter Károly utca 1.

Website: <https://szic.uni-mate.hu>

**Károly Róbert Campus, Gyöngyös**

Address: 3200 Gyöngyös, Mátrai út 36.

Website: <https://krc.uni-mate.hu>

**Kaposvár Campus**

Address: 7400 Kaposvár, Guba Sándor u. 40., Pf.: 16.

Website: <https://kc.uni-mate.hu>

**Our off-campus training sites:**

**Szarvas training location**

**as part of the Szent István Campus**

Address: 5540 Szarvas, Szabadság u. 1-3.

**Kisvárdai training location**

**In cooperation with Kisvárdai Community Higher Education Training Center**

Address: 4600 Kisvárdai, Szent László u. 18.

**Nyírbátor training location**

**In cooperation with Nyírbátor Community Higher Education Training Center**

Address: 4300 Nyírbátor, Édesanyák útja 7.

**Beregszász training location**

**II. In cooperation with Ferenc Rákóczi Transcarpathian Hungarian College**

Address: 90202 Ukraine, Beregszász, Kossuth tér 6.

**Csíkszereda training location**

**In collaboration with Pro Agricultura Hargitae Universitas Foundation**

Address: 530241 Romania, Csíkszereda, Taploca út 20.

**Komárno training location**

**in cooperation with the Selye János University and Pro Selye Univerzitas n.o. foundation**

Address: 94505 Slovakia, Komárno, Dunajské nábrežie 12.

**Székelyudvarhely training location**

**in cooperation with the Székelyudvarhely University Center**

Address: Romania, Székelyudvarhely, Kőkereszt tér 1.



**Zenta training location**  
**in cooperation with Pro Scientia Naturae Foundation**  
Address: 24400 Serbia, Zenta, Ósz utca 18.

## 1.2. Leadership of the University:

**Dr. Csaba Gyuricza** rector  
E-mail: [rector@uni-mate.hu](mailto:rector@uni-mate.hu)

**Dr. István Szabó** vice rector for education and international affairs  
E-mail: [oktatasi.rektorhelyettes@uni-mate.hu](mailto:oktatasi.rektorhelyettes@uni-mate.hu)

**Dr. Katalin Posta** vice rector for academic and quality assurance  
E-mail: [tudomanyos.rektorhelyettes@uni-mate.hu](mailto:tudomanyos.rektorhelyettes@uni-mate.hu)

**Brigitta Balázs** director general of finance  
E-mail: [gazdasagi.foigazgato@uni-mate.hu](mailto:gazdasagi.foigazgato@uni-mate.hu)

**Dr. Nikoletta Dragovác** director general of coordination  
E-mail: [koordinacios.foigazgato@uni-mate.hu](mailto:koordinacios.foigazgato@uni-mate.hu)

## 1.3. Organogram of the University

The University's organogram is available on the University's [website](#).

## 2. Campuses and training sites

### 2.1. Buda Campus, Budapest

1118 Budapest, Villányi út 29–43.

Website: <https://bc.uni-mate.hu>

Phone: + 36 1 305 7380

#### 2.1.1. Introduction of the Campus

The Buda Campus has more than a century and a half of traditions. On today's Buda Campus, already three former university faculties serve the higher education of Hungarian horticulture, food supply and landscape architecture: "from the farmland to the table". Many, many generations studied here, the parents, children, and grandchildren of that time chose and continue to choose these beautiful professions and this place to obtain their engineering diploma. In the meantime, the former students became teachers who, acquiring and developing the knowledge and professional experience of their predecessors, still strive to pass on modern, practice-oriented knowledge containing the most advanced professional approaches of the era to our students.

In the course of our activities, we pay particular attention to ensuring that our students get to know their chosen field of science in a broad way, to support their higher studies with innovative teaching-methodological tools and modern infrastructure, and to help the most outstanding students with talent management programs. We have built up a wide network of relationships with foreign universities, research institutes, academic organizations and corporate partners in many parts of the world.

The achievement of our goals is helped by the fact that, for more than 160 years, a beautiful sub-Mediterranean, palm tree, pomegranate tree, including almost 2,000 woody ornamental plant species and varieties, hundreds of bulbous flowers and almost 250 types of other perennial ornamental plants has been planted on Gellért Hill for more than 160 years. another arboretum can be our home, here we can work, study, and research. During their university studies, they can form life-long relationships and friendships on this family-friendly Campus and experience the meaningful everyday life of university students in the capital.

#### 2.1.2. Campus leaders

**Dr. Diána Ágnes Nyitrai-Sárdy** habil. university professor, campus director general

„K” building, 2nd floor, office 205/1

E-mail: [foigazgato.buda@uni-mate.hu](mailto:foigazgato.buda@uni-mate.hu)

**Dr. Zsombor Boromisza** associate professor, deputy campus director general

„K” building, 2nd floor, office 203

E-mail: [Boromisza.Zsombor@uni-mate.hu](mailto:Boromisza.Zsombor@uni-mate.hu)

**Dr. Orsolya Fehér** associate professor, Buda Campus advisor to the director general  
„K” building, 2nd floor, office 205

E-mail: [Feher.Orsolya@uni-mate.hu](mailto:Feher.Orsolya@uni-mate.hu)

### 2.1.3. Employees of the Campus General Directorate

**Andrea Nagy-Végyári** secretary general

„K” building, 2nd floor, office 205

E-mail: [Nagyne.Vegvari.Andrea@uni-mate.hu](mailto:Nagyne.Vegvari.Andrea@uni-mate.hu)

**Noémi Börzsönyi-Berger** assistant director general

„K” building, 2nd floor, office 204

E-mail: [Borzsonyine.Berger.Noemi@uni-mate.hu](mailto:Borzsonyine.Berger.Noemi@uni-mate.hu)

**Dorottya Mariai-Lakatos** assistant director general

„K” building, 2nd floor, office 205

E-mail: [Mariai-Lakatos.Dorottya@uni-mate.hu](mailto:Mariai-Lakatos.Dorottya@uni-mate.hu)

### 2.1.4. Main Institutes on the Campus

Institute of Food Science and Technology

Institute of Horticultural Sciences

Institute of Plant Protection

Institute of Viticulture and Oenology

Institute of Landscape Architecture, Urban Planning and Horticulture

### 2.1.5. Institute Branches on the Campus

Institute of Agricultural and Food Economics

Institute of Genetics and Biotechnology

Institute of Environmental Sciences

Institute of Mathematics and Basic Science

Institute of Technology

Institute of Agronomy

Institute of Physical Education and Sports

Institute of Rural Development and Sustainable Economy

### **2.1.6. Description of the administrative activities of the Campus**

Based on the University's Organizational and Operating Regulations, the duties of the General Directorate in relation to students:

- search for professional practice programs,
- assisting the professional tasks of the vocational colleges,
- maintaining contact with the University Student Union (USU), the University Doctoral Student Union (UDSU), and the Campus student government.

### **2.1.7. Scientific Students' Association Activity**

The Scientific Students' Association Conference has been held on the MATE Buda Campus for many years. Our students participating in our BSc and MSc courses have been successfully presenting the results of their research for years. The presented projects are always of an outstanding standard, which is also proven by the fact that almost all of the presented papers are considered worthy of advancing to the National Scientific Students' Association Conference, where our students regularly receive numerous awards, rewards, honors and positions with their excellent results. Our students have won the Special Prize of the National Association of Doctoral Students in the Agricultural Sciences Section of the National Scientific Students' Association Conference on several occasions, as well as the Special Prize of the Pro Scientia Gold Medalists Society.

## 2.2. Georgikon Campus, Keszthely

8360 Keszthely, Deák F. u. 16.

Website: <https://gc.uni-mate.hu>

E-mail: [info.georgikon@uni-mate.hu](mailto:info.georgikon@uni-mate.hu)

Phone: +36 83 545 000

A-building: Keszthely, Deák Ferenc u. 16.

D- and E-building: Keszthely, Festetics u. 7.

### 2.2.1. Introduction of the Campus

Looking at the legal predecessors of the Georgikon in Keszthely, it is the first and oldest regular agricultural higher education institution in Europe: it started operating on July 1, 1797. Its founder was Count György Festetics, who named it after his own name and Virgil's academic poems at the suggestion of Professor Károly Bulla from the Czech Republic. The most outstanding figures of the emerging Hungarian agricultural literature and education took part in the founding and preparations for the creation of the institution: János Nagyváthy, Sámuel Tessedik, Ferenc Pethe, and later Károly Romy. Richard Bright, a British traveler visiting Keszthely, stated that the institution provides training opportunities for those engaged in farming in order to improve the country's agriculture. Our motto also comes from this era: "Vive Memor Nostri Rigidi Servator Honesti" – Live and remember that you are the guardian of our honor! During the revolution and freedom struggle of 1848–49, both the students and the teaching staff fought for Hungarian freedom, so it was not until 1865 that the doors of the Keszthely institution were allowed to open again. The institution has been operating continuously since then (with the exception of the two world wars and the beginning of the 1950s), conducting university education in the past half century, from 1970 to 2000 it was a university center, and since 2000 it has become a Faculty and Campus.

Georgikon is the oldest higher education institution in Zala county, which also has the largest audience. Its range of training covers the entire vertical of the agricultural economy. In addition to the undivided agricultural engineering and agricultural engineering and animal husbandry engineering majors, those interested in agricultural production can study in the agrobusiness and rural development engineering major. Those committed to environmentally conscious farming can apply for the nature conservation engineering course. We have excellent facilities for outstanding horticultural engineer training in Transdanubia – students are lucky enough to do their practice where the "Cserszegi fűszeres" grape variety has been born. As the Keszthely-Hévíz region is one of the most sought-after tourist destinations both nationally and internationally, our bachelor's degree program in tourism and catering is considered our flagship course.

The dormitory accommodation is of an excellent standard, our students are accommodated in our dormitory in the center of the Campus, only 350 meters from Lake Balaton. There are also great opportunities for sports: in addition to using the water park and sports fields, our students can also ride horses in the center of our educational facility in our

riding school, which is located a few meters from Júlia Szendrey's birthplace. Our training facility provides a good background for our practical training, we farm on more than 800 hectares, we deal with all farm animals and the most important plant growing sectors. A potato research center, a fish laboratory and a bioinnovation center also operate on our Campus, and our János Nagyváthy College of Specialized Studies also provides an excellent opportunity for student talent development. Belonging to Georgikon's big family is a lifelong experience, the students who graduated here form a cohesive community.

## **2.2.2. Leadership of the Campus**

**Dr. László Rózsa** scientific advisor, campus director general

E-mail: [Rozsa.Laszlo@uni-mate.hu](mailto:Rozsa.Laszlo@uni-mate.hu)

8360 Keszthely, Deák Ferenc u. 16., A building, office 122.

**Dr. Péter Szabó** associate professor, deputy campus director general

E-mail: [Szabo.Peter@uni-mate.hu](mailto:Szabo.Peter@uni-mate.hu)

8360 Keszthely, Deák Ferenc u. 16., A building, office 237.

## **2.2.3. Employees of the Campus General Directorate**

**Csilla Pőr** head of the secretariat

E-mail: [campus.titkarsag.georgikon@uni-mate.hu](mailto:campus.titkarsag.georgikon@uni-mate.hu)

**Erika Kondorosy-Varga** administrator

**Melinda Markó** administrator

**Éva Németh-Éberling** administrator

**Szabolcs Németh** administrator

**Réka Magai** administrator

**Csaba Szegleti** educational representative, campus equal opportunities coordinator

**Dr. Gábor Lukács** campus quality assurance coordinator

### **Georgikon Campus Dormitory Department**

Cím: 8360 Keszthely, Festetics u. 5.

Dormitory building

**Dr. Gábor Lukács** head of dormitory

E-mail: [Lukacs.Gabor@uni-mate.hu](mailto:Lukacs.Gabor@uni-mate.hu)

**Judit Katalin Horváth** dormitory associate

E-mail: [Horvath.Judit.Katalin@uni-mate.hu](mailto:Horvath.Judit.Katalin@uni-mate.hu)

**Renáta Banicz-Rózsa** dormitory associate

E-mail: [Banicz-Rozsa.Renata@uni-mate.hu](mailto:Banicz-Rozsa.Renata@uni-mate.hu)

## 2.2.4. Institutes located on the Campus

### **Institute of Agricultural and Food Economics**

Department of Agricultural Economics and Agricultural Policy

**Dr. Gábor Lukács** associate professor

E-mail: [Lukacs.Gabor@uni-mate.hu](mailto:Lukacs.Gabor@uni-mate.hu)

Address: 8360 Keszthely, Deák F. u. 16, A building, 2nd floor

### **Institute of Aquaculture and Environmental Safety**

Department: Department of Applied Fish Biology

Head of department: **Dr. Tamás Gergely Molnár** university professor

E-mail: [Molnar.Tamas.Gergely@uni-mate.hu](mailto:Molnar.Tamas.Gergely@uni-mate.hu)

Address: 8360 Keszthely, Tanyakereszt, Fenéki út

### **Institute of Animal Sciences**

**Dr. Péter J. Polgár** associate professor, deputy head of the institute

E-mail: [Polgar.Jozsef.Peter@uni-mate.hu](mailto:Polgar.Jozsef.Peter@uni-mate.hu)

Address: 8360 Keszthely, Deák F. u 16., A building, 1st floor

### **Institute of Animal Physiology and Nutrition**

Department: Department of Nutrition and Nutrition Physiology

Head of department: **Dr. Károly Dubblecz**, university professor

E-mail: [Dubblecz.Karoly@uni-mate.hu](mailto:Dubblecz.Karoly@uni-mate.hu)

Address: 8360 Keszthely, Deák F. u. 16, A building, 1st floor

### **Institute of Genetics and Biotechnology**

Department of Microbiology and Applied Biotechnology

Festetics Bioinnovation Group

Head of group: **Dr. János Taller** university professor

E-mail: [Taller.Janos@uni-mate.hu](mailto:Taller.Janos@uni-mate.hu)

Address: 8360 Keszthely, Festetics u. 7., E2. building

### **Institute of Horticultural Sciences**

**Dr. Éva Horváth-Baracsi** associate professor

E-mail: [Horvathne.Baracsi.Eva@uni-mate.hu](mailto:Horvathne.Baracsi.Eva@uni-mate.hu)

Address: 8360 Keszthely, Festetics u. 7., Building 5

### **Institute of Environmental Sciences**

Head of institute: **Dr. Erika Michéli Csáki** university professor

E-mail: [Csakine.Micheli.Erika@uni-mate.hu](mailto:Csakine.Micheli.Erika@uni-mate.hu)

Address: 8360 Keszthely, Deák F. u. 16., A building, ground floor

### **Institute of Mathematics and Basic Science**

**Dr. László Menyhárt** associate professor

E-mail: [Menyhart.Laszlo@uni-mate.hu](mailto:Menyhart.Laszlo@uni-mate.hu)

### **Institute of Technology**

Department: Department of Agricultural Technology

Head of department: **Dr. Béla Pályi** associate professor

E-mail: [Palyi.Zsigmond.Bela@uni-mate.hu](mailto:Palyi.Zsigmond.Bela@uni-mate.hu)

Address: 8360 Keszthely, Festetics u. 7., D building, 6th floor

### **Institute of Agronomy**

Department: Department of Agronomy

Head of department: **Dr. Zoltán Tóth** associate professor

E-mail: [Toth.Zoltan@uni-mate.hu](mailto:Toth.Zoltan@uni-mate.hu)

Address: 8360 Keszthely, Festetics u. 7., D building

### **Institute of Plant Protection**

Department of Plant Protection

Head of department: **Dr. Gabriella Pacseszák-Kazinczi** university professor

E-mail: [Pacseszakne.Kazinczi.Gabriella@uni-mate.hu](mailto:Pacseszakne.Kazinczi.Gabriella@uni-mate.hu)

Address: 8360 Keszthely, Deák F. u. 16., A building, 2nd floor

### **Institute of Physical Education and Sports**

Georgikon Campus Physical Education and Sports Center

**Dr. Ákos Pintér** associate professor

E-mail: [Pinter.Akos@uni-mate.hu](mailto:Pinter.Akos@uni-mate.hu)

Address: 8360 Keszthely, Festetics u. 5., dormitory building

### **Institute of Wildlife Management and Nature Conservation**

Department: Department of Conservation Biology

Head of department: **dr. Előd Kondorosy** university professor

E-mail: [Kondorosy.Elod@uni-mate.hu](mailto:Kondorosy.Elod@uni-mate.hu)

Address: 8360 Keszthely, Deák F. u. 16, A building 2nd floor



## **Institute of Rural Development and Sustainable Economy**

### **Department of Agrotourism**

Head of Department: **Dr. Péter Szabó** associate professor

E-mail: [Szabo.Peter@uni-mate.hu](mailto:Szabo.Peter@uni-mate.hu)

Address: 8360 Keszthely, Deák F. u. 16, A building 2nd floor, office 237

### **Department of Investment, Finance and Accounting**

Head of Department: **Dr. István Zsombor Hágen** associate professor

### **Department of Foreign Languages**

Department head: **Dr. Klára Valentinyi Veres** associate professor

## **2.2.5. Description of campus administrative activities**

The students' affairs related to educational organization and administration are handled in building A, Keszthely, Deák F. str. 16. The offices of Educational Directorate are located on the second floor, and the General Secretariat of the Georgikon Campus is located on the first floor. For any quality complaints, please contact Dr. Gábor Lukács, campus quality coordinator: [Lukacs.Gabor@uni-mate.hu](mailto:Lukacs.Gabor@uni-mate.hu) , +36 30 960 7460.

### **Information about admission applications and enrollment**

**Csaba Szegleti** educational secretary

Email: [felveteli.georgikon@uni-mate.hu](mailto:felveteli.georgikon@uni-mate.hu)

### **Foreign scholarships, Pannonia Scholarship, FAO, Stipendium Hungaricum**

**Beáta Zsankó-Bódör** international representative

Email: [Zsanko-Bodor.Beata@uni-mate.hu](mailto:Zsanko-Bodor.Beata@uni-mate.hu)

### **Schedule management**

**Szabolcs Németh** administrator

E-mail: [Nemeth.Szabolcs@uni-mate.hu](mailto:Nemeth.Szabolcs@uni-mate.hu)

## **2.2.6. Scientific Students' Association Activity**

Talent management plays a particularly important role on the Campus. For this purpose, in addition to the Scientific Students' Association Conference (SSAC) organized every year, the János Nagyváthy College of Specialized Studies also offers an excellent opportunity. Through various demonstrator applications, our talented students can get involved in the teaching and wide-ranging research activities of the Campus, and thus, with their independent results, they also appear in national competitions with excellent results, but what is even more important:

they lay the foundation for their own academic career. The SSAC activity on the Campus is coordinated by dr. András Péter Takács and dr. Szilvia Kovács university associate professors.

## 2.3. Szent István Campus, Gödöllő

Address: 2100 Gödöllő, Páter Károly utca 1.

Phone: +36 28 522 000

Website: <https://szic.uni-mate.hu>

E-mail: [campus.titkarsag.godollo@uni-mate.hu](mailto:campus.titkarsag.godollo@uni-mate.hu)

<https://www.facebook.com/mateszic>

[https://www.instagram.com/mate\\_szent\\_istvan\\_campus](https://www.instagram.com/mate_szent_istvan_campus)

### 2.3.1. Introduction of The Campus

The higher education of agriculture in Hungary has a history of nearly two hundred years. The idea of founding an independent university of agricultural sciences was first raised in the early 1900s. In 1945, the first independent Hungarian University of Agricultural Sciences was founded with its seat in Budapest and four faculties (including the Faculty of Agricultural Sciences). In order to ensure the conditions for practical training, the university's faculties moved to Gödöllő in several steps from 1950, following the nationalization of the Gödöllő institutions of the Premontrean order. From this date, we count on the existence of the training in Gödöllő – the current Szent István Campus. In 1950, during the reorganization of the Hungarian University of Agricultural Sciences, the Department of Mechanization was established, which later operated as the Faculty of Mechanization and then as the Faculty of Mechanical Engineering. In 1957, the faculties were united under the name Gödöllő University of Agricultural Sciences. However, it soon became clear that new buildings were needed in order for education to continue at an appropriate level, but this could only be fully implemented between 1966–70. The new, modern university hall and seminar rooms were completed in 1969. The creator of the monumental bronze sculpture entitled "Apotheosis of the Seed" that dominates the new hall is the sculptor of Hungarian origin, Amerigo Tot, who personally participated in the ceremonial inauguration of the work in conjunction with the opening of the academic year on September 5, 1983. The Faculty of Social Sciences was established in 1986, the name of which was changed to the Faculty of Economics and Social Sciences in 1989. When Szent István University was founded in 2000, three faculties (Faculty of Economics and Social Sciences – GTK, Faculty of Mechanical Engineering – GÉK, Faculty of Agricultural and Environmental Sciences – MKK) operated in Gödöllő. With the establishment of the Hungarian University of Agricultural and Life Sciences in February 2021, the three faculties of Szent István University in Gödöllő will continue their activities under the name Szent István Campus.

Szent István Campus is currently one of the largest university campuses in Hungary, which is located in the heart of the Gödöllő hills, next to university sports fields and forests, yet in the immediate vicinity of the city. The city of Gödöllő and Budapest can be easily reached from the campus by various routes, the individual bus stops, the railway and HÉV stations renovated last year, and the Gödöllő Bus Terminal are only a few minutes' walk away. The campus is a city within a city: there are also shops, a pharmacy, a post office and a doctor's office, as well as an agricultural machinery museum and placements for agricultural studies, as well as 10,000

square meters of renovated, modern technical, educational and research facilities. The center of student life is the dormitory, while the most beautiful place on campus is perhaps the Botanical Garden, which dates back more than 50 years.

The dormitories in Gödöllő are among the most beautiful and modern institutions in the country. There are currently accommodation options for nearly 1,700 Hungarian and international students in seven buildings. The buildings meet almost all needs, there are one-, two-, three-, and four-bed rooms, as well as apartment-style living spaces, with the provision of bathrooms and kitchenettes on request. The buildings have a kitchen, a lounge, a laundry room, and study rooms for the students' comfort. All students have the opportunity to ask for help from the student coordinator on the building floor, who is an active contributor to dormitory life. Five event rooms, an indoor gym, an outdoor exercise park and several fire pits provide opportunities to spend your free time. For those arriving by car, there is a free parking lot next to the dormitory buildings.

The largest library of the university and also the central library of the Szent István Campus is located in the main building of the university, the Kosáry Domokos Library and Archives, its sunny reading rooms overlook the quiet inner courtyard of the university. In addition to the nearly 370,000 books and periodicals, thousands of e-books and numerous databases are available to readers, even with remote access. University students have opportunities for individual and group study, use of computers, photocopying and printing. In addition to traditional library services, the library provides methodological assistance for the use of databases, literature research, thesis writing, and reference management; and actively participates in the operation of the E-learning system and the construction of the Hungarian Science Museum (MTMT).

In terms of sports life at the university, until now, students who wanted to exercise could mainly take advantage of individual sports opportunities, but this will change from this academic year. The university association is being transformed, expanding with a new name, a new logo and departments, all of which provide the necessary framework for a vibrant sports life. Of course, the basis of everything is the appropriate quality and number of sports facilities, the continuous expansion and development of which will also be suitable for serving sports such as water polo, ice hockey, volleyball and futsal. Our leisure sports department offers a wide range of different sports at discounted prices.

Hungary's first agrobotanical garden was built in the fall of 1959 after the Hungarian University of Agricultural Sciences moved from Budapest to Gödöllő with the financial support of the university and the Ministry of Agriculture. The primary purpose of the garden was the practical foundation of university botanical education. The garden took three years to build.

In the 4.5-hectare area, two artificial lakes were also created for the most important aquatic and waterside plants. Right next to the entrance to the garden, a small lake with shallow water was created, around which species of high-disease habitats and marsh meadows were planted. In the central part of the botanical collection of the garden, an artificial lake with a diameter of nine meters was built, where several species of seaweed and waterside plants can be found. The lake was surrounded in an arc by the flower beds of the Plant Taxonomy Collection, in which the various plant families were placed according to Soó Rezső's evolutionary history system.

At the beginning of the 1960s, one-fifth of the garden's area was occupied by the Crop Collection, their one hundred and ten plots displayed the most important industrial, agricultural and horticultural plants.

### Botanical garden

Hungary's first agrobotanical garden was built in the fall of 1959 after the Hungarian University of Agricultural Sciences moved from Budapest to Gödöllő with the financial support of the university and the Ministry of Agriculture. The primary purpose of the garden was the practical foundation of university botanical education. The garden took three years to build.

The plant material in the garden's collections came partly from the international exchange of seeds between botanical gardens and partly from material collected during field trips. In addition, many botanical gardens, arboreetums and private collectors helped the work.

Since 2008, the university botanical garden has been a nature conservation area of local importance in the city of Gödöllő. During 2009-2010, significant improvements and reconstructions took place in the botanical garden: the relict forest patch, sandy lawns and wetlands were renewed, and a Mediterranean plant house was also created. The garden opened its doors to the public in 2011. In the past decade, many new plant collections have been created, so the garden now welcomes visitors with more than fifteen thematic collections.

In the outdoor collections, nearly a hundred domestic protected plant species can be observed, some of them very significant, with several hundreds or thousands of specimens, such as the woodland crocus (*Crocus tommasinianus*), the motley saffron (*Crocus reticulatus*), the winter aconite (*Eranthis hyemalis*), the common snowdrop (*Galanthus nivalis*) or the sand feather grass (*Stipa borysthena*).

The garden's indigenous patch of forest, covering almost one and a half hectares, is of national botanical importance, as it is one of the last remnants of the cool continental maple-oak forest association (*Aceri campestri-Quercetum petraeae-roboris*) native to the Gödöllő hills, which is rare in our country. Non-native and invasive alien species (such as black locust and tree of heaven) were removed from the forest patch renovated in 2010, and woody plants characteristic of the habitat's original species set were also planted.

The banks of the smaller and larger wetlands in the garden area are lined with various marsh and tall-herb vegetation, such as the magnificent Teleki heart-leaved oxeye (*Telekia speciosa*) or elecampane (*Inula helenium*), while the water body is home to various aquatic plants, such as the white waterlily (*Nymphaea alba*), the fringed water lily (*Nymphoides peltata*).

The garden's celebrity is the Old Wild Pear from Gödöllő, which was the winner of the domestic Tree of the Year competition in 2013 and the silver medalist of the European Tree of the Year competition in 2014. Its estimated age is 289 years, its height exceeds 18 meters. Our botanical garden provides an opportunity for professional practice for our students, which can be found on the website <https://godolloibotanikusker.uni-mate.hu/>.

### Museum of Agricultural Equipment and Machine Development History

The Museum, founded in 1987, actually has a history of more than three decades. On a 6,000m<sup>2</sup> floor area displaying restored agricultural tools and functional technical history

curiosities, the Museum processes the entire technical history of the development of agricultural production. The world-renowned collection presents the development history, tools and machines of tillage, sowing, nutrient replenishment, plant protection, irrigation, harvesting-threshing, shredding, grinding, mostly with original museum values. The collection of agricultural power machines, steam machines, engines, self-driving vehicles and tractors deserves a special mention. Most of the pieces in the collection of more than two thousand are functional. The purpose of the Museum is to nurture the historical values of agricultural technology that are part of the Hungarian cultural heritage. According to our professional conviction, the development and technical history of agricultural production is a cultural historical value, the preservation and presentation of which is a particularly important task of the largest agricultural higher education institution in our country, the Hungarian University of Agricultural and Life Sciences and the Museum operating within it. The aim of the Museum is to identify, collect and organize agricultural and forestry production tools (machines, equipment) of the past throughout the country. It is our belief that technical devices and objects at exhibitions and presentations should function according to their original purpose and actively present the technical solutions of the time, the machines and the working conditions of the working people. Our goal is to present the history of food production at periodic and permanent exhibitions on the history of machine development in order to disseminate knowledge on a high-quality, scientifically based basis. The purpose of the thematic exhibitions is to support the tasks of various levels of agricultural and technical vocational training. A practical presentation of the present and future perspectives of agricultural technology, through the exploration of historical development knowledge, education to love the profession, to appreciate the traditions of the past, and to use them creatively.

Our Museum provides an opportunity for professional practice for our students, which can be found on the website <http://www.gepmuzeum.szie.hu/index.html>.

### **2.3.2. Leadership of the Campus**

**Dr. András Béres** campus director general  
Auditorium (Aula) building, 1st floor, office 108  
E-mail: [foigazgato.godollo@uni-mate.hu](mailto:foigazgato.godollo@uni-mate.hu)

**Dr. Katalin Virág Sipos** deputy campus director general  
E-mail: [Sipos.Virag.Katalin@uni-mate.hu](mailto:Sipos.Virag.Katalin@uni-mate.hu)

**Dr. Zoltán Szakál** associate professor, head of training center  
Auditorium (Aula) building, 1st floor, office 109  
E-mail: [Szakal.Zoltan@uni-mate.hu](mailto:Szakal.Zoltan@uni-mate.hu)

### **2.3.3. Employees of the Campus General Directorate**

**Nóra Gódor** campus secretary

Auditorium (Aula) building, 1st floor, office 109

E-mail: [campus.titkarsag.godollo@uni-mate.hu](mailto:campus.titkarsag.godollo@uni-mate.hu); [Godor.Nora@uni-mate.hu](mailto:Godor.Nora@uni-mate.hu)

**Júlia Danyi** administrator

Auditorium (Aula) building, 1st floor, office 107

E-mail: [Danyi.Julia@uni-mate.hu](mailto:Danyi.Julia@uni-mate.hu)

**Zsófia Hajnalka Éder** coordinator

Auditorium (Aula) building, 1st floor, office 106

E-mail: [Eder.Zsofia.Hajnalka@uni-mate.hu](mailto:Eder.Zsofia.Hajnalka@uni-mate.hu)

**Judit Prámer** administrator

Auditorium (Aula) building, 1st floor, office 106

E-mail: [Pramer.Judit@uni-mate.hu](mailto:Pramer.Judit@uni-mate.hu)

**Judit Tasnádi** administrator

Auditorium (Aula) building, 1st floor, office 106

E-mail: [Tasnadi.Judit@uni-mate.hu](mailto:Tasnadi.Judit@uni-mate.hu)

**Petra Nárai** administrator

Auditorium (Aula) building, 1st floor, office 109

E-mail: [Narai.Petra@uni-mate.hu](mailto:Narai.Petra@uni-mate.hu)

### **Campus Workplace Animal Welfare Committee**

E-mail: [allatjolet.godollo@uni-mate.hu](mailto:allatjolet.godollo@uni-mate.hu)

## **2.3.4. Main Institutes on the Campus**

Institute of Agricultural and Food Economics

Institute of Aquaculture and Environmental Safety

Institute of Genetics and Biotechnology

Institute of Environmental Sciences

Institute of Mathematics and Basic Science

Institute of Technology

Institute of Agronomy

Institute of Physical Education and Sports

Institute of Wildlife Management and Nature Conservation

Institute of Rural Development and Sustainable Economy

## **2.3.5. Institute Branches on the Campus**

Institute of Animal Sciences

Institute of Animal Physiology and Nutrition  
Institute of Horticultural Sciences  
Institute of Plant Protection

### **2.3.6. Description of the administrative activities of the Campus**

The main task of the Szent István Campus' General Directorate is to operate the campus, and it also supports the work of the campus general director. It coordinates and organizes the educational and research activities on the campus and coordinates the educational development and research development works. The employees of the General Directorate assist the work of the Student Disciplinary Committee and the Workplace Animal Welfare Committee operating on campus. The campus organizes and manages enrollment activities with the involvement of institutes operating on campus. From the students' admission process to their graduation ceremony, they follow the lives of the students in many processes and cooperate with the educational directorate. The professional certificates required for the various scholarships are issued on the campus, the scholarship awarding ceremonies are organized, and the graduation ceremonies are organized, including the presentation of the jubilee diplomas. They assist the Senate meetings, the work of the coordination director general and the economic director general with presentations and proposals.

### **2.3.7. Scientific Students' Association Activity**

Talent management is a task of great importance in the life of the Szent István Campus, as it is important to give our students every opportunity to develop their talents. The two main pillars of the scope of work are the College of Specialized Studies and the Scientific Students' Association Conference. College of Specialized Studies are self-training groups formed at the initiative of students, which are supported professionally by the Campus. The Scientific Students' Association Conference (SSAC) provides a good opportunity for outstanding students to gain insight into the world of research it is a kind of connecting link between education and research. Our students who apply for scientific student work can get involved in the current research and innovation projects of the given institute and can actively participate in their successful implementation. It provides an excellent opportunity for students interested in research to deepen their theoretical and practical knowledge in a specific field. In the fall semester of each year, we organize a scientific student conference on Campus, where students can present their research results and the most outstanding ones can win valuable prizes. In addition, every two years there is an opportunity to compete at the national level within the framework of the National Scientific Students' Association Conference and the National Higher Education Environmental Student Conference. For those students who wish to continue their studies in the doctoral program, the Student Conference activity is of particular importance, as it prepares them for independent research activity, which is already expected during doctoral studies.



## 2.4. Károly Róbert Campus, Gyöngyös

3200 Gyöngyös, Mátrai út 36.

Website: <https://krc.uni-mate.hu>

Phone: +36 37 518 300

### 2.4.1. Introduction of The Campus

The Róbert Károly Campus of the Hungarian University of Agriculture and Life Sciences is a knowledge center of decisive importance in the EU region of Northern Hungary. With its educational and research activities, it tries to contribute to the foundation of the competitiveness of the region as much as possible, adapting to the rapidly changing socio-economic environment and challenges.

High-level theoretical and practical education, scientific research, and the promotion of the practical utilization of research results form an organic unity in the Campus's sense of mission. With its R+D+I activities, it contributes to the expansion of its research results and promotes the practical application of research results as soon as possible. In accordance with its training programs, it basically organizes its scientific activities in line with the demand of the region's innovation market.

The Campus is an educational-scientific research organizational unit that implements the training of students and the cultivation of science, and includes instructors, scientific researchers who cooperate in training and scientific research, as well as the organizational units assigned to the campus, which is a higher education course in the fields of agricultural science, economics and IT organizes and ensures the performance of its duties.

At the Károly Róbert Campus, we have higher education vocational training, bachelor's and master's degrees in the fields of agricultural sciences and economic sciences, while in the field of information technology, we have economic informatics higher education vocational training and bachelor's training, as well as program design IT higher education vocational training. We try to adapt our training offer to the rapidly changing needs of local and regional economic and social actors, in which our adult education plays an important role with its offer flexibly adapting to the needs of demand.

The Campus is an important site for the University's foreign (English) language courses, currently international students from all over the world are studying 4 majors at our institution.

### 2.4.2. Leadership of the Campus

**Dr. Zoltán Bujdosó** university professor, campus director general

A building, office 3.101

E-mail: [foigazgato.gyongyos@uni-mate.hu](mailto:foigazgato.gyongyos@uni-mate.hu)

**Dr. Zoltán Zörög** associate professor, deputy campus director general

E-mail: [Zorog.Zoltan@uni-mate.hu](mailto:Zorog.Zoltan@uni-mate.hu)

### 2.4.3. Employees of the Campus Directorate

**Szilvia Nagy** administrator

A building, office 3.101

E-mail: [Nagy.Szilvia.Nora@uni-mate.hu](mailto:Nagy.Szilvia.Nora@uni-mate.hu)

**Adrienn Juhász-Füleki** administrator

E-mail: [Juhaszne.Fuleki.Adrienn@uni-mate.hu](mailto:Juhaszne.Fuleki.Adrienn@uni-mate.hu)

**Andrea Kiss-Csontos** administrator

E-mail: [Kissne.Csontos.Andrea@uni-mate.hu](mailto:Kissne.Csontos.Andrea@uni-mate.hu)

**Patrícia Kovács-Burunkai** administrator

E-mail: [Burunkai.Patricia@uni-mate.hu](mailto:Burunkai.Patricia@uni-mate.hu)

**Dr. Mária Móricz** lawyer

E-mail: [Moricz.Maria@uni-mate.hu](mailto:Moricz.Maria@uni-mate.hu)

**Erika Sándor** administrator

E-mail: [Sandor.Erika@uni-mate.hu](mailto:Sandor.Erika@uni-mate.hu)

### 2.4.4. Institutes located on the Campus

Institute of Agricultural and Food Economics

Institute of Horticultural Sciences

Institute of Environmental Sciences

Institute of Mathematics and Basic Science

Institute of Technology

Institute of Agronomy

Institute of Viticulture and Oenology

Institute of Rural Development and Sustainable Economy

### 2.4.5. Description of the administrative activities of the Campus

The colleagues responsible for the administrative tasks necessary for students to continue their studies:

**Adrienn Juhász-Füleki** administrator

E-mail: [Juhaszne.Fuleki.Adrienn@uni-mate.hu](mailto:Juhaszne.Fuleki.Adrienn@uni-mate.hu)

Responsibilities:

- courses, listing exam courses
- subject registration

- administration related to exams
- scheduling information.

**Patricia Kovács-Burunkai** administrator

E-mail: [Burunkai.Patricia@uni-mate.hu](mailto:Burunkai.Patricia@uni-mate.hu)

Responsibilities:

- administration related to student services (printing, sports, community spaces, cafeteria, dormitory, etc.)
- ALUMNI administration
- coordinating the issuance of jubilee certificates
- administration related to the organization of student events.

**Dr. Mária Mórícz** lawyer

E-mail: [Moricz.Maria@uni-mate.hu](mailto:Moricz.Maria@uni-mate.hu)

Responsibilities:

- administration related to professional practices
- administration related to dual training
- administration of students related to legal matters

**Erika Sándor** administrator

E-mail: [Sandor.Erika@uni-mate.hu](mailto:Sandor.Erika@uni-mate.hu)

Responsibilities:

- general administrative tasks
- coordination and administration of final exams.

## 2.4.6. Scientific Students' Association activity

The Károly Róbert Campus of MATE and its legal predecessor have a tradition going back several decades in the organization of Scientific Students' Association Conferences and in talent management. The Institution has been the director and venue of 2 National Scientific Students' Association Conferences in the past decades: in 1999, XXIV. NSSAC, Agricultural Science Section, Gyöngyös (GATE MFK), in 2003, XXVI. NSSAC Department of Economics, Gyöngyös (SZIE GMFK) was held on the Campus.

For more than four decades, since 1971, the Scientific Students' Association Council has been operating at the Institute, which coordinates the preparation of students for the Institutional/National Scientific Students' Association Conferences (SSAC/NSSAC), various national competitions and tenders, helps students in research work appropriate to their interests, and participates in talent management. In accordance with the main training and research profile of the institution, it primarily participates in the work of the Agricultural Science and Economics Professional Committees and nominates students to the National Scientific Students' Association Conferences held every two years, where our students regularly achieve podium positions. At the 2011 NSSAC, the Institute won the title of the most effective and successful college among the country's colleges based on the overall rankings. In the work of

the NSSAC sections in the year of organization, an average of 8–10 teaching colleagues with academic degrees participate in the work of the departmental juries as presidents and committee members. The dedicated, persistent and conscientious work of the supervisors and consultants actively participating in talent management plays a very significant and important role in the successes achieved. The successful organization of the Institutional Scientific Students' Association Conferences is significantly helped by the sponsors of our events, who encourage our students to participate successfully with various prizes.

In the last decade, our institution has implemented successful projects year after year with the help of calls for tenders supporting NTPH Science Student Conference workshops and their events. Thanks to these projects, our institution's methodological repertoire of talent management has been expanded, we have organized professional courses preparing for participation in SSAC, motivational SSAC Days and involved high school students in SSAC activities. For the last 4 years, the spring and autumn SSAC have also been held in English among our Hungarian and foreign students. In order to promote the joint publication of students and their supervisors, we launched the journal *Acta Carolus Robertus* with grant funding in 2011, which still regularly publishes articles based on the SSAC research results of our students.

Our students who are successful in scientific research are successful in various scholarship applications, several of them have been admitted to doctoral training, and they are doing well on both the domestic and international labor market. In 2018, in the framework of a permanent exhibition at the Institute, we presented our students who have won positions in national competitions in the past two decades, with half a hundred photographic portraits, and the students' message to posterity, what a sense of success SSAC's research work was for them.

## 2.5. Kaposvár Campus, Kaposvár

7400 Kaposvár, Guba Sándor u. 40.

Website: <https://kc.uni-mate.hu>

Phone: +36 82 505 800

+36 82 505 900

### 2.5.1. Introduction of the Campus

Among our counties, only Somogy can boast of being referred to as a country at home. Preserving values and dedication are one of the main characteristics of this region, which is also proud of its diverse higher education. The more than half-century history of legal predecessor institutions obliges us not only to preserve traditions, but openness and innovativeness have always been a feature of the place. In this way, in addition to the two long-standing courses, education in two new areas could also start at the turn of the millennium. The Kaposvár Campus thus well represents the philosophy of the Hungarian University of Agricultural and Life Sciences: in the agriculturally-focused institution, economics, art, teacher and agricultural training, and nowadays also technical training as well as food science fit well together. It is particularly exciting when a study or a program starts with collaboration between scientific fields, be it an animal-assisted therapy, art therapy, agricultural economics or agricultural marketing initiative.

An integral part of the Campus is the more than forty-year-old Pannon Equestrian Academy.

As the Kaposvár Campus, our mission is to satisfy the educational, research, development and innovation needs of the region, as well as to cooperate with the industrial, agricultural, educational and artistic institutions of the region. This gives the young people here the opportunity to continue their education and thus stay at home.

Kaposvár is a university town with a family atmosphere, the town and the campus provide diverse opportunities for self-education, sports, and leisure time in a pleasant and useful way.

### 2.5.2. Leadership of the Campus

**Péter Vörös** campus director general

New academic building, 1st floor, office 132

E-mail: [foigazgato.kaposvar@uni-mate.hu](mailto:foigazgato.kaposvar@uni-mate.hu)

**Dr. Péter Gombos** associate professor, deputy campus director general

New academic building, 1st floor, office 131

E-mail: [Gombos.Peter@uni-mate.hu](mailto:Gombos.Peter@uni-mate.hu)

### 2.5.3. Employee of the Campus General Directorate

**Beáta Szelthaffner** campus director general secretary  
New academic building, 1st floor, office 132  
E-mail: [Szelthaffner.Beata@uni-mate.hu](mailto:Szelthaffner.Beata@uni-mate.hu)

### 2.5.4. Main institutes on the Campus

Institute of Animal Sciences  
Institute of Animal Physiology and Nutrition  
Institute of Education  
Rippl-Rónai Institute of Arts and Theatre

### 2.5.5. Institute Branches on the Campus

Institute of Agricultural and Food Economics  
Institute of Aquaculture and Environmental Safety  
Institute of Food Science and Technology  
Institute of Environmental Sciences  
Institute of Mathematics and Basic Science  
Institute of Technology  
Institute of Agronomy  
Institute of Plant Protection  
Institute of Physical Education and Sports  
Institute of Wildlife Management and Nature Conservation  
Institute of Rural Development and Sustainable Economy

### 2.5.6. Campus Workplace Animal Welfare Committee

**Chairperson:** Dr. Annamária Tischler scientific associate, KC Institute of Animal Physiology and Nutrition, Department of Farm Animal Nutrition  
E-mail: [Tischler.Annamaria@uni-mate.hu](mailto:Tischler.Annamaria@uni-mate.hu)

**Members:**

Members responsible for animal welfare and care:

Dr. Gábor Nagy scientific associate, KC Institute of Animal Physiology and Nutrition  
Department of Physiology and Animal Health  
Dr. Marcell Molnár associate professor, KC Institute of Animal Sciences, Department of Animal Breeding

Qualified member responsible for education:

Dr. Annamária Tischler scientific associate, Institute of Animal Physiology and Nutrition

Other members:

Brigitta Bóta research agricultural engineer, ELKH-MATE Mycotoxins in the Food Chain Research Group

### 2.5.7. Description of the administrative activities of the Campus

- Participation in the organization and conduct of central and student government events, as well as participation in the performance of PR tasks at the campus level;
- organization and conduct of campus events,
- organization and management of the campus enrollment activities, involving the institutes operating on the campus;
- ensuring the performance of educational administration and administrative tasks for institute research groups and organizational units that do not have a separate administrator, and for institutes that do not have an administrative apparatus on the given campus;
- maintaining contact with other campuses, sharing information and tasks and coordinating their implementation;
- maintaining contact with the University's management, central organizational units, and student governments;
- operation of the campus-level Dual and Practical Training Office;
- registration and administration of jubilee diploma applicants, issuing and handing over diplomas.

### 2.5.8. Scientific Students' Association activity

#### Scientific Student's Association of Institute of Agricultural and Food Economics

##### Chairperson:

**Dr. Emese Prihoda** associate professor

E-mail: [Prihoda.Emese@uni-mate.hu](mailto:Prihoda.Emese@uni-mate.hu)

##### Campus coordinator:

**Dr. Mónika Zita Nagy** associate professor

E-mail: [Nagy.Monika.Zita@uni-mate.hu](mailto:Nagy.Monika.Zita@uni-mate.hu)

#### Scientific Student's Association of Institute of Animal Sciences

##### Chairperson:

**Rubina Tünde Szabó** scientific associate

E-mail: [Szabo.Rubina.Tunde@uni-mate.hu](mailto:Szabo.Rubina.Tunde@uni-mate.hu)

##### Campus Coordinator:

**Dr. Miklós Gábor Szabari** associate professor

E-mail: [Szabari.Miklos.Gabor@uni-mate.hu](mailto:Szabari.Miklos.Gabor@uni-mate.hu)

#### Scientific Student's Association of Institute of Animal Physiology and Nutrition

##### Chairperson:

**Dr. Krisztián Milán Balogh** university professor

E-mail: [Balogh.Krisztian.Milan@uni-mate.hu](mailto:Balogh.Krisztian.Milan@uni-mate.hu)

**Campus Coordinator:**

**Dr. Éva Visi-Varga** associate professor

E-mail: [Vargane.Visi.Eva@uni-mate.hu](mailto:Vargane.Visi.Eva@uni-mate.hu)

**Scientific Student's Association of Institute of Educational Sciences****Chairperson:**

**Dr. Anikó Andrea Bence-Fekete** associate professor, educational deputy head of the institute

E-mail: [Bencene.Fekete.Aniko.Andrea@uni-mate.hu](mailto:Bencene.Fekete.Aniko.Andrea@uni-mate.hu)

**Scientific Student's Association of Institute of Agronomy****Chairperson:**

**Dr. János Balogh** university professor

E-mail: [Balogh.Janos@uni-mate.hu](mailto:Balogh.Janos@uni-mate.hu)

**Campus Coordinator:**

**Dr. Sándor Keszthelyi** university professor

E-mail: [Keszthelyi.Sandor@uni-mate.hu](mailto:Keszthelyi.Sandor@uni-mate.hu)

**Scientific Student's Association of Rippl-Rónai Institute of Arts and Theatre**

**Dr. Péter Baki** associate professor, deputy head of the scientific and artistic institute

E-mail: [Baki.Peter@uni-mate.hu](mailto:Baki.Peter@uni-mate.hu)

**Campus Coordinator:**

**Dr. Zsolt Gyenes** university professor

E-mail: [Gyenes.Zsolt@uni-mate.hu](mailto:Gyenes.Zsolt@uni-mate.hu)

**Scientific Student's Association of Institute for Wildlife Management and Nature Conservation****Chairperson:**

**Dr. Zsolt Biró** university professor

E-mail: [Biro.Zsolt@uni-mate.hu](mailto:Biro.Zsolt@uni-mate.hu)

**Campus Coordinator:**

**Dr. Sándor Farkas** head of department, associate professor

E-mail: [Farkas.Sandor@uni-mate.hu](mailto:Farkas.Sandor@uni-mate.hu)

**Scientific Student's Association of Institute of Rural Development and Sustainable Economy****Chairperson:**

**Mónika Urbán-Malomsoki** department representative

E-mail: [Urbanne.Malomsoki.Monika@uni-mate.hu](mailto:Urbanne.Malomsoki.Monika@uni-mate.hu)

**Campus koordinátor:**

**Dr. Veronika Alexandra Gál** associate professor

E-mail: [Gal.Veronika.Alexandra@uni-mate.hu](mailto:Gal.Veronika.Alexandra@uni-mate.hu)

**Invited and voting member of the Talent Council from the Kaposvár Campus**

**Prof. Dr. Zoltán Balázs Sütő** professor emeritus

E-mail: [Suto.Zoltan@uni-mate.hu](mailto:Suto.Zoltan@uni-mate.hu)



## 2.6. Szarvas Training Site

5540 Szarvas, Szabadság street 1-3.;

[5540 Szarvas, Anna-liget 35.](#)

Registrar's Office: +36 30 688-7530

E-mail: [to.szarvas@uni-mate.hu](mailto:to.szarvas@uni-mate.hu)

Website: <https://szentistvancampus.uni-mate.hu/hu/szarvas>  
<https://www.facebook.com/agrarszarvas>

### Deputy Campus Director

**Dr. Katalin Virág Sipos**

Szarvas, Anna Liget 35 (ÖVKI Administrative Building)

E-mail: [Sipos.Virag.Katalin@uni-mate.hu](mailto:Sipos.Virag.Katalin@uni-mate.hu)

At the Szarvas Training Site of the Hungarian University of Agriculture and Life Sciences, Szent István Campus, educational and research activities are carried out by the staff of the Institute of Aquaculture and Environmental Safety, the Institute of Environmental Sciences (including its Department of Irrigation Development and Land Reclamation), the Institute of Rural Development and Sustainable Economy, and the Institute of Agronomy. In addition to classical agricultural knowledge, the Training Site's strongest training programs include expertise in agricultural water management and irrigation. Moreover, we offer significant adult education programs within higher education, ranging from environmental sciences to seed management. Naturally, irrigation and water management also form an integral part of our educational activities.

### 2.6.1 Institutes at the Szarvas Training Site

#### Institute of Environmental Sciences, Department of Irrigation and Land Improvement

The department is responsible for teaching subjects related to its field of expertise, as well as performing high-level research and service tasks. More broadly, the department's responsibilities include providing professional consultancy, continuing education, and carrying out educational and research activities related to irrigation development, agricultural water management, and land reclamation in connection with agricultural training programs.

Its main focus areas include the modernization of agricultural irrigation technologies through the development of water- and energy-efficient solutions; research into soil cultivation and crop production technologies that mitigate the effects of climate change and water scarcity in Hungary; the development and study of complex land reclamation systems; exploring the potential of micro-irrigation technologies in agriculture; precision water and soil fertility management; research into precision irrigation technologies; and conducting studies that support national irrigation development. Additionally, the department engages in various agricultural RDI (Research, Development, and Innovation) activities.

## **Institute of Environmental Sciences, Research Center for Irrigation and Water Management (ÖVKI)**

The primary task of the Research Centre of Irrigation and Water Management (ÖVKI) is to implement research programs related to agricultural water management, irrigation, and rice cultivation. Key focus areas include preserving and improving the quantitative and qualitative status of water resources and ensuring the sustainable utilization of available water reserves. A major responsibility of the centre is to support adaptation to extreme water balance situations expected in the future, promote environmentally conscious and water-efficient production technologies, encourage the use of renewable and alternative energy sources, and enhance production efficiency based on local conditions. ÖVKI is also tasked with developing complex programs that align with the requirements of the EU Water Framework Directive (WFD) and ecological needs, as well as translating new scientific findings into practical applications. A key priority is to facilitate the practical implementation of scientific results and foster close collaboration with both policymakers and producers. The R+D+I (Research, Development, and Innovation) activities of ÖVKI are carried out within two research divisions: Agricultural Water Management and Irrigation Development. ÖVKI oversees the following facilities: the MATE ÖVKI Technical Site, the MATE ÖVKI Galambos Rice Experimental Station, the MATE ÖVKI Lysimeter Station, and the MATE ÖVKI Radiological Breeding Garden. The research centre is also actively involved in education, teaching both theoretical and practical subjects in its field, and provides locations for professional internships thanks to its high-level infrastructure.

## **Institute of Agronomy, Department of Agronomy**

The department is responsible for teaching subjects related to its field, carrying out associated scientific activities and research tasks, and coordinating the professional internships for the BSc Agricultural Engineering program. One of its main research areas is the cultivation of herbaceous and woody energy crops under salinity stress and irrigation conditions. The Institute of Agronomy is committed to agricultural innovation and sustainability, with a special focus on precision agriculture technologies. Our goal is to promote soil-conserving cultivation methods that minimize soil erosion and preserve soil fertility. These technologies not only enhance production efficiency but also significantly reduce environmental impact. A key focus of our research is the development of technological solutions that mitigate the effects of climate change. Through these efforts, we aim to create and implement innovative methods and tools that enable the agricultural sector to effectively adapt to the challenges posed by climate change and support environmental sustainability. Our consulting activities help partners implement the latest scientific results and practical solutions to farm efficiently and in an environmentally friendly manner. The Seed Management specialized training program launched by the Institute provides students with comprehensive and practice-oriented knowledge of the latest methods and technologies in seed production, processing, and marketing. During the program, students acquire in-depth understanding of modern genetic and agrotechnological developments, as well as the processes of seed production and its market dynamics. The program aims to train professionals capable of preserving, developing, and effectively utilizing the biological foundations of crop production. Graduates are equipped with the expertise required to professionally manage tasks related to seed cultivation, inspection, certification, conditioning, and distribution. They also possess

broad knowledge in exploring market opportunities, organizing demand fulfillment, and managing varieties and seeds. Moreover, they are well-prepared to handle and leverage the new opportunities and conditions arising from Hungary's EU membership.

#### **Institute of Rural Development and Sustainable Economy, Department of Rural and Regional Development**

The department is responsible for teaching subjects related to its field, as well as carrying out the associated scientific activities and research tasks. Its main areas of focus include rural development, agricultural economics, regional development, regional economics, and project management. Key research activities involve the analysis of regional disparities and sustainable rural and economic development. The department's primary goal is to support the development and advancement of rural Hungary using its professional and scientific tools and methodologies.

#### **Institute of Rural Development and Sustainable Economy, Department of Foreign Languages**

The department is responsible for teaching foreign language courses at the university; at the Szarvas Training Site, one German language instructor is employed.

#### **Sámuel Tessedik Library**

The primary mission of the Sámuel Tessedik Library is to support the educational and research activities conducted at the Szarvas Training Site. In addition to providing the necessary academic literature, it is also responsible for ensuring an intelligent learning environment and operating the library as a community space. As a public specialized library, it also serves the population of the region with professional literature. Our library collects both printed and electronic documents; students' theses and Scientific Students' Association (TDK) papers are also included in the collection. The students' theses are preserved in both printed and electronic formats.

#### **Szarvas Arboretum**

With a history of more than two hundred years, the Szarvas Arboretum represents an outstanding natural value. As a result of the professional work carried out here, Hungary's largest publicly accessible landscape garden has been established. The dendrological collection contains nearly 1,600 species of woody plants across a total area of 82 hectares. In addition to the tasks of garden maintenance, research, development, and public presentation, education also plays a key role. The focus is primarily on training future professionals, but the arboretum also serves as an important practical site for higher education. Our arboretum offers internship opportunities for our students, which can be found on the website <https://pepikert.hu>

### **2.6.2. Description of the administrative activities of the Campus**

The administration of students and training programmes conducted in Szarvas is managed by the colleagues of the Educational Directorate, Registrar's Office of the Szent István Campus, under the Directorate General of Education. This includes administration in both the NEPTUN SYS and other electronic and paper-based systems. The department is also responsible for organising professional internships related to the programmes, managing thesis topic selection, administering final examinations, and participating in tasks related to educational organisation.

Tasks related to student recruitment are handled by the Campus.

### **2.6.3. Scientific Students' Association activity**

Students enrolled in our programmes in Szarvas are characterized by active and successful participation in Scientific Students' Association (TDK) activities. Our students regularly achieve outstanding results at the National Scientific Students' Conference (OTDK), often receiving special prizes or finishing among the top places.

Responsible for the organisation and administration of Scientific Students' Association activities:

Dr. Károly Lajos Bodnár ([Bodnar.Karoly.Lajos@uni-mate.hu](mailto:Bodnar.Karoly.Lajos@uni-mate.hu); 5540 Szarvas, Szabadság u. 1-3. ground floor, room 3.)

## 2.7. Cross-Border Training Sites

### 2.7.1. Komárno

Off-Campus Programmes since 2018

#### **BSc in Horticultural Engineering**

Partner organisation: Pro Selye Univerzitas n.o.

Among the objectives of the public benefit activities of Pro Selye Univerzitas n.o. are education and training; scientific research and development; and services supporting rural development. The organisation serves as the cross-border partner of the Hungarian University of Agriculture and Life Sciences, hosting and supporting the operation of the off-campus BSc in Horticultural Engineering programme in Komárno.

Headquarters: 945 01 Komárno, Dunajské nábrežie 12. (Slovakia)

Further information: <https://proselye.org/>

#### **Agribusiness and Rural Development Management**

Partner organisation: János Selye University

János Selye University is the only higher education public institution in Slovakia with independent legal status that provides education in the language of the national minority – Hungarian. In addition to education, the university promotes scientific development; it integrates the Hungarian scientific community in Slovakia into the international circulation of sciences and establishes connections with international networks of scientific institutions. It serves as a regional centre of scientific activity and plays an active role in the social, economic, and cultural life of the region. The institution is the cross-border partner hosting and supporting the operation of the off-campus BSc in Agricultural Engineering in Economics and Rural Development programme of the Hungarian University of Agriculture and Life Sciences in Komárno.

Headquarters: 945 01 Komárno, Bratislavská cesta 3322 (Slovakia)

Further information: <https://www.ujs.sk/hu/>

### 2.7.2. Berehove

Off-Campus Programmes since 1999

Partner organisation: Ferenc Rákóczi II Transcarpathian Hungarian College

Ferenc Rákóczi II Transcarpathian Hungarian College is a non-state higher education institution established by the Foundation for the Transcarpathian Hungarian College (KMFA). The College has been operating with the permission of the Ministry of Education and Science of Ukraine since 1996. Initially, it operated under the name Transcarpathian Hungarian Teacher Training College, providing teacher training in various pedagogical fields. In 2003, it adopted the name Ferenc Rákóczi II Transcarpathian Hungarian College. The institution serves as the cross-border partner hosting and supporting the off-campus programmes of the Hungarian University of Agriculture and Life Sciences in Berehove.

Headquarters: 90202 Berehove, Kossuth Square 6. (Ukraine)

Further information: <https://kmf.uz.ua/hu/>

### **2.7.3. Miercurea Ciuc**

Off-Campus Programs Since 1991.

Partner Organization: Pro Agricultura Hargitae Universitas Foundation

Since the early 1990s, the Pro Agricultura Hargitae Universitas Foundation has played an important role in creating opportunities for Hungarian-language higher education in Székely Land. Since its establishment, the foundation has provided training opportunities for several hundred young people from Székely Land, the vast majority of whom still apply their acquired knowledge in their homeland. The organization is the foreign partner that hosts and supports the operation of the off-campus programs of the Hungarian University of Agriculture and Life Sciences in Miercurea Ciuc.

Headquarters: 530 241 Miercurea Ciuc, Taploca Street 20. (Romania)

### **2.7.4. Odorheiu Secuiesc**

Off-campus program with institutional involvement since 2013, off-campus programs since 1998.

Partner Organization: Foundation for Székelyudvarhely

The mission of the University Center of Székelyudvarhely is to provide training for employees of enterprises and institutions in Székely Land using practice-oriented teaching methods, thereby supporting the local success of Székely people and preventing their migration in search of livelihood. The organization is the foreign partner that hosts and supports the operation of the off-campus program of the Hungarian University of Agriculture and Life Sciences in Odorheiu Secuiesc.

Headquarters: 535600 Odorheiu Secuiesc, Kőkereszt Square 1. (Romania)

More information: <https://szek.ro/>

### **2.7.5. Senta**

Off-campus programs since 1996.

Partner Organization: Pro Scientia Naturae Foundation

The foundation carries out its activities by organizing educational programs, implementing research and development projects, building partnerships, and conducting market research. It cooperates widely with agricultural producers and entrepreneurs in the region and supports the activities of the Consultation Center in Senta of the Hungarian University of Agriculture and Life Sciences, which performs higher education, adult education, and professional advisory tasks. The organization is the foreign partner that hosts and supports the operation of the off-campus program of the Hungarian University of Agriculture and Life Sciences in Senta.

Headquarters: 24400 Senta, Ősz Street 18. (Serbia)

More information: <https://proscnat.tanulj kertesz.hu/>

## 3. Institutes

### 3.1. Institute of Agricultural and Food Economics

#### 3.1.1. The headquarters, sites and contact details of the Institute

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 000 ext. 3270

Website: <https://agribusiness.uni-mate.hu>

E-mail address: [agrargazdasag@uni-mate.hu](mailto:agrargazdasag@uni-mate.hu)

#### Sites:

1118 Budapest, Villányi út 29–43.

8360 Keszthely, Deák Ferenc u. 16.

3200 Gyöngyös, Mátrai út 36.

7400 Kaposvár, Guba Sándor u. 40., Pf.: 16.

#### 3.1.2. Introduction of the Institute

At the Hungarian University of Agriculture and Life Sciences, the Institute of Agricultural and Food Economics, that takes care of the discipline of agricultural economy and agricultural policy, was established on November 1, 2021. It started its operation in coordination with the priority goals of our university by teaching and researching the economic aspects of the Hungarian agricultural and food economy.

The Institute places special emphasis on the introduction of European-standard educational programs, and for this purpose offers courses in English and Hungarian in the fields of agricultural science, food science, social science, economics and engineering. It offers its education programs primarily in the form of bachelor's degrees (BA, BSc), master's degrees (MA, MSc), doctoral (PhD) degrees, specialized continuing education, as well as adult and further education to both European and non-European students. Economic and business modelling, as well as education and research on EU and international political directions, are the most important priorities in the field of agricultural economics. The teaching and research of general agricultural and food economics, as well as business economics related to individual agricultural sectors and branches, are also among the key areas of the Institute. The Institute is also connected to the teaching and research of climate adaptation, family farms and farm economic models, as well as the incorporation of cost-effective utility systems for precision systems into the various educational courses. Agricultural logistics, trade and agricultural marketing, management skills, and professional management training can also be classified among the institute's confidently taught and researched scientific fields. Within the framework of the Institute, the professional team related to domestic and international regulation and the

education of knowledge of legal conditions, as well as the departmental collective related to the processing and analysis of agricultural data, would like to satisfy special needs.

In the field of agriculture and food economy, which is interpreted in a modern sense, the institute creates and shapes its programs with an interdisciplinary approach and through the activities of its special research groups (African Food Market Research Group, Arab World Food Market Research Group, Asian Food Market Research Group) and is especially open to the establishment and long-term care of international collaborations.

Our educational activities: The Institute offers opportunities for acquiring knowledge at the BA/BSc, MA/MSc, PhD and other postgraduate levels in both Hungarian and English. Currently, it offers students a wide range of courses through 4 Undergraduate programs (BA/BSc), 5 master's courses (MA/MSc), 2 higher education vocational trainings, numerous postgraduate specialist training programs up to the Doctoral School.

Our research activity: The research activity of our institute is closely related to the priorities of international organizations, the effective government program and the MATE strategy, but it also meets the needs of business organizations. It is an important goal of ours that education and research are connected as closely as possible, and that all instructors have a well-defined research profile. To this end, active research activities are carried out in our departments.

### **3.1.3. Leadership of the Institute**

#### **Head of Institute**

**Dr. Csaba Borbély** associate professor

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 303

E-mail: [agrargazdasag@uni-mate.hu](mailto:agrargazdasag@uni-mate.hu)

#### **Deputy head of institute, responsible for education**

**Dr. Péter Kollár** associate professor

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 305

E-mail: [Kollar.Peter@uni-mate.hu](mailto:Kollar.Peter@uni-mate.hu)

#### **General deputy head of institute**

**Dr. Katalin Szabó** associate professor

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 304

E-mail: [Szabo.Katalin@uni-mate.hu](mailto:Szabo.Katalin@uni-mate.hu)

### **3.1.4. Employees of the institute administration**

**Lászlóné Katona** administrator

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 302

E-mail: [Katona.Laszlone@uni-mate.hu](mailto:Katona.Laszlone@uni-mate.hu)



**Gyuláné Grécsi** administrator

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 306

E-mail: [Greczi.Gyulane@uni-mate.hu](mailto:Greczi.Gyulane@uni-mate.hu)

**Rita Fazekas Batta** research and training organization assistant

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) ground floor office 4

E-mail: [Fazekasne.Batta.Rita@uni-mate.hu](mailto:Fazekasne.Batta.Rita@uni-mate.hu)

**Edit Imre** administrator

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 301

E-mail: [Imre.Edit@uni-mate.hu](mailto:Imre.Edit@uni-mate.hu)

**Katalin Tóth Kovács** administrator

Georgikon Campus A building (Keszthely, Deák Ferenc u. 16.) office 215

E-mail: [Kovacsne.Toth.Katalin@uni-mate.hu](mailto:Kovacsne.Toth.Katalin@uni-mate.hu)

### 3.1.5. Organizational units of the Institute

#### Department of Agricultural Economics and Policy

Head of department: **Dr. Gábor Lukács**, associate professor

Georgikon Campus A building (Keszthely, Deák Ferenc u. 16.) office 221

E-mail: [Lukacs.Gabor@uni-mate.hu](mailto:Lukacs.Gabor@uni-mate.hu)

#### Department of Agricultural Management and Leadership Sciences

Head of department: **Dr. Katalin Szabó**, associate professor

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 303

E-mail: [Szabo.Katalin@uni-mate.hu](mailto:Szabo.Katalin@uni-mate.hu)

#### Department of International Regulation and Business Law

Head of department: **Dr. István Temesi**, associate professor

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 314

E-mail: [Temesi.Istvan@uni-mate.hu](mailto:Temesi.Istvan@uni-mate.hu)

#### Department of Agrarlogistic, Trade and Marketing

Head of Department: **Dr. Arnold Csonka** associate professor

Kaposvár Campus New Academic Building (Kaposvár, Guba Sándor u. 40.) office 222

E-mail: [Csonka.Arnold@uni-mate.hu](mailto:Csonka.Arnold@uni-mate.hu)

#### Department of Economics and Natural Resources

Head of Department: **Dr. László Vértessy** associate professor

Szent István Campus G Dormitory (Gödöllő, Állomás tér 4.) 3rd floor office 314

E-mail: [Vertesy.Laszlo@uni-mate.hu](mailto:Vertesy.Laszlo@uni-mate.hu)

### Department of Agricultural Business and Economics

Head of Department: **Dr. Orsolya Fehér** associate professor  
Buda Campus G building (Budapest, Villányi u. 29-43.) 1st floor office 115  
E-mail: [Fehér.Orsolya@uni-mate.hu](mailto:Fehér.Orsolya@uni-mate.hu)

### 3.1.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Csaba Borbély** associate professor  
E-mail: [agrargazdasag@uni-mate.hu](mailto:agrargazdasag@uni-mate.hu)

#### Deputy head of the institute, responsible for education

**Dr. Péter Kollár** associate professor  
E-mail: [Kollar.Peter@uni-mate.hu](mailto:Kollar.Peter@uni-mate.hu)

#### Academic and Credit Transfer Committee

Chairman: **Dr. Péter Kollár** associate professor  
E-mail: [Kollar.Peter@uni-mate.hu](mailto:Kollar.Peter@uni-mate.hu)

#### Members:

**Dr. Annamária Kovács** associate professor  
**Dr. István Temesi** associate professor  
**Péter Varga** student

Secretary: **Gyuláné Gréczi** administrator

### 3.1.7. Description of the institute's administrative activities

- Assisting and coordinating the management activities of the head of institute,
- support of the institute in matters concerning education administration, administrative activities related to final exams (Thesis, data recording in NEPTUN systems),
- supporting students belonging to the institute in administration,
- participation in the organization and conduct of institute events, enrollment programs, and PR tasks,
- maintaining contact with the University management, institutes, departments, sharing tasks and coordinating their implementation,
- participation in the institute's admission procedure,
- performance of document management, administration and registration tasks,
- the conduct of institute elections, the registration of board members, and the coordination of their operation,
- preparation, conducting, minutes writing and full-scale administration of Institute Council meetings,
- performance of HR tasks belonging to the institute,

- performing departmental administrative tasks in the NEPTUN system,
- participation in the Institute's economic tasks,
- organization of institute events,
- participation in the organization, preparation and conduct of the final exam,
- Launch of BIA and SZIA sheets,
- filing,
- assisting the management activities of the institute's deputy heads,
- assisting the management activities and work of the research group leaders,
- performing full-scale administrative tasks related to the Research Groups,
- the full conduct of the meetings of the Research Groups (preparation of invitations, request and preparation of materials, preparation of minutes, etc.),
- background work and administrative tasks related to domestic and international tenders,
- performing the administrative tasks of the Doctoral School (managing invoices, printing orders, starting purchases, etc.),
- administrative support for tender data services and reports related to the organizational unit.

### **3.1.8. Programs hosted by the insitute**

#### **Undergraduate programs:**

- Bachelor's degree in Human Resources (Gödöllő training site in full-time and correspondence in Hungarian, Gyöngyös training site in correspondence in Hungarian)
- Bachelor of Business Administration and Management (full-time work schedule in English at Gödöllő training site, full-time and correspondence work schedule in Hungarian at Gödöllő training site, full-time and correspondence work schedule in Hungarian at Budapest training site, full-time and correspondence work schedule in Hungarian at Kaposvár training site, full-time and correspondence work schedule in Hungarian at Gyöngyös training site)
- Bachelor of Commerce and Marketing (full-time and correspondence work schedule in Hungarian at Gödöllő training site, full-time and correspondence work schedule at Budapest training site in Hungarian, full-time and correspondence work schedule in Hungarian at Kaposvár training site; Kaposvár training site with full-time work schedule in English)

#### **Master's courses:**

- Master's degree program in Agricultural Economics (full-time work schedule at the Gödöllő training site in English, full-time and correspondence work schedule in Hungarian at the Gödöllő training site, correspondence work schedule at Keszthely training site)
- Master's degree program in Management and Leadership (full-time work schedule in English at Gödöllő training site, full-time and correspondence work schedule in Hungarian at Gödöllő training site, full-time and correspondence work schedule in

Hungarian at Budapest training site, full-time and correspondence work schedule in Hungarian language at Kaposvár training site, full-time and correspondence work schedule in Hungarian at Gyöngyös training site)

- Master's degree program in Supply Chain Management (full-time work schedule in English at Gödöllő training site, full-time and correspondence work schedule in Hungarian at Gödöllő training site, full-time and correspondence work schedule in English at a training site in Budapest, full-time and correspondence work schedule in Hungarian at a training site in Budapest, full-time and correspondence work schedule at a training site in Kaposvár in Hungarian)

**Postgraduate Specialist Training Program:**

- Executive MBA Sustainable Agrobusiness Management (in Hungarian language)
- Postgraduate Specialist Training Program in Liquidation and Asset Management Economist (in Hungarian language in correspondence work schedule at the training site in Budapest)
- Postgraduate Specialist Training Program in Liquidation and Asset Management Specialist (in Hungarian language in correspondence work schedule at the training site in Budapest)
- Postgraduate Specialist Training Program in Analyst of Large Enterprises' Competitiveness (in Hungarian language at the Gödöllő training site)

## **3.2. Institute of Aquaculture and Environmental Safety**

### **3.2.1. Headquarters and premises of the Institute and contact details:**

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 000 ext. 1912

Weblocation: <https://aquaculture.uni-mate.hu>

#### **Training sites:**

7400 Kaposvár, Guba S. u. 40.

8360 Keszthely, Deák Ferenc u. 16.

5540 Szarvas, Anna-liget utca 35.

2484 Agárd, Tópart utca, Gárdonyi belterület, hrsz: 5309 ext. 8.

### **3.2.2. Introduction of the Institute**

IAES (AKI in Hungarian) is a set of professionals engaged in educational, research, consultancy and innovation activities in the field of aquaculture and environmental safety, performing educational, scientific research, other professional and innovation core activities across campuses. The aim of the Institute is to provide higher education professional training in accordance with the training and output requirements of the programs operated by the Institute, and to prepare students for the high-quality, responsible performance of their chosen profession, to meet the expectations arising from being an intellectual, to prepare for the cultivation of sciences and the performance of public tasks, research and development of agricultural sciences and related life sciences, interdisciplinary cultivation, participation in talent management, further training of professionals and adult education, satisfaction of professional and public service needs coming from the narrower and wider social environment. The Institute carries out independent scientific, professional, service and innovation activities with which it contributes to the development of future national and global challenges and sustainability-based solutions of aquaculture and environmental safety. It disseminates its scientific results widely and provides an open platform for scientific and professional debate in its thematic areas.

Our educational activity: IAES provides (in Hungarian and foreign languages): bachelor's degree programs (BSc), split and undivided master's degree programs (MSc), doctoral program (PhD), higher education vocational training, Postgraduate Specialist Training Program, adult education.

Our research activities: the Institute carries out basic and applied, development and innovative scientific activities in agricultural science, environmental science, engineering and related disciplines, and provides expert advice in these fields, with a view to improving the quality of educational work and the development of agriculture.

### 3.2.3. Leadership of the Institute

#### Head of institute

**Dr. Balázs Kriszt** associate professor

Institute of Aquaculture and Environmental Safety building, 1st floor, office 25

E-mail: [Kriszt.Balazs@uni-mate.hu](mailto:Kriszt.Balazs@uni-mate.hu)

#### General Deputy head of the Institute

**Dr. Ákos Horváth** university professor, doctor of MTA

Institute of Aquaculture and Environmental Safety building, 1st floor, office 11

E-mail: [Horvath.Akos@uni-mate.hu](mailto:Horvath.Akos@uni-mate.hu)

#### Educational Deputy head of the Institute

**Dr. Edit Kaszab** associate professor

Institute of Aquaculture and Environmental Safety building, 1st floor, office 18

E-mail: [Kaszab.Edit@uni-mate.hu](mailto:Kaszab.Edit@uni-mate.hu)

### 3.2.4. Associates of the institute administration

**Zsuzsanna Jeney** office manager

Institute of Aquaculture and Environmental Safety

E-mail: [Jeney.Zsuzsanna@uni-mate.hu](mailto:Jeney.Zsuzsanna@uni-mate.hu)

**Anasztázia Farkas** administrator

Institute of Aquaculture and Environmental Safety building, 1st floor, office 24

E-mail: [Makadine.Farkas.Anasztazia@uni-mate.hu](mailto:Makadine.Farkas.Anasztazia@uni-mate.hu)

### 3.2.5. Departments of the Institute

Department of Aquaculture, Gödöllő

Department of Freshwater Fish Ecology, Agárd, Gödöllő

Department of Environmental Toxicology, Gödöllő

Department of Molecular Ecology, Gödöllő

Department of Environmental Safety, Gödöllő

Department of Applied Fish Biology, Keszthely, Kaposvár

Research Centre of Fisheries and Aquaculture, Szarvas

Department of Aquaculture Technologies

Department of Fish Biology

Fish Genebank

Department of Hydrobiology

### 3.2.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Balázs Kriszt** egyetemi associate professor

Institute of Aquaculture and Environmental Security building, 1st floor, office 25

E-mail: [Kriszt.Balazs@uni-mate.hu](mailto:Kriszt.Balazs@uni-mate.hu)

#### Study and Credit Transfer Committee

Chairman: **Dr. Balázs Kriszt** associate professor

E-mail: [kriszt.balazs@uni-mate.hu](mailto:kriszt.balazs@uni-mate.hu)

#### Members:

- Dr. Edit Kaszab associate professor
- Dr. Tamás Szabó associate professor

Secretary: **Dr. Gergő Tóth** associate researcher

### 3.2.7. Programs hosted by the insitute

#### Undergraduate programs:

- Bachelor's degree programs in Agricultural Water Management and Environmental Technology Engineering (full-time work schedule in Hungarian at Gödöllő and Szarvas training sites)

#### Master's degree programs:

- Master's degree program in Aquaculture (at the Gödöllő campus, full-time in Hungarian and English, correspondence in Hungarian)
- Master's degree program in Hydrobiology (at the Gödöllő campus, full-time in Hungarian)
- Master's degree program in Environmental Management Agricultural Engineering (full-time work at the Gödöllő training site in Hungarian, correspondence work schedule in Hungarian)
- Danube AgriFood Master (DAFM) joint master's degree program (full-time work schedule at Gödöllő and Buda training site, in English)

#### Postgraduate Specialist Training Program

- Postgraduate Specialist Training Program in fisheries and fisheries management (correspondence work schedule at the Gödöllő training site)
- Further training program for fishing guide (at the Gödöllő training site and at the University of Debrecen, correspondence schedule)

### **3.3. Institute of Animal Science**

#### **3.3.1. Headquarters and premises of the Institute and contact details**

Headquarters: 7400 Kaposvár, Guba S. u. 40.

**Training sites:**

2100 Gödöllő, Páter Károly utca 1.

8360 Keszthely, Deák Ferenc u. 16.

#### **3.3.2. Introduction of the Institute**

The aim of the Institute's trainings is to produce agricultural professionals with high-level competences and practical knowledge, who, in addition to decisive professional knowledge, know and understand company management processes and the related economic, financial, support, policy and human policy current task-solving methods and knowledge elements, as well as the (digital) systems facilitating or regulating them both domestically and internationally.

Young leaders graduating from university shall possess all the measurable, verifiable and social skills (hard and soft skills) that create the basis for effective management both in their own business and in a modern corporate environment.

Agricultural higher education has been conducted at the centre of the Institute of Animal Sciences (IAS) in Kaposvár since 1961. The immediate legal predecessor of the Institute in Kaposvár was the Institute of Animal Sciences (University of Kaposvár, Faculty of Agricultural and Environmental Sciences, Kaposvár), which consisted of the Department of Animal Breeding, the Department of Animal Husbandry Technology and Management, and the Department of Hippology. Other predecessor institutions of the IAS are: Department of Animal Science (University of Pannonia, Georgikon Faculty, Keszthely), Institute of Animal Husbandry (Szent István University, Faculty of Agricultural and Environmental Sciences, Gödöllő) and the Research Institute of Livestock Feeding and Meat Industry (National Centre for Agricultural Research and Innovation, Herceghalom). IAS implements the idea of the cross-campus Institute in an exemplary way. The current departmental structure of IAS consists of the Department of Animal Breeding based in Kaposvár, the Department of Precision Livestock Farming and Animal Biotechnics, also based in Kaposvár, and the Department of Animal Husbandry & Animal Welfare, also based in Gödöllő. In addition to teaching and researching traditional fields (cattle breeding, sheep breeding, horse breeding and grassland management, pig breeding, poultry farming, rabbit breeding), the IAS also aims to cultivate scientific fields that meet the challenges of the age (precision animal husbandry, animal husbandry genomics, one health, etc.).

The task of the Institute is to coordinate the teaching of animal husbandry-related disciplines covering all training sites of the university, to organize and implement education, and to develop the program of subjects belonging to the Institute taking into account the needs



of the labour market. It is also responsible for carrying out multidisciplinary scientific research in line with the profile of the institute, and contributing to the implementation of the research and development tasks of professional institutes, especially in the following areas: development of animal husbandry technologies, ecological and sustainable animal husbandry, precision animal husbandry, animal husbandry genetics and genomics.

The mission of the Institute is to become a knowledge centre with an international radiance in these areas, and also, as part of the innovation ecosystem, it supports industrial, economic and social innovation, including regional economic development.

The Institute performs its educational tasks within the framework of higher education vocational training, bachelor's, master's, Postgraduate Specialist Training Program and doctoral training. He is also active as a consultant.

The Institute of Animal Science intends to carry out its work in such a way that it means the continuation of the path set by its great predecessors, while at the same time providing quick and effective answers to the educational, scientific, R&D and innovation challenges of digitalization, sustainability and globalization affecting our profession, in line with the University's institutional development strategy.

### 3.3.3. Leadership of the Institute

#### Head of the Institute

**Dr. Szilvia Áprily** associate professor  
Kaposvár Campus, Guba Sándor u. 40. Régi Tü. 202  
E-mail: [Aprily.Szilvia@uni-mate.hu](mailto:Aprily.Szilvia@uni-mate.hu)

#### Deputy head of the Institute for Science and Innovation

**Dr. Péter Póti** university professor  
Szent István Campus, Páter Károly u. 1.  
E-mail: [Poti.Peter@uni-mate.hu](mailto:Poti.Peter@uni-mate.hu)

#### Deputy head of the Institute for Education

**Dr. habil. József Péter Polgár** associate professor  
Georgikon Campus, Keszthely, Deák F. u. 16. A building 116.  
E-mail: [Polgar.Jozsef.Peter@uni-mate.hu](mailto:Polgar.Jozsef.Peter@uni-mate.hu)

### 3.3.4. Associates of the institute administration

**Livia Póhn** administrator  
Kaposvár Campus, Régi Tü. 202  
E-mail: [Pohn.Livia@uni-mate.hu](mailto:Pohn.Livia@uni-mate.hu)

**Krisztina Jovánczai-Péterfai** administrator  
Kaposvár Campus, Régi Tü. 204

E-mail: [Jovanczaine.Peterfai.Krisztina@uni-mate.hu](mailto:Jovanczaine.Peterfai.Krisztina@uni-mate.hu)

**Erzsébet Bényi** administrator

Szent István Campus, Páter Károly u. 1.

E-mail: [Benyi.Erzsebet@uni-mate.hu](mailto:Benyi.Erzsebet@uni-mate.hu)

**Marianna Pap** assistant

Szent István Campus, Páter Károly u. 1.

E-mail: [Pap.Marianna@uni-mate.hu](mailto:Pap.Marianna@uni-mate.hu)

**Hajnalka Farkas** administrator

Georgikon Campus, Deák Ferenc u. 16.

E-mail: [Farkas.Hajnalka@uni-mate.hu](mailto:Farkas.Hajnalka@uni-mate.hu)

### 3.3.5. Departments of the Institute

#### Department of Animal Breeding

Head of Department: **Dr. István Nagy** university professor

Kaposvár Campus, Guba Sándor u. 40.

E-mail: [Nagy.Istvan.prof@uni-mate.hu](mailto:Nagy.Istvan.prof@uni-mate.hu)

#### Department of Animal Husbandry and Animal Welfare

Head of Department: **Dr. Péter Póti** university professor

Szent István Campus, Páter Károly u. 1.

E-mail: [Poti.Peter@uni-mate.hu](mailto:Poti.Peter@uni-mate.hu)

#### Department of Precision Livestock Farming and Animal Biotechnics

**Miklós Gábor Szabari** associate professor

Kaposvár Campus, Guba Sándor u. 40.

E-mail: [Szabari.Miklos@uni-mate.hu](mailto:Szabari.Miklos@uni-mate.hu)

### 3.3.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Szilvia Áprily** associate professor

E-mail: [Aprily.Szilvia@uni-mate.hu](mailto:Aprily.Szilvia@uni-mate.hu)

#### Deputy head of the Institute for Education

**Dr. József Péter Polgár** associate professor

E-mail: [Polgar.Jozsef.Peter@uni-mate.hu](mailto:Polgar.Jozsef.Peter@uni-mate.hu)

### **Study and Credit Transfer Committee**

Chairman: **Dr. József Péter Polgár** associate professor, deputy head of the Institute

#### **Members:**

Dr. Ferenc Pajor associate professor

Dr. Henrietta Kiszlinger Nagy senior lecturer

Orsolya Szilágyi student

Secretary: Krisztina Jovánczai-Péterfai administrator

### **3.3.7. Description of the administrative activities of the Institute**

The administrative activities of the Institute Secretariat of the Institute of Animal Science include assisting and coordinating the management activities of the Institute Director, and supporting the staff of the Institute in matters of education administration and education organization.

Supporting students belonging to the Institute in administration, in cooperation with the educational directorates.

The organizational, administrative and administrative tasks related to the preparation and convening of the meetings of the Institute Council are also performed by the Secretariat.

The Secretariat participates in convening and administering meetings and meetings.

The Secretariat of the Institute is also responsible for the preparation of various contracts relating to the Institute, the related administration, document management, administrative and registration tasks, as well as the management of the temporary archives.

The Secretariat of the Institute is also responsible for the preparation of various contracts relating to the Institute, the related administration, document management, administrative and registration tasks, as well as the management of the temporary archives.

### **3.3.8. Programs hosted by the insitute**

#### **Undergraduate programs:**

- Bachelor's degree program of Horse Breeder, Equine Sports Organizer Agricultural Engineer (full-time work schedule at Gödöllő and Kaposvár training sites)
- Bachelor's degree program of Animal Husbandry Engineering (full-time work schedule at Gödöllő, Kaposvár and Keszthely training sites and correspondence in Kaposvár)

#### **Master's degree programs:**

- Master's degree program in Animal Husbandry Engineering (correspondence work schedule at Gödöllő, Kaposvár and Keszthely training sites, in Hungarian)

#### **Higher education vocational training:**

- Stud Manager Higher Education Vocational Training Program (Keszthely training site in full-time and correspondence schedule)

**Postgraduate Specialist Training Program:**

- Postgraduate Specialist Training Program in Cynology (correspondence work schedule at the Gödöllő training site)
- Postgraduate Specialist Training Program of Professional horse breeder specialist/engineer (Keszthely, correspondence schedule)
- Postgraduate Specialist Training Program in horse breeding (correspondence work schedule at the training site in Kaposvár)
- Postgraduate Specialist Training Program of Cattle Sector Specialized Engineer (correspondence work schedule at the Kaposvár training site)

## 3.4. Institute of Food Science and Technology

### 3.4.1. Headquarters and premises of the Institute and contact details

Headquarters: 1118 Budapest, Villányi út 29–43. „K” building ground floor 1.

E-mail: [elelmiszertudomany@uni-mate.hu](mailto:elelmiszertudomany@uni-mate.hu)

Phone: +36 1 305 7592

Website: <https://foodscience.uni-mate.hu>

#### Training sites:

SPAR Dual Education and Research Center, Bicske SPAR út

### 3.4.2. Introduction of the Institute

As a result of our nearly half a century of educational activity, the Institute of Food Science and Technology of the Hungarian University of Agriculture and Life Sciences is a market leader in the food sector. In 1972 it became an independent university faculty under the name of Faculty of Preservatives, in 1986 the Faculty of Food Industry, in 2003 the Faculty of Food Sciences and from 1 February 2021 the name changes of the Institute of Food Science and Technology faithfully reflect the expansion and development of educational and research direction and content.

In a unique form in the country, our range of training is extremely extensive.

Food science is a dynamically changing field in which changing technology and consumer needs constantly pose new challenges for food engineers. Innovation may be the most important breakout point for the food industry. In addition to our educational activities, our research primarily covers various fields of food science and engineering research, but occasionally they also move into related interdisciplinary areas. The institutional infrastructure supporting our work received the Strategic Research Infrastructure qualification from the National Innovation Office in 2014.

Taking traditions and trends into account, our Institute offers a range of courses that are unique in the country. In addition to their studies, a significant proportion of our students participate in talent management programs at the institute, can join the work of Tibor Deák College for Advanced Studies and the Student Union, and countless exciting community programs strengthen the family spirit and unity of our Institute. Our graduates become broad-minded, successful engineers and are proud to have graduated from us.

The Institute has extensive national and international relations. Among other things, we coordinate the CEEPUS education program for Central European countries, and we participate in the Erasmus+ program coordinated and financed by the EU. We have contractual relations with many foreign universities and colleges, which gives full-time and PhD students the opportunity to study and do professional practices abroad, as well as exchange lecturers. In addition to our international network, our corporate cooperation network is extremely extensive. Among our professional and dual education partners, we can welcome the most important domestic and international companies of the food industry and trade.

In addition, it is important to keep in mind that nowadays – and probably in the future – there is an increasing emphasis on food, product development embodying health-preserving and nutritional science knowledge, as well as, in the spirit of Industry 4.0, on the field of automation and digitalization of food technology and professionals with up-to-date knowledge.

Our educational activity: the aim of the Institute's educational activity – in accordance with the guidelines of university quality policy – is to develop a modern knowledge and engineering approach that adapts flexibly to the needs of the labour market and is competitive both domestically and internationally. Our institute provides up-to-date, practice-based, experience-based learning. At the Institute, students can study bioengineering and food engineering, food engineering and food safety and quality engineering MSc in Brewing and Distilling Engineering master's program in full-time and correspondence work schedules. We strive to increase the importance of foreign language trainings, so our bachelor's and master's programs in food engineering are also available in English. The Doctoral School of Agriculture and Food Sciences provides opportunities for students to participate in doctoral training. Our PhD students play a significant role in professional work. Every year, about 15 people obtain PhD degrees above the national average, who strengthen and expand the development and innovation potential in certain sectors of the food industry or the human resources of the Institute.

Our training offer is complemented by Postgraduate Specialist Training Programs, and our Institute announces several shorter and longer courses within the framework of adult education.

Our research activity: The staff of our Institute considers activities related to research, development and innovation (R+D+I) to be extremely important and indispensable. We firmly believe that only in this way can we fulfill our mission of training and providing high-quality professionals for the nation.

Our research focuses include food technology and biotechnology, product and technology development, nutrition engineering, food supply chain and safety, food safety and quality, food digitalization and data engineering, sustainable food production, waste management and recovery, bioengineering, food packaging and materials science, food trade and logistics, etc. The success of our research and development work is characterized by projects, assignments, programs, patents and industrial applications cooperating with various industrial and institutional partners, hundreds of scientific and professional publications published annually, as well as domestic and international cooperation.

We consider it important and especially encourage our students to connect with R&D and innovation topics and projects in the various workshops (departments, research groups) of the Institute through theses, theses, SSA research or demonstrator scholarships. Our students participate extremely successfully and successfully in various Scientific Students' Association Conferences, national and international professional competitions.

Institute of Food Science and Technology – half a century of history in the service of the future!

### 3.4.3. Leadership of the Institute

#### Head of the Institute

**Dr László. Friedrich** university professor  
„D” building, ground floor office 3.  
E-mail: [Friedrich.Laszlo.Ferenc@uni-mate.hu](mailto:Friedrich.Laszlo.Ferenc@uni-mate.hu)

#### Deputy head of the Institute for Science and Innovation

**Dr. Duc Quang Nguyen** university professor  
„E” building, ground floor, office 14.  
E-mail: [Nguyen.Duc.Quang@uni-mate.hu](mailto:Nguyen.Duc.Quang@uni-mate.hu)

#### Deputy head of the Institute for Education

**Dr. Klára Huszár Pásztor** associate professor  
„D” building, ground floor, office 1.  
E-mail: [Pasztorne.Huszar.Klara@uni-mate.hu](mailto:Pasztorne.Huszar.Klara@uni-mate.hu)

### 3.4.4. Associates of the institute administration

**Tímea Csima-Tóth** department staff  
„K” building, ground floor office 13.  
E-mail: [Csim-Toth.Timea@uni-mate.hu](mailto:Csim-Toth.Timea@uni-mate.hu)

**Julianna Kovács** institute administrator  
„K” building, ground floor 1.  
E-mail: [Kovacs.Julianna@uni-mate.hu](mailto:Kovacs.Julianna@uni-mate.hu)

### 3.4.5. Departments of the Institute

Center of Bioengineering and Process Control

Department of Food Process Engineering

Department of Food Measurement and Process Control

Department of Bioengineering and Alcoholic Drink Technology

(In collaboration with the Food Biotechnology Research Group)

Center for Food Quality, Safety and Nutrition

Department of Food Chemistry and Analytics

Department of Nutrition Science

Department of Food Microbiology, Hygiene and Safety

National Collection of Agricultural and Industrial Microorganisms

(In collaboration with the Food Science Research Group)

Center for Food Technology

Department of Postharvest Science, Trade, Supply Chain and Sensory Analysis

Department of Grain and Industrial Plant Processing  
Department of Livestock Product and Food Preservation Technology  
Department of Fruit and Vegetable Processing Technology  
(In cooperation with the Department of Food Chain Safety Risk Management)

### 3.4.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. László Friedrich** associate professor  
E-mail: [Friedrich.Laszlo.Ferenc@uni-mate.hu](mailto:Friedrich.Laszlo.Ferenc@uni-mate.hu)

#### Deputy head of the Institute, responsible for education

**Dr. Klára Pasztor-Huszár** associate professor  
E-mail: [Pasztorne.Huszar.Klara@uni-mate.hu](mailto:Pasztorne.Huszar.Klara@uni-mate.hu)

#### Study and Credit Transfer Committee

Chairperson: **Dr. Klára Pasztor-Huszár** associate professor,  
Deputy head of the Institute for Education  
E-mail: [Pasztorne.Huszar.Klara@uni-mate.hu](mailto:Pasztorne.Huszar.Klara@uni-mate.hu)

#### Members:

**Dr. Szilvia Bánvölgyi** associate professor  
**Dr. Zsuzsanna Jókai-Szatura** associate professor  
student member

Secretary: **Tímea Csimá-Tóth**

### 3.4.7. Description of the administrative activities of the Institute

The administrative activities of the Institute of Food Science and Technology include the preparation, signing, filing and sending to students of decisions taken during acceptance and credit recognition procedures. If questions arise, it informs applicants, e.g.: about partial knowledge training.

During the enrolment period, it informs those interested about the trainings of the Institute and ensures the updating of the relevant contents on the website.

The Secretariat also performs information, organization and management tasks related to the admission procedure (e.g. if there is a higher education entrance professional exam, managing the Freshman program, sending information to applicants, requesting deficiencies if necessary).

The aggregation of module/specialization/technology applications is also carried out by colleagues of the Secretariat. During the final exam period, the exam schedule of students is prepared by the Secretariat.

The preparation of various contracts relating to the Institute and the related administration is also the responsibility of the Institute Secretariat.



The organizational and administrative tasks related to the preparation and convening of the meetings of the Institute Council are also performed by the Secretariat.

Other tasks of the Institute Secretariat include sending out various circulars, administration related to personnel and labour tasks, and tasks related to economic matters.

### **3.4.8. Programs hosted by the insitute**

#### **Undergraduate programs:**

- Bachelor's degree program of Food Engineering (full-time work schedule at Budapest training site in Hungarian and English, correspondence work schedule in Hungarian, MATE Kaposvár Campus and Beregszász and Kisvárda training sites in correspondence work schedule in Hungarian)
- Bachelor's degree program of Biochemical Engineering (full-time work at Budapest training sites, in Hungarian)

#### **Master's degree programs:**

- Master's degree program in Food Science and Technology Engineering (full-time work schedule at Budapest training site in Hungarian and English and correspondence work schedule in Hungarian, in double degree program with the University of Salerno Budapest-Salerno in English)
- Master's degree program in Food Safety and Quality Engineering (full-time work at Budapest training site in Hungarian and English and correspondence work schedule in Hungarian, in a double degree program in cooperation with Tashkent State Agrarian University at Budapest-Tashkent (Uzbekistan) training site, in English)
- Master's degree program in Brewing and Distilling Engineering (full-time work schedule at Budapest training site in Hungarian)

#### **Postgraduate Specialist Training Program:**

- Postgraduate Specialist Training Program of Chocolate, Coffee and Tea Processing Master Engineering/Consulting (in correspondence schedule at Budapest training sites)
- Postgraduate Specialist Training Program of Food Industry Digitalization Engineer/Consultant (in correspondence work schedule at Budapest training sites)
- Postgraduate Specialist Training Program of Fruit and Vegetable Processing Engineering/Consulting (correspondence work schedule at Budapest training sites)
- Postgraduate Specialist Training Program of Pálinka Master Engineering / consulting Postgraduate Specialist Training Program (in correspondence work schedule at Budapest training site)
- Postgraduate Specialist Training Program of Brewing Master Engineering / consulting (in correspondence work schedule at Budapest training sites)
- Postgraduate Specialist Training Program of Dairy Industry Engineering / consulting (in correspondence work schedule at Budapest training sites)

## 3.5. Department of Physiology and Nutrition

### 3.5.1. Headquarters and premises of the Institute and contact details

Headquarters: 7400 Kaposvár, Guba Sándor u. 40.

Phone: +36 82 505 800

Website: <https://physiology-nutrition.uni-mate.hu>

#### Training sites:

8360 Keszthely, Deák Ferenc u. 16.

3200 Gödöllő, Páter Károly u. 1.

### 3.5.2. Introduction of the Institute

With the establishment of the Hungarian University of Agriculture and Life Sciences (MATE) on 1 February 2021, the Institute of Animal Physiology and Nutrition (IAPN) was established by integrating five departments previously operating on the three campuses of Szent István University (Kaposvár, Gödöllő, Keszthely) and a research group of the NAIK Research Institute for Animal Husbandry, Feeding and Meat Industry (Herceghalom). The Institute is typically a "multi-campus" unit with several geographically distant sites. As of 31 August 2023, with the closure of the Herceghalom location, the group's activities were taken over by the Department of Feed Safety in Gödöllő.

The HUN-REN-MATE Mycotoxins in the Food Chain Research Group, which has existed since 1990, and the One Health Working Group established in 2021 operate within the institute. The mission of the One Health Working Group is to introduce a complex approach (plant – animal – human – environment) into education and to carry out related research.

Our educational activity: The task of the Institute is to coordinate the teaching of the disciplines of animal physiology, animal health, animal hygiene and animal nutrition at university level, to organize and implement education, and to develop the program of subjects belonging to the Institute taking into account the needs of the labour market. The programs hosted by the institute are: Master's degree in Nutrition and Feed Safety Engineering (MA/MSc).

Our research activity is characterized by carrying out multidisciplinary scientific research in line with the profile of the institute, contributing to the implementation of research and development tasks of professional institutes, especially in the following areas: feed and food safety, One Health, precision feeding, environmental and sustainability aspects of animal product production.

The aim of the Institute is to become a knowledge centre that has an international radiance in these areas, and also, as part of the innovation ecosystem, supports industrial, economic and social innovation, including regional economic development.

### 3.5.3. Leadership of the Institute

#### Head of Institute

**Prof. Dr. Melinda Kovács** university professor, MTA regular member  
7400 Kaposvár, Guba Sándor u. 40. Laboratory building, office 006  
E-mail: [Kovacs.Melinda@uni-mate.hu](mailto:Kovacs.Melinda@uni-mate.hu)

#### Deputy head of Institute, responsible for education

**Dr. Márta Balla-Erdélyi** associate professor  
2100 Gödöllő Páter Károly u. 1.  
E-mail: [Ballane.Erdelyi.Marta@uni-mate.hu](mailto:Ballane.Erdelyi.Marta@uni-mate.hu)

#### Deputy head of Institute, responsible for research

**Prof. Dr. Károly Dublec** university professor  
8360 Keszthely, Deák F. u. 16., A ép. 161.  
E-mail: [Dublec.Karoly@uni-mate.hu](mailto:Dublec.Karoly@uni-mate.hu)

### 3.5.4. Associates of the institute administration

**Enikő Gömör**y institute secretary  
7400 Kaposvár, Guba S. u. 40.  
Laboratory building, office 005  
E-mail: [Gomory.Eniko@uni-mate.hu](mailto:Gomory.Eniko@uni-mate.hu)

**Krisztina Jenei-Szabó** administrator  
2100 Gödöllő Páter u. 1.  
E-mail: [Jenei.Szabo.Krisztina@uni-mate.hu](mailto:Jenei.Szabo.Krisztina@uni-mate.hu)

**Mária Bukovics** department associate  
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**Zsófia Kondor** department associate  
8360 Keszthely, Deák F. u. 16.  
E-mail: [Kondor.Zsofia@uni-mate.hu](mailto:Kondor.Zsofia@uni-mate.hu)

### 3.5.5. Departments of the Institute

Department of Physiology and Health, Kaposvár  
Department of Farm Animal Nutrition, Kaposvár  
Department of Nutrition and Nutritional Physiology, Keszthely  
Department of Feed Safety, Gödöllő

### 3.5.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Prof. Dr. Melinda Kovács** university professor, MTA regular member  
7400 Kaposvár, Guba Sándor u. 40. Laboratory building, office 006  
E-mail: [Kovacs.Melinda@uni-mate.hu](mailto:Kovacs.Melinda@uni-mate.hu)

#### Deputy Head of Institute, responsible for education

**Dr. Márta Balla-Erdélyi** associate professor  
2100 Gödöllő Páter Károly u. 1.  
E-mail: [Ballane.Erdelyi.Marta@uni-mate.hu](mailto:Ballane.Erdelyi.Marta@uni-mate.hu)

#### Study and Credit Transfer Committee

Chairperson: **Dr. Márta Balla-Erdélyi** Deputy head of Institute, responsible for education  
E-mail: [Ballane.Erdelyi.Marta@uni-mate.hu](mailto:Ballane.Erdelyi.Marta@uni-mate.hu)

#### Members:

Dr. László Pál associate professor  
Dr. Veronika Halas associate professor  
Fanni Major (University Student Union)

Secretary: **Krisztina Jenei-Szabó**

### 3.5.7. Description of the administrative activities of the Institute

The Institute Secretariat is an executive department providing administrative support for the tasks of the Institute Director, the Deputy heads of the Institute and the departments of the Institute. The tasks of the Institute Secretariat are to assist and coordinate the activities of the Institute Director, the Deputy heads of the Institute and the heads of the departments. Supporting the Institute and its departments in matters concerning education administration; supporting students belonging to the institute in administration, in cooperation with the educational directorates. Participation in the organization and implementation of approved institute events and enrolment programs. At institute level, participation in PR tasks, editing publications, the institute's website and community sites. Liaising with departments and other institutes, sharing information, tasks and coordinating their implementation; liaising with the management of the University, central departments and student councils. Participation in the organization and coordination of recruitment procedures. Performing document management, administration and registration tasks, managing the temporary archives. Coordinating the registration of the members of the bodies and their mandate; conducting the operation and election of bodies. It prepares the meetings of the Institute Council and the related proposals, as well as the proposals of the Senate, and coordinates the implementation of the decisions,

decisions and resolutions of the Institute Council. He participates in convening meetings and administering them.

Coordination of the professional practice of the trainings under the hosting of the institute, their administrative support and continuous administration. Monitoring the management of the institute and the continuous provision of the economic affairs of the institute.

### **3.5.8. Programs hosted by the institute**

#### **Master's degree programs:**

- Master's degree program in Animal Nutrition and Feed Safety Engineering (MSc) (full-time and correspondence work schedule, in Hungarian and English)

## 3.6. Institute of Genetics and Biotechnology

### 3.6.1. Headquarters and premises of the Institute and contact details

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36-28 522 000

Website: <https://genetics.uni-mate.hu>

#### Training sites:

2100 Gödöllő, Szent-Györgyi Albert utca 4.

1118 Budapest, Villányi út 35-43.

8360 Keszthely, Festetics utca 7.

### 3.6.2. Introduction of the Institute

The aim of our institute is to achieve results and provide services in the field of genetics and biotechnology that contribute to increasing the competitiveness of Hungarian agriculture by taking into account the needs of sustainable development, quality and consumer-oriented food production. Due to our multidisciplinary approaches, we are in close contact with pharmaceutical and human related fields.

We do not separate educational and research units. We consider it important to include in education the results that appear during the work of researchers. Our institute consists of four departments, all of which have a strong teaching and research base.

Within the framework of the MSc program in Agricultural Biotechnology, in addition to the Hungarian form of full time and correspondence work schedule training, dual trainings are also available and a large number of foreign students also study in English conducted programs and we also participate in Double Degree and Joint Master programs.

During our research, we participated in determining the complete genomic sequence of red deer and investigating the causes of a mysterious disease decimating wild populations. We have achieved internationally significant results in the field of genomics and gene bank research. Our two research groups are looking for an answer to how the immune system of plants distinguishes between symbiont (favorable) and pathogenic bacteria. Their work revealed the important role of microRNAs regulating plant resistance genes, which help plants commit to protection or cooperation. Our plant genetics research has revealed that double-stranded RNA molecules formed during the reproduction of viruses are important regulators of various defense mechanisms against viruses. Today, more and more people are interested in herbs and their active ingredients. In the course of our related research, we described changes in a well-known herb in Asia when mycorrhizal fungus is present, which can help to extract the maximum amount of active ingredients and increase the yield of the plant during plant cultivation. Another important area is the investigation of the role of beneficial microorganisms, the effects increasing stress tolerance of plants and their application in practice, as well as the

analysis of the effects of various forms of nutrition and antibiotics on gut microbiota, and the topic of multi-resistance.

It should be mentioned that we have Hungary first and still unique paprika dihaploid service laboratory, where we produce nearly a thousand lines of dihaploid peppers annually. Our Digital Imaging Laboratory includes a laser-scanning confocal microscope platform as well as fluorescent and stereo-microscopes, which are used in both education and research. We intend to launch sequencing services this year. We would like to continue to strengthen multidisciplinary in our research, with the help of which a more complex picture and solution can be developed. Our further goal is to provide a wide range of services in the field of genetics, plant, animal and microbial biotechnology, and to build relationships with biotechnology companies in the region. We plan to establish incubator houses, where innovation is key, for which it is essential to create the conditions for industrial PhD training.

### 3.6.3. Leadership of the Institute

#### Head of Institute

**Dr. Katalin Posta** university professor  
2100 Gödöllő, Szent-Györgyi A. u. 4. ground floor, office 35.  
E-mail: [Posta.Katalin@uni-mate.hu](mailto:Posta.Katalin@uni-mate.hu)

#### Deputy head of the Institute responsible for education

**Dr. Anikó Veres** associate professor  
2100 Gödöllő, Szent-Györgyi A. u. 4. ground floor, office 41  
E-mail: [Veres.Aniko@uni-mate.hu](mailto:Veres.Aniko@uni-mate.hu)

### 3.6.4. Staff of the Institute Secretariat

**Beatrix Pethő-Rétháti** secretary  
2100 Gödöllő, Szent-Györgyi A. u. 4. ground floor, office 36  
E-mail: [Pethone.Rethati.Beatrix@uni-mate.hu](mailto:Pethone.Rethati.Beatrix@uni-mate.hu)

### 3.6.5. Departments of the Institute

Department of Animal Biotechnology  
Department of Genetics and Genomics  
Department of Microbiology and Applied Biotechnology  
Department of Plant Biotechnology

### 3.6.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Katalin Posta** university professor

2100 Gödöllő, Szent-Györgyi A. u. 4. ground floor, office 35  
E-mail: [Posta.Katalin@uni-mate.hu](mailto:Posta.Katalin@uni-mate.hu)

### Deputy Head of the Institute responsible for Education

**Dr. Anikó Veres** associate professor  
2100 Gödöllő, Páter K. u. 1. 3rd floor, office 3050  
E-mail: [Veres.Aniko@uni-mate.hu](mailto:Veres.Aniko@uni-mate.hu)

### Study and Credit Transfer Committee

Chairperson: **Dr. Anikó Veres** associate professor, Deputy head of the Institute for Education  
E-mail: [Veres.Aniko@uni-mate.hu](mailto:Veres.Aniko@uni-mate.hu)

**Members:** Dr. Zoltán Mayer associate professor  
Zsófia Kovács senior lecturer  
university student member (1 student)

Secretary: **Janka Bedő** assistant professor  
E-mail: [Bedo.Janka@uni-mate.hu](mailto:Bedo.Janka@uni-mate.hu)

### 3.6.7. Description of the administrative activities of the Institute

- Matters concerning education administration,
- supporting students belonging to the institute in administration, in cooperation with the educational directorates,
- contributing to the organization and implementation of approved institute events and enrolment programs, contributing to PR tasks at institutional level, editing publications, the institute's website and community sites,
- liaising with departments and other institutes, sharing information, tasks and coordinating their implementation,
- liaising with the management of the University, central departments and student councils,
- participation in the organization and coordination of admission procedures in both Hungarian and foreign language trainings,
- performing document management, administration and registration tasks, managing the temporary archives,
- keeping records of the members and credentials of the bodies and coordinating their operation,
- Licensing, obtaining and registering stamps of the Institute,
- preparation of meetings of the Institute Council and related proposals, as well as the conduct of Senate proposals
- assisting in convening and administering meetings and meetings,
- obtaining the data necessary for the operation of the alumni system and performing the related tasks of the Institute,
- administration related to the execution of purchases (goods, services),
- contributing to the administration of the services provided by the Institute.



### **3.6.8. Programs hosted by the Institute**

#### **Master's training programs:**

- Master's degree program in Agricultural Biotechnology (full-time and correspondence work schedule in Hungarian and English at the Gödöllő training site, correspondence work schedule in Hungarian, full-time dual training in Hungarian; Budapest training sites with full-time work schedule in English)
- In addition to the above, we also have a Joint Master and a Double Degree program in the field of plant biotechnology.

#### **Postgraduate Specialist Training Program:**

- Postgraduate Specialist Training Program in Plant Genetics and Plant Breeding (correspondence work schedule at the Gödöllő training site, in Hungarian, and full-time work schedule in English)

## 3.7. Institute of Horticultural Science

### 3.7.1. Headquarters and premises of the Institute and contact details

Headquarters: 1118 Budapest, Villányi út 29–43.

Website: <https://horticulture.uni-mate.hu>

#### Training sites:

2100 Gödöllő, Páter Károly u. 1.

8360 Keszthely, Deák Ferenc u. 16.

3200 Gyöngyös, Mátrai út 36.

1223 Budapest, Park u. 2.

2700 Cegléd, Szolnoki út 52.

9435 Sarród, Kossuth Lajos u. 57.

2300 Érd, Elvira farm 0163ext. 4 hrsz.

2626 Nagymaros, 15301 hrsz.

6300 Kalocsa, Obermayer tér 9.

### 3.7.2. Introduction of the Institute

The aim of the Institute of Horticultural Science is to promote the professional development and economic success of domestic horticultural producers in the professional areas represented within its organization (Medicinal and aromatic plants, Fruit Crops and Vegetables and Mushrooms) under changing environmental and social economic conditions. In addition to the high-quality theoretical and practical training of the new generations, as well as the further training of specialists, it also carries out independent research activities and also performs sectoral professional tasks (e.g., maintenance of pathogen-free stock plantations, gene bank activities, etc.).

The aim of the Institute's activities is to raise professionals who meet the international standards for the environmentally and economically sustainable production of domestic horticultural products, who have a scientifically based approach and knowledge and commitment that can be further developed according to current challenges. In addition, the Institute wishes to provide domestic producers with theoretically grounded, practically usable research results that help them adapt and thus their economic success in the face of changing environmental conditions and changing consumer expectations.

### 3.7.3. Leadership of the Institute

#### Head of Institute

**Dr. András Geösel** associate professor

1114 Budapest, Villányi út 29–43., „A” building, 1. floor

E-mail: [Geosel.Andras@uni-mate.hu](mailto:Geosel.Andras@uni-mate.hu)

#### **Deputy head of Institute, responsible for research**

**Dr. Tamás Lakatos** scientific advisor

1223 Budapest, Park utca 2.

E-mail: [Lakatos.Tamas@uni-mate.hu](mailto:Lakatos.Tamas@uni-mate.hu)

#### **Deputy head of Institute, responsible for education**

**Dr. Péter Radácsi** associate professor

1114 Budapest, Villányi út 29-43., „G” building, 2. floor

E-mail: [Radacsi.Peter@uni-mate.hu](mailto:Radacsi.Peter@uni-mate.hu)

### **3.7.4. Associates of the administration of the institute**

**Gabriella Illés-Hegyesi** executive expert

Budapest, Villányi út 29-43., „K” building, ground floor 15.

E-mail: [kerteszettudomany@uni-mate.hu](mailto:kerteszettudomany@uni-mate.hu)

### **3.7.5. Departments of the Institute**

Department of Medicinal and Aromatic Plants (Buda, Georgikon és Károly Róbert Campus)

Department of Fruit Growing (Buda és Georgikon Campus)

Department of Vegetable and Mushroom Cultivation (Buda, Georgikon és Szent István Campus)

Fruit Growing Research Center (Budapest, Cegléd, Érd, Fertőd, Nagymaros)

Vegetable Cultivation Research Center (Kalocsa)

### **3.7.6. Institutional bodies and persons acting in student affairs**

#### **Head of Institute**

**Dr. András Geösel** associate professor

E-mail: [Geosel.Andras@uni-mate.hu](mailto:Geosel.Andras@uni-mate.hu)

#### **Deputy head of Education**

**Dr. Péter Radácsi** associate professor

E-mail: [Radacsi.Peter@uni-mate.hu](mailto:Radacsi.Peter@uni-mate.hu)

#### **Study and Credit Transfer Committee**

Chairman: Dr. **Péter Radácsi** associate professor

**Members:** Dr. Zsuzsanna Pluhár university professor

Dr. Attila Ombódi associate professor

Student representative: Dániel Mellár

**Permanent invites:**

Dr. Éva Németh Zámboiné university professor

Dr. Gergely Simon associate professor

Secretary: **Luca Molnár** educational coordinator (Buda Campus Registrar's Office)

**3.7.7. Description of the administrative activities of the Institute**

In cooperation with the organizational units of the University and the campus, it manages the teaching of the Bachelor's, Master's and higher education vocational trainings, as well as postgraduate specialist trainings. Thus, he participates, among other things, in preparing of course and exam schedules, the organization of professional practices, admission procedures and the organization of final exams. Provides information to students and instructors in cooperation with the Deputy Head of Education, the Credit Transfer Committee and the members of the Registrar's Office.

The administration includes the financial administration of the Institute, the management of the financial centers under the supervision and instructions of the head of the Institute, and the management of the necessary documents.

It handles official institute correspondence and helps with coordination between campuses.

**3.7.8. Programs hosted by the Institute****Bachelor's degree programs:**

- Bachelor's degree in Horticultural Engineering (full-time work schedule at Budapest training location in Hungarian and English; correspondence work schedule at Budapest, Berehove, Komarno and Senta training sites in Hungarian; at Keszthely training location full-time and correspondence work schedule in Hungarian; Gödöllő training location full-time and correspondence work schedule in Hungarian)

**Master's degree programs:**

- Master's degree in Horticultural Engineering (full-time (in Hungarian and English) and correspondence at the Budapest training location; correspondence at the Keszthely and Zenta training sites in Hungarian)

**Higher educational vocational training:**

- Medicinal Plants and Herbs higher education vocational training (Gyöngyös training location in correspondence work schedule in Hungarian; Keszthely training location correspondence work schedule in Hungarian)

**Postgraduate specialist training programs:**

- Postgraduate specialist training program in Medicinal Plant Applying / Medicinal Plant Engineering (correspondence work schedule at Budapest training location)

## 3.8. Institute of Environmental Sciences

### 3.8.1. Headquarters and premises of the Institute and contact details

Campus: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 000 ext. 3340

Web site: <https://kornyezettudomany.uni-mate.hu/en>

#### Training sites:

1113 Budapest, Villányi út 29–43.

8360 Keszthely, Deák Ferenc u. 16.

3200 Gyöngyös, Mátrai út 36.

5540 Szarvas, Szabadság u. 1–3.

5540 Szarvas, Anna-liget u. 35.

### 3.8.2. Introduction of the Institute

In its organization and training structure, the Institute of Environmental Sciences encompasses all areas of environmental sciences that are important in relation to agricultural practice. Soil formation, soil classification and soil geography and in practical terms soil fertility, soil energy management, land reclamation and soil protection are significantly represented within the field of soil science, which includes soil information systems created within space informatics and remote sensing methods. Environmental chemistry education encompasses the fields of general, inorganic, organic and biochemistry, environmental analytics and environmental safety, and within environmental technology, waste management, water purification and wastewater treatment, and air pollution protection are highlighted. Water management aspects cover the fields of environmental hydrology, water quality, hydro-informatics, irrigation techniques, agrometeorology and climate adaptation. Its scientific fields with a global environmental approach are environmental toxicology, agricultural ecotoxicology, and agroecology and, in a broader sense, environmental sustainability.

**Our educational activity:** In the educational offering of the Institute of Environmental Sciences, all of the fields listed above are represented at different training levels, from bachelor's to master's programs to doctoral school and postgraduate specialist training. In addition to the hosted training programs, the institute carries out educational activities in many fields of agricultural and technical training.

**Our research activity:** The institute's research areas include both basic and applied scientific investigations. At domestic and international level, we develop soil classification systems with a diagnostic approach, soil testing methods, and examine the effect of tillage on soil quality, soil chemical processes, and nutrient supply. We analyze the evolution of the pollution states of environmental systems (soil-sediment-water-biofilm-biological samples) and develop the necessary environmental analytical methods. We develop environmental engineering and waste management procedures, we use remote sensing, digital mapping and

drone techniques for soil and water management purposes, and we investigate the effects of climate change.

### 3.8.3. Leadership of the Institute

#### Head of Institute

**Dr. Erika Csáki-Michéli** university professor  
Szent István Campus, main building, II. floor, 2084. office  
E-mail: [Micheli.Erika@uni-mate.hu](mailto:Micheli.Erika@uni-mate.hu)

#### Deputy head of Institute, responsible for education

**Dr. András Székács** university professor  
Szent István Campus Main building, I. floor, 1107. office  
E-mail: [Szekacs.Andras@uni-mate.hu](mailto:Szekacs.Andras@uni-mate.hu)

#### Deputy head of Institute, responsible for research and expert consulting

**Csaba Bozán** leader of the center  
Irrigation and Water Management Research Center, Szarvas, Anna-liget u. 35.  
E-mail: [Bozan.Csaba@uni-mate.hu](mailto:Bozan.Csaba@uni-mate.hu)

### 3.8.4. Associates of the administration of the institute

**Ildikó Kárász** executive expert. leader secretary  
Szent István Campus main building, II. floor, 2080. office  
E-mail: [Karasz.Ildiko@uni-mate.hu](mailto:Karasz.Ildiko@uni-mate.hu)

**Melinda Csibi** executive expert, research representative  
Szent István Campus main building, II. floor, 2093. office  
E-mail: [Csibi.Melinda@uni-mate.hu](mailto:Csibi.Melinda@uni-mate.hu)

**Anasztázia Szabó-Péli** executive expert, educational representative  
Szent István Campus main building, I. floor, 1106. office  
E-mail: [Szabone.Peli.Anasztazia@uni-mate.hu](mailto:Szabone.Peli.Anasztazia@uni-mate.hu)

### 3.8.5. Departments of the Institute

Department of Soil Science

Pedology Group, Gödöllő

Soil Fertility Management Group, Gödöllő

Agroecology Group, Gödöllő

Department of Environmental Analysis and Technologies

Environmental Chemistry Group

Environmental Technology Group  
Isotope Laboratory (OSJER)  
Department of Water Management and Climate Adaptation  
Water Management and Environmental Hydrology Group, Gödöllő  
Climate Adaptation Group, Budapest-Szarvas  
Department of Irrigation and Land Improvement, Szarvas  
Department of Environmental Sustainability, Keszthely  
Department of Agro-environmental Studies, Budapest  
Adjunct Department of ProfiKomp Environmental Technologies Inc., Gödöllő  
Adjunct Department of Soil Science - Discovery Center Nonprofit Inc, Gödöllő  
Research Center for Agro Environmental Sciences, Gödöllő  
Department of Environmental Analysis  
Department of Ecotoxicology  
Research Center for Irrigation and Water Management (ÖVKI), Szarvas  
Department of Agricultural Water Management  
Department of Irrigation Development - Rice Research Group  
Department of Irrigation Development - Irrigated Agriculture Group

### **3.8.6. Institutional bodies and persons acting in student affairs**

#### **Head of Institute**

**Dr. Erika Csáki-Michéli** university professor

E-mail: [Micheli.Erika@uni-mate.hu](mailto:Micheli.Erika@uni-mate.hu)

#### **Deputy head of Institute, responsible for education**

**Dr. András Székács** university professor

E-mail: [Szekacs.Andras@uni-mate.hu](mailto:Szekacs.Andras@uni-mate.hu)

#### **Study and Credit Transfer Committee**

Chairman: **Dr. András Székács** university professor, responsible for education

E-mail: [Szekacs.Andras@uni-mate.hu](mailto:Szekacs.Andras@uni-mate.hu)

#### **Members:**

Dr. István Waltner István associate professor

Dr. Gábor Géczi associate professor

Secretary: **Anasztázia Szabó-Péli** executive expert, educational representative

E-mail: [Szabone.Peli.Anasztazia@uni-mate.hu](mailto:Szabone.Peli.Anasztazia@uni-mate.hu)

### **3.8.7. Description of the administrative activities of the Institute**

In addition to administrative support for the duties of the Head of Institute, the Institute Secretariat provides support to the Institute's staff members in matters related to educational

administration, and assists students belonging to the Institute in the administration of their studies, in cooperation with the educational directorates. The administrative activity covers participation in enrollment and admission procedures, performing PR tasks at the Institute level, editing publications, institute website and social media pages, uploading content and supervising the uploaded content. An important task of the administration is maintaining contact with the management of the University, central organizational units, student governments, maintaining contact with other institutes, sharing information and tasks within the institute and coordinating their implementation. Part of the activity is the preparation of the meetings of the institute council and other institute committees, coordination of the implementation of decisions, participation in the convening of discussions and meetings and their administration.

### **3.8.8. Programs hosted by the Institute**

#### **Bachelor's degree programs:**

- Bachelor's degree in Environmental Engineering (full-time at the Gödöllő training location, in Hungarian and English)

#### **Master's degree programs:**

- Master's degree in Environmental Engineering (at the Gödöllő training location, full-time work schedule in Hungarian and English, correspondence work schedule in Hungarian language)
- Master's degree in Agricultural Water Management Engineering (at the Gödöllő training location, full-time work schedule in Hungarian and English, correspondence work schedule in Hungarian at the Gödöllő and Szarvas training locations)
- Master's degree in Ecotoxicology (full-time in Hungarian and English at the Gödöllő training location)

#### **Postgraduate specialist training programs:**

- Postgraduate Course in Biological Soil Fertility Expert (corresponding work order at Budapest and Gödöllő training sites)
- Postgraduate course in Biological Soil Fertility Engineer (corresponding work order at Budapest and Gödöllő training sites)
- Postgraduate specialist training in Waste Management and Recycling (in correspondence work order at Gödöllő training site)
- Postgraduate specialist training in Environmental Protection (corresponding work order at Szarvas training site)
- Postgraduate specialist training in Air Quality Protection (corresponding work order at Gödöllő training site)
- Postgraduate specialist training in Irrigation Engineer (in correspondence work order at the Szarvas training site)
- Postgraduate specialist training in Precision Agriculture (Gödöllő, Kaposvár and Keszthely training sites in corresponding work schedule)



- Postgraduate specialist training for consultants in Precision Agriculture (corresponding work order at Gödöllő and Keszthely training sites)
- Postgraduate specialist training in Soil Science (Gödöllő and Keszthely training sites in a corresponding work order)
- Postgraduate specialist training in Soil Protection (in correspondence work order at Gödöllő and Keszthely training sites)

## 3.9. Institute of Mathematics and Basic Science

### 3.9.1. Headquarters and premises of the Institute and contact details

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 000 ext. 3380

Website: <https://mathematics.uni-mate.hu>

#### Training sites:

1118 Budapest, Villányi út 29–43.

3200 Gyöngyös, Mátrai út 36.

7400 Kaposvár, Guba Sándor u. 40.

8360 Keszthely, Deák Ferenc u. 16.

5540 Szarvas, Szabadság út 1–3.

### 3.9.2. Introduction of the Institute

The task of the Institute is to coordinate the teaching of mathematics, biometrics and applied statistics courses at the university level, to organize and implement the teaching and educational tasks, in addition to teaching the introductory, general physics and chemistry courses and developing the program of the related subjects, and mainly interdisciplinary courses that fit the institute's profile carrying out scientific research, and contributing to the implementation of the research and development tasks of professional institutes, providing professional support (mainly mathematical modeling, statistical analyzes).

### 3.9.3. Leadership of the Institute

#### Head of Institute

**Dr. László Székely** associate professor

Auditorium bld. 2<sup>nd</sup> floor, office 219.

E-mail: [Szekely.Laszlo@uni-mate.hu](mailto:Szekely.Laszlo@uni-mate.hu)

#### Deputy head of Institute, responsible for education

**Dr. Antal Veres** associate professor

Auditorium bld. 2<sup>nd</sup> floor, office 219.

E-mail: [Veres.Antal@uni-mate.hu](mailto:Veres.Antal@uni-mate.hu)

### 3.9.4. Associates of the administration of the institute

**Bernadett Urbán** administrator, leader of the secretariat

Auditorium bld. 2<sup>nd</sup> floor, office 219.

E-mail: [Urban.Bernadett@uni-mate.hu](mailto:Urban.Bernadett@uni-mate.hu)

### 3.9.5. Departments of the Institute

Department of Applied Statistics (Budapest, Gödöllő, Keszthely, Szarvas)

Department of Physics (Gödöllő)

Department of Chemistry (Gödöllő, Kaposvár)

Department of Mathematics and Modelling (Gödöllő, Gyöngyös, Kaposvár, Keszthely)

### 3.9.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. László Székely** associate professor

E-mail: [Szekely.Laszlo@uni-mate.hu](mailto:Szekely.Laszlo@uni-mate.hu)

#### Deputy head of Institute, responsible for education

**Dr. Antal Veres** associate professor

E-mail: [Veres.Antal@uni-mate.hu](mailto:Veres.Antal@uni-mate.hu)

#### Study and Credit Transfer Committee

Chair: **Dr. Antal Veres** associate professor, educational deputy director

E-mail: [Veres.Antal@uni-mate.hu](mailto:Veres.Antal@uni-mate.hu)

**Members:** Dr. János Kelemen college professor

Dr. Piroska Víg associate professor,

Ádám Kovács representative of Student Union

Secretary: **Bernadett Urbán** administrator, head of the secretariat

### 3.9.7. Programs hosted by the Institute

#### Master's degree programs:

- Master's degree in Agricultural Statistics (full-time at the Budapest training location in Hungarian)

## 3.10. Institute of Technology

### 3.10.1. Headquarters and premises of the Institute and contact details

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 025

Weboldal: <https://technology.uni-mate.hu>, [www.gepeszmernok.hu](http://www.gepeszmernok.hu)

#### Training sites:

2100 Gödöllő, Tessedik Sámuel u. 4.

8360 Keszthely, Festetics u. 7.

3200 Gyöngyös, Mátrai út 36.

7400 Kaposvár, Guba Sándor u. 40.

### 3.10.2. Introduction of the Institute

The Institute of Technology was established on February 1, 2021, based on organizations with significant traditions of domestic technical and agricultural higher education. Its legal predecessors include the Faculty of Mechanical Engineering of Szent István University (formerly Gödöllő University of Agricultural Sciences) (Gödöllő), the Institute of Agricultural Mechanization of the National Center for Agricultural Research and Innovation (Gödöllő), the Agricultural Technology Department of Georgikon Campus (formerly Keszthely University of Agricultural Sciences) (Keszthely), the Buda Campus (formerly the University of Horticulture) Technical Department (Budapest), the staff of the Informatics Institute of the Károly Róbert Campus (formerly Gyöngyös College) (Gyöngyös) and the technical and IT instructors of Kaposvár Campus (formerly Kaposvár University, Kaposvár). The Institute is proud of the fact that it has significant professional traditions as a leading organization of agricultural technical (mechanical, IT, electrotechnical, mechatronic) higher education and research in the European context as well (Georgikon – 1867, MGI – 1869).

**Our educational activity:** The Institute's educational mission is to impart modern technical and IT knowledge and an environmentally conscious approach, and to develop relevant competencies that enable the graduates to perform productive, efficient creative work and perform managerial tasks in the field of study. Our education portfolio ranges from higher educational vocational training to master's and doctoral programs, and we also advertise Postgraduate specialist training s, primarily taking into account practical and corporate needs.

**Our research activities:** In addition to the development and testing of agricultural technical systems, the Institute's research portfolio covers general mechanical engineering and mechatronics, as well as IT programs. It is an important task to apply agricultural informatics and data science capacities in solving practical problems. The basis of our research activity is the existence of unique infrastructure and human capacities, and our resulting competitiveness. Its equipment is unique in the field of agricultural informatics, and

the employees combine agricultural (biotechnical) and classic mechanical engineering and IT research capacities.

**Major research areas:**

- Agricultural informatics, technical/applied informatics: sensor technology, 4G-based communication;
- Application of artificial intelligence in agriculture;
- Renewable energy;
- Complex vehicle technical research: emission-controlled vehicle maintenance, off-road theory, soil mechanics research;
- Agricultural and general mechanical engineering;
- Modern production technology procedures, automation, tribology and material testing;
- Femtoscopy.

### **3.10.3. Leadership of the Institute**

**Head of Institute**

**Dr. István Szabó** university professor

Auditorium (Aula) bld. Office 303.

E-mail: [Szabo.Istvan.Prof@uni-mate.hu](mailto:Szabo.Istvan.Prof@uni-mate.hu)

**General Deputy Head of Institute**

**Dr. László Kátai** university professor

Auditorium (Aula) bld. Office 337.

E-mail: [Katai.Laszlo@uni-mate.hu](mailto:Katai.Laszlo@uni-mate.hu)

**Deputy head of Institute, responsible for education**

**Dr. Miklós Daróczy** associate professor

Auditorium (Aula) bld. Office 336.

E-mail: [Daroczy.Miklos@uni-mate.hu](mailto:Daroczy.Miklos@uni-mate.hu)

### **3.10.4. Associates of the administration of the institute**

**Mariann Kovács-Lukács** executive expert

Auditorium (Aula) bld. Office 304.

E-mail: [Kovacsne.Lukacs.Mariann@uni-mate.hu](mailto:Kovacsne.Lukacs.Mariann@uni-mate.hu)

**Edina Sánta** administrator

Auditorium (Aula) bld. Office 304.

E-mail: [Santa.Edina@uni-mate.hu](mailto:Santa.Edina@uni-mate.hu)

### 3.10.5. Departments of the Institute

Agricultural Mechanization Center

Department of Farm and Food Machinery, Gödöllő

Department of Agricultural Mechanization, Keszthely

Agricultural Engineering Laboratory, Gödöllő

Centre for Economy Digitalization

Department of Applied Informatics (Gyöngyös)

Femtoscapy Laboratory (Gyöngyös)

Department of Engineering Informatics

Department of Mechatronics

Department of Engineering Management

Center for Mechanical Engineering Technologies

Department of Machine Construction

Department of Materials Science and Engineering Processes

Department of Building Engineering and Energetics

Department of Vehicle Technology

Technical Knowledge Transfer Center

Agricultural Tool and Machine Development Museum

Communication and Training Group

### 3.10.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. István Szabó** university professor

E-mail: [Szabo.Istvan.Prof@uni-mate.hu](mailto:Szabo.Istvan.Prof@uni-mate.hu)

#### Deputy head of Institute, responsible for education

**Dr. Miklós Daróczi** associate professor

E-mail: [Daroczi.Miklos@uni-mate.hu](mailto:Daroczi.Miklos@uni-mate.hu)

#### Study and Credit Transfer Committee

Chair: **Dr. Miklós Daróczi** associate professor,  
Deputy head of Institute, responsible for education  
E-mail: [Daroczi.Miklos@uni-mate.hu](mailto:Daroczi.Miklos@uni-mate.hu)

**Members:** Dr. István Oldal associate professor  
Attila Lágymányosi senior lecturer

Secretary: **Adrienn Gajdor**  
E-mail: [Gajdor.Adrienn@uni-mate.hu](mailto:Gajdor.Adrienn@uni-mate.hu)

### **3.10.7. Description of the administrative activities of the Institute**

The Institute's secretariat is an executive organizational unit providing administrative support for the Head of the Institute. An employee entrusted with the duties of the head of the secretariat may be appointed to coordinate the work of the Secretariat based on the proposal of the Head of Institute.

The tasks of the Institute Secretariat are:

- assisting and coordinating the management activities of the institute director,
- supporting in matters concerning educational administration,
- supporting the students belonging to the Institute in administration, in cooperation with the Registrar's offices,
- participation in the organization and execution of approved institutional events and enrollment programs, participation in the performance of PR tasks at the Institute level, editing of publications, handling social media, uploading content and supervision,
- maintaining contact with departments and other institutes, sharing information and tasks and coordinating their implementation,
- maintaining contact with the University management, central organizational units, student unions,
- participation in admission procedures in both Hungarian and foreign language trainings
- in its organization and coordination,
- registration and administration of jubilee diploma applicants, issuing and handing over diplomas,
- performance of document management, administration and registration tasks, management of the temporary archive,
- registering the members of the boards, their mandate and coordinates the operation of the boards,
- conducting the elections;
- taking care of authorizing, procuring and registering the Institute's stamps,
- preparing the meetings of the institute council and the corresponding proposals, as well as the senate proposals, coordinates the implementation of the institute council's resolutions, decisions, and resolutions,
- participating in convening discussions and meetings and performs their administration,
- obtaining the data necessary for the operation of the alumni system and performing related tasks.

### **3.10.8. Programs hosted by the Institute**

#### **Bachelor's degree programs:**

- Bachelor's degree in Mechanical Engineering (full-time work schedule in Hungarian and English at the Gödöllő training location, correspondence work schedule in the

Hungarian language, full-time and correspondence work schedule in the Hungarian language at the Kaposvár training location)

- Bachelor's degree in Mechatronics Engineering (at the Gödöllő training location, full-time and correspondence work schedule, in Hungarian)
- Bachelor's degree in Mechanical Engineering in Agriculture and Food Industry (at the Gödöllő training location, full-time and correspondence work schedule, in Hungarian)
- Bachelor's degree in Engineering Management (full time and correspondence work schedule at the Gödöllő training location, in Hungarian, and correspondence work schedule in the Hungarian language at the Kaposvár training location)

#### **Higher educational vocational training:**

- Higher educational vocational training in Technical Higher Education (full time and correspondence work schedule at the Gödöllő training site in Hungarian)
- Higher educational vocational training in Computer Science (full-time and correspondence work schedule in Hungarian at the Gyöngyös training site)

#### **Master's degree programs:**

- Master's degree in Agrotechnical System Engineering (at the Gödöllő training site, full-time and correspondence work schedule, in Hungarian)
- Master's degree in Mechanical Engineering (full-time working schedule in Hungarian and English at Gödöllő training site, correspondence working schedule in Hungarian)
- Master's degree in Construction Engineering (full-time and correspondence work schedule at the Gödöllő training location, in Hungarian)
- Master's degree in Mechanical Engineering in Agriculture and Food Industry (in the Gödöllő training site, full-time and correspondence work schedule, in Hungarian)
- Master's degree in Engineering Management (full-time working hours in Hungarian and English at Gödöllő training site, correspondence schedule in Hungarian)

#### **Postgraduate specialist training programs:**

- Data engineer-data analysis specialist postgraduate specialist training (corresponding work schedule at Gödöllő training site)
- Data engineer-data analysis engineer postgraduate specialist training (corresponding work schedule at Gödöllő training site)
- Additive manufacturing technology postgraduate specialist training training (corresponding work schedule at Gödöllő training location)
- Additive manufacturing technology postgraduate specialist training (corresponding work schedule at Gödöllő training location)
- Food chain quality management postgraduate specialist training (corresponding work order at Gödöllő training site)
- Food chain quality specialist postgraduate specialist training (corresponding work schedule at Gödöllő training location)
- Expert in energy management postgraduate specialist training (corresponding work schedule at Gödöllő training site)
- Specialist in energy management postgraduate specialist training (corresponding work schedule at Gödöllő training location)



- Spa and wellness management postgraduate specialist training (corresponding work schedule at Gödöllő training site)
- Spa and wellness specialist postgraduate specialist training (in correspondence work order at Gödöllő training site)
- Engineering specialist in industry automation postgraduate specialist training (in correspondence work schedule at Gödöllő training location)
- Expert in industry automation postgraduate specialist training (in correspondence work order at Gödöllő training site)
- Safety specialist in industrial machinery postgraduate specialist training (corresponding work order at Gödöllő training site)
- Safety engineer in industrial machinery postgraduate specialist training (in correspondence work schedule at Gödöllő training site)
- Welded Structure Design postgraduate specialist training program (in correspondence work schedule at Gödöllő training site)
- - Welding Structure Design Engineers postgraduate specialist training program (in correspondence work schedule at Gödöllő training site)- Lubrication and tribo-diagnostics postgraduate specialist training (corresponding work scheduleschedule at Gödöllő training location)
- Lubrication and tribo-diagnostics engineer postgraduate specialist training (corresponding work order at Gödöllő training location)
- Specialist engineer in the field of building energetics engineering postgraduate specialist training (corresponding work schedule at Gödöllő training site)
- Specialist in the field of facility operations engineering postgraduate specialist training (corresponding work schedule at Gödöllő training location)
- Engineer in the field of facility operations engineering postgraduate specialist training (in correspondence work order at Gödöllő training site)
- Laser Sheet Metal Processing Specialist postgraduate specialist training program (in correspondence work schedule at Gödöllő training site)
- Laser Sheet Metal Processing Specialist Engineer postgraduate specialist training program (in correspondence work schedule at Gödöllő training site)- Manager engineer postgraduate specialist training (in the Gödöllő training site in correspondence work order)
- Engineer business liaison Postgraduate Specialist Training Program (in the Gödöllő training site in correspondence work order)
- Agricultural and food industry product designer postgraduate specialist training (corresponding work order at Gödöllő training location)
- Technical logistics engineer postgraduate specialist training (in correspondence work schedule at Gödöllő training location)
- Technical testing specialist postgraduate specialist training (in correspondence work order at Gödöllő training site)
- Technical testing engineer postgraduate specialist training (in correspondence work order at Gödöllő training site)

- Municipal engineering specialist postgradual special training (Gödöllő training site in correspondence work order)
- Municipal engineering engineer postgradual special training (in correspondence work order at Gödöllő training site)

## **3.11. Institute of Education**

### **3.11.1. Headquarters and premises of the Institute and contact details**

Headquarters: Kaposvár Campus  
7400 Kaposvár, Guba Sándor utca 40.  
Phone: +36 82 505 810  
Website: <https://education.uni-mate.hu>  
E-mail: [nevelestudomany@uni-mate.hu](mailto:nevelestudomany@uni-mate.hu)

### **3.11.2. Introduction of the Institute**

The roots of teacher training in Kaposvár go back to the 19th century. The state institution, which began as a Reformed denominational training school and was later founded by Baron József Eötvös, a former Minister of Religion and Public Education, began its operation in 1869. In 1975, the teacher training institute was declared as a college. We have been training high-level kindergarten teachers since 1982, and from the same year the special education teacher training started, and from 2014 the Bachelor's degree in infant and child care training. Kaposvár University was established in 2000 through higher education integration, when our teacher training institution became the University's Faculty of Pedagogy. From August 1, 2020, we will continue our work as the Faculty of Pedagogy of the Kaposvár Campus of Szent István University, and from February 1, 2021, as the Institute of Educational Sciences of the Hungarian University of Agricultural and Life Sciences. The Institute is located in the landscaped area of one of the country's most beautiful university campuses, where it is housed in a well-equipped building with lecture halls, a library, laboratories, seminar rooms, and a sports hall that meet the challenges of the 21st century.

The Institute of Educational Sciences plays a leading role in teacher training in the Southern Transdanubia region, and we provide a significant proportion of the supply of teachers in the region. In addition to the regional function, the training portfolio of the Institute is also outstanding and unique in the national context. The courses available in the field of teacher training offer the entire range of early childhood education. With the early childhood education, kindergarten pedagogy and teaching majors, we cover the preparation for the upbringing and education of children aged 0–12, which is complemented by special pedagogy covering all age groups. Pedagogy and children's culture master's programs are based on these bachelor's programs, and those interested can choose from a number of postgradual programs for teachers. MATE's Institute of Education is the only one in the country where all teacher training programs dealing with early childhood and special pedagogy, as well as the master's program in pedagogy based on it, can be found in one place. In line with our training offerings, the Institute's lecturers' research focuses primarily on the development opportunities and development methods of children aged 0–12 years.

Our teacher training traditions oblige us to react sensitively and flexibly to changes in public education, to preserve the practice-oriented nature of the preparation, and to strive for excellent standards by supporting our training with applied and developmental research. Our work is characterized by student-centeredness and a family atmosphere. In addition to professional knowledge, the appeal of the Institute of Pedagogy lies in the quality of personal relationships and the friendly atmosphere of the Campus.

**Our educational activity:** As part of the transformation of higher education, the training portfolio and development directions of our institution were reconsidered in 2013. Thanks to this process, in the new, coherent training portfolio, the Institute of Pedagogy focuses on the education of the 0–12 age group, which is completed in a special way by our special needs education covering all ages.

Students participating in our Early Childhood Education program can learn, among other things, about the development, care, upbringing, and play of children aged 0–3, the early development of children with different development, support for families, fairy tales, poems, and songs that can be recommended for young children, and they also get a glimpse into the operation of the early childhood education system and the latest results of early childhood research. The purpose of the training is to train early childhood educators who are capable of meeting the physical and psychological needs of children under the age of three, educating them, and assisting their development.

By acquiring the knowledge and skills necessary for special needs education, students studying special needs education will be able to help disabled, injured, handicapped children, young people, and adults to develop their abilities, correct their functional disorders, manage their living difficulties, rehabilitate them, organize their environment, and socialize them. In their chosen specialty, they are able to apply diagnostic, developmental, therapeutic and rehabilitation methods, and carry out complex special pedagogic development, education, training, habilitation and rehabilitation.

The aim of the kindergarten education training is to train professionals who, with well-founded knowledge, skills and abilities, are suitable for carrying out the tasks of kindergarten education and practicing the teaching profession. Students in the kindergarten education program prepare for the education and complex personality development of the 3–7 year-old age group by acquiring theoretical knowledge and pedagogical practice.

The purpose of teacher training is to train specialists who are prepared to perform the educational tasks of all subjects in the first four grades of elementary school, and in a chosen field of literacy in the first six grades.

Starting in 2020, the training offer, which will be expanded with a master's degree in educational science based on the bachelor's training, will enable graduates to obtain a higher qualification locally after obtaining their first degree. The purpose of the training is to train specialists who have adequate knowledge in the field of the cultivation and application of educational science. They are able to carry out research and application tasks in public education and higher education, as well as in educational science, take part in the tasks of system-level operation, carry out tasks in the field of research and development, and communicate domestic results in education in domestic and international professional forums.

The training offer was expanded with the master's degree in children's culture in 2022, allows graduates to comprehensively apply and research the connected system of culture and education in terms of education and learning processes, paying special attention to cultural, national identity and to the cultural ties of children living in different sociocultural environments. They should be able to support the development of children during the active acquisition of cultural values in the first stages of institutional education and in the arenas of public education, in cooperation with all actors of the educational environment.

A milestone in the life of the institute is the professional development that started following the new learning outcome-based training and outcome requirements. The change did not affect the training structure, but the training in each bachelor's program is based on new curricula that meet social expectations, convey much more modern theoretical and methodological knowledge, and are based on learning outcomes.

In addition to bachelor's and master's programs, with the aim of strengthening the direction of teacher training, by rationalizing the offer of the postgraduate specialist programs that better reflect the needs of public education and mostly also provide a professional teacher's exam were developed.

**Our research activity:** The scientific activity of the Institute's instructors is primarily related to the field of educational science, in addition, research is also conducted in the fields of humanities, social sciences, and health sciences. Our colleagues also regularly publish on literary and social science, methodological topics, but they have also conducted and published important studies in the field of reading research. In recent years, investigations into early childhood and animal-assisted pedagogic activities, which have also appeared in the institute's research portfolio, have become priority areas both internationally and domestically.

A few years ago, the institute began to search for the connection points of individual research topics, to organize them into a coherent system, to encourage teamwork in research, and to generate joint scientific activity between departments by finding common areas of interest. As a result of this process, the Early Childhood Research Group was established in 2021, in line with the training portfolio of the Institute of Educational Sciences, which conducts applied research of great practical relevance, helping to support the education and development of the 0-12 age group. The primary goal of these researches is to make the education of the age group more effective and efficient. The Research Group examines the pedagogical problems through which:

- the development of the age group, including individual children, can develop more optimally;
- the added pedagogical value may increase in the given institution;
- the competence and success of professionals can be strengthened, better individual career opportunities can develop;
- the intra-sectoral and inter-sectoral cooperation of the institutions responsible for the care of the age group can be improved;
- the cooperation of institutional education with families can develop more favorably;
- more differentiated responses to parents' needs can be made, and the range of services supporting the operation of the institutions can be enriched.

In addition to the academic activities of the lecturers, the Institute of Pedagogy emphasizes that during their studies students also have the opportunity to participate in departmental research. Our students present their research results at Institute and National Study Competition conferences, where in recent years they have achieved numerous positions and received special awards. We pay special attention to talent management, which is proven by the fact that our Institute has an accredited talent center with excellent qualifications. The professional colleges operating at the Institute, the Mihály Csokonai Vitéz College of Specialized Studies and the István Szentandrassy Roma College of Specialized Studies, of which our students are active members, play a role in supporting talent management.

### 3.11.3. Leadership of the Institute

#### Head of Institute

**Prof. Dr. Krisztián Józsa** university professor  
New educational building, 1. floor, office 116.  
E-mail: [Jozsa.Krisztian@uni-mate.hu](mailto:Jozsa.Krisztian@uni-mate.hu)

#### Deputy head of Institute, responsible for education

**Dr. Anikó Andrea Bence-Fekete** associate professor  
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#### Deputy head of Institute, responsible for research

**Dr. Melinda Pető-Csima** associate professor  
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### 3.11.4. Associates of the administration of the Institute

**Orsolya Bor-Péter** administrator, secretary  
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**Judit Gyöngyös-Szabó** teacher-training center, coordinator  
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**Diána Szántó** administrator  
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**Illdikó Tóth** administrator, economic affairs

E-mail: [Toth.Ildiko.peda@uni-mate.hu](mailto:Toth.Ildiko.peda@uni-mate.hu)

### 3.11.5. Departments of the Institute

Department of Native Language Education and Children's Culture

Department of Early Childhood Education

Department of Special Needs Education

Department of Subject-Specific Education

Centre for Postgraduate Studies in Education

Early Childhood Research Centre

Independent organizational unit: Practising Kindergarten

### 3.11.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Prof. Dr. Krisztián Józsa** university professor

New educational building, 1. floor, 116. office

E-mail: [Jozsa.Krisztian@uni-mate.hu](mailto:Jozsa.Krisztian@uni-mate.hu)

#### Deputy head of Institute, responsible for education

**Dr. Anikó Andrea Bence-Fekete** associate professor

New educational building, 1. floor, office 116.

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#### Study and Credit Transfer Committee

Chairman: **Dr. Anikó Andrea Bence-Fekete** associate professor,

E-mail: [Bencene.Fekete.Aniko.Andrea@uni-mate.hu](mailto:Bencene.Fekete.Aniko.Andrea@uni-mate.hu)

**Members:** Dr. Márta Gelencsér-Bakó associate professor

Dr. Beáta Csima-Pozsegovics senior lecturer

Secretary: **Orsolya Bor-Péter** secretary

### 3.11.7. Description of the administrative activity of the Institute

The secretariat of the institute is an executive organizational unit providing administrative support for the tasks of the head, deputy heads and departments of the Institute. The tasks of the Secretariat are to assist and coordinate the management activities of the head, deputy heads and departments of the institute. It supports the institute and its departments in matters concerning education administration; as well as the students belonging to the institute in administration, in cooperation with the Registrar's office. It participates in the organization and execution of approved institute events and enrollment programs. It contributes at the institute level in the performance of PR tasks, edits publications, institute website and social media

pages. It maintains contact with departments and other institutes, shares information and tasks and coordinates their implementation; maintains contact with the University's management, central organizational units, and student unions. It participates in the organization and coordination of admission procedures, registers and administers jubilee diploma applicants, issues and hands over diplomas. Carries out document management, administration and registration task, manages the temporary archive. It coordinates the registration of board members and mandates; helps in conducting the operation and election of the bodies. It prepares the meetings of the institute council and the corresponding proposals, and coordinates the implementation of the institute council's resolutions, decisions. Participates in the convening of discussions and meetings and performs their administration.

It coordinates the professional practices of the trainings hosted by the institute, their administrative support and ongoing administration. It follows up the institute's management, performs continuous care of the institute's economic affairs.

The task of the Postgradual Teacher Training Center is to provide information on admissions to teacher training programs. It carries out the marketing of the trainings, provides content on the University's website related to teacher training, organizes events related to teacher training, and coordinates the teacher training and vocational training programs. If required, it participates in research supporting teacher training.

### **3.11.8. Programs hosted by the Institute**

#### **Bachelor's degree programs:**

- Bachelor's degree in infant and child care (in Hungarian at the Kaposvár training location during the day and by correspondence)
- Bachelor's degree in Special Needs Education (in Hungarian at the Kaposvár training location during the day and by correspondence)
- Bachelor's degree in Kindergarten Education (in Hungarian at the Kaposvár training location during the day and by correspondence)
- Bachelor's degree in Primary School Teaching (in Hungarian at the Kaposvár training location during the day and by correspondence)

#### **Master's degree programs:**

- Master's degree in Educational Science (in the Kaposvár training location, full-time and correspondence work schedule in Hungarian)
- Master's degree in Culture of Early Childhood (in the Kaposvár training location, full-time and correspondence work schedule in Hungarian)

#### **Postgraduate specialist training programs:**

- Preparation for pedagogical special exam in the field of animal-assisted pedagogical development postgraduate specialist training (in Hungarian by correspondence at the Kaposvár training location)
- Animal assisted helping activity coordinator postgraduate specialist training (in Hungarian by correspondence at the Kaposvár training location)



- Preparation for pedagogical special exam in the field of drama pedagogy postgraduate specialist training (in Hungarian at the Kaposvár training location in correspondence work order)
- Special Needs Bibliotherapy postgraduate specialist training (in Hungarian at the Kaposvár training location in correspondence work order)
- Special needs educator and therapist (Behavioural Disorders) postgraduate specialist training (in Hungarian in correspondence work order at the Kaposvár training location)
- Special needs education specialized in Learning Disabilities and Difficulties postgraduate specialist training (in Hungarian at the Kaposvár training location)
- Special needs education specialized in speech and language therapy postgraduate specialist training (in Hungarian at the Kaposvár training location)
- Preparation for pedagogical special exam in the special field of physiotherapy in kindergartens and schools postgraduate specialist training (in Hungarian by correspondence at the Kaposvár training location)
- - Postgraduate specialist training in the area of horse-assisted pedagogical development activities preparing for Pedagogy Qualifying Exam (in Hungarian by correspondence at the Kaposvár training location)
- Postgraduate specialist training for pedagogical special exam major (in Hungarian at the Kaposvár training location in the correspondence work order)
- Postgraduate specialist training in Pedagogy Special Exam Training for Inclusive Pedagogy for Children with Special Educational Needs (in the Hungarian language in the corresponding work schedule at the Kaposvár training location)
- Primary school teacher training with additional literacy field training, ( in the Kaposvár training location, correspondence work schedule in Hungarian)

## 3.12. Institute of Agronomy

### 3.12.1. Headquarters and premises of the Institute and contact details

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 000 ext. 3260

Weboldal: <https://agronomy.uni-mate.hu>

#### Training sites:

1118 Budapest, Villányi út 29–43.

8360 Keszthely, Deák Ferenc u. 16.

3200 Gyöngyös, Mátrai út 36.

7400 Kaposvár, Guba Sándor u. 40.

5540 Szarvas, Szabadság 1–3.

### 3.12.2. Introduction of the Institute

The aim of the Institute of Agronomy is to train and provide professional advice to professionals with practice-oriented and up-to-date knowledge who promote the sustainability and competitiveness of agriculture. Other goals of the institute include building professional collaborations with international and domestic research centers and higher education institutions, as well as promoting the active role of young teachers and researchers, and providing a career path for young researchers.

The primary task of the Institute of Agronomy is to coordinate the teaching of courses in botany, plant physiology, plant ecology, agriculture, crop cultivation and precision farming at the university level, to organize and implement the training programs, and to carry out mainly interdisciplinary scientific research that fits the profile of the institute, as well as to contribute to the research of professional institutes. and in the implementation of its development tasks, ensuring professional supervision. The institute takes care of the basic and applied disciplines related to the scientific field.

### 3.12.3. Leadership of the Institute

#### Head of Institute

**Dr. Csaba Gyuricza** university professor

Auditorium (Aula) building, 3rd floor, office 310.

E-mail: [Gyuricza.Csaba@uni-mate.hu](mailto:Gyuricza.Csaba@uni-mate.hu)

#### General and Educational Deputy Head of the Institute

**Dr. Gergő Péter Kovács** associate professor

Auditorium (Aula) building, 3rd floor, office 310.

E-mail: [Kovacs.Gergo.Peter@uni-mate.hu](mailto:Kovacs.Gergo.Peter@uni-mate.hu)

### 3.12.4. Associates of the administration of the institute

**Marianna Aleksza-Sebestyén** educational coordinator

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**Ilona Straub-Nagy** educational coordinator

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E-mail: [Straubne.Nagy.Ilona@uni-mate.hu](mailto:Straubne.Nagy.Ilona@uni-mate.hu)

### 3.12.5. Departments of the Institute

Department of Precision Farming and Agricultural Digitization, Gödöllő

Department of Agronomy, Gödöllő, Keszthely, Kaposvár, Gyöngyös, Szarvas

Department of Botany: Gödöllő, Budapest

Department of Plant Physiology and Plant Ecology: Gödöllő, Budapest, Keszthely

### 3.12.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Csaba Gyuricza** university professor

Auditorium (Aula) building, 3rd floor, office 310.

E-mail: [Gyuricza.Csaba@uni-mate.hu](mailto:Gyuricza.Csaba@uni-mate.hu)

#### General and Deputy head of Institute, responsible for education

**Dr. Gergő Péter Kovács** associate professor

Auditorium (Aula) building, 3rd floor, office 310.

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#### Study and Credit Transfer Committee

Chairman: **Dr. Gergő Péter Kovács** associate professor

General and Deputy head of Institute, responsible for education

**Members:** Dr. Attila Percze associate professor

Dr. Eszter Saláta-Falusi associate professor

Máté Kelemen student

Secretary: **Ilona Straub-Nagy** educational coordinator

### 3.12.7. Programs hosted by the Institute

#### **Bachelor's degree programs:**

- Bachelor's degree in Agricultural Engineering (Gödöllő training location full-time working schedule in Hungarian and English, correspondence working schedule in Hungarian, Keszthely training location full-time and correspondence working schedule in Hungarian, Kaposvár training location full-time and correspondence working schedule in Hungarian, Szarvas training location full-time and correspondence working schedule in Hungarian, training abroad: Senta correspondence work schedule in Hungarian)

#### **Undivided one-tier program:**

- Agricultural Engineering degree (full-time in Hungarian at Gödöllő and Keszthely training sites)

#### **Master's degree program:**

- Master's degree in Crop production engineering (at the Gödöllő training location, full-time working schedule in English, correspondence working schedule in Hungarian,)

#### **Postgraduate specialist training:**

- Postgraduate specialist training in Seed Propagation (in the Gödöllő training site in correspondence work order, in Hungarian, in Szarvas in correspondence work order, in Hungarian)
- Postgraduate specialist training for consultants in Seed Propagation (in the Gödöllő training location in the correspondence work order, in Hungarian, in the Szarvas training location in the correspondence work order, in the Hungarian language)

## 3.13. Institute of Plant Protection

### 3.13.1. Headquarters and premises of the Institute and contact details

Headquarters: 1118 Budapest, Ménesi út 44.

Phone: +36 1 305 7672

Web: <https://plant-protection.uni-mate.hu>

#### Training sites:

8360 Keszthely, Deák Ferenc u. 16.

2100 Gödöllő, Páter Károly u. 1.

2100 Gödöllő, Szent Györgyi Albert út 4.

### 3.13.2. Introduction of the Institute

The legal predecessor of the Institute is the Department of Botany and Entomology of the University of Horticulture, from January in 2000 to August in 2003 they operated as units of Szent István University, then from September in 2003 to December in 2015 as part of Corvinus University of Budapest, after January in 2016 they once again functioned as campus of Szent István University. The legal predecessor of the Institute is the Gödöllő University of Agricultural Sciences, and from September 1, 2000, the Institute of Plant Protection of Szent István University. Its legal predecessor is the Institute of Plant Protection of Keszthely University of Agricultural Sciences, which was part of Pannon University from January in 2000. Its legal predecessor is the Agricultural Biotechnology Research Center, then from January in 2014 the Molecular Plant Pathology Group of the Genomics Department of the Agricultural Biotechnology Research Institute of the National Agricultural Research and Innovation Center (NAIK). The task of the Institute is to take care of the plant protection disciplines at the university level, across three campuses, and to ensure the unity of high-quality teaching and research work. We carry out our educational tasks in the framework of bachelor's, master's, postgraduate specialist training and doctoral education. Our scientific and research activities are supported by domestic and international collaborations, tenders and commission contracts.

**Our educational activities:** the Institute hosts a graduate master's program (Plant Protection MSc, in Hungarian and English) and postgraduate specialist program (plant protection engineering). In addition to the above programs, we also teach the discipline of plant protection in other agriculture-oriented courses at MATE. Our mission is to educate a team of professionals who meet international standards for the environmentally and economically sustainable production of domestic agricultural products, who have a scientifically based approach and knowledge and commitment that can be further developed according to the challenges. The plant protection engineering qualification enables the use of traffic category I plant protection products and the management of plant protection work, which cannot be replaced by other qualifications. Therefore, having a degree offers good job placement opportunities, due to the demand for professionals, who are needed by all plants and

horticulture businesses and companies. The Hungarian Chamber of Plant Protection Engineers and Phytosanitaries highly recognizes the professional activity of our institute. Our students get involved in our research projects and the best students successfully participate in the Scientific Students' Association Conferences.

**Our research activity:** Basic research, applied research and experimental developments play a role in our research portfolio within the fields of plant pathology, herbology and entomology. Our mission is to develop the use of precision pesticides with reduced environmental impact, the development of technologies based on biological plant protection and damage prediction, and the development of plant protection technologies against new pests. The primary focus of our research projects is plant protection forecasting and damage risk estimation based on climatic parameters; development of diagnostic methods for identifying pests; identification of new pests and development of plant protection technology; exam of the effect of biotic stress factors (pests, pathogens and weeds) on cultivated plants; application of sustainable and precision weed control; innovative cultivation technology experiments aimed at improving feed safety and the development of plant cultivation technologies adapted to climatic changes. We carry out our work in our research projects in cooperation with numerous players from the domestic and foreign corporate and academic spheres.

### 3.13.3. Leadership of the Institute

#### Head of Institute

**Dr. habil. József Fail** associate professor  
Buda Campus  
E-mail: [Fail.Jozsef@uni-mate.hu](mailto:Fail.Jozsef@uni-mate.hu)

#### Deputy Head of Institute

**Dr. Gabriella Kazinczi** university professor  
Georgikon Campus (Keszthely), A building ground floor, office 26.  
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### 3.13.4. Associates of the administration of the institute

**Zsuzsa Schmidtka** research assistant  
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**Andrea Nagy** advisor  
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**Anna Simon** administrator

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### 3.13.5. Departments of the Institute

Department of Plant Protection, Keszthely

Department of Integrated Plant Protection, Gödöllő

Department of Plant Pathology, Budapest (including Genomics Research Group, Gödöllő)

Department of Entomology, Budapest

### 3.13.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. habil. József Fail** associate professor

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#### Deputy Head of Institute

**Dr. Gabriella Kazinczi** university professor

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#### Study and Credit Transfer Committee

Chairman: **Dr. Gabriella Kazinczi** university professor,  
deputy head of institute

**Members:** Dr. habil. Marietta Petrőczy

Dr. habil. Ágnes Szénási

Secretary: **Zsuzsa Schmidtka**

### 3.13.7. Description of the administrative activities of the Institute

Carrying out the administrative tasks of the Institute related to education and research (management of attendance sheets, leave notices, preparation of absence reports, compilation of background documentation necessary for starting eBIA applications, administration of assignments), management of NEPTUN's administrative interface (course announcement, course management, thesis topic management), tenders, research reports participation in its compilation, participation in research tasks.

### **3.13.8. Programs hosted by the Institute**

#### **Master's degree programs:**

- Master's degree in Plant Protection (Gödöllő, Budapest and Keszthely training sites full-time in Hungarian, in Keszthely also in English).

#### **Postgraduate specialist training programs:**

- Plant Protection Engineering (Keszthely training site in correspondence work order).



## **3.14. Rippl-Rónai Institute of Arts and Theatre**

### **3.14.1. Headquarters and premises of the institute and contact details**

Headquarters: 7400 Kaposvár, Bajcsy-Zsilinszky E. u. 10.

Website: <https://arts.uni-mate.hu>

E-mail: [muveszet@uni-mate.hu](mailto:muveszet@uni-mate.hu)

Phone: +36 82 502 500

### **3.14.2. Introduction of the Institute**

The Rippl-Rónai Institute of Arts and Theatre is a unique creative-intellectual workshop in the fields of art and art education in Hungary, encompassing the disciplines of object design and performing arts. The institute aims to make a contribution to increasing the creative-industrial potential of Hungary and the region and develop a nationally and also international competitive arts education portfolio. The Rippl-Rónai Institute of Arts and Theatre defines itself as an institution which focuses on all its courses with special attention and is capable of presenting and operating the philosophy required by the constantly changing economic and social environment and the need for continuous renewal for future creative professionals. The Rippl-Rónai Institute of Arts and Theatre is competitive in its training and operational structure, and it is capable of preserving and transmitting Hungarian and European cultural values. The lecturers of the institution believe that high-quality education and professional training as well as the transfer of modern knowledge are the keys to development. The mission of the Rippl-Rónai Institute of Arts and Theatre is to train knowledgeable artists and creative professionals with valuable skills for the national and international labour market, and to become an intellectual and creative centre which is an important and indispensable factor for the direct and the wider environment of the university.

The Rippl-Rónai Institute of Arts and Theatre is located in the centre of Kaposvár. The inner courtyard surrounded by the university buildings has a park and a sports court. Adjacent to the education building complex of 10 283 square meters there is a university hall of residence with 260 beds. The main building houses the RIPPL Gallery exhibiting works by national and international artists as well as outstanding student works and diploma works.

The institute currently consists of four departments: Theatre Department, Visual Department, Media Department and Department of Theory. As a cultural centre, the institute participates in the life of Kaposvár, the county seat of Somogy, with a large stage: the establishment formerly known as 'Latinka', called Antal Németh Theatre and Cultural Centre since 2017, contributes greatly to the fruitful relationship between the county's artistic life and its higher education.

### 3.14.3. Leadership of the Institute and contact details

#### Head of Institute

**Dr. Pál Hatos** associate professor

E-mail: [Hatos.Pal@uni-mate.hu](mailto:Hatos.Pal@uni-mate.hu)

#### Deputy head responsible for education

**Mária Pecsics DLA** associate professor

E-mail: [Pecsics.Maria@uni-mate.hu](mailto:Pecsics.Maria@uni-mate.hu)

#### Deputy head responsible for Art and Science

**Dr. Péter Baki** associate professor, deputy head responsible for Art and Science

E-mail: [Baki.Peter@uni-mate.hu](mailto:Baki.Peter@uni-mate.hu)

### 3.14.4. Associates of the administration of the institute

**Judit Bierer** secretary

E-mail: [Bierer.Judit@uni-mate.hu](mailto:Bierer.Judit@uni-mate.hu)

**Anita Balogh-Hetesi** secretary of the deputy director and the department of Theory

E-mail: [Baloghne.Hetesi.Anita@uni-mate.hu](mailto:Baloghne.Hetesi.Anita@uni-mate.hu)

**Katalin Bodó** secretary of the department (Department of Theater, Department of Visual Art)

E-mail: [Bodo.Katalin@uni-mate.hu](mailto:Bodo.Katalin@uni-mate.hu)

**Nikoletta Fazekas** department assistant (Department of Media, Department of Visual Art)

E-mail: [Fazekas.Nikoletta@uni-mate.hu](mailto:Fazekas.Nikoletta@uni-mate.hu)

**Éva Tóth-Erdős** artistic manager

E-mail: [Toth-Erdos.Eva@uni-mate.hu](mailto:Toth-Erdos.Eva@uni-mate.hu)

**Dávid Nadas** studio leader

E-mail: [Nadas.David@uni-mate.hu](mailto:Nadas.David@uni-mate.hu)

**Éva Pető** costumes and property master, stage manager

E-mail: [Peto.Eva@uni-mate.hu](mailto:Peto.Eva@uni-mate.hu)

### 3.14.5. Departments of the Institute

Department of Media

Department of Visual Art

Department of Theater

### 3.14.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Pál Hatos** associate professor ([Hatos.Pal@uni-mate.hu](mailto:Hatos.Pal@uni-mate.hu) )

Office hours: appointment is necessary by an email to [Bierer.Judit@uni-mate.hu](mailto:Bierer.Judit@uni-mate.hu)

#### Deputy head of the Institute and head of the Study and Credit Transfer Committee

**Mária Pecsics** DLA associate professor ([Pecsics.Maria@uni-mate.hu](mailto:Pecsics.Maria@uni-mate.hu) )

Office hours: appointment is necessary by an email to [Baloghne.Hetesi.Anita@uni-mate.hu](mailto:Baloghne.Hetesi.Anita@uni-mate.hu)

### 3.14.7. Professional practice

The professional practice provides the opportunity to apply the acquired knowledge and practical skills together, to combine theoretical and practical knowledge, to get to know the workplace and work processes in the workplace and job position corresponding to the qualification, in the case of some training programs, in an artist colony or in other training sites, during the period specified in the training and output requirements. to exercise professional competences. Its purpose is to allow students to work concentratedly in specific areas related to their training for a specified period of time.

The professional practice takes place within an organized framework in a workshop of the Rippl-Rónai Institute of Art and Theatre, or at an external professional practice place or artist colony documented with an institutional acceptance statement. The professional practice concludes a student employment contract with the student.

A noteworthy result is the increasing number of professional training sites, framework agreements with theaters and independent companies, professional practice training agreements and joint events and projects.

### 3.14.8. Scientific Students' Association Activity

At the Rippl-Rónai Institute of Arts and Theatre an average of 30-40 students participates actively and continuously in the student circle work every year. We were able to provide support for participation in the NSCC with the application opportunities related to the SCC and talent management. Part of talent management is the possibility of creating workshops and special courses by inviting foreign artists and professionals. We publish publications of the works of our talented students, and the RIPPL gallery invites students to hold continuous thematic and individual exhibitions. The art programs of the artist and creative colonies provide opportunities for the realization of artistic creations and research. The Rippl-Rónai József Art College functions as an intellectual and community workshop for the institute's students.

### 3.14.9. Programs hosted by the Institute

#### **Bachelor's degree programs:**

- Photography (BA) (full-time and correspondence work schedule at the Kaposvár training location)
- Scenography (BA) (full-time work schedule at Kaposvár training location)
- Media design (BA) (full-time work schedule at Kaposvár training location)
- Craftsmanship (BA) in Cr (in full-time at the Kaposvár training location)
- Visual representation (BA) (full time work schedule at Kaposvár training location)
- Film and Media (BA) Studies (full-time work schedule, at Kaposvár training location)

#### **Master's degree programs:**

- Photography (MA) (full-time work schedule at Kaposvár and Buda training location)

#### **Undivided one-tier program:**

- Acting (MA) (full-time work schedule at Kaposvár training location)

## **3.15. Institute of Viticulture and Oenology**

### **3.15.1. Headquarters and premises of the Institute and contact details**

Headquarters: 1118 Budapest, Villányi út 29–43.

Phone: +36 1 305 7217

E-mail: [szoleszet.boraszat@uni-mate.hu](mailto:szoleszet.boraszat@uni-mate.hu)

#### **Training sites:**

8258 Badacsonytomaj, Római út 181.

1118 Budapest, Ménesi út 45.

6000 Kecskemét, Katona Zsigmond u. 5.

### **3.15.2. Introduction of the Institute**

Viticulture and oenology have always been one of the most profitable branches of horticulture, grape growing and winemaking have a thousand-year tradition in our country. Due to its connection to gastronomy, it can be attractive for all generations to understand grapes and wine. The acquisition of professional knowledge related to the topic also provides excellent employment opportunities in Hungary, in almost every country in Europe, but also overseas.

In essence, the institute can be considered one of the "oldest" units of the entire university, as the legal predecessor of our institution operated as a winemaker's training course for several decades after its foundation. The Institute of Viticulture and Oenology is involved in the life of several training programs, since viticulture is one of the most basic cultivation disciplines of horticulture, and winemaking is an important segment of the food industry.

The staff of the two departments coordinate the Bachelor's program of Viticulture and oenology (BSc) and the Master's program of Viticulture and oenology (MSc). In these programs, the training is conducted in a modular (or block-based) schedule. Our instructors participate in the transfer of knowledge in several important courses, such as the Bachelor of Horticultural Engineering (BSc) and the Master of Horticultural Engineering (MSc) programs, as well as the postgraduate specialist trainings of Viticulture and Wine Management Consulting/ Viticulture and Wine Management Engineering in addition, they also take part in the training of the Doctoral School of Agriculture and Food Sciences and the Doctoral Program of Horticulture – as instructors and supervisors. Our newest programme is the Sparkling wine maker postgraduate specialist training.

Our institute's research directions: primarily scientific applied research, research and development of viticulture and winemaking technology, development of environmentally friendly technologies, pathogen removal of propagating materials, establishment of stock plantations, maintenance, development and genetic testing of gene bank materials, regional protection of origin systems and product descriptions, complex development of the vineyard cadasters, accredited laboratory services, consulting.

Our priority R+D+I areas: variety value research, capital cultivation methods, pruning methods, investigation of phytotechnics, clone selection and cross-breeding of grapes, improvement of the quality of wine products, product development.

Their publication activity covers not only the publication of scientific notices and specialist books for education and knowledge dissemination. The employees of the institute are members of the editorial board of several professional magazines (Kertgazdaság, Borászati Füzetek, Bor és Piac), and they also regularly hold lectures for garden lovers, professional and external interested parties. Our professional partners give us the opportunity to apply our scientific results in practice, to learn about current professional challenges and problems. Our research is constantly expanding and improving our teaching materials.

More detailed information about our education-related activities can be found on the websites of the two departments and on our institute Facebook page.

### **3.15.3. Leadership of the Institute**

#### **Head of Institute**

**Dr. Diána Ágnes Nyitrai-Sárdy** habilitated university professor  
1118 Budapest, Villányi út 29-43. „D” building, 1. floor, office 103.  
E-mail: [Nyitraine.Sardy.Diana.Agnes@uni-mate.hu](mailto:Nyitraine.Sardy.Diana.Agnes@uni-mate.hu)

#### **Deputy head of Institute**

**Dr. Zsuzsanna Varga** associate professor  
1118 Budapest, Villányi út 29-43. „K” building, 2. floor, office 229.  
E-mail: [Varga.Zsuzsanna@uni-mate.hu](mailto:Varga.Zsuzsanna@uni-mate.hu)

### **3.15.4. Associates of the administration of the institute**

**Réka Zsuzsa Altorjai** representative  
1118 Budapest, Villányi út 29-43. „D” building, 1. floor, office 102.  
E-mail: [Altorjai.Reka.Zsuzsa@uni-mate.hu](mailto:Altorjai.Reka.Zsuzsa@uni-mate.hu)

### **3.15.5. Departments of the Institute**

Department of Oenology (Budapest)  
Department of Viticulture (Budapest)  
Research Institute Badacsony  
Research Institute Kecskemét

### **3.15.6. Institutional bodies and persons acting in student affairs**

#### **Head of Institute**

**Dr. Diána Ágnes Nyitrai-Sárdy** habilitated university professor

E-mail: [Nyitraine.Sardy.Diana.Agnes@uni-mate.hu](mailto:Nyitraine.Sardy.Diana.Agnes@uni-mate.hu)

### **Deputy Head of Institute**

**Dr. Zsuzsanna Varga** associate professor

E-mail: [Varga.Zsuzsanna@uni-mate.hu](mailto:Varga.Zsuzsanna@uni-mate.hu)

### **Study and Credit Transfer Committee**

Chairman: **Dr. Zsuzsanna Varga** associate professor, deputy head of Institute

**Members:** Dr. Péter Bodor-Pesti associate professor

Áron Szövényi assistant professor

Krisztina Senica student

Secretary: **Réka Zsuzsa Altorjai** representative

## **3.15.7. Description of the administration of the Institute**

The administrative duties of the institute related to education and educational organization:

- the institute's support in matters concerning education administration
- supporting students belonging to the institute in administration, in cooperation with the educational directorates and the campus directorate,
- participates in the organization and coordination of admission procedures for both Hungarian and foreign language courses,
- obtaining the data necessary for the operation of the alumni system - and performing related tasks - and then forwarding them to the Educational Directorate.

## **3.15.8. Programs hosted by the Institute**

### **Bachelor's degree programs:**

- Engineer in Viticulture and Oenology (Budapest training location full-time and correspondence work schedule in Hungarian, Keszthely training location full-time and correspondence work schedule in Hungarian)

### **Higher education vocational training:**

- Viticulture and Oenology higher education vocational training course (full-time and correspondence work schedule in Hungarian at the Gyöngyös training location, full-time and correspondence work schedule in Hungarian at the Keszthely training location)

### **Master's degree programs:**

- Engineer in Viticulture and Oenology Master's degree in winemaking and winemaking engineering (full-time and correspondence work schedule in Budapest at the training location in Hungarian)

### **Postgraduate Specialist Training Programs:**

- Sparkling wine maker postgraduate specialist training (Budapest training location correspondence work schedule in Hungarian)

- Viticulture and Wine Management Consulting/ Viticulture and Wine Management Engineering postgraduate specialist trainings (Buda and Keszthely training location in correspondence work schedule in Hungarian)



## **3.16. Institute of Landscape Architecture, Urban Planning and Garden Art**

### **3.16.1. Headquarters and premises of the institute and contact details**

Headquarters: 1118 Budapest, Villányi út 29-43.

Phone: +36 1 305 7291

Web: <https://landscape.uni-mate.hu>

#### **Training sites:**

1118 Budapest, Villányi út 29-43. (Buda Campus)

1223 Budapest, Park utca 2.

### **3.16.2. Introduction of the Institute**

The Institute of Landscape Architecture, Urban Planning and Garden Art is the only training site in the country where landscape architecture is taught. Our higher educational program is covering the entire vertical of landscape architecture and has a history of more than a hundred years, since 1963 landscape architecture has been taught as an independent university course, and since 1992 – in a pioneering way in Europe – within faculty and institute frameworks. The training is considered an exemplary workshop by the *European Council of Landscape Architecture Schools* (ECLAS). This is also indicated by the fact that the leaders of our institute's legal predecessor, Mihály Möcsényi in 2010 and Imre Jámboor in 2013, received the *ECLAS Lifetime Achievement Award for European Landscape Architecture Education* for their school development work. The rank, quality and standard of the teaching at the faculty was recognized by the European branch of the *International Federation of Landscape Architects*, IFLA-Europe, with the accreditation of the institute's landscape architecture courses.

Our institute was established in its current form in February 2021, by restructuring the faculty organization of the university: by merging the organizational units of the former Faculty of Landscape Architecture and Urban Planning, as well as the Department of Floriculture and Dendrology and Dendrology of the Faculty of Horticulture and the Scientific Department of Ornamental Plant Cultivation and Green Area Management of NAIK.

The Department of Floriculture and Dendrology teaches one of the most important branches of horticulture, floriculture cultivation and nursery cultivation, reproductive biology, as well as the modern application methods of ornamental plants in the courses of the Institute of Horticultural Science and in the topic group of Floriculture and Dendrology of the Doctoral School of Agriculture and Food Sciences and the Doctoral School of Horticulture, and its research also focuses on this area. Their important task includes the professional supervision of the Buda Arboretum.

The task of landscape architects and gardeners, landscape architects and settlement engineers graduating from the Institute is to shape, form, organize the narrower and wider

human environment, the open spaces and green areas of the cities, the settlements, the landscapes, the related planning, construction, development, as well as the abandoned or the revitalization and rehabilitation of ruined areas, landscapes, regions, i.e. the creation of sustainable, livable settlements and regions. Students are prepared for the tasks of landscape architecture, town planning, planning and development with a wide range of natural sciences, ecology, technical knowledge and architectural, aesthetic, spatial vision and spatial shaping skills, and a demand for quality solutions. Upon completion of the prescribed practice period, certified landscape architects and gardeners, landscape architects and township engineers can obtain a designer's license at the Hungarian Chamber of Architects in the fields of landscape and garden architecture, urban planning and spatial planning.

The professional credibility of the training is also ensured by the fact that more than 50% of our instructors - mainly colleagues who teach design subjects - are practicing, active landscape architects, who can directly use their up-to-date experience as designers and contractors in education. In addition to them, a number of active instructors, often foreign, are invited to participate in our training programs in order to be able to teach at a high level in the spirit of domestic and international professional challenges.

Mandatory professional practices are emphasized in our training courses, for which we have cooperation agreements with more than 100 domestic and foreign professional practices (the list is constantly expanding), creating professional practice opportunities for students in all fields of landscape architecture.

During our training, we provide our students with the opportunity for semester-long, one-year or summer practical international mobility and learning (through Erasmus, Erasmus credit mobility, CEEPUS, Campus Mundi, etc. exchange programs and grants), encouraging and supporting them to participate in as many part-time courses abroad, to get to know the build relationships with the international professional society, fellow professions, and continuously educate yourself.

In addition to the student government, which plays an active role in the public life of the university, there is also a voluntary professional student society, the **Béla Rerrich College of Landscape Architects**. With their well-organized work and imaginative programs, they increase their professional knowledge beyond university studies, and not only keep students active and professional engaged, but also contribute to making the goals, role and possibilities of landscape architecture known, the role it plays in the life of communities, settlements, regions, and the country. to strengthen its role.

### **Our educational activities:**

Education at the institute is conducted in three disciplines, one bachelor's program and three master's programs: the seven-semester **Landscape Management and Garden Construction Engineering (BSc) program**, followed by the four-semester **Master's program in Landscape Architecture (agricultural)**, as well as **Urban System Engineering (technical) and Landscape Architecture and Garden Design master's degree** is the institute's main graduate training range. The PhD program takes place within the framework of the Doctoral School of Technology in the doctoral program of Landscape Architecture and Landscape Ecology, in five sub-programs. In 2010, the Master's degree in Urban System Engineering MSc was started in the

field of technical training, which does not have an independent bachelor's training in our country, but the area of settlement management of the bachelor's degree in landscape planning and horticultural engineering is one of the possible bachelor's trainings. In other words, after successful completion of the bachelor's degree in landscape design and horticultural engineering, students can continue their studies in the master's program in landscape architecture and garden design, landscape architect engineer and urban system engineer.

#### **Our research activities:**

Students are active participants in institute and department professional tasks and research. The planning workshops are conducted in cooperation with local governments, specialized authorities, and institutions, often in the form of student design competitions, which prepares for the treatment of domestic landscape architecture and urban planning problems, the protection and care of values, and the planning and development tasks on the agenda in the frame of similar to life, more than once in the context of seriously challenging individual and group work.

The most important research focuses of the Ornamental Plant and Green System Management Research Group is the breeding of annual ornamental plants, the maintenance of Hungarian varieties, variety maintenance and gene preservation of wild roses, and other research that lays the foundation for innovations in ornamental horticulture, ornamental plant breed breeding.

### **3.16.3. Leadership of the Institute**

#### **Head of Institute**

**Dr. Albert Fekete** university professor  
„K” building, ground floor, office 10.  
E-mail: [tajepiteszet@uni-mate.hu](mailto:tajepiteszet@uni-mate.hu)

#### **Deputy head of Institute**

**Dr. László Kollányi** associate professor  
„K” building, II. floor, office 213.  
E-mail: [Kollanyi.Laszlo@uni-mate.hu](mailto:Kollanyi.Laszlo@uni-mate.hu)

#### **Educational Deputy head of the Institute**

**Dr. Péter Honfi** associate professor  
„K” building, III. floor, office 312.  
E-mail: [Honfi.Peter@uni-mate.hu](mailto:Honfi.Peter@uni-mate.hu)

### **3.16.4. Associates of the administration of the institute**

**Ilona Gyalus-Szalkai** secretary  
„K” building, ground floor, office 10.

E-mail: [tajepiteszet@uni-mate.hu](mailto:tajepiteszet@uni-mate.hu)

**Erzsébet Laczkó-Rimóczy** representative

„K” building, ground floor, office 10.

E-mail: [tajepiteszet@uni-mate.hu](mailto:tajepiteszet@uni-mate.hu)

### 3.16.5. Departments of the Institute

Department of Floriculture and Dendrology (Buda Campus)

Ornamental Plants and Green System Management Research Group (1223 Budapest, Park u. 2.)

Department of Garden and Open Space Design (Buda Campus)

Department of Garden Art and Landscape Design (Buda Campus)

Department of Landscape Planning and Regional Development (Buda Campus)

Department of Landscape Protection and Reclamation (Buda Campus)

Department of Urban Planning and Urban Green Infrastructure (Buda Campus)

Institute Secretariat (Buda Campus)

### 3.16.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Albert Fekete** university professor

„K” building, ground floor, office 10.

E-mail: [tajepiteszet@uni-mate.hu](mailto:tajepiteszet@uni-mate.hu)

#### Deputy head of Institute, responsible for education:

**Dr. Péter Honfi** associate professor

„K” building, III. floor, office 312.

E-mail: [Honfi.Peter@uni-mate.hu](mailto:Honfi.Peter@uni-mate.hu)

#### Study and Credit Transfer Committee

Head: **Dr. Péter Honfi** associate professor,  
Deputy head of Institute, responsible for education  
E-mail: [Honfi.Peter@uni-mate.hu](mailto:Honfi.Peter@uni-mate.hu)

**Members:** Dr. Ágnes Sallay professor  
Dr. Anna Szövényi associate professor  
Member of Student Union: Boglárka Szarka  
Secretary: **Luca Molnár** educational coordinator

### 3.16.7. Description of the administrative activities of the Institute

The Institute's Secretariat is an executive organizational unit providing administrative support for the duties of the institute director. The tasks of the Institute Secretariat:

- assisting and coordinating the management activities of the institute director,
- institute support in matters concerning education administration,
- supporting students belonging to the institute in administration, in cooperation with the educational directorates,
- participation in the organization and conduct of approved institute events and enrollment programs, participation in the performance of PR tasks at the institute level, editing of publications, institute tomorrow and social media pages, content uploading and supervision,
- maintaining contact with departments and other institutes, sharing information and tasks and coordinating their implementation,
- maintaining contact with the University management, central organizational units, student governments,
- participation in the organization and coordination of admission procedures for both Hungarian and foreign language courses,
- performance of document management, administration and registration tasks, management of the temporary archive,
- registers the members of the bodies, their mandate and coordinates the functioning of the bodies, conducts the elections;
- prepares the meetings of the institute council and the related proposals, as well as the senate proposals, coordinates the implementation of the decisions, decisions and resolutions of the institute council,
- participates in convening discussions and meetings and performs their administration.

### **3.16.8. Programs hosted by the Institute**

#### **Bachelor's degree programs:**

- Landscape Management and Garden Construction Engineering (Budapest training location, full-time work schedule, in Hungarian and English)

#### **Master's degree programs:**

- Landscape Architecture (Budapest training location, full-time work schedule, in Hungarian)
- Urban Systems Engineering (Budapest training location, full-time work schedule, in Hungarian)
- Landscape Architecture and Garden Design (full-time in Hungarian and English at the training location in Budapest)

#### **Postgraduate special training programs:**

- Consulting Arborist postgraduate specialist training (Budapest training location, correspondence work schedule)
- Consulting Arborist Engineer postgraduate specialist training (Budapest training location, in correspondence work schedule)
- Ecological green space maintenance postgraduate specialist training (Budapest training location, correspondence work schedule)

- Management of Historic Gardens postgraduate specialist training (Budapest training location, correspondence work schedule)

## **3.17. Institute of Physical Education and Sports**

### **3.17.1. Headquarters and premises of the institute and contact details**

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 000

Web site: <https://sports.uni-mate.hu>

### **3.17.2. The introduction of the Institute**

The Institute of Physical Education and Sport currently provides university students with 4 semesters of physical education training at 5 campuses and training sites in Szarvas. Students can choose from 20–25 types of sports within the framework of physical education training. The institute organizes the leisure sports activities of students and university employees, in collaboration with the university's sports association MATE – GEAC, within which members can practice 10–15 types of sports. It ensures participation in university championships for our university's sports students and teachers, both domestically and abroad. In addition to education, it organizes various tours (bicycle, water tour, walking tour, ski tour).

The institute is responsible for administering the University Scholarship for Elite Athletes at the Hungarian University of Agriculture and Life Sciences (MATE). Starting from the 2025/2026 academic year, it will also participate in coordinating matters related to the Stipendium Hungaricum Sport Scholarship Program affecting MATE and will provide professional sports oversight for scholarship recipients.

The institute is also tasked with conducting assessments and facilitating consultations related to the implementation of the Healthy Campus program of the International University Sports Federation (FISU).

### **3.17.3. Leadership of Institute**

#### **Head of Institute**

**Zoltán Kovács**

Szent István Campus

Sport Hall, 2. office

E-mail: [Kovacs.Zoltan.sport@uni-mate.hu](mailto:Kovacs.Zoltan.sport@uni-mate.hu)

#### **Deputy head of Institute**

**Máté Lukács**

Kaposvár Campus

E-mail: [Lukacs.Mate@uni-mate.hu](mailto:Lukacs.Mate@uni-mate.hu)

### **Leaders of the Sport Center**

**Attila Szalay** PE teacher

Szent István Campus

Sport Center, 1. office

E-mail: [Szalay.Attila@uni-mate.hu](mailto:Szalay.Attila@uni-mate.hu)

**Szilárd Horváth** PE teacher

Károly Róbert Campus

E-mail: [Horvath.Szilard@uni-mate.hu](mailto:Horvath.Szilard@uni-mate.hu)

**Péter Kovács** PE teacher

Buda Campus

E-mail: [Kovacs.Peter@uni-mate.hu](mailto:Kovacs.Peter@uni-mate.hu)

**Dr. Ákos Pintér** associate professor

Georgikon Campus

E-mail: [Pinter.Akos@uni-mate.hu](mailto:Pinter.Akos@uni-mate.hu)

**Máté Lukács** Deputy Head of Institute

Kaposvár Campus

E-mail: [Lukacs.Mate@uni-mate.hu](mailto:Lukacs.Mate@uni-mate.hu)

### **3.17.4. Associates of the Administration of the Institute**

**Katalin Mészáros** coordinator

Szent István Campus

Sport Center, office 2.

E-mail: [Mesaros.Katalin@uni-mate.hu](mailto:Mesaros.Katalin@uni-mate.hu)

**Levente Karai** sport coordinator

Szent István Campus

Sport Center, 2. office

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**Ágnes Éliás-Kókány** coordinator

Buda Campus

E-mail: [Eliasne.Kokany.Agnes@uni-mate.hu](mailto:Eliasne.Kokany.Agnes@uni-mate.hu)

**Annamária Fedő** coordinator

Georgikon Campus

E-mail: [Fedo.Annamaria@uni-mate.hu](mailto:Fedo.Annamaria@uni-mate.hu)



**Balázs Novák** coordinator  
Kaposvár Campus  
E-mail: [Novak.Balazs@uni-mate.hu](mailto:Novak.Balazs@uni-mate.hu)

### **3.17.5. Departments of the Institute**

Physical Education and Sports Center, Gödöllő  
Physical Education and Sports Center, Gyöngyös  
Physical Education and Sports Center, Buda  
Physical Education and Sports Center, Keszthely  
Physical Education and Sports Center, Kaposvár

## **3.18. Institute for Wildlife Management and Nature Conservation**

### **3.18.1. Headquarters and premises of the Institute and contact details**

The headquarters of the Institute for Wildlife Management and Nature Conservation is located on the Szent István Campus, and its departments operate on the Szent István, Georgikon and Kaposvár Campuses.

Headquarters: 2100 Gödöllő, Páter Károly u. 1.

Phone: +36 28 522 000 ext. 1870

E-mail: [vadgazdalkodas@uni-mate.hu](mailto:vadgazdalkodas@uni-mate.hu)

Website: <https://wildlife.uni-mate.hu>

#### **Training sites:**

7400 Kaposvár, Guba Sándor utca 40.

8360 Keszthely, Deák Ferenc u. 16.

### **3.18.2. Introduction of the Institute**

The education in the defining programs of the Institute of Wildlife Management and Nature Conservation takes place in the bachelor's and master's programs in wildlife engineering and the bachelor's and master's programs in nature conservation engineering at the university's training sites in Gödöllő, Kaposvár and Keszthely. By teaching zoology, as well as basic knowledge of wildlife management and nature conservation, the institute provides specialized subjects at all MATE training sites.

The aim of the Institute is to train nature conservation and wildlife management specialists who understand natural processes and have a unified, ecological approach, necessary for the protection and management of natural resources; to introduce the fields of specialization to the students of the other bachelor's and master's programs in agriculture; and the creation of an interdisciplinary basic and applied research center related to the field of expertise.

The task of the Institute is to coordinate and provide services for MATE's wildlife management and nature conservation education and research activities, as well as zoological and ecological education and research. The Institute is an organizational unit in the fields of wildlife management, nature conservation, zoology, ecology, wildlife biology, ethology and behavioral ecology, which performs the professionally related training, education and scientific research tasks set out in the training programs. The Institute is responsible for the teaching of the professional core material and differentiated professional knowledge of the majors it oversees, and for the development of its subject programs.

The employees of the Institute have a significant international network of contacts in their field of expertise, which makes it much easier for our students to choose between foreign scholarships and potential professional practice sites. Our students can get involved in our research programs and in the Scientific Students' Association Conference (SSAC) activity. In

the wildlife management and nature conservation zoology section of the 35th NSSAC's Agricultural Science Section, all three winners came from students of our institute.

### 3.18.3. Leadership of the Institute

#### Head of Institute

**Prof. Dr. Miklós Heltai** university professor, doctor of Hungarian Academy of Sciences  
Szent István Campus, Department of Wildlife Biology and Management, 1st floor, office 16.  
E-mail: [vadgazdalkodas@uni-mate.hu](mailto:vadgazdalkodas@uni-mate.hu)

### 3.18.4. Associates of the administration of the institute

**Bernadett Vásárhelyi** head of secretariat  
Szent István Campus, Department of Wildlife Biology and Management, 1st floor, office 26.  
E-mail: [Vasarhelyi.Bernadett@uni-mate.hu](mailto:Vasarhelyi.Bernadett@uni-mate.hu)

**Katalin Orbán-Dobrovits** educational expert  
Szent István Campus, VTI 1. House of Education  
E-mail: [Orbanne.Dobrovits.Katalin@uni-mate.hu](mailto:Orbanne.Dobrovits.Katalin@uni-mate.hu)

**Beáta Rákosi** financial expert  
Szent István Campus, Department of Wildlife Biology and Management, 1st floor, office 25.  
E-mail: [Rakosi.Beata.Timea@uni-mate.hu](mailto:Rakosi.Beata.Timea@uni-mate.hu)

### 3.18.5. Departments of the Institute

Szent István Campus:

- Institute center, secretariat
- Department of Zoology and Ecology
- Department of Nature Conservation and Landscape Management
- Department of Wildlife Biology and Management
- National Game Management Database

Georgikon Campus:

- Department of Conservation Biology

Kaposvár Campus:

- Department of Conservation Biology – Kaposvár group

### 3.18.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Prof. Dr. Miklós Heltai** professor, doctor of Hungarian Academy of Sciences  
Szent István Campus, Department of Wildlife Biology and Management, I. floor 16. office  
E-mail: [vadgazdalkodas@uni-mate.hu](mailto:vadgazdalkodas@uni-mate.hu)

### Study and Credit Transfer Committee

#### Chairman, head of institute:

**Prof. Dr. Miklós Heltai** professor, doctor of Hungarian Academy of Sciences

Szent István Campus, Department of Wildlife Biology and Management, 1st floor, office 16.

E-mail: [vadgazdalkodas@uni-mate.hu](mailto:vadgazdalkodas@uni-mate.hu)

**Members:** Dr. Csaba Centeri associate professor

Dr. Viktor Grónás associate professor

Dr. Krisztián Katona associate professor

Levente Kordás student

Secretary: **Katalin Orbán-Dobrovits** educational expert

### 3.18.7. Description of the administrative activities of the Institute

The secretariat of the Institute of Wildlife Management and Nature Protection performs the personnel, economic, educational and educational organization and data provision tasks related to the institute. Assists the work of the institute's organizational units and colleagues, maintains contact with partner institutes, organizational units and the university's central management.

### 3.18.8. Programs hosted by the Institute

#### Bachelor's degree programs:

- Bachelor's degree in Nature Conservation Engineering (full-time and correspondence at training sites in Gödöllő, Keszthely)
- Bachelor's degree in Wildlife Management Engineering (at the Gödöllő training location, full-time work schedule in Hungarian and English, correspondence work schedule in Hungarian language)

#### Master's degree programs:

- Master's degree in Nature Conservation Engineering (full-time and correspondence work schedule at training sites in Gödöllő, Keszthely and Kaposvár)
- Master's degree in Wildlife Management Engineering (full-time work schedule in Hungarian and English at the Gödöllő training location, correspondence work schedule in Hungarian at the Gödöllő and Miercurea Ciuc training sites)

#### Postgraduate specialist training programs:

- Expert in Apiary Postgraduate Specialist Training Program (corresponding work schedule at Gödöllő training site)
- Master Level Postgraduate Specialist Training Program in Wildlife Management Administration / Postgraduate Specialist Training Program in Wildlife Management Administration (at the Gödöllő training location in correspondence order)

## 3.19. Institute for Rural Development and Sustainable Economy

### 3.19.1. Headquarters and premises of the Institute and contact details

Headquarters: 2100 Gödöllő, Páter Károly utca 1

Phone: +36 28 522 000

Web site: <https://rural-development.uni-mate.hu>

#### Training sites:

8360 Keszthely, Deák Ferenc u. 16.

2100 Gödöllő, Páter Károly u. 1.

3200 Gyöngyös, Mátrai út 36.

7401 Kaposvár, Guba Sándor utca 40.

1118 Budapest, Villányi út 29-43

5540 Szarvas, Szabadság u. 1-3

### 3.19.2. Introduction of the Institute

The basic activity of the Institute is three-fold, within which the educational focus currently represents the largest proportion, in addition to the strengthening of innovation and research and development activities. We are present at all levels of training, from higher educational vocational training to doctoral programs, but we also carry out postgraduate special and adult training. We teach at all the University's domestic training sites, but our higher educational activities beyond the border are also significant, so in addition to two sites in Székely Land, we are also present in Upper Hungary and Vojvodina. A good number of our courses are taught in English, and colleagues with excellent language skills provide a suitable basis for this.

### 3.19.3. Leadership of the Institute

#### Head of Institute

**Dr. Zoltán Bujdosó** university professor

Károly Róbert Campus

E-mail: [Bujdoso.Zoltan@uni-mate.hu](mailto:Bujdoso.Zoltan@uni-mate.hu)

#### Deputy Head of Institute

**Dr. Zsigmond Gábor Szalay** associate professor

Szent István Campus G building

E-mail: [Szalay.Zsigmond.Gabor@uni-mate.hu](mailto:Szalay.Zsigmond.Gabor@uni-mate.hu)

#### Deputy Head of Institute, responsible for education

**Dr. Zoltán Zörög** associate professor

Károly Róbert Campus  
E-mail: [Zorog.Zoltan@uni-mate.hu](mailto:Zorog.Zoltan@uni-mate.hu)

### 3.19.4. Associates of the administration of the institute

**Szilvia Futó** administrator and secretary  
Gyöngyös Campus A building, 3rd floor, office 1302.  
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**Dr. Éva Bérczi-Meireisz** administrator  
Kaposvár Campus Guba Sándor utca 40  
E-mail: [Berczine.Meireisz.Eva@uni-mate.hu](mailto:Berczine.Meireisz.Eva@uni-mate.hu)

**Zita Dr. Bártfai-Vincze** secretary  
Szent István Campus Main Building 4<sup>th</sup> floor (at the glass elevator) office 4016.  
E-mail: [Bartfaine.Vincze.Zita@uni-mate.hu](mailto:Bartfaine.Vincze.Zita@uni-mate.hu)

**Adrienn Lukács** administrator  
Szent István Campus  
E-mail: [Lukacs.Adrienn@uni-mate.hu](mailto:Lukacs.Adrienn@uni-mate.hu)

**Zoltán Kelenvölgyi** administrator  
Szent István Campus main building 4<sup>th</sup> floor, office T10  
E-mail: [Kelenvolgyi.Zoltan@uni-mate.hu](mailto:Kelenvolgyi.Zoltan@uni-mate.hu)

**Brigitta Hajnalka Turza** expert, educational coordinator  
Szent István Campus main building 1<sup>st</sup> floor, office 1074.  
E-mail: [Turza.Brigitta.Hajnalka@uni-mate.hu](mailto:Turza.Brigitta.Hajnalka@uni-mate.hu)

### 3.19.5. Departments of the Institute

Department of Agri-digitalization and Extension activities (Gödöllő, Gyöngyös, Kaposvár)

Head of Department: Dr. Zsigmond Gábor Szalay associate professor

Department of Agroecology and Organic Farming (Gödöllő, Buda)

Head of Department: Péter Pusztai associate professor

Department of Agrotourism (Keszthely)

Head of Department: Dr. Péter Szabó, associate professor  
Department of Investment, Finance and Accounting (Gödöllő, Gyöngyös, Kaposvár, Keszthely)

Head of department: Dr. István Zsombor Hágén, associate professor

Department of Sustainable Tourism (Gödöllő, Gyöngyös, Keszthely)

Head of department: Dr. Edit Ilona Pallás associate professor

Department of Human Sciences and Vocational Education Training (Gödöllő, Gyöngyös)

Department head: Dr. Miklós Máté Kenderfi associate professor  
Department of Foreign Languages (Gödöllő, Buda, Gyöngyös, Kaposvár, Keszthely, Szarvas)  
Department head: Dr. Klára Dr. Veres-Valentinyi associate professor  
Department of Rural and Regional Development (Gödöllő, Gyöngyös, Kaposvár, Szarvas)  
Head of department: Dr. Tibor Farkas associate professor

### 3.19.6. Institutional bodies and persons acting in student affairs

#### Head of Institute

**Dr. Zoltán Bujdosó** university professor  
Károly Róbert Campus  
E-mail: [Bujdoszo.Zoltan@uni-mate.hu](mailto:Bujdoszo.Zoltan@uni-mate.hu)

#### Deputy Head of Institute

**Dr. Zsigmond Gábor Szalay** associate professor  
Szent István Campus main building, II. floor  
E-mail: [Szalay.Zsigmond.Gabor@uni-mate.hu](mailto:Szalay.Zsigmond.Gabor@uni-mate.hu)

#### Deputy Head of Institute responsible for Education

**Dr. Zoltán Zörög** associate professor  
Károly Róbert Campus  
E-mail: [Zorog.Zoltan@uni-mate.hu](mailto:Zorog.Zoltan@uni-mate.hu)

#### Study and Credit Transfer Committee

Chairman: **Dr. Zoltán Zörög** associate professor  
Károly Róbert Campus  
E-mail: [Zorog.Zoltan@uni-mate.hu](mailto:Zorog.Zoltan@uni-mate.hu)

**Members:** Dr. Diána Koponics-Györke associate  
Franciska Gubacsi assistant professor  
Máté Gregorcsok student  
**Secretary:** **Dr. Éva Bérczi-Meireisz**  
Kaposvár Campus  
E-mail: [Berczine.Meireisz.Eva@uni-mate.hu](mailto:Berczine.Meireisz.Eva@uni-mate.hu)

### 3.19.7. Description of the administrative activities of the Institute

Coordination of the institute's administrative tasks.

- Assists the director of the institute in the planning, management, and control work related to the institute's operation, provides assistance in maintaining contact with colleagues of the institute and other institutes.

- Assists in the organization, management and conduct of entrance and supplementary entrance exams and final exams at the institute's premises.
- Assists in the production of the information required to compile the Schedule.
- Assists in maintaining contact with the institute's deputy directors, heads of departments, specialists, university and campus leaders.
- Provides administrative assistance in the preparation of data services and reports related to the organization of educational work, students' academic work and applications.
- Maintains contact with institute administrators.
- Performs the filing activities of the institute's incoming and outgoing case files, prepares the administration of due reports.
- Performs regular and periodic administrative tasks supporting the Institute's operation.
- Assists with correspondence within the institute.

### **3.19.8. Programs hosted by the institute**

#### **Bachelor's degree programs:**

- Bachelor's degree in Agricultural and Business Digitalization (in Hungarian at Gyöngyös and Kaposvár training sites)
- Bachelor's degree in Business Informatics (in Hungarian at Gyöngyös and Kaposvár training sites)
- Bachelor's degree in Finance and Accounting (in Hungarian at training sites in Budapest, Gödöllő, Gyöngyös and Kaposvár)
- Bachelor's degree in Tourism and Catering (in Hungarian at the Gödöllő, Budapest, Keszthely training sites, in English and Hungarian at the Gyöngyös training location,
- Bachelor's degree in Agrobusiness and Rural Development Engineering (Gödöllő, Keszthely, Kaposvár, Gyöngyös, Szarvas, Komarno (Slovakia), Odorheiu Secuiesc (Romania) in Hungarian language).

#### **Higher educational vocational training programs:**

- Tourism-catering higher educational vocational training (full-time work schedule at the Gödöllő training location in Hungarian, correspondence work schedule in the Hungarian language at the Gyöngyös training location, correspondence work schedule in the Hungarian language at the Keszthely training location).
- Finance and Accounting higher educational vocational training course (Gyöngyös training location in correspondence work schedule in Hungarian, Kaposvár training location correspondence work schedule in Hungarian language))
- Business Information Technology higher educational vocational training (full time and correspondence work schedule in Gyöngyös training site in Hungarian)

#### **Master's degree programs:**

- Master's degree of Human Resource Counsellor (in Hungarian at Gödöllő and Budapest training sites)



- Master's degree in Finance (Hungarian at the Budapest and Kaposvár training sites, English and Hungarian at the Gödöllő training location)
- Master's degree in Regional and Environmental Economic Studies (Budapest training location in Hungarian, Kaposvár and Gödöllő in English and Hungarian)
- Master's degree in Teacher of Agricultural Engineering program, 2-semester (in Hungarian by correspondence at the Gödöllő training location)
- Master's degree in Teacher of Agricultural Engineering program, 4-semester (in Hungarian by correspondence at the Gödöllő training location)
- Master's degree in Tourism Management (in Budapest, Gyöngyös and Gödöllő training sites in English and Hungarian)
- Master's degree in Business Development (Gyöngyös course in English and Hungarian)
- Master's degree in Rural Development Engineering (Gödöllő training location in English and Hungarian, Gyöngyös, Kaposvár, Keszthely Szarvas, Senta (Serbia), Miercurea Ciuc (Romania) training sites, Hungarian language)

**Postgraduate specialist training programs:**

- Agrarian Diplomacy Manager (in the Gödöllő training location in correspondence work order)
- Translator in Agricultural and Natural Sciences (at the Budapest training location in the evening schedule in English and German)
- Wine and Gastrotourism Management (in correspondence work order at training sites in Budapest, Keszthely and Gyöngyös)
- Professional Communication in a Foreign Language - agricultural specialist (in the correspondence work schedule at the Gödöllő training location)
- Organic Farming Applying/ Organic Farming Engineering (Budapest training location, correspondence work schedule)
- Vocational Postgraduate Degree Program for Teachers Major in Career-Oriented (corresponding work schedule at Gödöllő and Kaposvár training sites)
- Technical translator and post-editor
- Technical Translator from Hungarian into English and from English into Hungarian (full-time working hours at the Gödöllő training location in English and German)
- Spatial Informatics Manager (in correspondence work schedule at the Budapest training location)
- Tourism and Travel Law Professional Economist/Consultant Specialist further training program (Budapest training location in corresponding work schedule)

## 4. Student affairs

### 4.1. Rules of study administration

Regarding the management of your academic affairs, we would like to draw your attention to the following:

It is necessary and expedient for each student to take care of his/her own tasks and affairs related to his/her academic affairs, which can be done at the relevant campus academic department.

**The first and most important task is to read the information on the website of Educational Directorate, so that you can contact the study administrators in a prepared manner,** thus making your own situation and the process of administration easier.

You can find the most important information on the website of the Educational Directorate (<https://ed.uni-mate.hu/>) and via NEPTUN SYS. **Student groups and grades can be informed electronically, in addition to NEPTUN SYS, in the form of an e-mail message.** Therefore, it is extremely important **to enter an accurate and regularly read e-mail address when enrolling (on the enrollment form).** In the event of a change, the new e-mail address shall be reported immediately via Neptun or the Registrar's office.

**You can deal with your study matters at your study administrator during student reception hours in person or by phone.** Adherence to the student half-day period is expected of all students, in addition to the student half-day periods, the staff of the educational directorates carry out various background work.

#### 4.1.1. Request management, request types in Neptun System

At the University, almost all study related requests shall be submitted by students through NEPTUN SYS, so students can submit their applications through NEPTUN SYS, and information about the decision on the application is also provided through NEPTUN SYS.

If the request can be submitted through Neptun, but its template cannot be found on Neptun, then the period for submitting the request according to the regulations has expired. In such a case, the request cannot be submitted on paper, either!

The period for submitting individual requests for academic matters is set out in Study and Exam Regulations No. 4. Appendix: Requests and Procedures for Requests, which can be accessed at the website <https://ed.uni-mate.hu/e-requests-in-neptun>

Types of requests that can be submitted via NEPTUN SYS:

- late activation request
- late passivation request
- extraordinary passivation request
- request for 3<sup>rd</sup> or 4<sup>th</sup> consecutive passive semester
- late subject registration request

- request for belated optional (C) subject registration
- late subject deregistration request
- request for dropping an optional (C) subject after deadline
- request for registration of subjects out of curriculum
- request for registration of subjects above 45 credits
- request for belated registration of Thesis writing related subject for students registered for final exam
- request for belated registration of professional practice related subject for students registered for final exam
- request for changing course of a subject
- request for a course of a subject from expired curriculum
- request for retake a midterm test, in exam period
- objection request
- request for an extension of the exam period (exam outside the exam period)
- request to switch to dual education
- request for dropping a dual training
- request for changing placement in dual training
- request for selection of specialisation after deadline
- request for a change of specialization (major, specialization, industry technology, module, field of study)
- request for accepting scientific student conference paper as thesis
- request for changing thesis topic or supervisor
- request for belated final exam registration
- request for reclassification to state scholarship funding
- request for reclassification to self-financed form of financing
- request for a certificate (certificate of student status, credit certificate, birth certificate extract, temporary student ID, attended to exam certificate, attended to consultation certificate, copy of the degree or supplement)
- request for reduced timetable (per subject)
- subject recognition request
- subject recognition request for an optional subject
- request for subject recognition prior to work experience
- equity request
- request for a change of training within the institution (major, work schedule, location, language)
- application form for professional practice
- request for completion of professional practice in earlier semester than in the curriculum
- request for registration of a student with a disability
- request for academic accommodations for students with chronic illness
- request for accommodations for students with integration, learning, or behavioral difficulties (BTMN)
- for accommodations to ensure equal opportunities.

More information about E-requests is available on the website of the [Educational Directorate](#).

Requests that can be submitted on paper:

- transfer request (from another higher education institution)
- request for guest student status (for students of another HEI)
- request for partial training
- application of thesis confidentiality request
- termination of student status (can be completed in NEPTUN SYS but shall be signed on paper and submitted to the registrar's office).

Forms for requests that can be submitted on paper are available on the website of the [Educational Directorate](#).

#### **4.1.2. Office hours for students at the Registrar's Office**

**Educational issues of students can be managed in Registrar's Office in office hours of educational administrator, in person or via phone or e-mail.** All students are expected to observe the office hours, the staff of the Registrar's Office carry out various background work.

##### **Office hours for students:**

- Monday: 9.00–12.00;
- Tuesday: no office hours;
- Wednesday: 9.00–12.00;
- Thursday: 9.00–12.00;
- Friday: no office hours

For the students of the correspondence programs, we provide the opportunity for office hours on every Friday mornings in the first half of the semester.

## **4.2. Associates and organizational units of the Educational Directorate**

### **4.2.1. Organizational units of the Educational Directorate**

Department of Education

Buda Campus Registrar's Office

Georgikon Campus Registrar's Office

Kaposvár Campus Registrar's Office

Károly Róbert Campus Registrar's Office

Szent István Campus Registrar's Office

Neptun and Education Organization Department  
Central Neptun and Education Organization Department  
Neptun and Education Organization Department Kaposvár  
Department of Training Coordination  
Dual and Practical Training Department

#### **4.2.2. Members of the Educational Directorate**

**Ferenc Szalai** head of directorate  
Auditorium (Aula) building, 1<sup>st</sup> floor, office 136.  
E-mail: [oktatasi.igazgato@uni-mate.hu](mailto:oktatasi.igazgato@uni-mate.hu)

**Adorján Galambos** deputy head of directorate  
Auditorium (Aula) building, 1<sup>st</sup> floor, office 138  
E-mail: [Galambos.Adorjan@uni-mate.hu](mailto:Galambos.Adorjan@uni-mate.hu)

**Andrea Haramia** assistant  
Auditorium (Aula) building, 1<sup>st</sup> floor, office 137.  
E-mail: [Haramia.Andrea@uni-mate.hu](mailto:Haramia.Andrea@uni-mate.hu)

**Alexandra Megyesi** assistant (admission and KEKVA)  
Auditorium (Aula) building, 1<sup>st</sup> floor, office 137.  
E-mail: [Megyesi.Alexandra@uni-mate.hu](mailto:Megyesi.Alexandra@uni-mate.hu)

**Mónika Nagy-Kocsis** administrative assistant  
Auditorium (Aula) building 1<sup>st</sup> floor, office 139  
E-mail: [Nagyne.Kocsis.Monika@uni-mate.hu](mailto:Nagyne.Kocsis.Monika@uni-mate.hu)

#### **DEPARTMENT OF EDUCATION**

**Erika Sass** head of department  
Auditorium (Aula) building, Ground Floor, office 1.  
E-mail: [Sass.Erika@uni-mate.hu](mailto:Sass.Erika@uni-mate.hu)

#### **Buda Campus Registrar's Office**

**Ferenc Szalai** head of department  
„K” building, ground floor office 9.  
E-mail: [Szalai.Ferenc@uni-mate.hu](mailto:Szalai.Ferenc@uni-mate.hu)

**Szandra Vanner** educational and Neptun representative  
„K” building, ground floor, 2. office  
E-mail: [Vanner.Szandra@uni-mate.hu](mailto:Vanner.Szandra@uni-mate.hu)

Associates dealing with student issues of the Institute of Food Science and Technology, Institute of Rural Development and Sustainable Economy (translator training) and Institute of Education

**Judit Aradi** educational coordinator

„K” building, ground floor office 8.

E-mail: [Aradi.Judit@uni-mate.hu](mailto:Aradi.Judit@uni-mate.hu)

**Schümeky Péterné** educational administrator

„K” building, ground floor office 8

E-mail: [Schumeky.Peterne@uni-mate.hu](mailto:Schumeky.Peterne@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Petra Antal** educational administrator

„K” building, ground floor office 4.

E-mail: [Antal.Petra@uni-mate.hu](mailto:Antal.Petra@uni-mate.hu)

Administered students: as set in the Neptun system.

Associates dealing with students of the Institute of Agricultural and Food Economics and Institute of Rural Development and Sustainable Economy

**Ágnes Sódor** educational administrator

„K” building, ground floor office 2.

E-mail: [Sodor.Agnes@uni-mate.hu](mailto:Sodor.Agnes@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Mihály Wildmann** educational administrator

„K” building, ground floor office 4.

E-mail: [Wildmann.Mihaly@uni-mate.hu](mailto:Wildmann.Mihaly@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Associates dealing with students of the Institute of Horticultural Sciences, the Institute of Rural Development and Sustainable Economy (higher educational special trainings in organic farming), the Institute of Genetics and Biotechnology, the Institute of Environmental Sciences, the Institute of Technology, the Institute of Plant Protection, the Institute of Viticulture and Enology, the Institute of Landscape Architecture, Urban Planning and Garden Art**

**Luca Molnár** educational coordinator

„K” building, ground floor office 7.

E-mail: [Molnar.Luca@uni-mate.hu](mailto:Molnar.Luca@uni-mate.hu)

Administered students: as set in the Neptun system.

**Rebeka Annus** educational administrator

„K” building, ground floor, office 2.

E-mail: [Annus.Rebeka@uni-mate.hu](mailto:Annus.Rebeka@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Beáta Magyar** educational administrator

„K” building, ground floor, office 2.

E-mail: [Magyar.Beata@uni-mate.hu](mailto:Magyar.Beata@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

### Georgikon Campus Registrar's Office

**Dóra Horváth** head of department

E-mail: [Horvath.Dora@uni-mate.hu](mailto:Horvath.Dora@uni-mate.hu)

**Mária Simon** student finance representative

Student finance, scholarships

E-mail: [Simon.Maria@uni-mate.hu](mailto:Simon.Maria@uni-mate.hu)

**Ferencné Herman** educational administrator

E-mail: [Herman.Ferencne@uni-mate.hu](mailto:Herman.Ferencne@uni-mate.hu)

Administered students: as set in the Neptun student registration system

### Kaposvár Campus Registrar's Office

**Timea Gelencsér** head of department

Circle building office 104.

E-mail: [Gelencser.Timea@uni-mate.hu](mailto:Gelencser.Timea@uni-mate.hu)

**Nóra Göbölös-Nardai** administrator

Circle building, 1<sup>st</sup> floor, office 101.

E-mail: [Gobolos-Nardai.Nora@uni-mate.hu](mailto:Gobolos-Nardai.Nora@uni-mate.hu)

**Katalin Andrez** educational administrator

Circle building 1<sup>st</sup> floor office 101.

E-mail: [Andrez.Katalin@uni-mate.hu](mailto:Andrez.Katalin@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Bianka Lencsés-Gedóvári** educational administrator

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Administered students: as set in the Neptun student registration system.

**Ildikó Péterfai** educational administrator

Circle building 1<sup>st</sup> floor office 101.

E-mail: [peterfai.ildiko@uni-mate.hu](mailto:peterfai.ildiko@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Alexa Landor** educational administrator

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Administered students: as set in the Neptun student registration system.

**Cecilia Pohn** educational administrator

7400 Kaposvár, Bajcsy-Zs. u. 10. I. floor registrar's office

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Administered students: as set in the Neptun student registration system.

### **Károly Róbert Campus Registrar's Office**

**Ildikó Végh** head of department

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**Katalin Kovács-Hegegy** educational administrator

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Administered students: as set in the Neptun student registration system.

**Alexandra Viszkok** educational administrator

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Administered students: as set in the Neptun student registration system.

**Barbara Tátrai-Biró** educational administrator

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Administered students: as set in the Neptun student registration system.

**Cecília Szemerényi** educational administrator

E-mail: [Szemerenyi.Cecilia@uni-mate.hu](mailto:Szemerenyi.Cecilia@uni-mate.hu)

Registration, collection of issued student ID cards, validation of student ID cards with a semester sticker, issuance of student status certificates, and issuance of completed diplomas.

### **Szent István Campus Registrar's Office**

**Erika Sass** head of department

Auditorium (Aula) building, ground floor, office 1.

E-mail: [Sass.Erika@uni-mate.hu](mailto:Sass.Erika@uni-mate.hu)



## **Associates dealing with students of the Institute of Agricultural and Food Economics and Institute of Rural Development and Sustainable Economy – economics and language programmes**

**Sándorné Czibere** educational coordinator

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Administered students: as set in the Neptun student registration system.

**Zsuzsanna Dóczi** educational administrator

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Administered students: as set in the Neptun student registration system.

**Ágnes Viktória Vajdai** educational administrator

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Administered students: as set in the Neptun student registration system.

**Marianna Kardosné Nyári** educational administrator

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Administered students: as set in the Neptun student registration system.

## **Associates dealing with students of the Institute of Technology**

**Adrienn Gajdor** educational administrator

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Administered students: as set in the Neptun student registration system.

**Marianna Hevesiné Papp** educational administrator

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Administered students: as set in the Neptun student registration system.

**Judit Székely** educational administrator

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Administered students: as set in the Neptun student registration system.

**Associates dealing with students of agricultural sciences (Institute of Aquaculture and Environmental Safety, Institute of Animal Science, Institute of Animal Physiology and Nutrition, Institute of Rural Development and Sustainable Economy, Institute of Genetics and Biotechnology, Institute of Horticultural Sciences, Institute of Agronomy, Institute of Plant Protection, Institute for Wildlife Management and Nature Conservation)**

**Sándorné Csernich** educational administration

Auditorium (Aula) building, ground floor, office 2.

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Administered students: as set in the Neptun student registration system.

**Kinga Nagy-Kolesza** educational administration

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Administered students: as set in the Neptun student registration system.

**Katalin Pásztor** educational administration

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E-mail: [Pasztor.Katalin@uni-mate.hu](mailto:Pasztor.Katalin@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Associates dealing with students of English language programs at Szent István Campus**

**Enikő Prokaj** international educational coordinator

Auditorium (Aula) building, 1st floor, office 105.

E-mail: [Prokaj.Eniko@uni-mate.hu](mailto:Prokaj.Eniko@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Judit Gordos** international educational administrator

Auditorium (Aula) building, 1st floor, office 104.

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Administered students: as set in the Neptun student registration system.

**Henrik Lénárd** international educational administrator

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E-mail: [Lenard.Henrik@uni-mate.hu](mailto:Lenard.Henrik@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Andrea Nagy** international educational administrator

Auditorium (Aula) building, 1st floor, office 105.

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Administered students: as set in the Neptun student registration system.

## Associates dealing with students at Szarvas Training Location

**Istvánné Szakács** educational administration

Educational Bld. Auditorium, office 1.

E-mail: [Szakacs.Istvanne@uni-mate.hu](mailto:Szakacs.Istvanne@uni-mate.hu)

Administered students: as set in the Neptun student registration system.

**Attiláné Tóth** educational administration

Educational Bld. Auditorium, office 1.

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Administered students: as set in the Neptun student registration system.

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## 4.3. General information about studies

### 4.3.1. General information about studies

The **subject is a basic unit of the course's curriculum**, and there are conditions for its registration and completion. The knowledge to be acquired within the framework of each subject is determined by the subject requirements (subject program).

The registration of the subject is determined by the **preliminary study order** fixed in the sample curriculum of the major, and the conditions for its completion are determined by the **system of subject requirements (subject program)**.

**The subject requirements includes:**

- the subject code, full and abbreviated title in Hungarian, English and the language of education;
- the name of the institute responsible for the subject;
- the name, e-mail address of the teacher in charge of the course;
- the names of the instructors of the course;
- the credit value of the subject;
- in the full-time work schedule, the weekly and semester, in the correspondence, evening and distance learning work schedules, the semester number (lecture + practice + seminar + laboratory practice + field practice + consultation broken down);
- the topic of the subject broken down into individual classes and types of classes in the full-time work schedule, weekly, correspondence, evening and distance learning in the occasional breakdown;
- the type of assessment at the end of the semester (signature, practical grade, report, exam, final exam);
- the task of the subject in realizing the goal of the training;
- a description of the course material in a few sentences or 1-2 paragraphs;
- the requirements for participation in the sessions and the possibility of making up for absences;
- the number and type of the student's tasks to be solved by individual work, thus especially, but not exclusively, the content to be processed through self-study and related techniques, as well as the project tasks;
- the number, topic and time of the mid-term inspections (reports, closed areas, etc.), the possibility of their replacement or one-time correction;
- the method of verification in case of absence from classes;
- the requirements for obtaining a signature at the end of the semester;
- the method of evaluation, in the case of a subject ending with an exam/comprehensive exam, the exam requirements, the type of exam;
- the method of establishing subject evaluation and qualification;

- the list of written teaching materials (textbook, notes, reference book, reference book, literature, case studies, etc.), the most important technical and other aids that can be used.

Each subject has a **credit value**. A credit is a unit of measure for the assumed student study time spent on fulfilling study requirements, which also indicates progress in studies. Credit accumulation is the collection of credits during studies, and the credits are added up until the studies are completed. The credit assigned to each study requirement is credited after the **end-of-semester confirmation signature** and the completion of the **evaluation procedure** prescribed in the model curriculum.

The **model curriculum** in the given major offers the student an expedient opportunity to determine in what schedule the subjects required for the degree or professional qualification can be completed during the training time specified in the training and output requirements.

### 4.3.2. Types of subjects

The curriculum defined for individual majors and forms of education (work schedules) include the following types of subjects:

- obligatory ("A") subjects,
- obligatory ("K") subjects,
- obligatory elective ("B") subjects and
- optional ("C") subjects.

**Obligatory ("A") subjects** are the basis of the training, and their admission and completion are mandatory for all students pursuing studies in the given major.

In the case of these subjects in the bachelor's and undivided degree courses, obligatory arrangement of subjects is in effect, i. e. the order of completion of the subjects is determined by the prerequisites in the model curriculum.

In justified cases, the "A" subjects can be rolled over (taken up again), but additional subjects that build on them can only be taken if the prerequisites specified in the curriculum of each course are met.

A prerequisite for taking a course can be partial or full. In the case of a partial prerequisite, the subject that builds on it can already be taken by obtaining the semester's signature, but the exam can only be taken after the completion of the foundational subject specified as a prerequisite. In the case of a full prerequisite, the condition for taking the subject is the existence of the foundation subject exam (subject completion).

Among the **obligatory ("K") subjects**, students shall complete a certain number of subjects or credits in the sample curriculum of the program (major), if it defines obligatory subjects.

**Obligatory elective ("B") subjects** are specialization/module/area of education oriented, and can be taken in one of the recommended semesters, usually after the completion of the mandatory ("A") subject that forms the basis. If an obligatory elective subject is prescribed for a specialization/module, a final certificate (absolutorium) cannot be obtained without the completion of the subject and the student cannot be admitted to the final exam!

**Optional ("C") type subjects** can be chosen freely (optionally) according to the interests of the students, the development of science and social needs. At the University, with the involvement of the institutes, a wide range of freely optional subjects has been developed, which is updated every academic year. The list of optional subjects announced for the given semester for the given training location, training level, work schedule and language is available in Neptun SYS under the Menu item Subjects – Subject registration submenu. On the interface, you have to select "other elective subjects" from among the subject types, so all the optional subjects are displayed.

A full-time student cannot take a correspondence course as an optional subject. However, students participating in a correspondence course may, if they are able to meet the obligations of attending classes, take a full-time elective.

Optional subjects only start when a minimum number of students is reached, therefore during the course enrollment period it is necessary to continuously monitor whether the given subject will start or not, and if it does not start, it is recommended to choose another – starting – optional subject to achieve the required number of credits.

**The optional subject (C) can be launched in the case of the following minimum numbers of students:**

- in the case of Hungarian-language courses offered for all training levels in the daytime: 15 people;
- in the case of foreign language courses offered for all training levels during the day: 10 people;
- in the case of a Hungarian-language course offered exclusively for master's or undivided training in a full-time working schedule: 5 people;
- in the case of a foreign language course offered exclusively for master's or undivided training in full-time working hours: 5 people;
- for courses offered for all training levels in correspondence, evening or distance learning: 10 people;
- in the case of a course offered for a master's degree or an undivided degree in correspondence, evening or distance learning: 5 people.

In each training program, one or several days of **professional practices** related to obligatory and obligatory optional subjects, as well as **daily service** during the phenological or other desirable period, break up the semester periods in blocks of one week or more. In the case of several internship groups, participation in the practice is not done according to the group assignment of the subjects, but shall be registered separately for the subject in NEPTUN SYS. Completion of professional practice is mandatory!

### **4.3.3. Academic calendar, schedule information**

Every spring, **the academic calendar** of the academic year is prepared and published for the following academic year, which includes **the registration period (registration week), classroom hours, professional practices, exam period and breaks. For students preparing for the final exam, the exam period in the semester with the final exam begins and ends earlier**

**than the exam period of other students, since it is necessary to provide the final exam period for students taking the final exam after the exam period.** For students taking the final exam, the timetable includes **the deadline for the application for the final exam and the submission of the thesis**, and also includes the **specific period of the final exams**. Within the final exam period, **students are assigned to the final exam after the final exam applications have been processed**, and the affected students will always be informed of the date and location of their final exam.

In each work schedule, **the semester schedule** and – where necessary – **the professional practice schedule** is prepared **based on the academic calendar**.

**The schedule based on the subjects and courses taken by the student at Neptun SYS** can be viewed under the **Calendar menu**. On the interface, it is also possible to view the daily, weekly and monthly schedule.

**The student is obliged to attend the classroom practice, laboratory sessions, and field practice on the dates for which he enrolled in the relevant course.**

As specified in the timetable or instructions of the academic year, the University may use **closed-system electronic distance learning** in the current legal environment.

### **The most important period types and deadlines related to the semester**

**Enrollment (for new students) and registration (for all students):** at least one week at the beginning of each semester as specified in the academic timetable.

**Subject registration and deregistration (dropping) period:** The subject registration and de-registration period consists of two weeks at the beginning of the semester.

**Late subject registration and deregistration period:** The period lasts for 1 week after the regular subject registration and de-registration period. During this period, it is necessary to submit a request for late subject registration and deregistration.

**Study/training period:** according to the schedule of the academic year, each semester is usually 13 weeks. The period of study also includes the period of professional practices (workshop practice, study inspection).

**Exam period:** follows the study period, in the autumn semester it usually lasts from mid-December to the end of January, in the spring semester from mid-May to mid-June. The exam period is usually 5 weeks.

**Final exam registration:** students intending to take the final exam shall apply for the final exam via NEPTUN SYS. The specific deadline is determined by the timetable of the academic year.

**Thesis submission deadline:** students taking the final exam shall prepare and submit their thesis by the deadline specified in the timetable of the academic year.

**Final exam period:** denotes the period for which certain parts of the final exams are organized in the semester. The start and end date of the final exam period is included in the timetable of the academic year.

**Objection notification period:** 14 days after the end of the exam period, during which students can file an objection notification request through NEPTUN SYS against their results registered in NEPTUN SYS or due to their absence.



**2025/26 academic calendar** is available on the website of the Educational Directorate:  
<https://ed.uni-mate.hu/academic-calendar>

### Schedule

In our institution, the schedule for the students for the autumn and spring semesters is prepared by the Educational Directorate and the schedule editors of the campuses according to the guidelines of Section 27 of the SER and Article 8 of the SER. appendix: Based on the course advertisement and timetable editing procedure.

After the subject has been registered in Neptun SYS, the student can see the semester schedule of the registered subjects (which can also be viewed in daily, weekly and monthly view) on the NEPTUN SYS, Studies – Schedule menu.

On this interface, the student has the opportunity to view the schedule of other majors, which the student can search for using the three dots in the blue field on the Studies – Schedule – Institutional schedule – selected schedule interface.

### 4.3.4. Enrollment

The student begins the first semester by enrolling (filling in an enrollment form and a training contract for self-funded students). For the following semesters, it is only necessary to register for an active semester and take the subjects on NEPTUN SYS.

According to the information sent to the e-mail address provided in the admission procedure and in NEPTUN SYS, the admitted student shall appear in person at the local Registrar's Office at the designated enrollment time and enroll, thereby establishing a student status. **In the absence of registration, the registration becomes invalid.**

#### Necessary documents for Enrollment:

1. the registration form printed from NEPTUN SYS, completed and signed in 2 copies;
2. if you have been admitted to self-funded training, then the training contract printed out from NEPTUN SYS and signed in 2 original copies;
3. identity card (in case of foreign citizenship, passport and address card);
4. TAJ card (if you have a Hungarian address, you shall have a TAJ card)
5. tax identification card (if you do not have a tax identification card, make sure to obtain it by the day of enrollment (National Tax and Customs Administration), because without it you will not be able to access any scholarships or grants, you will need a tax identification number even if you self-funded student);
6. In the case of admission to a bachelor's program, an undivided (single-cycle) program, or a higher education vocational program, you must present your original secondary school leaving certificate (érettségi bizonyítvány) and one copy if you obtained your certificate in Hungary before January 1, 2006, or if you hold a certificate obtained abroad or under foreign jurisdiction (for bilingual certificates, both language sides must be copied);

7. In the case of admission to a master's program or a specialized postgraduate program, you must present your original diploma and one copy (for bilingual diplomas, both language sides must be copied) if you obtained your diploma before February 1, 2006, or if you hold a diploma obtained abroad or under foreign jurisdiction;
8. If admission to the bachelor's program was based on a diploma, you must present your original diploma and one copy (for bilingual diplomas, both language sides must be copied) if you obtained your diploma before February 1, 2006, or if you hold a diploma obtained abroad or under foreign jurisdiction;
9. If you have a language examination certificate, you must present the original certificate or an equivalent document and one copy. (If your secondary school leaving certificate includes a language exam result, no additional copy is required beyond the one requested in point 7.) This applies if you obtained your language certificate before January 1, 2003, or if you hold a foreign or foreign-system language examination certificate.;
10. all original documents (e.g. high school certificate, proof of sports results, etc.) on the basis of which points were calculated during the admission procedure (if you received institutional points / additional points for it) + 1 copy;
11. in the case of admission to a master's program, a copy of the credit recognition decision for applicants from programs with partial credits;
12. One small-sized (35 x 45 mm) ID photo, taken by a professional photographer, with your last name, first name, and NEPTUN code written on the back.

All enrolled students shall have **a bank account in their own name** at any bank.

The **enrollment form shall be filled in and submitted on the NEPTUN SYS – Administration menu– Enrollment/Term Registration submenu.**

By selecting the “Enroll” button, you can specify the status of your first semester in the pop-up window, after which you will be able to fill out the registration form. The form is finalized by clicking the “Submit request” button. You can open the enrollment form using the “Request details” button.

In case of active and passive semester status, personal registration shall also be done at the local Registrar's Office. Enrollment becomes valid upon authentication of the enrollment form. The verification is carried out by our staff during the personal registration, where they also check the documents required for registration, and then, in case of complete agreement and compliance, the registration application is accepted in NEPTUN SYS and a copy of the registration form is returned to the student after being signed (authenticated). The other copy of the registration form remains with the University and is kept in the student's personal file.

The enrollment form shall be filled out once during the enrollment period after admission/transfer, it is not necessary to fill out the enrollment form again in the next semester of the same course.

Detailed information on the documents required for enrollment is available from the website of the Educational Directorate (<https://ed.uni-mate.hu/>).

### 4.3.5. Registration

In each semester, at the beginning of the semester, during the registration period specified in the academic calendar, the student shall register for the current semester (his status shall be set to active or passive). If there is a change in your personal data or contact information, you shall notify your educational coordinator.

Registration for the current semester can be done in the **NEPTUN SYS Administration – Term registration** submenu. By clicking the **“Enroll”** button, a pop-up window will appear where you can **select or modify** your semester status as **active** (if you are continuing your studies) or **passive** (if you are taking a break from your studies). The selected status can be **confirmed** by clicking the **“Select”** button.

The registration period is at least 1 week, the period of which is recorded in the academic calendar approved by the Senate. After the end of the registration period, the student has to change his/her active/passive status (delayed activation/passivation) until 14 October in the autumn semester and until 14 March in the spring semester. It is not possible to complete an active semester without subject registration, therefore, in addition to submitting the late activation request, it is also necessary to submit a late subject registration request for at least one subject.

### 4.3.6. Subject registration

During the enrollment period specified in the academic calendar, students shall register for the courses prescribed for the semester in the model curriculum of the program, on the **NEPTUN SYS Subject – Register for subject** submenu.

Before starting the subject registration, **the current semester shall be set, the subjects of the model curriculum shall be selected for the subject type**. After the settings, you can see the offered subjects by clicking the **“Search subjects”** button. It is also advisable to arrange **the recommended term** in ascending order by clicking on the head of the column. Then by clicking on the “v” sign at the end of the row of the selected subject you can find the courses of the subject to be registered (this can be an exam course, lecture, practice, lab or field practice). Also group selection shall be consistent so when group 1 course was taken from the lecture, then also group 1 should be chosen from the practice or laboratory or field courses; it is marked in the course code. **You can complete the subject and course registration by check marking the box belonging to the line of the required and selected course(s) and pressing the “Take subject” button.**

The **same procedure applies to optional subjects**.

**During the subject registration period, the student can freely add and drop subjects in NEPTUN SYS**, freely choose and change courses within a given subject depending on the start of the course and the number of available places. **The subject registration period last for two weeks**. The academic calendar may stipulate that subject enrollment stops for a few days after the first week in order to block optional subjects that cannot be started based on the number of students, according to the provisions of the SER, by the Educational Directorate and students

who have taken the subject are deregistered. After blocking the optional subjects, the students will be informed and restarted for the remainder of the course enrollment period.

**After the subject registration period, it is possible for one week to subsequently register and deregister subjects** for a special procedure fee, by submitting an application through NEPTUN SYS. **The student can submit the request for late subject registration or drop a subject in the NEPTUN SYS Subject – Subject related requests** by clicking on the **“Next>” tag at the end of the subject line**, selecting the proper request in the pop up window and “Select” button then Submit request option. The request is judged by the head of the educational directorate.

After the registration period, **the Registrar’s Office of the campus checks the subject registration of students registered for the active semester and if the student has not registered for a subject** and does not participate in a partial training organized or approved by the University, then **after the student’s immediate request for subject registration, depending on the result of the request, at the latest the semester’s statistical until the cut-off date, the student’s semester will automatically become passive, as it is not possible to complete an active semester without course registration.**

#### 4.3.7. Electronic educational records

Although the Neptune is being the eighth most distant planet from the Sun in the solar system and the god of waters and seas in Roman mythology, our similarly named NEPTUN SYS is an information system that allows you to get information about university life, subjects, requirements and deadlines from your computer or smartphone. It is also the system through which you can register for courses at the beginning of the semester and register for exams at the end of semesters.

It’s quick and easy, but be prepared that when you need it most (e. g. at the beginning of the subject registration period), the system can become overloaded due to the large number of users present at the same time. All financial transactions (exam retaken fees, dormitory fees, etc.) should be managed through NEPTUN, and we recommend using the credit card payment system in particular.

#### The credit system

The credit system is an important and major change compared to the secondary/high school system. It means great freedom and even greater responsibility for students. Subjects have a credit value depending on the studied number of hours per week. Each level of education requires the completion of a certain number of credits. Subjects are also built on each other, i. e. you may have to complete one subject before you can complete the other one. One credit normally represents 30 student hours of work (i. e. learning), including class attendance and home preparation, assignments, reports, exams and tests. The freedom to choose the sequence in which credits are accumulated allows you to continue studying if you fail a subject on the first attempt.

The **NEPTUN ID** or “Neptun code” is a unique six-digit identifier consisting of letters and numbers, which is also required to log in to NEPTUN SYS and other MATE systems. The code is

generated by the system using personal data, so it is easy to obtain the same character string as an identifier at several universities.

#### **4.3.8. Methods of assessment of knowledge**

##### **The end-of-semester signature**

The end-of-semester signature is a recognition of the fulfilment of the study requirements of the given subject during the semester, and in case of a subject to be completed by another assessment method, it is one of the conditions for registering for the semester-end exam of the given subject. The conditions for obtaining the signature shall be defined in the study requirements for the subject by the subject leader, including the conditions for rejecting it and for the repeated attempt to obtain it.

Classroom tests, reports or presentations can be carried out during seminars or lectures outside academic breaks. Deviations from this may be made at the request or with the consent of the students. Written mid-term exams shall be corrected within 5 working days, and the result shall be communicated to students.

A student who has not fulfilled his/her mid-term obligations of the subject prescribed in the subject requirements shall not receive the signature at the end of the semester. The subject leader may provide an opportunity to make up for the requirements in the last week of the study period or in the first week of the exam period the latest. If non-fulfilment of the obligation means (also) the failure to meet a deadline, the student shall pay the service fee according to the Annex I of the HJT. The instructor shall record whether the end-of-semester signature was given or rejected in Neptun System by the end of the first week of the exam period at the latest.

If more than 75% of the students have failed a classroom test (not a retake or correction test), the matter shall be investigated by the director of the institute responsible for the subject, or, if the director of the institute is involved in the case, by the campus Deputy Director-General responsible for Education concerned, at the request of the campus Student Union.

The detailed rules concerning the signature are set out in Article 47 of the SER.

##### **Report**

The student shall meet the requirements of the subject being assessed with the report typically during the study period. In particularly justified cases, the subject requirements (subject assessment) may require the fulfilment by the end of the exam period. In case of a report, its end-of-term signature shall be obtained by the end of the last week of the study period and its grade by the end of the first week of the exam period, but in particularly justified cases the grade shall be obtained by the end of the exam period according to the subject requirements (subject assessment). The grade of the report cannot be corrected by an exam! The subject, ending with a report shall be evaluated on a five-, three- or two-grade scale.

The detailed rules concerning the report are set out in Article 49 of the SER.

##### **Practical grade**

A practical grade (practical assessment) may be prescribed in the model curriculum if the practical application of the subject and the assessment of application skills is possible and

necessary for the training objective. The student shall meet the requirements of the subject to be assessed with a practical grade primarily during the study period, but no later than by the end of the second week of the exam period. The subject ending with a practical grade is evaluated on a five- or three-grade scale. In case of a practical grade, the end-of-semester signature shall be obtained by the end of the first week of the exam period, and the practical grade shall be obtained by the end of the second week of the exam period. The practical grade can be corrected with an exam.

The detailed rules concerning the practical grade are set out in Article 52 of the SER.

### Exam (colloquium)

An exam is the exam on the material of a subject, usually covering one semester. The exam is evaluated in a five-level grading scale. The type of exams (colloquium) can be: oral, written and combined. The assessment of the subject ending with an exam can be of two types:

- a) the subject assessment is based on the combination of mid-term performance and exam performance;
- b) the subject is assessed solely on the basis of exam performance.

Based on the decision of the instructor, the written part of the combined exams can also be completed with written tests or home assignments during the study period. If the written part of the combined exam compulsorily consists of tests written during the study period, the number of them shall not exceed 4 and their date shall be announced in the first class of the study period and published in the subject requirements (syllabus). Both parts of the combined exams shall be completed on the same semester. The result of the exam completed during the exam period shall be corrected no later than 3 working days after the exam and recorded in Neptun System.

The detailed rules concerning the exam are set out in Article 54 of the SER.

### Comprehensive exam, complex exam

The comprehensive exam is a single-marked test of comprehensive knowledge in the relevant professional fields. The exam is evaluated in a five-level grading scale. A comprehensive exam shall only be oral or combined. The oral part of the comprehensive exam shall be taken before a committee of at least two members. A comprehensive exam shall be documented in the form of records. The exam committee can take the exam records document in the campus Registrar's Office the day before the exam and they shall return it to the same place no later than 3 working days after the given exam.

The detailed rules concerning the comprehensive exam, complex exam is set out in Article 55 of the SER.

### Offered grade

The option and conditions of an offered grade shall be communicated to the students in advance at the beginning of the semester in the subject requirements. The **proposed grade** must be **recorded into the NEPTUN system** by the **end of the second week of the exam period**,

and the **student shall either accept or reject it by the end of the exam period**. Otherwise, the course will be considered **not completed**.

The student is not obliged to accept the offered evaluation (grade); in case of rejection of the offered grade the student shall complete the subject with the exam method specified in the model curriculum and in the assessment specified in the subject requirements.

#### **4.3.9. Exam period, the procedure of semester-end-exams**

**The start and end dates of the exam period are determined by the academic calendar** prescribed for the given academic year by the University. The exam period lasts **5–6 weeks** after the 13-week study period, during which exams can be taken. The exam period **for students taking the final graduation exam is shorter, usually 3 weeks**.

The **institute responsible for teaching** the subject shall publish **the exam dates in NEPTUN SYS** at least two weeks **before the exam period**. A **minimum of three exam dates per subject** shall be announced, so that in total (as the sum of the maximum number of registrations for each exam session), **one and a half times the number of students enrolled in the subject shall be able to apply** for the exams. **Exam dates shall be announced pro rata for each exam period. The exam periods for students taking final exams and for students not taking final exams are different in time, and therefore the number of exam dates required for each exam period shall be provided separately.**

**On the day of the exam**, the institute or the examiner **may schedule the exam** as a group or individually. Unless otherwise specified, the exam shall be held as it is recorded in Neptu SYS for all candidates registered for that day. **Exams may be organized from 8 a.m. to 20 p.m.**

**If a student intending to take the final exam does not meet the requirements for the pre-degree certificate** (absolutorium), **he/she may take the exam in the exam period applicable to non-final student**, but the non-final student may only sit the exams in the exam period applicable to him/her.

**If the student fails to appear for the exam**, the University will charge the costs incurred (**absence fee**) in the absence of the appropriate certificate. The absence fee will be determined and charged by the University after the exam period via NEPTUN SYS.

The competent institute will make up for any exam dates missed due to the absence of the examiner.

**Exams may be taken during the exam period of the semester** in question, but in **exceptional cases** (in particular childbirth, long-term illness, hospital treatment, etc.), **exams may be taken outside the exam period** at the student's request:

- after the exam period of the autumn semester, at the latest by the 7th week of the study period of the following semester;
- during the exam period of the spring semester, no later than before the beginning of the study period of the following semester by 20 July.

Exam outside the exam period can be requested via NEPTUN System within 3 working days after the last day of the exam period.

The curricula of the study programs determine how the subjects taken are to be completed. In the case of subjects leading to an exam or a comprehensive exam, students can apply for the exam/comprehensive exam (hereafter referred to as "exam") via NEPTUN System.

### Exam registration in Neptun SYS

**Registration is only possible on NEPTUN SYS** for one of the exam dates announced by the institutes in the **Exams – Take Exam** submenu.

### Modification of the exam date

The deadline for registering and cancelling registration for an exam is **at 12:00 (noon) the day before the exam**, and the exam registration and cancellation of registration shall be done in Neptun System.

### Process of the exam

A student shall participate in the exam only if **he/she proves his/her identity with a valid, ID document with photo** (identity card, new type of driving license, passport).

The **student shall sign the attendance sheet** at the start of the exam.

**For oral exams**, it is recommended to bring **the course completion sheet** that can be printed from NEPTUN SYS.

### Important notifications, rules

- Only students who have **no overdue debts** in NEPTUN System may apply for the exam.
- Registration for exams is **only possible for subjects registered**.
- **A student who has not registered for an exam at NEPTUN SYS will not be allowed to sit the exam.**
- **Only one exam occasion at a time** can be selected **for one subject**.
- The completion of a course exam, as well as the retake of a failed exam, can be attempted **a maximum of three times per semester** for the same course or exam session (hereinafter: **exam, retake exam, and/or repeated retake exam**). (For hard-to-pass subjects, it is advisable to register for one of the first exams so that there is still a chance to improve in case of failure.)
- In the case of **re-registration of a subject, the number of exams used is added together**.

### Absence of exam

If the student **fails to appear for an exam**, the examiner will record this on the exam sheet and in Neptun System with the entry "failed to appear" and **shall pay an absence fee**. After the exam, the student can justify his/her absence to the institute (department) teaching the subject **within 5 working days**, and if the justification is accepted, the competent staff member of **the institute (department)** will record the entry "justified absence" in Neptun System.

**No absence fee is payable in the case of justified absence.**



### Record of the results of the exam

The examiner shall record the result of the exam in NEPTUN System **no later than 3 working days after the exam**.

The **accuracy of the recording of exam results shall be monitored throughout the exam period** and, in the case of discrepancies, reported to the relevant institute/lecturer.

**The members of the Campus Registrar's Office DOES NOT HAVE AN RIGHT TO RECORD GRADES in to NEPTUN SYS.** The only and exclusive way to provide a missing grade or to correct a grade that has been incorrectly recorded is through a consultation between the lecturer and the student and by submitting an objection.

### Correcting exams

Successful and unsuccessful exams can be corrected under the conditions laid down in the SER, Section 60.

### Correcting of unsuccessful exam

The correction of a failed exam **in the same subject or exam course may be attempted not more than three times during an exam period** (hereinafter: retake exam and/or repeated retake exam).

**The first two exams of a subject are free of charge** (exam and first retake exam), each additional exam (repeated retake exam) is subject to a retake exam fee.

### Correcting of successful exam

**In the exam period for all registered subjects of the current semester students have the right to correct the grade they have obtained in an exam** even if they have passed. If the student obtains a failed (1) grade in the retake exam, the credits previously obtained in the subject will be lost and the student will have to take the subject again.

If a student obtains a grade other than failed (1) in the exam, this will be his/her final grade, even if it is more disadvantageous. (The new grade over writes the old one.)

Correcting a successful exam will reduce the number of possible exams in that subject.

**A successfully completed course is indicated in the NEPTUN system by the word "Completed"** displayed under the course name (serving as an indicator of course completion).

### Order of exams

The student **may only start the exam if he/she can prove his/her identity in a valid way** (e. g. student ID card, identity card, passport, driving licence). **The student shall sign the attendance sheet** at the start of the exam.

**For oral exams, it is recommended to bring the course completion sheet** that can be printed from NEPTUN SYS.

The **written exam shall be corrected by the examiner within 3 working days of the exam and the result recorded in NEPTUN**. In case of **an oral exam, the result shall be recorded in NEPTUN SYS within 3 working days after the exam**.

**If a student fails an exam** (gets a grade fail :(1)), **he/she can take three more exams** (retake exam, repeated retake exam) **in the same semester**. The number of exams used **does**

**not include exams for which the student has registered in NEPTUN but has not appeared for the exam**, but in the case of an **unjustified absence the absence fee will be charged**. If a student registers for an exam but fails to attend and cannot provide proof of absence, he/she will be charged an absence fee.

**If the retake exam following a failed exam is not successful**, the student shall be given the opportunity to take the repeated exam in front of another examiner or exam board, if he/she so requests. The student may submit the request to the head of the institute responsible for the subject.

The completion of a course exam, as well as the retake of a failed exam, can be attempted up to three times per semester for the same course or exam session (hereinafter: exam, retake exam, and/or repeated retake exam).

If there is only one student registered for the exam, there shall be one witness (lecturer or student) in the room in addition to the examiner and the student taking the exam.

#### **4.3.10. Procedures after the end of the exam period**

**The student may raise an objection to the registered assessment data no later than 14 days after the end of the exam period (objection period)**. The objection period is set out in the academic calendar. **In NEPTUN SYS, the student can raise objection** to the assessment data in the register by submitting a "Raising for objection" to the head of the institute responsible for the teaching of the subject by going to **Requests menu**.

**This period is subject to a mandatory time limit!** If the student does not use this opportunity, he/she cannot later submit an objection to the assessment or the lack of assessment.

**The head of the institute responsible for teaching the subject shall investigate the objection request, make a decision and record the decision and notify the student** of the decision **within 8 days of receipt of the request**.

**If the student does not agree with the decision, he/she may submit an appeal** to the Student Review Committee at [hfb@uni-mate.hu](mailto:hfb@uni-mate.hu).

#### **4.3.11. Choosing specialization**

The specialization shall be chosen by the student before choosing the topic for the thesis in a study program which has a specialization. The date of the selection is specified in the Schedule for the academic year, the conditions are set out in Appendix 2 of the Study and Exam Regulations, and the detailed conditions are published by the institute administering the study program.

Detailed information on the requirements for admission is available in the Institutional Information Notice for the degree program concerned and on the website of the institution hosting the study program.

#### 4.3.12. Professional practice

Paragraph 61 of the SER and Annex 1 to the SER: Regulations on Professional practice contain the provisions on professional practice including the provisions relating to the application for the internship, the implementation of the internship, and the completion of the internship.

The Guide of Professional Practice is available on the University's website under the [Regulation](#) section.

Professional practice is the part of the training which, for the duration specified in the training and outcome requirements of higher educational vocational training, bachelor's and master's programs, provides the opportunity to apply the acquired knowledge and practical skills in the workplace and in the job corresponding to the professional qualification, to combine theoretical and practical knowledge, to get to know the workplace and work processes, to practice professional competences.

The professional practice takes place in the semester specified in the curriculum of the training program.

In principle, the work placements can be carried out in the following types of sites:

- at the placements offered by the University (institute/campus);
- the placement site proposed by the student and approved by the University;
- Placements abroad.

#### Payment obligation of the host company

A student who is obliged to undertake a professional practice or in the framework of dual training program, may work on the basis of a student employment contract concluded with the placement institution pursuant to Section 44 paragraph (1) point a) of the National Higher Education Act.

In this case, the student may be paid a wage or, shall be paid in the case of a continuous professional practice of six weeks, the amount of which is determined in accordance with Section 44 paragraph (3) point (a) of the National Higher Education Act (according to the current legal regulation, at least sixty-five percent of the mandatory minimum wage). The student's payment shall be paid to the student by the host company.

A study program with a minimum of six weeks of professional practice is considered to be a practice-oriented program.

The professional practice organized as part of the training program or as part of the training, not including dual training, may take place in a budgetary body or in a higher education institution run by a public trust with a public service mission, without a student employment contract and without remuneration. In this case too, the student has the same rights as employees under the Labour Code. An agreement shall be concluded with the student in training in respect of this activity.

More information about the professional practice: <https://ed.uni-mate.hu/professional-training>

#### 4.3.13. General conditions for receiving a pre-degree certificate

**The pre-degree certificate** (absolutorium) certifies that **the student has fulfilled the conditions specified in the legislation on Training and output requirements as well the conditions specified in the curriculum of the program**, therefore the student has completed all compulsory and compulsory elective subjects according to the curriculum, thus sufficient number of optional subjects according to the curriculum, and has completed a professional training required by the curriculum, moreover has completed the credits for the BSc/MSc thesis.

In order to receive an absolutorium (pre-degree certificate), at the date for submission of the BSc/MSc thesis, the following number of credits shall be completed: at least 180, 210 or **240 credits**, depending on the number of semesters of the program in the **the case of bachelor's (BA/BSc) program, at least 120 credits in the case of post-graduate specialist trainings, and master's (MA/MSc) programs**. (60 credits shall be completed in the case of 2-semester long teacher trainings) and at least **300 credits shall be completed in the case of integrated (undivided) one-tier training programs**. Calculating with a 4, 7, 8 or 10 semester lengths of study, this means that **an average of 30 credits per semester is required**, but the certain curriculum of the program may differ. In the case of higher educational vocational trainings, **60 credits shall be completed in 2-semester long training, 90 credits in 3-semester long training and 120 credits in 4-semester long training**.

**The conditions for obtaining the pre-degree certificate in higher educational vocational trainings** are the completion of all compulsory and elective subjects in relation with the selected specialization/module/specialist training course, completion of the professional training, completion of the required number of compulsory elective subjects if the curriculum requires it, obtaining the required number of credits for the thesis, obtaining the required number of credits for the optional subjects and collecting a total of 120 credits.

**The conditions for obtaining the pre-degree certificate in the bachelor degree programs** are the completion of all compulsory and elective subjects in relation with the selected specialization/module/specialist training course/content area, completion of the required number of compulsory elective subjects, if the curriculum requires it, obtaining the credits for the thesis, completion of the professional practice, obtaining the required number of credits for the optional subjects and collecting 180 credits in the case of 6-semester courses, 210 credits in the case of 7-semester courses and 240 credits in the case of 8-semester courses.

**The conditions for obtaining the pre-degree certificate in master degree programs are** the completion of all compulsory and elective subjects in relation with the selected specialization, specialist training course, completion of the required number of compulsory elective subjects if the curriculum requires it, completion of the credits for the MSc thesis, completion of the professional training, obtaining the required number of credits for the optional subjects and collecting a total of 120 credits (60 credits for 2-semester long teacher training, 90 credits for 3-semester long teacher training). Students having a bachelor's degree with incomplete number of credits for entering the Master's program shall also complete subjects determined by the credit transfer decision in order to obtain the pre-degree certificate. However, these subjects cannot be taken into account to the total credits to be achieved in the Master's program.

**The conditions for obtaining the pre-degree certificate in post-graduate specialist training are** the completion of all compulsory subjects, completion of the credits for the BSc/MSc Thesis, completion of the professional training (if any), completion of the number of optional credits required by the curriculum (if any), collecting 60 credits in the case of 2 – semester long program, 90 credit for 3-semester long program, and 120 credits for 4- semester long programs.

**Students may be admitted to the final exam only if they have received the pre-degree certificate.**

#### **4.3.14. Preparation of the bachelor's thesis / master's thesis / portfolio / final thesis**

Students are required to prepare a thesis/portfolio (hereinafter referred to as "thesis") before they apply for the final exam. The standard format of the thesis is set out in Appendix 6 of the Study and Exam Regulations.

**As part of the final exam, the students have:**

- In higher educational vocational training (FOSZK), in additional fields of study: *final thesis* (for students who started their studies at the Károly Róbert Campus before 1 September 2021, a portfolio is also possible.)
- In undergraduate courses (BSc, BA): *thesis*, except in the fields of art and art mediation, where it may be an *exam art work*.
- Master's (MSc, MA), and undivided one-tier programs: *thesis (diploma work)*, except in the fields of art and art mediation, where a master piece is possible and in the Theatre Arts MA undivided course, where it may be a *diploma performance or show*, and in the Master of Landscape Architecture, Master of Town and Country Planning and Master of Landscape Architecture and Horticulture, where it may be a *diploma design plan*.
- In postgraduate specialist training programs: a thesis or dissertation as specified in the training and outcome requirements, except in the case of teacher education courses, where a portfolio may be included.

The preparation of the thesis is supervised by an internal supervisor approved by the institute/department, and may be assisted by an external supervisor appointed by the institute/department. The student may also propose a topic for the thesis, which will be decided by the relevant supervisor, and the opinion of the Director of the Institute responsible for the topic will be required.

The thesis is the student's independent work, prepared under the guidance and in close collaboration with the supervisor.

#### **Submitting the thesis**

Papers are submitted uniformly in NEPTUN SYS.

### Confidential thesis

There are a number of different ways to handle the confidentiality of some of the company information, included in this thesis:

- a) The student or the managers of the organization under review have reservations only about the wide availability of certain management indicators. In such cases, it is recommended that the data in question be changed or truncated (perhaps with the symbol "xxxx" to indicate an order of magnitude), provided of course that this does not compromise the interpretation of the thesis.
- b) The next step is to change or distort the name of the organization, if the author or the management of the organization in question so requests.
- c) If the techniques listed under a) or b) are not sufficient, it is also possible to encrypt the completed thesis. In this case, the thesis will be stored separately from the thesis that can be viewed or borrowed, with a CONFIDENTIAL/NOT TO BE LENDED label after successful defense. The storage period is 5 years and in this case is for administrative purposes only. In the case of theses submitted with a request for confidentiality, the selection of assessors and members of the final exam board shall be carried out with the utmost discretion and without any commercial interest.

The student may request that the thesis be classified. A template for requesting the confidentiality of a thesis is provided in Annex 7 of the Study and Exam Regulations. The request will be assessed by the thesis supervisor or the course educational coordinator.

### 4.3.15. Final exam

The final exam is at the end of the study period in the higher education. The conditions for admission to final exam at given programs of the University: pre-degree certificate (absolutorium), submission of the thesis by deadline and its reviews, graded at least as pass, the student does not owe any debt to the University including tuition fee, penalties and other fees and contributions, and has handed over university inventory items, including items borrowed from the library. The student may apply for final exam electronically in Neptun System by the deadline specified for given semester in the academic calendar.

The student status shall be terminated by all means if the student has obtained a pre-degree certificate, regardless of whether he/she takes a final exam in the semester in which or not in the semester in which the final certificate is obtained.

The student's status ends on the last day of the semester (the last day of the normal exam period) in which the student obtained the final certificate.

The final exam usually consists of several parts. These are: a comprehensive or complex exam as specified in Annex 5 of SER, written, practical and oral parts in specific programs, defense of the thesis and completion of other tasks. In the [complex oral exam](#), the student will be tested on the subjects specified in [Annex 5 of SER Regulations: Subjects and subjects for the final exam](#) for each course.

Students will appear for the defense of the thesis according to the Schedule and at the time fixed and allocated in advance. Students may use writing utensils and the illustrative materials required for the exam during the exam and the discussion. The student will give a free

presentation of his/her thesis and main findings, using appropriate illustrations for the topic, and then respond to the critical comments and written questions of the reviewers.

Failed final exams may be retaken up to three times. A failed final exam may be retaken on payment of a repeated exam fee as specified in [Annex 1. of Student Fees and Benefits Policy](#). If any part of the final exam is graded as “failed”, the student’s final exam shall also be “failed”. If the student fails to appear any part of the final exam, the final exam is failed. A failed final exam may not be repeated in the same final exam period. If the student’s final exam does not need to be repeated because of a failed thesis, it is not necessarily required to prepare a new thesis, but in any case, we recommend that you consult your supervisor. Successful final exam shall not be retaken.

In case of students starting their studies in the academic year 2012/13 and thereafter in ascending order, the students may take their final exam according to the applicable studying requirements within the framework of the student status in the final exam period after obtaining their pre-degree certificate, and within 5 years after the termination of the student status. In case of students starting their studies from September 2012 no final exam shall be taken after the fifth year following the termination of the student status.

In case of students starting their bachelor’s or master’s degree studies before the 2012/2013 academic year may take the final exam without any time limit after obtaining the pre-degree certificate (absolutorium), with the restriction that the institution may make the final exam conditionals.

### **Assessment of the final exam**

If the comprehensive/complex exam – organized in the frame of final exam – consists of more than one part, each part shall be graded and the (subject) grade shall be calculated as a simple arithmetic average of the marks.

The members of the final exam committee shall evaluate the defense of the thesis with a grade on a five-level grading scale, considering the evaluation of the reviewer(s). Then they shall determine the final result in a closed meeting by calculating the simple arithmetic average of the results of the comprehensive/complex exam and the defense of the thesis. The final exam minutes shall indicate the result of the final exam both in text and in whole numbers, and the average of the final exam. The final exam shall be evaluated on a five-grade scale.

### **4.3.16. Degree certificate**

The University shall issue and hand over the diploma/degree certificate to the holder within 30 days of the date of the successful final exam. The diploma shall be issued in Hungarian and English, or in the case of national and ethnic minority education, it shall be issued in Hungarian and in the language of the national or ethnic minority. In case of a program in other language than Hungarian, the diploma shall be issued in Hungarian and in the language of the program.

The **average of the degree** shall be the simple arithmetic average of the final exam result and the average of all subjects completed or recognized during the program weighted by credits (cumulative GPA), rounded to two decimal places. This provision shall apply to students who have acquired student status from the academic year 2020/21.

The method for determining the average of the diploma for students who started their studies before the academic year 2020/21 is set out in the [Study and Exam Regulations](#), § 100 (8). **Degree qualification** is based on the degree average calculated to two decimal places as described in Article 100 of the [Study and Exam Regulations](#). The average and classification of the diploma shall be determined by the Registrar's Office.

The diplomas obtained in undergraduate, master, higher education vocational programs and undivided one-tier programs shall be accompanied by the **diploma supplement** specified by the European Commission and the Council of Europe in accordance with Section 7 of Annex 9 to the NHE Gov. Decree, both in Hungarian and English.

A **diploma with honors shall be awarded** to the student who obtains grade "very good" (5) in all subjects of the final exam (comprehensive exam, complex exam), has his/her thesis and all comprehensive exams graded "very good", has an average of at least 4.00 in all other exams and practical marks, and has no grades below satisfactory (3).



## 4.4. Student welfare affairs

### 4.4.1. Hungarian State Scholarships

According to Act 104 of 2011 on National Higher Education (hereinafter: Nftv.), a person may, as a general rule, pursue studies in higher education (in higher-level vocational training, bachelor's, or master's programs) funded by the Hungarian state (in whole or in part) for a total of **twelve semesters**. This is referred to as the **period of state support**. If a student has exhausted their available period of state support, they may continue their studies only in a self-financed form. In cases specified under Section 47 (6) of the Nftv., certain semesters funded by the state are not counted toward the period of state support – for example, if the semester could not be completed due to illness, childbirth, or other reasons beyond the student's control.

A student admitted or transferred to a Hungarian state (partial) scholarship program is required to make a declaration on the enrolment form confirming that they have read and understood the conditions of the Hungarian state scholarship. A student transferred from a self-financed program to a state (partial) scholarship program must submit this declaration at registration for the following semester, using the form available for download and printing from the NEPTUN TR system, duly signed and submitted to the Registrar's Office. If the student does not accept the conditions of the Hungarian state (partial) scholarship, they may begin or continue their studies only in a self-financed form.

The conditions related to the use of the Hungarian state (partial) scholarship are governed by Act CCIV of 2011 on National Higher Education (Nftv.). The following provides only a brief summary of these conditions; therefore, this information does not replace the detailed guidance of the Education Office or the relevant provisions of the Nftv.

#### Obligations of Students Receiving Hungarian State Scholarships

Under the current regulations, a student funded by the Hungarian state (in full or in part) is required to:

1. Obtain the diploma within a period not exceeding one and a half times the standard duration of the given program as defined in its training and outcome requirements (obligation to obtain a degree); and
2. Maintain employment in Hungary for a period equal to the duration of studies funded by the Hungarian state (in full or in part) within twenty years from the date of obtaining the diploma (obligation to maintain domestic employment).

#### Obligation of Repayment

The rules governing the repayment of the Hungarian state scholarship differ for students who began their studies before 2020 and those who began in 2020 or later. The regulations previously in force are set out in the version of the *Act on National Higher Education (Nftv.)* as of 31 December 2018, available at: <https://www.oktatas.hu/magyar-allami-osztondij/jogszabalyok>

If the two obligations described above are not fulfilled, the law provides for the following consequences:

For students who began their studies before 2020:

- If the student fails to meet the obligation to obtain the diploma (point 1), they must repay 50% of the amount of the state scholarship received to the Hungarian State.
- If the student fails to meet the obligation to maintain domestic employment (point 2), they must repay the full amount of the state (partial) scholarship received, increased annually by the rate of average consumer price growth as determined by the Central Statistical Office (KSH). If the student partially fulfills the obligation to maintain domestic employment, the amount to be repaid is proportionally reduced according to the number of days worked.

For students who began their studies in 2020 or later:

- If the student fails to meet the obligation described in point 1, they must maintain employment in Hungary for a period equal to the duration of their state-funded studies, starting from the date of termination of the program, and must fulfill this obligation within two years after the end of that equivalent period.
- If this obligation is not fulfilled, the student must repay 50% of the amount due, proportionally adjusted according to the number of days worked. If the student fails to meet the obligation described in point 2, they must repay the full amount of the Hungarian state (partial) scholarship received, increased annually by the rate of average consumer price growth as determined by the Central Statistical Office (KSH).

Source: Educational Authority – *Information on the Conditions of Higher Education Supported by Hungarian State Scholarship*

([https://www.oktatas.hu/pub\\_bin/dload/felsooktatas/hosz/magyar-allami-oszondij-reszletes-tajekoztato\\_20221221.pdf](https://www.oktatas.hu/pub_bin/dload/felsooktatas/hosz/magyar-allami-oszondij-reszletes-tajekoztato_20221221.pdf))

The detailed conditions of the Hungarian state (partial) scholarship are provided in the information guide issued and regularly updated by the Educational Authority, as referenced above. This guide contains comprehensive information regarding the different stages of the Hungarian state (partial) scholarship, the decisions made by the Educational Authority, as well as information concerning applications related to scholarship obligations.

Please note that the University reports data to the Higher Education Information System (FIR) concerning the number of semesters completed with Hungarian state (partial) scholarship funding and the fulfilment of certain scholarship-related requirements. However, the University has no authority or jurisdiction in determining repayment obligations or in processing exemption requests.

### **Frequently Asked Questions related to programs funded by the Hungarian state**

#### **Who finances the training?**

Higher education programs provided by universities involve costs. These costs are covered either by the student or, in the case of Hungarian state scholarship students, by the Hungarian State, which reimburses the institution.

When applying for admission to higher education, applicants have the opportunity to indicate both state-funded and self-financed options for their chosen program. If the applicant selects the state-funded form and their admission score reaches the state-funded cutoff point for that program, they are admitted as a state scholarship student.

#### **How is the Hungarian state scholarship student status established?**

At enrolment, the prospective student must sign a declaration accepting the conditions of the Hungarian state scholarship.

The student status is established at this point, and the student becomes a recipient of the Hungarian state scholarship.

#### **What does the Hungarian state scholarship funding scheme mean?**

In a Hungarian state scholarship program, the costs of the training are borne by the State instead of the student, in exchange for fulfilling certain obligations defined by law.

#### **What happens if the student fails to meet these obligations?**

In such cases, the law prescribes sanctions, although students may submit various requests or applications for exemption or modification of their obligations.

#### **What obligations does a Hungarian state scholarship student undertake?**

- Degree completion: The student must obtain the diploma within a period not exceeding one and a half times the standard duration of the program. The deadline is calculated from the beginning of the studies.
- Employment: Within 20 years after obtaining the diploma, the student must maintain employment in Hungary for a period equal to the number of semesters funded by the Hungarian state.

#### **Do these obligations apply to everyone?**

In certain cases defined by law, students may request exemption from fulfilling these obligations.

### **4.4.2. Reclassification (Hungarian State Scholarship)**

For bachelor's or master's programs, a **student's classification as state-funded (scholarship) or self-financed applies for one academic year. At the end of each semester, the institution is required to review the student's use of state-funded semesters, and at the end of each academic year, the institution must reassess the student's financing status based on their academic performance.**

Based on academic results, the decision on reclassification between state-funded and self-financed status must be made at the end of the academic year, no later than 30 days before the start of the next academic period. This decision is typically made by July 30.

#### **Reclassification Due to Reaching the Maximum Number of State-Funded Semesters**

The institution primarily monitors the use of state-funded semesters **based on data** from the **Higher Education Information System (FIR)**, but it also relies on records available in its own system (NEPTUN TR). According to the national higher education law, **a student may receive state funding for a total of 12 semesters across bachelor's, master's, and higher education vocational programs. If a student reaches the maximum number of state-funded semesters,**

the institution is **required to reclassify the student to self-financed status, regardless of academic performance.** The institution **must also reclassify** a student to self-financed status if, during studies **in a given program, the number of state-funded semesters used exceeds the standard duration of the program by two semesters** (for example, a 7-semester bachelor's program in which a total of 9 state-funded semesters have been used). **Previously used state-funded semesters in the same program, whether at the current institution or another higher education institution, are also counted** toward the total used semesters.

### Reclassification Based on Academic Performance

The rules for reclassification were amended in the Student Benefits and Fees Regulations in the summer of 2022 due to changes in legislation.

For all questions regarding reclassification, the provisions of the **Student Benefits and Fees Regulations** apply. The **information below** is provided only **as a general guide to the key aspects of reclassification.**

Reclassification is carried out by **program, campus, language of instruction, and study schedule.** In the reclassification process, both the student's credit completion and weighted grade point average are taken into account.

The University **will reclassify** a student from a state-funded program **to a self-financed program if, in the average of the last two semesters in which the student's enrollment was active** (and the student did not participate in a foreign program as defined in Sections 81 (3) and (4) of the Nftv.), the student **did not earn at least 18 credits**, or **did not achieve the weighted grade point average specified for the respective field of study** as follows:

- Agricultural Sciences: 2.25
- Humanities: 3.0
- Economics: 2.25
- Informatics / Computer Science: 2.25
- Engineering / Technical Sciences: 2.25
- Arts: 2.75
- Arts Mediation / Art Management: 2.75
- Teacher Training / Education: 2.5
- Natural Sciences: 2.5

If a student **does not meet the weighted grade point average (GPA) requirement for their field of study, but has earned an average of at least 27 credits per semester** (i.e., at least 30 credits over the last two active semesters in which the student was enrolled and not on leave), the student will not be reclassified.

A student **may request reclassification from self-financed to state-funded** (full or partial state scholarship) studies if, in the last two active semesters the student **earned at least 18 credits per semester**, and **achieved the weighted GPA required for their field of study** (as listed previously).

**Reclassification from self-financed to state-funded study is not automatic.** The student must **submit a request through NEPTUN SYS** for studies starting in the fall semester: by **June**

**30**, for studies starting in the spring semester: **by January 31. The application deadline is strict; late submissions will not be accepted under any circumstances.**

When calculating the required number of credits, averages ending in 0.5 must be rounded up. The weighted GPA is calculated according to standard mathematical rounding rules and reported with two decimal places.

A student is exempt from reclassification based on academic performance if they meet any of the following conditions:

- The student transferred from another higher education institution or changed their program, and the ratio of the total credits recognized for the transfer/change (including previously completed credits) to the number of active semesters completed in the program is greater than 27.
- The student was admitted to a bachelor's program after completing a higher education vocational program, and at least 60 credits from the vocational program were recognized.
- The student was readmitted to the same program, and the ratio of the total recognized credits from previous studies (including previously completed credits) to the number of active semesters completed in the program is greater than 27.

The student may be reclassified even after a passive semester, provided they meet the reclassification criteria.

A self-funded student cannot be transferred to a state-funded (partial state scholarship) program if the number of previously used state-funded semesters exceeds the standard duration of the program by two semesters—or by four semesters for students with disabilities—or if the student has exhausted the available state-funded period (12 semesters).

The reclassified students are notified in writing by the Registrar's Office regarding the decision. Within 15 days of notification, or if no notification is received, from the date the student becomes aware of the decision, the student may submit an appeal to the University Student Appeals Committee addressed to [hfb@uni-mate.hu](mailto:hfb@uni-mate.hu). Students who are not reclassified will continue their studies in the same program (funding form) in the following academic year as in the previous year.

**A student reclassified to the state-funded (partial state scholarship) program must, when registering for the next semester, print the declaration regarding acceptance of the state-funded (partial state scholarship) program conditions from NEPTUN SYS and submit it in two signed copies to the Registrar's Office.**

**A state-funded student may request reclassification** to a self-funded program, primarily **to conserve their remaining state-funded semesters**. This request can be submitted by **September 30** for the fall semester and by **February 28** for the spring semester.

### **Regulations for married students with children under 30**

According to the legislative amendment effective February 1, 2025 (Section 47 (6) g) of Act 104 of 2011 on National Higher Education, hereinafter (Nftv.), from the spring semester of the 2024/25 academic year, when calculating the state-funded semester period, the following semesters do not need to be counted:

- **Semesters starting after the birth or adoption of the child of a married student**, and

- **Semesters starting after the student's marriage and ending before the student's 30th birthday.**

In addition, a **married student must be reclassified to a state-funded (full or partial) scholarship program starting from the semester following the birth or adoption of their child, and a student with children must be reclassified starting from the semester following their marriage, provided that the student has not yet reached the age of 30 on the first day of the semester.** This provision **cannot be applied repeatedly if the student has already been reclassified to a state-funded scholarship program for the above reason and was subsequently reclassified to a self-financed program based on academic performance** (Nftv. Section 48 (5) and (7)).

#### **4.4.3. Types of Scholarships and Their Conditions (Hungarian State Scholarship)**

Students in full-time, state-funded programs and, in some cases, self-financed students may receive various financial supports, which are provided either by the institution or by different organizations.

The detailed regulations of the available supports are included in the Student Benefits and Fees Regulations (HJT).

##### **The most common types of support:**

Performance-Based Scholarships:

- Academic scholarship
- National higher education scholarship
- Institutional professional, scientific, and public life scholarship

Social-Based Scholarships:

- Regular social scholarship
- Extraordinary (one-time) social scholarship
- Basic support
- Professional/practical internship scholarship
- Bursa Hungarica Higher Education Municipal Scholarship

The following sections will only cover detailed descriptions of certain scholarship types.

##### **Academic Scholarship**

Students eligible for an academic scholarship are defined in Section 10 (3) of Government Decree 51/2007 (III. 26.) on student benefits in higher education and certain fees payable by students (hereinafter: Government Decree). In cases of parallel student status, Section 10 (8) of the Government Decree applies.

The academic scholarship may be awarded under the conditions specified in Section 13 of the Government Decree and in the Student Benefits and Fees Regulations (HJT), as follows:

- a) The amount of the academic scholarship is determined based on the student's academic performance (scholarship average) in a way that incentivizes their academic work.
- b) The scholarship must be determined per program or, in the case of smaller programs, per group of programs (homogeneous groups) based on the scholarship average.
- c) The University Student Welfare Committee (EDJB) decides on the monthly amount of the scholarship and the rules of its distribution.
- d) The academic scholarship is calculated based on the value per 0.01 unit of the scholarship average and must ensure that students with the same academic performance in the same program or homogeneous group receive the same scholarship amount.

At the University, the scholarship average is calculated from the results of all courses taken in the last active semester preceding the given semester using the following formula: the **scholarship average** is calculated as the sum of the products of the credits and grades of all courses completed in the semester, divided by the total number of credits taken.

$$\text{Scholarship average} = \frac{\sum(\text{credits of each subject} \times \text{grade})}{\text{Total number of credits taken}}$$

Courses with failing grades, and those in which the student did not receive a grade ("not examined" or "absent") are counted as zero in the numerator of the scholarship average, except when the student did not appear for a retake exam after failing and received a "not appeared" or "excused absence" mark; in this case, the last successful grade and credits are used in the numerator.

Grades earned at another higher education institution, through concurrent internal programs, or from recognition of prior studies are not included in the scholarship average.

Courses completed under a guest student status—regardless of whether the host institution is domestic or abroad—are treated as if completed at the University, and their results are included in the scholarship average with the credits and grades approved by the Institute's Study and Credit Transfer Committee.

For master's students, courses that are required for admission or that exceed the credits needed for the degree and are completed in parallel with the master's program are not included in the scholarship average.

A student is only eligible for an academic scholarship if they completed at least 24 credits from courses counted in the scholarship average in the last active semester preceding the current semester. The EDJB may make exceptions for certain programs due to the credit value of the thesis, but in no case may the minimum credits be less than 90% of the planned credits for that semester.

The monthly academic scholarship may not exceed 50% of the student norm. For averages below the maximum, the scholarship decreases by 0.01 units per decrement, rounded to the nearest whole Hungarian Forint.

The minimum academic scholarship equals 5% of the student norm.

An academic scholarship is only granted for a scholarship average of 3.00 or higher for students with active student status.

The total scholarship budget is distributed among homogeneous student groups (programs or program groups, per HJT Section 29 (2) b)) proportionally to the group size. Homogeneous groups consist of programs or groups of similar programs at each training level. For master's programs, homogeneous groups may also span multiple training fields. Groups should ideally have at least 100 active state-funded students. The EDJB determines and, if necessary, modifies the list of programs in each homogeneous group. The EDJB may make adjustments based on group size and academic performance. A maximum of 50% of students in each homogeneous group may receive a scholarship.

The EDJB decides the scholarship amount by October 5 for the fall semester and March 5 for the spring semester.

New master's students enrolled for their first active semester receive a scholarship equivalent to 63% of one-tenth of the annual student norm, based on admission ranking. Ranking is conducted by training site and program. Students in the top 50% of this ranking are eligible for a scholarship.

Students transferring from another university or from other program within the University into a state-funded program at the University receive a scholarship for the first active semester based on transferred credits and grades, calculated according to HJT Section 28 (3). These students are grouped within their program or homogeneous group at the training site.

Students are not eligible for an academic scholarship if they:

- are under disciplinary action;
- have a suspended student status;
- fail to complete the semester in NEPTUN TR within three weeks after the exam period due to their own fault;
- do not have the necessary bank account information registered in NEPTUN TR for scholarship transfer.

### **Regular Social Scholarship**

The Regular Social Scholarship is a benefit defined in Section 16 (1) of the Government Decree. At the beginning of each semester, the EDJB publishes a call for applications for the Regular Social Scholarship through the website of the Directorate of Education. Applications for the Regular Social Scholarship must be submitted via the NEPTUN TR system.

Students enrolled in full-time, state-funded bachelor's, master's, single-cycle, higher education vocational, or doctoral programs, as well as fee-paying students who have started their studies in a state-funded form of education and have not yet exhausted their state-funded semesters, may receive the Regular Social Scholarship. The condition for awarding the scholarship is that the student must be in a socially disadvantaged situation. An exception may be made if the detailed analysis of the student's social situation justifies it.



A student whose student status is suspended is not eligible to receive the Regular Social Scholarship.

The call for applications for the Regular Social Scholarship is published by the EDJB at the beginning of each semester on the website of the Directorate of Education. Only those students may receive the Regular Social Scholarship who have submitted a social status assessment request through the NEPTUN TR system and have been assigned a social status score by the EDJB. The Regular Social Scholarship must also be applied for via the NEPTUN TR system. The EDJB decides, in accordance with its rules of procedure, on the minimum social status score required for eligibility, the supportability of the application, and the amount of the scholarship.

### **Basic Support**

The Basic Support is a benefit defined under Section 85/C point be) of the National Higher Education Act (Nftv.), which, in accordance with Section 15 of the Government Decree, may be granted upon request at the time of the first registration to a person establishing student status for the first time in a full-time, state-funded higher education vocational program, bachelor's program, or single-cycle program, in an amount equal to 50% of the student normative. A person establishing student status for the first time in a state-funded master's program may be granted, upon request at the time of their first registration, Basic Support in an amount equal to 75% of the student normative, provided that the student meets the conditions set out in Section 38 (2a) or (2b) of the HJT.

At the beginning of each semester, the EDJB publishes a call for applications for the Basic Support on the website of the Directorate of Education. Applications for Basic Support must be submitted in the NEPTUN TR system following the assessment of the applicant's social situation.

The EDJB decides on the eligibility of the application for support, taking into account the student's social status score, in accordance with the provisions set out in its rules of procedure.

### **Institutional Professional, Scientific and Public Scholarship, Sports and Cultural Scholarship**

The Institutional Professional, Scientific, Public and Representative Scholarship is a monthly or one-time per semester grant awarded to full-time (daytime) students who demonstrate:

- a) professional activity, successful work as a demonstrator or class representative, or participation in a specialized college;
- b) mentoring activity (ESN MATE);
- c) public, representative, or active student government participation;
- d) public engagement within the University Doctoral Student Government;
- e) successful sports or cultural activities.

Students eligible for the Institutional Professional, Scientific, Public and Representative Scholarship, as well as the Sports and Cultural Scholarship, are full-time students enrolled in bachelor's, master's, higher education vocational, or single-cycle programs, whether state-

funded/state-supported or self-funded/tuition-paying. Doctoral students are also eligible for the Institutional Professional, Scientific, and Public Scholarship.

The scholarship may be applied for through the NEPTUN TR system by submitting an application in accordance with the published call and by fully complying with all application requirements. The application criteria are determined and published by the University Student Welfare Committee (EDJB) at the beginning of each semester in the call for applications.

Types and subtypes of scholarships:

- a) Public and Representative Scholarship (monthly and/or semester-based scholarship);
- b) Scholarship for Outstanding Sports and Cultural Activities:
  - sports activities;
  - outstanding artistic or cultural activities (e.g., university choir, folk dance, etc.);
  - participation in international or national academic competitions (excluding Scientific Students' Associations Conferences);
- c) Activity Scholarship:
  - professional and scientific activity scholarship;
  - demonstrator scholarship;
  - class representative scholarship;
  - special college scholarship.

#### **4.4.4. Stipendium Hungaricum Scholarship**

More information: <https://en.uni-mate.hu/en/sh>

#### **4.4.5. Hungarian Diaspora Scholarship**

More information: <https://en.uni-mate.hu/en/hungarian-diaspora>

#### **4.4.6. Scholarship for Christian Young People**

More information: <https://en.uni-mate.hu/en/scholarship-for-christian-young-people>

#### **4.4.7. Danube AgriFood master – DAFM**

More information: <https://en.uni-mate.hu/en/danube-agrifood-master-dafm>

#### **4.4.8. FAO Scholarship**

More information: <https://en.uni-mate.hu/en/fao-scholarship>

#### **4.4.9. MATE International Scholarship Program (MISP)**

More information: <https://en.uni-mate.hu/en/mate-international-scholarship-program-misp->

#### **4.4.10. Foundation Scholarships**

Starting from the 2022/23 academic year, the Board of Trustees of the Foundation for the Hungarian University of Agriculture and Life Sciences and the University itself provide students with several types of foundation scholarship opportunities.

The regulations governing these scholarships are set out in Appendices 5.k) and 5.l) of the Student Payment and Benefit Regulations. The calls for applications for the scholarships are available on the website of the Directorate of Education (<https://ed.uni-mate.hu/>) under the “Student Welfare” menu.

##### **Foundation Scholarships:**

- Outstanding Academic and Social Combined Scholarship
- TDK Preparation Scholarship
- TDK Achievement Scholarship
- Institutional Self-Financed Scholarship
- Agricultural Performance Scholarship
- “Come to MATE” Scholarship
- “Towards MATE” Doctoral Scholarship Program

#### **4.4.11. Elite Athlete Scholarship**

To support the development of the dual career model for athletes, a scholarship may be awarded to students who embody the values outlined below and contribute to enhancing the reputation of the Hungarian University of Agriculture and Life Sciences (hereinafter referred to as MATE) through their activities.

Among MATE students, elite athletes are considered to be members of teams competing in the top adult division or the highest youth division; in individual Olympic sports, athletes who have achieved 1st–3rd place in adult or age-group international championships; national team members; and in non-Olympic sports, athletes who have placed 1st–6th in World Championships, European Championships, or World Cups. The aim is to help these athletes balance and support their sports careers, academic studies, and preparation for civilian life.

The call for applications for the scholarship is available on the website of the Directorate of Education (<https://ed.uni-mate.hu>) under the “Student Welfare” menu.

#### **4.4.12. Tuition fees, general conditions of the training contract**

The tuition fee for the initial year will be announced in the higher education admission guidelines at <https://en.uni-mate.hu>. The amount of the tuition fee payable by a student who is a self-financed student may not increase during the course of study in the same field of study, place of study, Schedule and language of instruction, within the legal framework in force. If the student is reclassified to a self-financed status during his/her studies, the tuition fee set at the time of admission and published in the higher education admission guidance is applied. In the case of students who have been transferred, the tuition fee published in the higher education admission guidance at the time of transfer shall apply.

In the case of programs advertised by the University in its own admission procedure, the tuition fee may not increase in comparison to the tuition fee advertised in the University's own admission procedure.

Students who have been admitted or transferred to a self-financed program shall sign a training contract at the time of enrolment, and students who have been transferred to a self-financed program shall sign a training contract after the transfer.

The reclassified student will not be allowed to start the next semester until the training contract has been submitted to the relevant Registrar's Office. In all cases, the training contract shall include the amount of the tuition fee.

At the beginning of the semester, the Educational Directorate will issue a payment obligation to the student via NEPTUN System. The tuition fee will be charged to all students who are enrolled as self-financed students; however, the tuition fee is only payable if the student has an active semester. The deadline for the payment of the tuition fee for a given semester is specified in the Schedule for the academic year.

The tuition fees for the University's programs are available at: <https://ed.uni-mate.hu/tuition-fee>

#### **4.4.13. Tuition Fee Payment Discount System**

Students can submit the following requests in relation with tuition fee once every six months, until the deadline of tuition fee payment determined in the academic calendar

- a) request for instalment payment;
- b) request for tuition fee reduction.

In the case of a request for installment payment, the University processes the procedure through automatic decision-making, with the student having the right to request a full procedure as part of the appeal process. If the full procedure is conducted, the Rector makes the final decision based on the recommendation of the University Student Welfare Committee (EDJB) and with the consent of the Chief Financial Officer.

For installment payments, the student fulfills the payment obligation in three installments as follows: the first installment (40% of the tuition fee) by the last day of the registration period; the second installment (30% of the tuition fee) by October 15 for the fall semester and by March

15 for the spring semester; and the third installment (30% of the tuition fee) by November 15 for the fall semester and by April 15 for the spring semester.

If a student's number of active semesters in their current program (as recorded in NEPTUN TR) exceeds the standard study period specified in the program's training and outcome requirements or the recommended study duration in the curriculum, the student may request a reduction of their tuition fee as follows:

- a) For 0–5 credits taken: up to 20% reduction of the tuition fee
- b) For 6–10 credits taken: up to 33% reduction of the tuition fee
- c) For 11–20 credits taken: up to 66% reduction of the tuition fee
- d) For more than 20 credits taken: no tuition fee reduction is granted

Students who change their campus, language of instruction, or study mode, as well as students who are re-enrolled in the same program, are eligible for the reduction described above only if no more than 30 credits remain to complete their degree.

If a student's social situation justifies it, after completing one full semester in their program and registering for the next semester, they may receive a tuition fee reduction of up to 30%, or up to 50% in particularly exceptional cases, following a social status assessment as defined in the Student Payment and Benefits Regulations.

Persons employed by the University or under a full-semester contractual employment, as well as employees of companies wholly owned by the University, may receive a tuition fee reduction of up to 50%, while close relatives of such employees may receive up to 25% reduction.

Students engaged in elite sports at the University may receive a 25% reduction, and those in the first category of elite sports scholarship recipients in their most recent active semester, according to Appendix 5.i of the HJT: Regulations Supporting University Studies of Elite Athletes, may receive a 50% tuition fee reduction.

Decisions regarding requests for tuition fee reduction are made by the Rector, based on the recommendation of the EDJB and with the consent of the Chief Financial Officer.

A student may submit a request for a tuition fee discount only once per semester and for only one type of payment concession.

A student who is admitted through the central admission process operated by the Educational Authority to a bachelor's program in the fields of Economics or Teacher Training on a self-financed basis is eligible for a tuition fee reduction in their first active semester as follows:

- Admitted with at least 350 points: 25% tuition fee reduction
- Admitted with at least 420 points: 40% tuition fee reduction
- Admitted with at least 450 points: 50% tuition fee reduction

A student admitted through the central admission process operated by the Educational Authority to a self-financed bachelor's program in the fields of Economics or Teacher Training, who completed at least 24 credits in their last active semester, is eligible for a tuition fee reduction in the following active semester as follows:

- Achieved at least a 4.0 GPA: 25% tuition fee reduction;
- Achieved at least a 4.5 GPA: 40% tuition fee reduction;
- Achieved at least a 4.75 GPA: 50% tuition fee reduction.

The above two types of payment concessions are determined ex officio by the Educational Directorate, which adjusts the tuition fee for the affected students accordingly.

If the student pays their tuition fee via a student loan, for Student loan 2, the loan contract number must be recorded in NEPTUN SYS by the tuition payment deadline. For Student loan 1 or 2, it is not necessary to request any payment concession (reduction or installment plan); the University will automatically adjust the payment deadline to October 16 for the fall semester and March 16 for the spring semester.

Detailed information on tuition fee discounts is available at the following location:

<https://ed.uni-mate.hu/tuition-fee-discounts>

#### 4.4.14. Special procedure and service fees

According to the Annex 1 of the Student Fees and Benefits (SFB) the service and request fees shall also be paid if the application is rejected.

##### Service and request fees

Service and application fees must be paid even if the application is rejected.

Title	Regulation	Fee
Application for program transfer (from other higher education institution)	Study and Exam Regulation 4. Appendix	10 000 HUF
Reclassification request	Study and Exam Regulation 4. Appendix	free of charge
Request for equity	Study and Exam Regulation 4. Appendix	14 540 HUF/request
Change to dual training request	Study and Exam Regulation 4. and 5. Appendix	free of charge
Quit dual training request	Study and Exam Regulation 4. Appendix	free of charge
Request for changing placement in dual training (changing partner)	Appendix 4 and 5 of SER	free of charge
Request for an appeal	Study and Exam Regulation 4. Appendix	free of charge
Request a midterm make-up exam during the exam period	Appendix 4 of SER	5.000 HUF
Request for registration of a student with a disability	Appendix 2 of SER	Free of charge

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
Request for registration due to long-term illness or chronic illness	Appendix 2 of SER	Free of charge
Request for registration of a student with special needs	Appendix 2 of SER	Free of charge
Request for disability benefits	Study and Exam Regulation 4. Appendix	free of charge
Termination of student status upon the student's own request	Study and Exam Regulation 4. Appendix	free of charge
Application for printed document (students' status, transcript, pre-degree certificate)	Study and Exam Regulation 4. Appendix	free of charge, but the fee connected to the certificate has to be paid
Request for reduced timetable	Study and Exam Regulation 4. Appendix	5 000 HUF/subject
Request for belated specialisation selection	Appendix 4 of SER	5.000 HUF
Request for belated thesis topic selection	Appendix 4 of SER	5.000_HUF
Request for belated final exam registration	Appendix 4 of SER	14.540 HUF
Raising Objection to an Exam	Study and Exam Regulation 4. Appendix	free of charge
Request for a course of a subject from expired curriculum	Appendix 4 of SER	Free of charge
Request for changing course of a subject	Appendix 4 of SER	2.500 HUF/subject
Request for registration of subjects out of curriculum	Appendix 4 of SER	Free of charge, but 5.000 HUF/subject in case of undue application
Request for subject recognition based on prior work experience	Study and Exam Regulation 4. Appendix	5 000 HUF/application
Request for 4th or more registration of a subjects at the Georgikon Campus and the Károly Róbert Campus and Kaposvár Campus for students who started their studies before the academic year 2020/21	Appendix 4 of SER	Free of charge
Request for paying reduced tuition fee	Appendix 4 of SER	Free of charge
Request for partial training	Study and Exam Regulation 4. Appendix	free of charge

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
Request for changing specialisation (subfield-courses, specialisation, industry-specific technology, modul, field of culture)	Study and Exam Regulation 4. Appendix	5 000 HUF/request
Request for belated optional (C) subject registration	Appendix 4 of SER	5.000_HUF/subject
Request for dropping an optional (C) subject after deadline	Appendix 4 of SER	5.000 HUF/subject
Application form for professional practice	Appendix 1 and 4 of SER	Free of charge
Request for completion of professional practice in earlier semester than in curriculum	Appendix 1 and 4 of SER	Free of charge
Request for permission to write thesis in English (in programmes conducted in Hungarian)	Appendix 4 of SER	Free of charge
Request for belated registration of Thesis writing related subject for students registered for final exam	Appendix 4 of SER	10.000HUF/subject
Thesis topic and/supervisor modification request	Study and Exam Regulation 4. Appendix	free of charge
Request for belated registration of professional practice related subject for students registered for final exam	Appendix 4 of SER	10.000_HUF/subject
Request for accepting scientific student conference (TDK) paper as thesis	Appendix 4 of SER	Free of charge
Application For Program Transfer within MATE (program, language, location)	Study and Exam Regulation 4. Appendix	10 000 HUF
Subject recognition request – from another HEI or SZIU/MATE, subjects in curriculum	Study and Exam Regulation 4. Appendix	<ul style="list-style-type: none"> <li>– for students transferred from another HEI, or former graduated students of another HEI : 5.000 HUF/subject; The fee is transcribed after decision.</li> <li>– for subjects completed when changing program within MATE or continuing studies in same</li> </ul>



<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
		University, from higher vocational education to bachelor, or readmission to same program, and correspondence training of the University: Free of charge
Subject recognition request (optional (C) subjects)	Appendix 4 of SER	<ul style="list-style-type: none"> <li>- for students transferred from another HEI, or former graduated students of another HEI : 5.000 HUF/subject; The fee is transcribed after decision</li> <li>- subjects fulfilled when changing program within MATE or continuing studies in same University, from higher vocational education to bachelor, or readmission to same program, and correspondence training of the University: Free of charge</li> </ul>
Simple subject recognition request - from another HEI or SZIU/MATE	Study and Exam Regulation 4. Appendix	<ul style="list-style-type: none"> <li>- in the case of admission to a bachelor's program from a higher education vocational program: Free of charge;</li> <li>- in the case of an application for the recognition of courses completed in an identical program (major) at another institution: 5,000HUF/subject;</li> <li>- in the case of re-admission to the same program at the University or its legal predecessor: Free of charge</li> </ul>
Request for guest student status	Study and Exam Regulation 4. Appendix	free of charge
Exam period extension request (outside the exam period)	Study and Exam Regulation 4. Appendix	5000 HUF ext. request
Thesis confidentiality request	Study and Exam Regulation 4. Appendix	25 000 HUF/approved request
Request for registration of a student under age 30, married with children	Appendix 4 of SER	Free of charge
Request for registration of subjects above 45 credits	Appendix 4 of SER	5.000 HUF/request

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
Language proficiency assessment for study abroad or admission to the Future Leaders Program	=	10.000 HUF/occasion

### Late payment and omission charges

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
Late submission of any other mid-semester study requirements, (excluding the special items named in this annex 1.)		5000 HUF
Retake exam fee		4 000 HUF/occasion
The fee for repeating a retake exam in training sites outside of the EU		1 000 HUF/occasion
Unjustified absence from the exam		14 540 HUF/occasion
Changing of status of the term to active after deadline	Study and Exam Regulation 4. Appendix	5 000 HUF
Changing of status of the term to passive after deadline	Study and Exam Regulation 4. Appendix	free of charge
Request for multiple times consecutive passive semester	Study and Exam Regulation 4. Appendix	free of charge
Application for temporary (exceptional) deactivation of student status	Study and Exam Regulation 4. Appendix	5 000 HUF
Request for registering a subject after deadline	Study and Exam Regulation 4. Appendix	5000 HUF/subject
Request for dropping a subject after deadline	Study and Exam Regulation 4. Appendix	5000 HUF/subject
Request for registering an optional subject after deadline	Study and Exam Regulation 4. Appendix	5000 HUF/subject
Request for dropping an optional subject after deadline	Study and Exam Regulation 4. Appendix	5000 HUF/subject
Late submission of professional practice acceptance letter or professional practice report (weekly)	SER	10 000 HUF
Failure to meet the deadline for fulfilling student obligations related to the completion and settlement of foreign student	Regulation of Partial studies	14.540 HUF

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
mobility organized by the University		
Request for belated thesis topic selection	SER	5 000 HUF/week started
Late submission of thesis	SER	14 540 HUF for a week delay
Repeating final exam for the first time		25 000 HUF
Repeating final exam for second or more times		50 000 HUF
Late payment of tuition fee	Student Fees and Benefits	10 000 HUF for each item
Late payment of fee, what is more than 10 000 Ft, without permission	Student Fees and Benefits	5 000 HUF for each item
Replacement of lost student ID sticker		3 500 HUF

### **Fees related to credits**

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
Excess credits (10 % above KKK)		8 000 HUF/credit, during partial training completed and accepted free of charge
Fee of part-time studies (excluding: specific field of culture training for teachers)	SER	80 000 HUF for up to 10 credits, or more HUF 8 000 per credit
Tuition fee for training of specific field of culture for graduated teachers	SER	150 000 HUF/semester
Subject re-registration fee		2 000 HUF/subject, maximum 40 000 HUF/semester
Guest student's courses – per credits (for self-financed students)		8 000 HUF/credit

### **Authentication and duplicate copy fees**

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
Certified syllabus in Hungarian/English		4 000 HUF/ subject
Certified copy of gradebook – per page		6 000 HUF/page

<b>Title</b>	<b>Regulation</b>	<b>Fee</b>
Certified copy of degree certificate		4,000 HUF, but for foreign students who obtained their degree during the final exam period of the semester, for apostille administration free of charge
Identical copy of gradebook		25.000 HUF
Identical copy of degree certificate		25.000 HUF
Identical copy of diploma supplement		25.000 HUF
Printing academic transcript		for students with live (active/passive) student status each semester one copy is free of charge, any other copies or for graduated students are 5.000 HUF/copy
Registry extract in Hungarian		or students with live student status each semester one copy is free of charge, any other copies or for graduated students are 25.000 HUF/copy

#### **4.4.15. Methods of paying for the payment obligations**

Payment for the transcribed item can be made by credit card or through a collective joint-account. Please note that in case of payment by credit card, the payment will be completed almost immediately in NEPTUN, while in case of payment by collective joint account, there may be a delay of several days between the transfer and the arrival of the amount in NEPTUN System!

Detailed information on payment methods and how to apply for a company invoice is available on the Educational Directorate's website under the [Finance](#) section.

## **4.5. Bodies and persons competent in study and exam related issues**

### **4.5.1. Rector**

The rector is the primary responsible leader and representative of the institution of higher education, who acts and decides on all matters that are not referred to the competence of another person or body by law, the founding charter, the Organizational and Operational Regulations.

The Rector is responsible for the day-to-day operational management of the institution of higher education, and for the proper functioning of its basic activities. The Rector shall perform his/her duties in accordance with the provisions of Article 13 (2) of the NHE Act and the Organizational and Operational Regulations.

In the affairs of students, the Rector decides in particular, but not exclusively:

- if the person (body) with authority and competence cannot be determined on the basis of the University's regulations in the given student case, or if the case should be transferred to a body (person) who has already determined that it is lacking, the Rector is entitled to appoint the body (Article 69 (2) and Article 70 (2) of the Study and Exam Regulations);
- ordering a break in education;
- on the acceptance of requests for discounts;

### **4.5.2. Vice-rector for Education and International Relations**

The Vice-Rector for Education and International Relations is responsible for the development of the University's educational strategy, the improvement of the quality of educational activities, the establishment and development of the University's international relations and the operation of the University in accordance with the law.

The Vice-Rector for Education and International Relations decides on student issues, in particular, but not exclusively:

- to offer a compulsory subject in a semester other than the standard curriculum;
- authorising the start of an optional subject below the minimum number of places provided for in the Study and Exam Regulations;
- authorising the modification of the established Schedule;
- on fairness claims
- reimbursement of the tuition fee;
- exemption from the service fee, refund of the service fee paid.

#### **4.5.3. Director General responsible for Finance**

The Director-General responsible for finance is the University's chief financial officer, a senior employee responsible for the preparation and implementation of management actions and proposals.

In student issues, the Director-General for Economic Affairs shall have the right of agreement, in particular, but not exclusively:

- on starting an elective subject below the minimum number of places provided for in the Study and Exam Regulations;
- on applications for a discount of tuition fee;
- on the reimbursement of the tuition fee;
- in cases concerning exemption from the service fee, refund of the service fee paid.

#### **4.5.4. Campus Director General**

The Campus Director General is the professionally responsible head of the campus department and its representative, as determined by the Rector.

The Campus Director General or, in the case of delegation of powers, the Vice-director.

#### **4.5.5. Director of Education, Vice-director of Education, Head of the Registrar's Office**

The Director of Education / Vice-director of Education shall decide in particular, but not exclusively, on the following study-based applications:

- authorizing an exam outside the exam period;
- authorizing more than two consecutive passive semesters;
- authorizing an extraordinary passive semester application;
- on applications for general studies;
- on request for reclassification.

The Head of the Registrar's Office shall decide in particular, but not exclusively, on the following study-based applications:

- authorising late enrolment;
- authorising the late deregistration of a subject.

#### **4.5.6. Head of the Institute, Deputy Head of the Institute**

The institutes are managed by the head of institute. For institutes with less than 50 teachers, researchers and lecturers, the head is supported by a deputy head. For institutes with more than 50 teachers, researchers and lecturers, the head shall be supported by two deputy directors in accordance with the Institute's operating rules.

The head of the Institute or the Deputy Head (responsible for education) of the Institute (Chairperson of the Institute's Credit Transfer Committee) decides in particular, but not exclusively:

- authorising a reduced timetable;
- on matters relating to the admission or dismissal of students for dual training;
- on the intention to start optional subjects offered by the Institute;
- the specializations that may be offered in a given term and the number of students who may be admitted to them by the end of the registration period of the previous term;
- requests to change specialization;
- requests for a change of thesis topic and/or of the supervisor;
- requests to raise objections;
- requests for transfer and change of program.

#### **4.5.7. Program leader, program coordinator**

The program leader is the lecturer responsible for the content of the program, for the compliance of the model curriculum with the current legislation, for the whole training process and for the development of new concepts. To support the duties of the program leader, a deputy program leader may be appointed on the program leader's campus.

The training location program coordinator is the person who assists the program leader at the additional training location, other than the program leader's campus, and who, in cooperation with the program leader, helps to carry out the tasks related to the running of the study program. The tasks of the program leader are in particular, but not exclusively:

- regularly reviews the curricula, subject themes, their compliance with accreditation requirements, creates consistency between the different training sites on the basis of the currently valid CCC, and in justified cases makes proposals for the modification of the model curriculum or the termination or discontinuation of the course;
- giving opinions on thesis topics;
- setting up the final exam boards and helping to organize the final exam;
- supervise the final exam and evaluate its results and experiences and propose changes where necessary;
- participate in the development and updating of study programs and curricula;
- assess applications for placements abroad in connection with the study program;
- decides on the requests for the confidentiality of theses.

#### **4.5.8. Study and Credit Transfer Committee**

The Study and Credit Transfer Committees operates on an institutional level. The Study and Credit Transfer Committee (SCT) is set up by the director of the institute. The detailed regulations governing its composition, tasks and operation are laid down in the legislation in force, in the university regulations and in the committee's own rules of procedure.

#### **The tasks of the SCT Committee:**

- a) manage the academic and exam affairs of the students of the Institute and supervise the exam process;
- b) monitoring student opinion on programs and labour market needs, and proposing changes to programs;
- c) for the institution sponsoring the course:
  - acts in the first instance in matters of credit equivalence and credit transfer for students' studies (course admission, work experience credit);
  - preparing for decision by the director of the institute the requests for transfer and change of course received by the institute;
  - deciding on matters which are the responsibility of the institute by law or university regulations.

#### **Associates of the SCT Committee:**

- a) Members:
  - The chairman shall be the deputy director of the Institute, appointed by the director of the Institute, with voting rights;
  - two senior lecturers with voting rights, elected by the Institute's Council;
  - one student member of the Institute, with the right to vote – in matters of credit transfer only with the right to deliberate – delegated by the PEP.
- b) The Secretary shall be a person appointed by the Director of the Institute from the Secretariat of the Institute or from the Department of Studies on campus.

The associates of each Institute's SCT Committee is available in the Institutes section of the university's website.

### **4.5.9. University Education Committee**

The University Education Committee (UEC) is the analytical and proposing body of the University's educational portfolio, education and training and their quality development, which has the following tasks:

- a) coordinate the development and implementation of the University's educational strategy in accordance with the University's Mission Statement and Quality Policy;
- b) to participate in the development of the quality of education and training;
- c) preparing the establishment and launching of new study programs, proposing the restructuring or discontinuation of existing programs;
- d) supervising and commenting on curriculum changes;
- e) giving opinions on student regulations;
- f) giving an opinion on all matters relating to training, studies and exams in which the Rector or the Senate so requests.

Associates of the UEC:

- a) The Vice-Rector for Education and International Relations shall be the current Chairperson;
- b) members are the campus directors-general;



- c) members the directors of the institutes;
- d) members are the students delegated by the Students' Union (3 persons).

The campus directors general and the Institute Directors may be replaced in the work of the Committee by their designated deputy with voting rights.

The chairperson of the committee may invite other persons to attend the UEC meeting with the right to deliberate with regard to the agenda of the current meeting.

The Director of Education, or his/her delegate, shall be the permanent guest with the right to deliberate at meetings of the UEC.

The UEC shall decide on its own rules of procedure, taking into account the law and the University regulations, which it shall publish on the University's website.

#### **4.5.10. University Student Welfare Committee (USW Committee)**

The University Student Welfare Committee (USW Committee)

- a) decides on the allocation of student grants and the available budget in accordance with the regulations of the Student Requirements System;
- b) assesses applications for assistance, exemptions and discounts from students with disabilities in accordance with the rules of the Student Requirements System, takes care of the publication and evaluation of applications for scholarships available at the University, and decides in the first instance on the scholarships that students may apply for;
- c) to make proposals to the decision-maker for non-university scholarships and scholarships not based on student normative grants, if expressly authorized to do so by the Regulations on Student Fees and Benefits;
- d) decides on the granting of state funds to students – e. g. study grants, institutional, sports and cultural grants, and grants for socially needy students;
- e) on the request of a student, propose the payment in instalments or a discount on the payment of the fees;
- f) decide on matters which are within the competence of the law or university regulations.

##### **Associates of the USW Committee:**

- a) The Director of the Educational Directorate shall be the current Chairperson;
- b) 2-2 persons proposed by the Director General of each campus (10 persons in total);
- c) 5 students delegated by the University Students' Union (USU);
- d) 1 student delegated by the University Doctoral Students' Union (UDSU).

The members of the USW Committee shall be elected by the Senate on the basis of the proposals for the members of the USW Committee set out in point (b). The President and the members of the USW, whether by virtue of their office or by election by the Senate, shall be appointed by the Rector.

The USW Committee shall decide on its own rules of procedure, taking into account the law and the University regulations, which it shall publish on the University website.

#### 4.5.11. Student Disciplinary Committee

Disciplinary authority in relation to students is held in the first instance by the relevant campus Student Disciplinary Committee (SDC). The initiation of a disciplinary procedure is authorized by the Rector, the Vice-Rector for Education and International Affairs, or the Director of Education.

The permanent chair of the SDC is an employee delegated by the Rector. The secretary of the SDC – without voting rights – is an employee appointed by the Rector. The other voting members of the SDC are:

- a) Two teaching staff members delegated per campus by the Campus Director-General,
- b) Two non-teaching staff members delegated per campus by the Campus Director-General,
- c) Two students delegated by the Student Council,
- d) Two legally qualified employees delegated by the Head of the Legal and Public Procurement Directorate.

The permanent chair of the SDC appoints the members of the three-member ad hoc disciplinary committee (hereinafter: ad hoc SDC) from among the SDC members in the given case, ensuring that one member or the chair of the ad hoc SDC is a lawyer as specified in point d). The permanent chair of the SDC may also serve as a member of the ad hoc SDC.

The chair of the ad hoc SDC may invite, with consultative rights, a representative of the relevant faculty or department involved in the disciplinary procedure, and in cases concerning doctoral students, a doctoral representative delegated by the Student Council, to the disciplinary hearing.

The detailed operation and procedural rules of the SDC are governed by the Student Disciplinary and Compensation Regulations, which form part of Volume III.6 of the Student Requirements System.

The SDC decides independently on its operational procedures in accordance with laws and university regulations and is required to make these publicly available on the University's website.

#### 4.5.12. Student Appeals Committee

The Student Appeals Committee (SAC) is the body that deals with appeals against decisions, actions or failure to act by the University, its committees and bodies, and decisions of the institutions in student matters, in the event of violation of student rights. The functioning of the SAC and the applicable procedures are laid down in the Article 57–58 of the NHE Act and the relevant rules of the SAC.

##### **Associates of the SAC:**

President: **Head of the Administration, Data Protection and Education Legal Unit**

**Members:**

- President of the SAC
- one person per campus appointed by the Director General of the campus;
- one person per institute appointed by the directors of the institute;
- two legally qualified employees delegated by the Head of the Legal and Public Procurement Directorate.
- five students delegated by the president of Student Council and one student delegated by the president of Student Council.

The SAC acts on each case in councils of 5 persons, composed by the President, who selects one member from each of the above members.

The detailed functioning and procedures of the Committee are laid down in the Regulations on Studies and Exams. The Committee shall decide on its own rules of procedure, taking into account the law and the University regulations, which it shall publish on the University website.

**4.5.13. The Educational Directorate and its Departments**

The Educational Directorate is responsible for the administration of studies, study management and the organization of education at the University in the interests of unified direction. Within this framework, it carries out the following tasks in particular, but not exclusively:

- academic administration;
- managing and monitoring the electronic study system;
- monitoring student payment obligations, sending payment reminders;
- managing the electronic request process system, producing and maintaining request templates within the framework of the Student Requirements System;
- performing central administrative tasks related to admission and statistical procedures;
- preparing the scheduled timetable for the academic year;
- preparing the University Study Guidance;
- developing and maintaining the University's website containing educational and academic information;
- obtaining and keeping records of all the forms necessary for the operation of the University;
- keeping a register of stamps used in the field of educational administration;
- central management of the admission procedure (editing admission information, managing institutional advertisements, organizing exams, recording admission points in collaboration with the Institutes, managing the procedure for the recognition of Master's degrees, etc.);
- ensuring the legal compliance of the University's educational and teaching administration activities, proposing changes to the Student Requirements System;
- managing and supervising the timetabling process;

- organizing entrance and final exams.

### **Departments:**

#### **Department of Education**

- Buda Campus Registrar's Office
- Georgikon Campus Registrar's Office
- Kaposvár Campus Registrar's Office
- Károly Róbert Campus Registrar's Office
- Szent István Campus Registrar's Office

#### **Neptun and Education Organization Department**

- Central Neptun and Education Organization Division
- Neptun and Education Organization Division, Kaposvár

#### **Department of Training Coordination**

#### **Dual and Practical Training Organization Department**

### **Department of Education**

The Department of Education and its Registrar's Offices are responsible for the study management and study administration of students who have established a student status and are students of the University, as well as of students who have closed their student status, in accordance with the provisions of the Annex 3 of the NHE Act, which provides for:

- the provision of information relating to the student status and the provision of information after the termination of the student status;
- providing student counselling, in person and by telephone;
- managing, administering and registering student requests;
- managing electronic records;
- issuing certificates required by law;
- carrying out document management tasks related to operations;
- monitoring and verifying the implementation of the Student Regulations through the relevant Registrar's Office.

### **Neptun and Education Organization Department**

The tasks of the Neptun and Education Organization Department and its units:

- directing and professionally supervising the operation of NEPTUN;
- supervise and control the content of NEPTUN, and provide data;
- maintaining and registering NEPTUN users, issuing authorizations;
- providing advice and training to NEPTUN for teaching and research staff and other staff;
- accounting for established grants;
- providing centralized timetabling functions.

### **Training Coordination Department**

Tasks of the Training Coordination Department:

- Participates in the preparation and implementation of institutional and program accreditations, as well as the review procedures for operational licenses (conducted by the Educational Authority);

- Coordinates the development and implementation of the University's educational strategy;
- Prepares and proposes the establishment and launch of new programs, and makes recommendations for the modification or discontinuation of existing programs;
- Provides opinions on the education development aspects of the institutional development strategy;
- Develops and implements educational programs aimed at methodological development and the training of instructors;
- Monitors the quality of educational activities at the University, as well as the preparation and implementation of curricula and course programs;
- Coordinates the University's education development activities.

### Department of Dual and Practical Training

The Department of Dual and Practical Training (hereinafter: DDPT) is the organizational unit responsible for coordinating university-level dual programs in the fields of agricultural, engineering, and economic sciences at the University.

Tasks of the DDPT:

- Identifying and integrating partner organizations that can provide the necessary conditions for dual and practical training, and supporting their participation;
- Coordinating between partner organizations and students in matters of training, educational organization, communication, and support services;
- Supporting partners in fulfilling their contractually agreed, training-related specific tasks (e.g., managing databases, administration, developing training programs, etc.);
- Participating in the promotion of dual and practical training formats.

## 4.6. Procedure for student appeals

In the event of a violation of rights related to the student's status, the student may appeal against a decision, action or omission of the University at first instance, - with the exception of the assessment of the fulfilment of study requirements - within 15 days of the date of its notification or, failing this, of the date on which it came to the student's knowledge. The request for a reassessment should be submitted to the Student Appeals Committee (SAC) by e-mail to [hfb@uni-mate.hu](mailto:hfb@uni-mate.hu).

An appeal may also be lodged against a decision on the assessment of studies if the decision was not based on the requirements adopted by the University, or if the decision is contrary to the University's Organizational and Operational Regulations or if the provisions on the organization of the exam have been breached.

A request for review can be submitted on the grounds of a violation of the law or infringement of provisions related to student status. Where possible, the exact legal provision or the relevant university document should be cited (justification of the request).

In a review request, only new facts, circumstances, or documents may be referenced – those which the applicant was not aware of during the first-instance procedure, or which could not be referenced due to reasons beyond their control.

The Committee should not proceed if the decision or other measure complained of was taken by the competent person or body acting in an equity context. The SAC does not apply equity but only examines whether the procedure at first instance was conducted in accordance with the law and the institutional rules.

If the student explicitly requests it in the request for reconsideration, he/she may be interviewed live (in person or online). His/her request will be approved by the President of the Committee in view of the complexity of the facts of the case and the questions raised by the members.

The student may file an administrative appeal against the final decision of the SAC within 30 days of its notification, on the basis of a violation of the law or of the provisions regarding the student's status as a student. The statement of appeal shall be submitted in three copies to the court of law having jurisdiction over the place of residence but shall be sent to the University (2100 Gödöllő, Páter Károly u. 1) or sent by registered post.

The student appeal procedure is governed by the following laws and regulations:

- Act CL of 2016 on General Administrative Procedure.
- Act CCIV of 2011 on National Higher Education.
- Regulations of Organization
- Studies and Exam Regulations
- Rules of Procedure of the Student Appeals Committee.

The rules on legal appeal also apply to decisions or omissions concerning applicants to higher education institutions and students whose student status has been terminated in the meantime.

## 4.7. Dual and cooperative training

### Dual training

Dual training is a form of practice-oriented study in which students can broaden the knowledge they have acquired in higher education by taking part in practical training in professionally qualified companies. Each semester, students in dual training receive 13 weeks of theoretical training on each of the University's campuses, after which they spend their practical training in a pre-selected company until the start of the following semester.

The Hungarian University of Agriculture and Life Sciences currently offers dual training opportunities in 5 training sites in a total of 13 bachelor's and 8 master's degree programs, of which students can find out about the majors advertised in the current semester on felvi.hu:

#### Undergraduate programs:

- Food Engineering
- Administration and Management
- Business Informatics
- Mechanical Engineering
- Commerce and marketing
- Environmental Engineering
- Agricultural Engineering
- Mechanical Engineering in the Agriculture and Food industry
- Finance and Accounting
- Viticulture and Oenology Engineering
- Nature Conservation Engineering
- Tourism and Catering
- Agrobusiness and Rural Development Engineering

#### Master's programs:

- Animal Husbandry Engineering
- Food Engineering
- Agricultural Biotechnology
- Crop Production Engineering
- Finance
- Regional and Environmental Economic Studies
- Animal Nutrition and Feed Safety Engineering
- Rural Development Engineering

Dual training is becoming increasingly popular among students. Many of them are attracted by the opportunity to learn about company culture during their university studies, gain direct practical experience from mentors and get rewarded for their work. The professional practice placement shall remunerate the student for the entire duration of the training, both during the placement and the in-university periods, as set out in the student's employment contract. The rate of pay, as defined by law, **shall be at least 65% of the compulsory minimum wage**. The partner company may deviate from this, but only in the direction of a higher remuneration. For this reason, we do not have a concrete statement of the student's remuneration, as it varies and is based on individual amounts agreed between the training place and the student.

For the training place, the dual training form provides an opportunity for direct training. This is helped by the tax relief for dual training.

At the end of each semester/year, the student in dual training reports on his/her work in the partner company in the form of a short practical diary, signed by the mentor. On a separate evaluation form, the student is assessed on the basis of pre-defined professional competences and a recommendation is made to continue/terminate the training on the basis of his/her activities.

For more information on the dual training program: <http://www.dualisdiploma.hu/> .

The university website of the dual training program, the degree programs available in the dual training and the list of MATE's dual training partners: <https://uni-mate.hu/duális-képzés>

For further information: [dualis@uni-mate.hu](mailto:dualis@uni-mate.hu)

### **Cooperative professional training**

The cooperative professional training started in 2001 at the predecessor institution of the Hungarian University of Agriculture and Life Sciences, Szent István University.

The aim of the training is to enable our students, who are typically studying in the technical field, to broaden their knowledge, gain professional experience and practice in a real working environment under the guidance of appointed engineers, while solving engineering tasks useful for the company. During the practical training period, students will learn about the company's work culture and philosophy and gain significant experience, experience and confidence. And during the professional practice, the company can entrust students with increasingly serious and complex tasks, while learning about its competencies.

The cooperative training program is open to our BSc and MSc students who are about to graduate and already have most of the knowledge they need to acquire in the classroom.

The application, which is optional for students, is organized by the university through a two-round application process. In the first round of the selection of the best students, the University will select the applications on the basis of academic merit. The final decision on admission to the training program is taken by the companies themselves, usually in a second-round interview.

During the training, the student completes his/her study and exam obligations in the framework of an individual study program (reduced timetable). Based on a cooperation agreement between the university and the company, the student spends 2, 3 or 4 days a week at the company, up to 5 days a week during the summer. In recognition of the knowledge acquired during the work placement, students may be exempted from certain subjects and may write their thesis on a topic proposed by the company. The university will provide the student with an allowance for the duration of the placement from funds provided by the company.

#### **The benefits of cooperative professional training:**

- professional practices and work experience can be obtained during the period of study, within the framework of an individual study program,
- foreign language skills can be practiced,
- it teaches precision, punctuality and efficiency,
- develop team spirit,
- experience and confidence to start a real job,



- the company will provide the thesis topic and consultation,
- monthly allowance for the duration of the professional practice,
- a monthly stipend, which will greatly facilitate your transition into the world of work,
- higher starting salary.

The cooperative training cooperation between the companies and the university has also resulted in a number of educational, research and development partnerships.

In the 20 years of the cooperative training program, more than a thousand students have taken part in this professional practice. The experience gained shows that a successful relationship can be established and maintained in the long term for the companies, our students and the university. Many of the students who have completed the training have found employment as engineers or managers in the companies that have provided the placements. The other students, with the work experience they have gained, are much better placed to enter the labor market.

Inquiries and information: [koop@uni-mate.hu](mailto:koop@uni-mate.hu)

## 4.8. Talent Council

The Talent Council is the body responsible for talent management at the institution. Its most important activity is the implementation and coordination of talent support and talent management activities for the scientific and artistic student communities and the colleges of specialized studies

### The associates of the Talent Council

**Prof. Dr. Miklós Mézes** president

**Dr. Éva Mónika Szendrő** vice-president for specialist colleges

**Mónika Urbánné Malomsoki** vice-president for Scientific Students' Associations' association

#### Members:

Dr. László Dinya professor emeritus

Márk Hajnal, president of Deák Tibor College of Specialized Studies

Flóra Adél Hoffmann, PhD student

Dr. Klára Huszár Páztorné, associate professor

Dr. Béla Péntzes, professor emeritus

Gabriella Zsófia Pusztay, Head of the Media Center

Dr. Zoltán Sütő, professor emeritus

Dr. Péter Szabó, senior lecturer

Dr. Péter Szendrő, professor emeritus

Secretary: Szilvia Vanda

Website: <https://www.uni-mate.hu/tehets%C3%A9g-tan%C3%A1cs>

E-mail address: [tehetseggondozas@uni-mate.hu](mailto:tehetseggondozas@uni-mate.hu)

## 4.9. College of Specialized Studies

MATE is committed to support colleges and to help professional communities to shape themselves in a conscious way. On all MATE campuses, students have the opportunity to join and actively participate in the professional activities of specialized colleges that match their interests. They operate as autonomous student organizations with the help of supportive teachers. Through their academic, community-building programs, they serve the career, the community and the individual development of students.

MATE helps to implement the scientific and community programs set out in the work plans of the specialized colleges, to realize the scientific and professional aspirations of the young researcher community, and to organize scientific, professional and community-based events to strengthen the communities of the specialized colleges. A College of Specialized Studies is a student-run, self-organized group of students with similar professional interests.

Website of College of Specialized Studies:

<https://www.uni-mate.hu/szakkoll%C3%A9giumok>

### College of Specialized Studies and their availability:

#### Buda Campus (Budapest)

##### **Deák Tibor College of Specialized Studies**

[website](#)

E-mail: [deaktszakkollegium@gmail.com](mailto:deaktszakkollegium@gmail.com)

##### **Rerrich Béla Landscape Architect College of Specialized Studies**

[website](#)

E-mail: [rbtszk@gmail.com](mailto:rbtszk@gmail.com)

#### Kaposvár Campus (Kaposvár)

##### **Baka József College of Specialized Studies**

[website](#)

E-mail: [Komuves.Zsolt.Sandor@uni-mate.hu](mailto:Komuves.Zsolt.Sandor@uni-mate.hu)

##### **Csokonai Vitéz Mihály College of Specialized Studies**

[website](#)

E-mail: [Petone.Csima.Melinda@uni-mate.hu](mailto:Petone.Csima.Melinda@uni-mate.hu)

##### **Guba Sándor Agricultural Science and Nature Conservation College of Specialized Studies**

E-mail: [Molnar.marcell@uni-mate.hu](mailto:Molnar.marcell@uni-mate.hu)

##### **Rippl-Rónai József Art College of Specialized Studies**

E-mail: [Soros.rita@uni-mate.hu](mailto:Soros.rita@uni-mate.hu)

##### **Szentandrassy István Roma College of Specialized Studies**

[website](#)

E-mail: [kovacs.zoltan.peda@uni-mate.hu](mailto:kovacs.zoltan.peda@uni-mate.hu)

#### Károly Róbert Campus (Gyöngyös)

##### **Károly Róbert College of Specialized Studies**

E-mail: [Koncz.Gabor@uni-mate.hu](mailto:Koncz.Gabor@uni-mate.hu)

### **Georgikon Campus (Keszthely)**

#### **Nagyváthy János College of Specialized Studies**

E-mail: [Alfoldi.Zoltan.Peter@uni-mate.hu](mailto:Alfoldi.Zoltan.Peter@uni-mate.hu)

### **Szent István Campus (Gödöllő)**

#### **Animal Husbandry College of Specialized Studies**

[website](#) (after log in)

E-mail: [hflora.uni@gmail.com](mailto:hflora.uni@gmail.com) , [Szabo.Rubina.Tunde@uni-mate.hu](mailto:Szabo.Rubina.Tunde@uni-mate.hu)

#### **Dimény Imre Crop Production College of Specialized Studies**

E-mail: [Bozoki.Boglarka@phd.uni-mate.hu](mailto:Bozoki.Boglarka@phd.uni-mate.hu)

#### **Festetics Imre Agricultural Biotechnology College of Specialized Studies**

E-mail: [fimbiotechkoli@gmail.com](mailto:fimbiotechkoli@gmail.com)

#### **Gödöllő Hunting College of Specialized Studies**

[website](#) (after log in)

E-mail: [godolloivadaszatiszakkollegium@gmail.com](mailto:godolloivadaszatiszakkollegium@gmail.com)

#### **Fishing and Fisheries College of Specialized Studies**

[website](#) (after log in)

E-mail: [Bernath.Gergely@uni-mate.hu](mailto:Bernath.Gergely@uni-mate.hu)

#### **Environmental (Green) College of Specialized Studies**

[website](#) (after log in)

E-mail: [Salata.Denes@uni-mate.hu](mailto:Salata.Denes@uni-mate.hu)

#### **Zoology College of Specialized Studies**

[website](#) (after log in)

E-mail: [zoo.szakkollegium@gmail.com](mailto:zoo.szakkollegium@gmail.com) , [petrencsi@gmail.com](mailto:petrencsi@gmail.com)

#### **Roma and social inclusion College of Specialized Studies**

[website](#) (after log in)

E-mail: [Ritter.Krisztian@uni-mate.hu](mailto:Ritter.Krisztian@uni-mate.hu) , [Gubacsi.Franciska@uni-mate.hu](mailto:Gubacsi.Franciska@uni-mate.hu)

#### **Rural Development College of Specialized Studies**

[website](#) (after log in)

E-mail: [Gubacsi.Franciska@uni-mate.hu](mailto:Gubacsi.Franciska@uni-mate.hu)

#### **Mechanics College of Specialized Studies**

E-mail: [gepeszetiszakkollegium@gmail.com](mailto:gepeszetiszakkollegium@gmail.com) , [pataki.tamas@uni-mate.hu](mailto:pataki.tamas@uni-mate.hu)

### **Szent István Campus Szarvas training site (Szarvas)**

#### **Agricultural Water Management College of Specialized Studies**

[website](#) (after log in)

E-mail: [Csengeri.Erzsebet@uni-mate.hu](mailto:Csengeri.Erzsebet@uni-mate.hu) , [mezogazdasagi.szakkollegium@uni-mate.hu](mailto:mezogazdasagi.szakkollegium@uni-mate.hu)

## **4.10. Scientific Students' Association (SSA)**

The SSA is a talent management and talent showcase coordinated at university level, campus and departmental level. It provides talent support, development and coordination activities for MATE students and high school students.

MATE holds an Institutional Scientific Students' Association Conference (ISSAC) in the autumn semester of each academic year (In November, always on Wednesday of the 3rd week). The Institutes hold an Institutional Scientific Students' Association Conference in the spring semester depending on student demand. In addition, a number of programs (Talent Day, Scientific Students' Association conferences, talent camps, professional lectures, presentation courses, etc.) are organized in cooperation with the Campus and Institutional Scientific Students' Association Councils. The SSA welcomes applications from active students who are keen to carry out research.

Website of Scientific Students' Association Conference:

<https://en.uni-mate.hu/scientific-student-conference-tdk>

### **Responsible persons for Scientific Students' Associations' Association on the Campuses**

#### **Buda Campus (Budapest)**

**Dr. Nguyen Duc Quang** university professor

1118 Budapest, Ménesi út 45., E building

E-mail: [Nguyen.Duc.Quang@uni-mate.hu](mailto:Nguyen.Duc.Quang@uni-mate.hu)

#### **Kaposvár Campus (Kaposvár)**

**Dr. Veronika Halas** university professor

7400 Kaposvár, Guba Sándor utca 40.

E-mail: [Halas.Veronika@uni-mate.hu](mailto:Halas.Veronika@uni-mate.hu)

#### **Károly Róbert Campus (Gyöngyös)**

**Dr. Gábor Koncz** associate professor

3200 Gyöngyös, Mátrai út 36., Building A., office 1.310

E-mail: [Koncz.Gabor@uni-mate.hu](mailto:Koncz.Gabor@uni-mate.hu)

#### **Georgikon Campus (Keszthely)**

**Dr. Szilvia Kovács** associate professor

8360 Keszthely, Deák Ferenc Street 16., Bulding A., office 247.

E-mail: [Kovacs.Szilvia.georg@uni-mate.hu](mailto:Kovacs.Szilvia.georg@uni-mate.hu)

#### **Szent István Campus (Gödöllő)**

**Dr. Ákos Pető** associate professor

2100 Gödöllő, Páter Károly street 1., Department of Nature Conservation and Landscape Management

E-mail: [Peto.Akos@uni-mate.hu](mailto:Peto.Akos@uni-mate.hu)

#### **Szent István Campus, Szarvas training site (Szarvas)**

**Dr. Károly Lajos Bodnár** college professor

5540 Szarvas, Szabadság road 1-3., ground floor office 3.

E-mail: [Bodnar.Karoly.Lajos@uni-mate.hu](mailto:Bodnar.Karoly.Lajos@uni-mate.hu)

## Responsible persons for Scientific Students' Association in the Institutes

### **Institute of Agricultural and Food Economics**

**Dr. Emese Prihoda** associate professor

2100 Gödöllő, Állomás square 4., Building G, office 308

E-mail: [Prihoda.Emese@uni-mate.hu](mailto:Prihoda.Emese@uni-mate.hu)

### **Institute of Aquaculture and Environmental Safety**

**Kinga Katalin Lefler** research fellow

2100 Gödöllő, Páter Károly street 1., Department of Aquaculture

E-mail: [Lefler.kinga.Katalin@uni-mate.hu](mailto:Lefler.kinga.Katalin@uni-mate.hu)

### **Institute of Animal Sciences**

**Dr. Rubina Tünde Szabó** research fellow

2100 Gödöllő, Páter Károly street 1. Main Building 1st floor, office 1096

E-mail: [Szabo.Rubina.Tunde@uni-mate.hu](mailto:Szabo.Rubina.Tunde@uni-mate.hu)

### **Institute of Food Science and Technology**

**Dr. Nguyen Duc Quang** university professor

1118 Budapest, Ménesi road 45. Building E.

E-mail: [Nguyen.Duc.Quang@uni-mate.hu](mailto:Nguyen.Duc.Quang@uni-mate.hu)

### **Institute of Animal Physiology and Nutrition**

**Dr. Krisztián Milán Balogh** university professor

2100 Gödöllő, Páter Károly street 1. Department of Feed Safety

E-mail: [Balogh.Krisztian.Milan@uni-mate.hu](mailto:Balogh.Krisztian.Milan@uni-mate.hu)

### **Institute of Genetics and Biotechnology**

**Dr. Orsolya Ivett Hoffmann** senior research fellow

2100 Gödöllő, Szent-Györgyi Albert street 4. 1st floor, office 159. Laboratory 158

E-mail: [Hoffmann.Orsolya.Ivett@uni-mate.hu](mailto:Hoffmann.Orsolya.Ivett@uni-mate.hu)

### **Institute of Horticultural Sciences**

**Dr. Beáta Gosztola** associate professor

1118 Budapest, Villányi road 29-43.

E-mail: [Gosztola.Beata@uni-mate.hu](mailto:Gosztola.Beata@uni-mate.hu)

### **Institute of Environmental Sciences**

**Dr. Norbert Boros** senior research fellow

2100 Gödöllő, Páter Károly street 1., Main Building , office 144

E-mail: [Boros.Norbert@uni-mate.hu](mailto:Boros.Norbert@uni-mate.hu)

**Institute of Mathematics and Basic Science**

**Dr. Piroska Víg** associate professor

2100 Gödöllő, Páter Károly utca 1. TK. 218

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**Institute of Technology**

**Dr. Zsidai László** university professor

2100 Gödöllő, Páter Károly street 1., MIK Building

E-mail: [Zsidai.Laszlo@uni-mate.hu](mailto:Zsidai.Laszlo@uni-mate.hu)

**Institute of Education**

**Dr. Anikó Andrea Bencéné Fekete** associate professor

7400 Kaposvár, Guba Sándor street 40.

E-mail: [Bencene.Fekete.Aniko.Andrea@uni-mate.hu](mailto:Bencene.Fekete.Aniko.Andrea@uni-mate.hu)

**Institute of Agronomy**

**Dr. János Balogh** university professor

2100 Gödöllő, Páter Károly street 1. Main Building 1st floor office 1049

E-mail: [Balogh.Janos@uni-mate.hu](mailto:Balogh.Janos@uni-mate.hu)

**Institute of Plant Protection**

**Dr. Anita Karacs-Végh** associate professor

1118 Budapest, Villányi road 29-43.

E-mail: [Karacs.Vegh.Anita@uni-mate.hu](mailto:Karacs.Vegh.Anita@uni-mate.hu)

**Rippl-Rónai Institute of Arts and Theatre**

**Dr. Péter Baki** associate professor

7400 Kaposvár, Bajcsy-Zsilinszky street 4-10.

E-mail: [Baki.Peter@uni-mate.hu](mailto:Baki.Peter@uni-mate.hu)

**Institute for Viticulture and Oenology**

**Dr Gizella Györffy-Jahnke** scientific advisor

8261 Badacsonytomaj-Badacsony, Római road 181.

E-mail: [Gyorffyne.Jahnke.Gizella@uni-mate.hu](mailto:Gyorffyne.Jahnke.Gizella@uni-mate.hu)

**Institute of Landscape Architecture**

**Dr. Nóra Hubay-Horváth** associate professor

1118 Budapest, Villányi road 29-43. Building K., 1st floor 113

E-mail: [hubayne.horvath.nora@uni-mate.hu](mailto:hubayne.horvath.nora@uni-mate.hu)

**Institute for Wildlife Management and Nature Conservation**

**Dr. Biró Zsolt** associate professor

2100 Gödöllő, Páter Károly street 1. VVT 36.

E-mail: [Biro.Zsolt@uni-mate.hu](mailto:Biro.Zsolt@uni-mate.hu)

**Institute of Rural Development and Sustainable Economy**

**Mónika Urbán-Malomsoki** departmental fellow

2100 Gödöllő, Állomás square 4., Building G., Office 112

E-mail: [Urbanne.Malomsoki.Monika@uni-mate.hu](mailto:Urbanne.Malomsoki.Monika@uni-mate.hu)

To learn more about the institutes' talent management activities, visit their websites!

## 4.11. Student Mobility

### 4.11.1. Introduction of the Center for the International Education

The Center for International Education of the International Directorate promotes the University's foreign language studies, international promotion activities through the Study in Hungary, Stipendium Hungaricum and Pannónia programs. The Center is managed by the Head of the Center under the guidance of the International Director and works in close cooperation with the International Strategy and Coordination Center and the institute and campus coordinators. Detailed responsibilities of the Center for International Education:

- providing a central support activity for international students at the University;
- general management of non-educational international student affairs and tasks, assisting with the administration of international students' admission to and stay in Hungary;
- coordinating the activities of the campuses related to international student services, contributing to the implementation of the programs and tasks of all campuses related to international student services, supervising the implementation of the related activities;
- promoting international professional practices;
- promoting and operationalizing mobility of teachers, researchers and students through the mobility programs of the European Union and Hungary;
- preparing, coordinating, organizing and implementing cooperation agreements on international education matters;
- the uniform registration, ongoing maintenance and statistical evaluation of cooperation agreements on international education matters at university level;
- the performance of the University's tasks in connection with its membership of international higher education organizations;
- managing enquiries from universities abroad to the institutes and service providers;
- supporting the collection and provision of data for international university rankings, liaising with regional representatives;
- facilitating initiatives related to advancement in international rankings;
- organizing the involvement of foreign visiting professors in training in Hungary;
- participating in the strategic and operational implementation of cooperation projects on international education issues.

### 4.11.2. Introduction of the mobility programs

Our university is an active player on the international higher education scene. **For the academic year 2025/26, MATE students can apply under the Pannonia Program for long-term study mobility, professional practices, post-graduate placements, short-term study mobility or even research mobility**, with a minimum of 2 days – maximum 12 months per level



of study (BSc, MSc, PhD) as a scholarship holder at a host institution or company in the country of their choice (<https://en.uni-mate.hu/pann%C3%B3nia-scholarship-for-stipendium-hungaricum-students-2025/26>).

Students can find out about current opportunities by consulting the current calls for applications and the information letters sent out through NEPTUN.

For those wishing to gain international experience closer to home, we recommend the Central European Higher Education Exchange Program (CEEPUS). Our university is unique in the country with 18 CEEPUS networks. These include sustainable agriculture, professional translation, renewable energy, landscape architecture, food safety, applied economics, mechanical engineering and tourism. <https://en.uni-mate.hu/ceepus>

The University offers students with at least a good intermediate level of language proficiency the opportunity to gain international experience through part-time study or professional practices through the projects it offers.

Student mobility programs are organized by the Centre for International Educational.

Please find the current calls for applications at the [website of the University](#).

### **4.11.3. Associates involved in the organization and implementation of mobility programs**

#### **Head of Center for International Education**

**Dr. Zsuzsanna Tarr** institutional coordinator (Ceepus, Pannónia programs)

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor office 231

E-mail: [Tarr.Zsuzsanna@uni-mate.hu](mailto:Tarr.Zsuzsanna@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

#### **SZENT ISTVÁN CAMPUS, GÖDÖLLŐ**

**Edit Szabadszállási** international representative (Erasmus+ coordinator for incoming mobility: students and staff)

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor office 230

E-mail: [Szabadszallasi.Edit@uni-mate.hu](mailto:Szabadszallasi.Edit@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Zsuzsanna Heltai** international representative (Pannónia Program Coordinator, E<sup>3</sup>UDRES<sup>2</sup> – students/lecturers/staff)

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor Office 232

E-mail: [Heltai.Zsuzsanna@uni-mate.hu](mailto:Heltai.Zsuzsanna@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Beáta Farkas** international representative (Pannónia Program Coordinator for outgoing mobility: students and staff)

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor Office 232

E-mail: [Farkas.Beata.god@uni-mate.hu](mailto:Farkas.Beata.god@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Zita Batiz** international representative (Erasmus Mundus Joint Master Coordinator: emPLANT+ DAFM)

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor Office 228

E-mail: [batiz.zita@uni-mate.hu](mailto:batiz.zita@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Csilla Kánai** international representative, Stipendium Hungaricum (SH) institutional coordinator

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor Office 228

E-mail: [Kandai.Csilla@uni-mate.hu](mailto:Kandai.Csilla@uni-mate.hu) , [sh@uni-mate.hu](mailto:sh@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Judit Tallárom–Czingili** international representative (student services coordinator – non-educational issues SH, SCYP, DFP, FAO, MISP, Self-financed)

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor Office 230

E-mail: [Tallaromne.Czingili.Judit@uni-mate.hu](mailto:Tallaromne.Czingili.Judit@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Kinga Püspök–Szabados** international representative (FAO, self-financed students)

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor Office 229

E-mail: [Puspokne.Szabados.Kinga@uni-mate.hu](mailto:Puspokne.Szabados.Kinga@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Zsuzsanna Tassy** international representative (MISP, SH, Diaspora)

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E-mail: [Tassy.Zsuzsanna@uni-mate.hu](mailto:Tassy.Zsuzsanna@uni-mate.hu) , [misp@uni-mate.hu](mailto:misp@uni-mate.hu)

Office hours: Mon–Wed 13.30–15.00

**Tüdős Tiborné** financial administrator

2100 Gödöllő, Auditorium (Aula) Building, 2nd floor Office 2066

E-mail: [Tudos.Tiborne@uni-mate.hu](mailto:Tudos.Tiborne@uni-mate.hu)

## **BUDA CAMPUS, BUDAPEST**

**Krisztina Nagy** international representative (institutional coordinator of SCYP, SH, students)

1118 Budapest, Villányi road 29–43. Building „K”, Office 218

E-mail: [Nagy.Krisztina@uni-mate.hu](mailto:Nagy.Krisztina@uni-mate.hu), [international.buda@uni-mate.hu](mailto:international.buda@uni-mate.hu)

Office hours: Mon, Thurs: 9.00–12.00, Tues, Wend: 13.30–15.00

**Erős-Tárczy Zsuzsanna** international representative (Pannónia Program campus coordinator)  
1118 Budapest, Villányi út 29-43. „K” building, office 218  
E-mail: [Eros.Zsuzsanna@uni-mate.hu](mailto:Eros.Zsuzsanna@uni-mate.hu)  
Office hours: Mon, Thu 9.00-12.00, Tue, Wed 13.30-15.00

#### **KAPOSVÁR CAMPUS, KAPOSVÁR**

**Péter Csősz** international representative, Campus coordinator (Pannónia program, SH, Self-financed, MISP students)  
7400 Kaposvár, Guba Sándor street 40.  
E-mail: [Csoz.Peter@uni.mate.hu](mailto:Csoz.Peter@uni.mate.hu)  
Office hours: Mon-Thurs: 13.30-15.00

#### **GEORGIKON CAMPUS, KESZTHELY**

**Beáta Zsankó-Bódör** international representative (Pannónia program for students of SZIC (Gödöllő), Kaposvár Campus and Károly Róbert Campus (Gyöngyös), SH)  
8360 Keszthely, Deák Ferenc Street 16., Building A., 1st floor Office 146  
E-mail: [Zsanko-Bodor.Beata@uni-mate.hu](mailto:Zsanko-Bodor.Beata@uni-mate.hu) , [international.georgikon@uni-mate.hu](mailto:international.georgikon@uni-mate.hu)  
Office hours: Mon-Thurs: 8:00-12:00

**Budai-Koncz Mercédesz** international representative (SH campus coordinator)  
8360 Keszthely, Deák Ferenc utca 16., A-Build., 1st floor, office 146  
E-mail: [Budai.Koncz.Mercedesz@uni-mate.hu](mailto:Budai.Koncz.Mercedesz@uni-mate.hu), [international.georgikon@uni-mate.hu](mailto:international.georgikon@uni-mate.hu), [sh@uni-mate.hu](mailto:sh@uni-mate.hu)

**Office hours: Mon-Thu 8.00-12.00**

#### **4.11.4. Subjects offered to part-time foreign students**

For exchange students arriving at our university, the information for the semester is available at the following link: <https://en.uni-mate.hu/erasmusplus>

### **4.12. Accommodation in the Dormitories**

Dormitory accommodation is available on all MATE campuses.

#### **Information:**

##### **University Dormitories Directorate**

**Fanni Ildikó Barkó-Fodor** – Director of Dormitories

Dormitories Directorate, Gödöllő

Páter Károly Street 1., Building B, Office 45

Dormitory website: <https://kollegium.uni-mate.hu/bemutakozas-szic>

### Our dormitories:

Szent István Campus, Gödöllő Dormitories

Szent István campus (buildings A-B-C-D-E (2100 Gödöllő Páter Károly utca 1.)

Cervus Hostel C Szarvas (5540 Szarvas, Szabadság út 1-3.)

Buda Campus

Somogyi Imre Dormitory (1118 Budapest, Szület u. 2-18.)

Szent Gellért Dormitory (1114 Budapest, Fehérvári út 13.)

Károly Róbert Campus

Károly Róbert Dormitory (3200 Gyöngyös, Bene út 69.)

Georgikon Campus

Pethe Ferenc Dormitory (8360 Keszthely, Festetics György út 5.)

Kaposvár Campus

Csukás Zoltán Dormitory (7400 Kaposvár, Guba S. u. 40.)

New Dormitory (7400 Kaposvár, Guba S. u. 40.)

Kaffka Margit Dormitory (7400 Kaposvár, Bajcsy-Zs. u. 6.)

### Student support

The Student Advisers are responsible for dealing with official student matters and are the first point of contact for students moving in after successful admission.

Dormitory Coordinators are there to help students with day-to-day problems and to ensure that the rules of living together are respected.

### SZENT ISTVÁN CAMPUS GÖDÖLLŐI KOLLÉGIUMOK

The MATE Szent István Campus Gödöllő Dormitory is located on the campus, in a beautiful green, wooded and park-like setting. The Gödöllő Dormitories are a connected complex of buildings, consisting of multi-levelled units. The rooms on the different floors have different layouts and capacities in order to best meet the needs of the students. We welcome our future residents with a variety of comfort levels. All buildings have communal areas where you can chat, study and relax. In the dormitory conference rooms, there are regular programs organized by the student community. This includes active professional colleges, which welcome newcomers. It is also often used by non-university organizations to organize workshops and lectures, to which all interested parties are welcome. There are currently 7 dormitories to provide accommodation for students.

### Accommodation

Buildings "A" and "B": renovated rooms with 2 and 3 beds, private bathroom with toilet and one large common kitchen and dining room per floor.

Building C: retro-style 3-bed rooms with hand-washing, shower, toilet and kitchen in the corridor.

Buildings D-E-F: new construction, 2, 2x2 and 4 bed rooms with private bathroom with toilet, some with kitchen corner. A special feature is the 8X1 bed apartments in building E with two bathrooms, two toilets and a large common American kitchen.

## Services

- internet
- study room
- meeting rooms for professional meetings, courses, cultural events in the dormitory
- free and unlimited use of common rooms
- laundry facilities with washing and drying machines
- free parking
- lockable bicycle storage
- hot and cold buffets, restaurant
- vending machines (snacks, sweets, drinks, soup)
- fireplaces for outdoor barbecues, cooking
- entertainment facilities
- in cooperation with GEAC, numerous sports within the recreational sports divisions offer opportunities for active leisure alongside the specialized sports sections-private outdoor weight training park
- gym
- spinal exercise (payment is required)
- ping-pong tables (both indoor and outdoor)

## Information

**Fanni Ildikó Barkó-Fodor** – Director of Dormitories

Dormitories Directorate, Gödöllő

Páter Károly Street 1., Building B, Office 45

Dormitory website: [https://kollegium.uni-mate.hu/english\\_szic](https://kollegium.uni-mate.hu/english_szic)

## SZENT ISTVÁN CAMPUS CERVUS HOSTEL C SZARVAS

The Cervus C dormitory of the MATE Szent István Campus in Szarvas , in a green and park-like environment on the banks of the Holt-Kőrös river.

We provide dormitory accommodation for all full-time students who request it for the duration of their studies. Part-time students may also apply for accommodation here.

Student affairs are handled by the Szent István Campus Dormitory Directorate in Gödöllő.

## Accommodation

**Building C:** Students are accommodated in small apartments, each consisting of two triple rooms connected by a study area. Every apartment includes cooking facilities, a bathroom, and a toilet.

## Services

- A cleaning service ensures cleanliness
- Wi-Fi
- Laundry room
- Library
- An inner courtyard guarantees residents' comfort
- The dormitory has a private parking area

- Gymnasium
- Guarded, open bicycle storage
- 24-hour reception service
- ATM machine
- Private pier, waterfront, and fishing opportunities.

### Information

**Fanni Ildikó Barkó-Fodor** – Director of Dormitories

Dormitory website: [https://kollegium.uni-mate.hu/english\\_szic](https://kollegium.uni-mate.hu/english_szic)

### BUDA CAMPUS SOMOGYI IMRE DORMITORY

The MATE Buda Campus Somogyi Imre Dormitory is located above the Buda Arboretum, on the side of the Gellért Hill, on the campus, next to the sports centre and the library. The four-level modern building complex offers dormitory accommodation for 310 students.

#### Accommodation

The building has 152 rooms with 2 beds and 2 rooms with 3 beds on three floors. Each floor has 1-1 tea kitchen (with lockable lockers), 2-2 girls' and boys' toilets and a common room. 3 study rooms are available for students. In the basement there are recreation rooms.

The rooms are equipped with refrigerators and toilets.

#### Services

- laundry rooms with washing and drying machines
- bicycle storage
- club room
- gym
- ping-pong room

### Information

**Ildikó Fedor** head of dormitory

Website of the Dormitory: <https://kollegium.uni-mate.hu/english-bc>

### BUDA CAMPUS ST. GELLÉRT DORMITORY

The MATE Buda Campus St. Gellért Dormitory is located on the first three floors of a five-floor listed building, which can accommodate 57 students. The dormitory is located in the heart of Újbuda, at Móricz Zsigmond square, close to shops, a shopping centre, a pharmacy, a specialist clinic and restaurants, and 10 minutes' walk from the campus.

#### Accommodation

On the first floor there are 1 room with 2 beds and 1 room with 3 beds, the study and 2 toilets.

On the second and third floors there are 2-2 rooms with 3 beds, 5-5 rooms with 4 beds, 1-1 shower, 1-1 toilet, 1-1 kitchen. The rooms are equipped with fridge and washbasin.

#### Services

- washing and drying machines

## Information

**Ildikó Fedor** head of dormitory

Website of the Dormitory: <https://kollegium.uni-mate.hu/english-bc>

## KAPOSVÁR CAMPUS DORMITORIES

Three buildings are available for student accommodation on the Kaposvár Campus. The Csukás Zoltán Dormitory and the New Dormitory are located in the green area of the Campus, while the Kaffka Margit Dormitory provides dormitory accommodation for our students in the heart of the city centre.

### Accommodation

The **New Dormitory** has 348 beds for students, with two-person, all-comfort rooms with shower and separate toilet and fridge.

The **Csukás Zoltán Dormitory**, with a capacity of 313 residents, offers rooms equipped with a refrigerator and a washbasin. Shared bathrooms, washrooms, and toilets are located in common areas along the corridors.

The dormitory buildings located on the Campus are accessible for people with disabilities. The Csukás Zoltán Dormitory includes two fully equipped accessible rooms, while the New Dormitory has six such rooms designed for students with reduced mobility.

The Kaffka Margit Dormitory, located in the same building unit as the Rippl-Rónai Institute of Art, is primarily intended to accommodate students of art. The dormitory has a capacity of 232 students and has triple rooms with washbasins and fridges, and bathrooms are also located in the corridors.

## Services

- Internet and Wi-Fi access are available for all students
- Computer laboratory
- Laundry room
- A kitchen on each floor equipped with a stove and microwave oven
- Fitness room
- Cultural room (for professional evenings and community events)
- Facilities and equipment provided for outdoor cooking (cauldron, tables, chairs)
- Campus restaurant offering hot meals
- Fire pit area
- Parking facilities
- Bicycle storage.

## Information

**Dr. Hajnalka Szántó-Tóth** head of dormitory

Web of Dorms: <https://kollegium.uni-mate.hu/english-kc>

Facebook contacts for dormitory groups by dormitory:

- Új Kollégium Kaposvár
- Csukás Zoltán Kollégium
- Kaffka Margit Kollégium

### **GEORGIKON CAMPUS PETHE FERENC DORMITORY**

The MATE Georgikon Campus Keszthely dormitory is located on the campus, in a beautiful green, wooded, park-like setting, 200 metres from Lake Balaton. The seven- floor building accommodates 378 students.

#### **Accommodation**

Rooms are triple-occupancy, each equipped with a refrigerator and a private bathroom (toilet, shower, and sink). Each floor has a shared kitchen for cooking. Laundry facilities are available in the laundry room located in the lobby. Dining options are provided by the on-site restaurant and the BEXI Club on the ground floor, which serves as the hub of student life.

Inside the building, there is a gym, and students can also access the Physical Education Center, which includes a cardio room and a sports hall. Each floor features renovated study rooms.

For those arriving by car, parking is available behind the building. Bicycles can be stored securely in the enclosed (French-style) courtyard within the building.

#### **Services**

- Event rooms for professional meetings, courses, and cultural programs in the dormitory
- Laundry room with washing machines and dryers
- Free parking
- Secured bicycle storage
- Dining options
- Gym
- Fire pits for outdoor grilling and cooking
- Outdoor fitness park located behind the dormitory

#### **Information**

**Dr. Gábor Lukács** head of dormitory

E-mail: [keszthely.kollegium@uni-mate.hu](mailto:keszthely.kollegium@uni-mate.hu)

Website: [https://kollegium.uni-mate.hu/english\\_gc](https://kollegium.uni-mate.hu/english_gc)

### **KÁROLY RÓBERT CAMPUS, GYÖNGYÖS – KÁROLY RÓBERT DORMITORY**

The Károly Róbert Dormitory was taken over by our students in 2006. It is located 15 minutes' walk from the campus at the foot of the Mátra Mountains.

#### **Accommodation**

2 or 3 bedded rooms with bathroom or washbasin. All floors have a shared kitchen with cooking facilities. All rooms have a fridge and internet access. For students on the campus on a correspondence basis, accommodation is available at a reduced fee, information: +36 37 518 100



## Services

- gym
- outdoor fireplace
- free parking
- drink bar
- laundry
- tanning salon
- artificial turf football pitch
- bicycle storage

## Information

**Márk Lakatos** Head of the Dormitory

E-mail: [gyongyos.kollegium@uni-mate.hu](mailto:gyongyos.kollegium@uni-mate.hu)

Occasional accommodation booking (Reception): +36 37 518 100, [info@krhotel.hu](mailto:info@krhotel.hu)

Website of the Dormitory: <https://kollegium.uni-mate.hu/english-krc>

## 4.13. Equal opportunities

The benefits available to students with disabilities are set out in Annex 2 of the Study and Exam Regulations: The Code of Equal Opportunities for Students with Special Needs, so a summary of the benefits and discounts available under the Code is given below on the University's website under [Regulations](#) menu.

Students with special needs are defined in the NHE Act as students (applicants) with disabilities, which is defined in Section 108(6) of the NHE Act as follows: students (applicants) with disabilities: who have a mobility, sensory or language disability, or, in the case of a combination of several disabilities, a cumulative disability, autism spectrum disorder or other mental development disorder (severe learning, attention or behavioural disability). Students with special needs do not include students who are chronically ill or whose educational records during their time in public education include a diagnosis of a student with a disability of integration, learning or behaviour (DILB).

The University Student Welfare Committee (USWC) may also consider applications from students with chronic illness and DILB for a study discount to enable them to successfully complete their studies, but they are not covered by this Policy in relation to students with special needs.

The definition of DILB is based on the definition of a student with difficulties regarding integration, learning and behaviour according to Section 3 of Article 4 of Act 190 of 2011 on National Public Education: a student who, based on an expert opinion prepared during public education studies, is significantly underachieving in relation to his/her age, has social relationship problems, learning and behavioural difficulties, and who was not classified as a student with special educational needs in public education, but as a DILB student.

Of course, in equal opportunities matters, as in all student matters in general, data and information may only be disclosed to those University staff members who are authorized to do

so and who are otherwise bound by confidentiality obligations in their job duties with regard to the information they receive.

On campus, students with disabilities are handled by the Equal Opportunities Coordinators, so students with disabilities should contact the campus coordinator for registration, eligibility and benefits, or if they have any problems or concerns:

### **Buda Campus**

**Dr. Beáta Gosztola** associate professor (Institute of Horticultural Sciences)

1118 Budapest, Villányi út 29-43. Building "G", 1st floor

E-mail: [Gosztola.Beata@uni-mate.hu](mailto:Gosztola.Beata@uni-mate.hu)

### **Georgikon Campus**

Dr. Gábor Lukács associate professor (Institute of Agricultural and Food Economics)

8360 Keszthely, Deák Ferenc Street 16., Building "A". Office 225

E-mail: [Lukacs.Gabor@uni-mate.hu](mailto:Lukacs.Gabor@uni-mate.hu)

### **Kaposvár Campus**

**Dr. Márta Gelencsér-Bakó** associate professor (Institute of Education)

7400 Kaposvár, Guba Sándor street 40.

E-mail: [Gelencserne.Bako.Marta@uni-mate.hu](mailto:Gelencserne.Bako.Marta@uni-mate.hu)

### **Károly Róbert Campus**

**Patrícia E. Kovács-Burunkai** coordinator (Student Service Center)

3200 Gyöngyös, Mátrai út 36., Building "A". 1.107

E-mail: [Burunkai.Patricia@uni-mate.hu](mailto:Burunkai.Patricia@uni-mate.hu)

### **Szent István Campus**

**Zsófia Éder** coordinator (Campus Directorate of Szent István Campus)

2100 Gödöllő, Páter Károly street 1. Auditorium (Aula) Building, ground floor 107.

E-mail: [Eder.Zsolia.Hajnalka@uni-mate.hu](mailto:Eder.Zsolia.Hajnalka@uni-mate.hu)

### **The tasks of the coordinators for equal opportunities for students with disabilities:**

- participation in the assessment and registration of applications for benefits and exemptions for students with disabilities submitted by students with disabilities;
- liaising with students with disabilities and their personal assistants;
- providing assistance to students with disabilities in their studies and exams and organizing consultations requested by students with disabilities.

### **Disability Certificate**

If the student's (applicant's) disability already existed during his/her studies in public education, the disability or special educational needs can be confirmed by an expert opinion issued by the county (capital) pedagogical specialized service institutions and their member institutions acting as county expert committees. The student shall attach a simple copy of the

documents certifying this, containing the expert opinion drawn up during the period of public education, to the application for a reduction or exemption. If the disability or special educational needs of the student (applicant) did not exist during the secondary education, the disability that arose afterwards can be certified by an expert opinion issued by the ELTE National Pedagogical Specialist Service. Applicants or students of non-Hungarian nationality may prove their disability by providing a certified translation of the expert opinion issued abroad. An expert opinion issued in English does not require an official translation.

Students with student status and students who have passed their final exams may apply for the benefit or exemption in accordance with the NHE Act Implementation Guide Article 63, at the same time to the campus coordinator for special needs students.

To be eligible for assistance, a student shall be registered and the University will register them as a student with special needs. The campus coordinator for special needs students can provide appropriate assistance to students with special needs if the student registers and provides the original and a copy of the appropriate certificate(s) at the time of registration.

The registration is based on filling in the application template (data sheet), as defined in Article 39(6) of the Regulation and regulated in Appendix 4 of the Regulation, which can be downloaded from the website of the Educational Directorate (<https://ed.uni-mate.hu>), and then submitting it on NEPTUN or on paper to the campus coordinator for special needs students. The campus coordinator will assist the student in completing the form upon request.

Registration is open until 30 September in the autumn semester for students who have established a student status during the semester and until 28 February in the spring semester, and continuously for students who have established a student status before.

### **Privileges and exemptions**

Students with special needs may benefit from privileges and exemptions to meet the study requirements during their studies and may request exemption from the foreign language proficiency test or part or all of its level.

The University Student Welfare Committee (USWC), on the basis of a recommendation of the Campus Coordinator for Special Needs and the University Equal Opportunities Committee, decide on the basis of a professional opinion on the determination of assistance, exemptions and discounts, on the evaluation of all applications for discounts for special needs students, partial or full exemption from study obligations, and for the extension of the semester of state-supported/ state scholarships for special needs students. The student may appeal against the decision of the USWC to the Student Appeals Committee within 15 days.

The University shall provide the coordinator with access to the data necessary to assess the special treatment of students with special needs. Access to the necessary data is provided by the Educational Directorate.

### **Assistance available to all students with disabilities**

At the request of the student, a personal assistant may be assigned at the discretion of equal opportunity coordinator. A contract shall be concluded with the personal assistant for the performance of the personal assistant's duties, if he/she is remunerated, specifying the number of hours to be devoted to the performance of the personal assistant's duties during the

term of the contract and the remuneration approved by the Director-General for Economic Affairs. Students with special needs may make audio recordings of lectures, but may use them only for their own studies. The instructor shall be notified in advance of any audio recording.

At the request of a student with special needs, the instructor or the exam board may, for written or oral exams or other exams, reduce the preparation time for the exam, compared to the time allowed for students without special needs, by the amount of time allowed for the exam, in accordance with the provisions of the NHE Act Implementation Guide shall be extended by at least 30%.

In the case of multiple co-existing disabilities, the type of disability is covered by NHE Act Implementation Guide. Any of the preferences listed in the Implementation Guide may be granted, taking into account the individual needs of the student. In justified cases, at the request of the student, and on the basis of the expert opinion, the relevant type of disability may be granted any of the advantages listed in NHE Act Implementation Guide also additional or other benefits to promote equal opportunity may be granted to the student.

Students with special needs can apply for an extension of their semester with state support according to Article 47(4) of the NHE Act.

The deadline for the notification or application of aid for students with special needs shall be set at least five days before the deadline for the statutory reporting obligations.

The **special benefits applicable to each type of disability are set out in Annex 2 to the Study and Exam Regulations on Equal Opportunities for Students with Special Needs Sections 4–9.**

## 4.14. Services for Students

### 4.14.1. Services on Informatics

#### MATE ID

At the Hungarian University of Agriculture and Life Sciences (MATE), all IT systems are accessed with a single user ID. This is called the **MATE ID** and (for students) is the same as the Neptun ID.

All university IT services will be available with this ID.

The identifier and the associated e-mail account will be created the day after the legal relationship is established. The new account is disabled by default and cannot be used until it is activated.

The activation of the ID can be done at <https://joker.uni-mate.hu/index.php?lang=en> (JoKeR). The initial password is the user's date of birth after the word **Ne** (e. g. **Ne19891005**). The account is activated as part of the mandatory password change. This password change does not affect NEPTUN, where access is granted with a its special password.

#### E-mails

In order to use the MATE email box, the user shall be activated as described in the MATE ID section.

To access the email address and use the Office365 service, log in at <https://portal.office.com>. The user's name is [neptunid@uni-mate.hu](mailto:neptunid@uni-mate.hu) and the password is the same as the password set on the JoKeR site.

The general format of the e-mail address is [familyname.givenname@stud.uni-mate.hu](mailto:familyname.givenname@stud.uni-mate.hu). When creating addresses, a serial number is added to the end of the name, separated by a dot, in case of a name match. For example: Gipsz.Jakab.5@stud.uni-mate.hu.

PhD students are given a distinguished address due to their dual status: [familyname.givenname@phd.uni-mate.hu](mailto:familyname.givenname@phd.uni-mate.hu). This is still a student address, student account with student privileges. In case of name conflicts, a numbering system will be introduced in this case as well.

Students are entitled to access the service for the duration of their student status. Once their student status ends, their access will be automatically blocked.

### **Eduroam service (WiFi)**

The eduroam – education roaming – is a global federation of institutions that enables the academic community (students, staff, research institutions and public collections) to access the Internet outside their home institution, at eduroam member institutions worldwide. For a full list of participants and more information on the European hierarchy, please visit [www.eduroam.org](http://www.eduroam.org).

To use the eduroam service, the user shall be activated as described in the MATE identification section.

The service is available at most MATE sites and is being continuously extended.

To log in, use the MATE ID and password, following the syntax: [neptunid@uni-mate.hu](mailto:neptunid@uni-mate.hu).

The setup instructions for the different systems can be found at <https://it.uni-mate.hu/en/wi-fi>

### **PC Labs**

As part of the educational support service, the IT Directorate provides the operation of the centrally managed laboratories and computer rooms (Szent István Campus, Buda Campus). Login is done with the MATE ID and password set in the JoKeR interface <https://joker.uni-mate.hu/index.php?lang=en>.

In all other cases, information on how to log in can be obtained from the local IT officer ([helpdesk@uni-mate.hu](mailto:helpdesk@uni-mate.hu)).

### **E-learning**

The system supports independent, self-paced learning, self-monitoring with the help of control questions and practice, while at the same time it can also be used for exams. To support the learning process, it provides the possibility of contact between course instructors and students.

To use the E-learning service (<https://elearning.uni-mate.hu/?lang=en>), the user shall be activated as described in the MATE ID.

### **Neptun**

NEPTUN System is an electronic registry system for higher education institutions. NEPTUN ensures the storage of data related to the student's progress, finances and applications. It is also the place for course enrolment and registration for exams.

The system can be accessed from the portal <https://ed.uni-mate.hu/neptun-login>, from Registration submenu.

The Neptun system uses its own password, which is different from the other systems that use central identification, so the password used in Neptun can only be used to log in to Neptun, it will not be automatically valid in the other systems.

### Error report

Neptun: [neptun@uni-mate.hu](mailto:neptun@uni-mate.hu)

E-learning: [elearning@uni-mate.hu](mailto:elearning@uni-mate.hu)

Other cases: [helpdesk@uni-mate.hu](mailto:helpdesk@uni-mate.hu)

## 4.14.2. Sport and leisure activities

The MATE campuses offer sporting facilities for our university citizens through the sub-units of the Institute of Physical Education and Sport, the Physical Education and Sport Centres and the MATE – GEAC Recreational Sports Department. Under the direction of the Gödöllő Campus – Director Zoltán Kovács – we offer our students and staff a wide range of sport and recreation activities in Buda, Kaposvár, Keszthely and Gyöngyös, in addition to Gödöllő.

During the 4 semesters of compulsory physical education practical classes at university, students can choose from a range of sports activities offered on campus. After successfully completing these – semesters end with a signature – they can continue to take physical education as an elective "C" subject in the upper years, also in an elective form, for 1 credit per semester. Overall, our students can currently choose from the following 20–25 different sports activities on our campuses: aerobics, table tennis, physical education, conditioning, basketball, skill development, martial arts, football, folk dance, Latin dance, volleyball, tennis, badminton, swimming, CrossFit, karate, yoga, darts, floorball, ergometer rowing, horse riding, bowls, ice skating, nature sports. On each campus, the local sports centre staff regularly inform students about the sports activities available.

In addition to compulsory sports lessons, students have the opportunity to participate in various regular sports training sessions, MEFOB and International University competitions, local and national sports cups, sports days. Winter and summer camps are organized and led by our colleagues on the campuses, and various university tours and house tournaments are organized.

Participation in sports activities is always subject to registration for our students. In some cases – e. g. conditioning, tennis, etc. – our students can participate in sports on campus by purchasing discounted season tickets. For the most successful students, there is also a university scholarship program for elite athletes. The indoor and outdoor university sports facilities available on each campus are also available to our staff.

The following is a brief thematic overview of MATE's sports and recreational facilities, divided by campus.

### **Buda Campus**

*Physical Education and Sports Centre offers a range of physical activities:* aerobics, table tennis, therapeutic physical education/spinal exercises, conditioning, basketball, skill development/circuit training, football, folk dance, volleyball, tennis, badminton, swimming.

*Training, other sport activities:* aerobics, football, tennis, handball, basketball, volleyball.

*In-house tournaments:* football.

*Periodic events:* university hiking tours; ski camps; water camps; university international sports days; sports meetings in handball, volleyball, basketball; campus competitions in table tennis, tennis.

*Head of the Physical Education and Sports Centre:* Péter Kovács, teacher of physical education

### **Kaposvár Campus**

*Physical Education and Sports Centre offers a range of sports:* aerobics, table tennis, conditioning, basketball, skill development/circuit training, football, volleyball, badminton, swimming, floorball, nine-pin-bowling, ice skating, nature sports.

*In-house tournaments:* futsal.

*Periodic events:* university walking tour, cycling tour, caving tour; running races; winter camps; summer camps; university international sports days; Deseda Half Marathon MEFOB.

*Head of the Physical Education and Sports Centre:* András Faludy, teacher of Physical Education and Sport.

*MATE - GEAC Recreational Sports Department:* archery, futsal, basketball, volleyball, aerobics, skating, kite-boating

Detailed description: [www.geac.hu](http://www.geac.hu)

e-mail: [szabadidosport.kaposvar@uni-mate.hu](mailto:szabadidosport.kaposvar@uni-mate.hu)

Recreational sports coordinator: Máté Lukács

### **Szent István Campus, Gödöllő**

*Physical Education and Sports Centre offers a range of physical activities:* aerobics, table tennis, therapeutic physical education/spinal exercises, conditioning, basketball, football/futsal, volleyball, tennis, CrossFit, karate, yoga.

*In-house tournaments:* football, tennis, beach volleyball.

*Periodic events:* university walking tours; university tennis cups; university aerobics and beach volleyball days; running races; university international sports days, lifestyle and nutrition consulting.

*Physical Education and Sports Centre Manager:* Attila Szalay, teacher of Physical Education.

*MATE - GEAC Recreational Sports Department:* running, HIIT, martial arts, darts, aerobics, beach volleyball, mix volleyball, foosball, folk dance, crossfit, swimming, yoga, trx

Detailed description: [www.geac.hu](http://www.geac.hu)

e-mail: [szabadidosport@uni-mate.hu](mailto:szabadidosport@uni-mate.hu)

Recreational sports department coordinator: Nóra Németh

### **Georgikon Campus, Keszthely**

*Physical Education and Sports Centre offers a range of sports: table tennis, physical education, conditioning/cardio, basketball, skill development, football/futsal, volleyball, tennis, badminton, darts, floorball, ergometer rowing, horse riding.*

*Training, other sports: basketball, table tennis, badminton, futsal.*

*In-house tournaments: futsal.*

*Periodic events: university walking tours; 24-hour swimming; university international sports days with additional optional sports; table tennis tournaments; darts tournaments; badminton tournaments; regatta rowing on the water lake; health assessments.*

*Physical Education and Sports Centre Head: Dr. Ákos Pintér, senior lecturer.*

### **Károly Róbert Campus, Gyöngyös**

*Physical Education and Sports Centre Head: Szilárd Horváth.*

## **4.14.3. Library services, access to electronic learning material**

The MATE University Library and Archives (ULA) is the umbrella name for the entire MATE library network. The ULA provides services to students both remotely online and in its campus libraries on-site.

The following online services of the ULA provide all students with access to the literature and electronic textbooks they need for their studies, even from home:

- a) providing a literature background for the University's fields of study and academic activities by subscribing to more than 30 national and international databases:  
<https://en-lib.uni-mate.hu/database;>
- b) provision of e-books purchased by the University with more than 2000 e-books:  
<https://lib.uni-mate.hu/e-books> ;
- c) the operation of the E-learning framework for the University's lecturers and students  
<http://elearning.uni-mate.hu> ;
- d) the operation of a repository of works published by the University:  
<https://press.mater.uni-mate.hu>

### **The Campus Libraries of ULA**

#### **Entz Ferenc Library and Archives**

1118 Budapest, Szüret street 2–18.

#### **Georgikon Library and Archives**

8360 Keszthely, Festetics György road 7.

#### **Kaposvár Campus Library**

7400 Kaposvár, Guba Sándor street 40.

#### **Károly Róbert Library**

3200 Gyöngyös, Mátrai road 36.

#### **Kosáry Domokos Library and Archives**

2100 Gödöllő, Páter Károly street 1.



### **The Campus Libraries:**

- a) ensuring the provision of a library collection and related library services adapted to the needs of the areas of study of the University;
- b) ensuring free access to information for all students through regular reference services;
- c) participating in the University's training system by providing library and bibliographic research training and contribute to the preparation of students for lifelong learning;
- d) providing learning spaces for all students who wish to study in a quiet and dedicated place.

More information about the opening hours and services of the campus libraries can be found on their websites, which are available at <https://en-lib.uni-mate.hu>.

### **4.14.4. Career and life-path counseling, mental health counseling**

What exactly is career and life-path counseling?

It is important to note that this is not psychological counseling. Career counseling is informative and guidance-oriented, where the counselor works together with the advisee on the current issues at hand.

Support:

- in understanding personal abilities and the potential within us
- in exploring education and further training opportunities
- in career orientation and selecting the appropriate professional path
- in defining goals and making decisions
- in getting to know the world of work (cover letter and CV writing, mock job interviews, legal aspects of employment, etc.)

#### **Budai Campus**

Location: Somogyi Imre Dormitory, ground floor medical room, 1114 Budapest, Villányi út 29-43.

Registration: [karrier@uni-mate.hu](mailto:karrier@uni-mate.hu) or Anett Balogh, psychologist ([Balogh.Anett@uni-mate.hu](mailto:Balogh.Anett@uni-mate.hu))

#### **Szent István Campus**

Location: Szent István Campus, Seminary Building, Office 116, 2100 Gödöllő, Páter Károly utca 1.

Registration: [karrier@uni-mate.hu](mailto:karrier@uni-mate.hu) or Anett Balogh, psychologist ([Balogh.Anett@uni-mate.hu](mailto:Balogh.Anett@uni-mate.hu))

#### **Georgikon Campus**

Location: Pethe Ferenc Dormitory, 8360 Keszthely, Festetics György utca 5.

Registration: Dr. Gábor Lukács, associate professor ([Lukacs.Gabor@uni-mate.hu](mailto:Lukacs.Gabor@uni-mate.hu))

#### **Kaposvár Campus**

Location: Kaposvár Campus, Old Educational Building, Room 017

Registration: Mária Molik, coordinator ([Molik.Maria@uni-mate.hu](mailto:Molik.Maria@uni-mate.hu))

#### **Károly Róbert Campus**

Location: Károly Róbert Campus, 3200 Gyöngyös, Mátrai út 36.

Registration: Patrícia Kovácsné Burunkai, coordinator ([Burunkai.Patricia@uni-mate.hu](mailto:Burunkai.Patricia@uni-mate.hu))

## Mental Health Counseling

### What is mental health counseling?

Mental health counseling is a short, practical, focused, and structured process based on collaboration between the client and the psychologist. During this process, the psychologist provides a supportive, empathetic, non-judgmental environment with active attention, helping the client address current life challenges while concentrating on one or two specific topics at a time. The counseling primarily assists otherwise healthy individuals in managing life and situational challenges, mobilizing their internal and external resources to support coping and personal growth.

In what areas can a professional provide support in mental health counseling?

The specialist can assist with developmental and life management issues typically affecting young adults, especially those related to university life, which may hinder continuing studies or successful completion. These include:

- Self-awareness and personal development
- Motivation-related questions
- Difficulties with stress and anxiety
- Mood fluctuations
- Relationship and romantic problems
- Challenges with parents – separation, gaining independence
- Problems arising from losses – searching for direction
- Decision-making and uncertainty
- Learning difficulties
- Challenges with integration and social adjustment

### Budai Campus

Location: Somogyi Imre Dormitory, ground floor medical room, 1114 Budapest, Villányi út 29-43

Time slots: every Tuesday and Thursday

Appointment booking: Anett Balogh, psychologist ([Balogh.Anett@uni-mate.hu](mailto:Balogh.Anett@uni-mate.hu))

### Georgikon Campus

Location: Pethe Ferenc Dormitory, ground floor, counseling room, 8360 Keszthely, Festetics György utca 5

Time slots: by prior appointment

Appointment booking: Bernadett Strázsai-Baráth, psychologist ([Barath.Berni@gmail.com](mailto:Barath.Berni@gmail.com))

### Kaposvár Campus

Location: Kaposvár Campus, Old Educational Building, Room 017

Time slots: by prior appointment

Appointment booking: Mária Molik, coordinator ([Molik.Maria@uni-mate.hu](mailto:Molik.Maria@uni-mate.hu))

**Károly Róbert Campus**

Location: Károly Róbert Campus, 3200 Gyöngyös, Mátrai út 36

Time slots: Tuesdays from 15:00 to 18:00

Appointment booking: Patrícia Kovácsné Burunkai, coordinator ([Burunkai.Patricia@uni-mate.hu](mailto:Burunkai.Patricia@uni-mate.hu))

**Szent István Campus**

Location: Szent István Campus, Seminary Building, Room 116, 2100 Gödöllő, Páter Károly utca 1

Time slots: every Monday and Wednesday

Appointment booking: Anett Balogh, psychologist ([Balogh.Anett@uni-mate.hu](mailto:Balogh.Anett@uni-mate.hu))

## 5. Doctoral Schools

Research work is based on three fundamental pillars:

- knowledge of the literature,
- the quality and quantity of primary sources,
- and research methodology.

PhD students at the Hungarian University of Agriculture and Life Sciences have the opportunity to participate in the national and international scientific community. There is a wide range of training opportunities and a variety of fields to choose from in our doctoral schools.

Agricultural, horticultural, food, landscape, forestry, mechanical, chemical, civil, architectural and electrical engineers, veterinarians, biologists, economists, in relation with regionality and law and other MSc/MA graduates can apply for scientific research topics and training, subject to the individual decision of the admissions committee.

To meet the requirements applicants should have a university degree of at least good academic standing (for graduates more than three years old this is not a criterion), a state language exam of at least intermediate level ('C' or 'B2') or equivalent, and a scientific background as defined by the doctoral school.

Our university offers every semester, on a state scholarship and at its own expense, doctoral studies (PhD) with a view to obtaining a scientific degree to graduates or postgraduates who are committed to a career in science, at the following doctoral schools.

Doctoral schools announce research topics annually, based on the current trends and priorities of their scientific field; the latest calls for topics are available at [www.doktori.hu](http://www.doktori.hu).

The doctoral program is divided into two phases:

**the “training and research phase”**

**the “research and dissertation phase.”**

Successful completion of the comprehensive exam, which concludes the first four semesters of the program, is a prerequisite for entering the second phase. This exam serves to evaluate the student's academic and research progress. After passing the comprehensive exam, the doctoral candidate must submit their dissertation within three academic years.

It is also possible to join the doctoral program as an individual preparatory student, provided that the applicant meets the requirements set out in the operating regulations of the relevant doctoral school and fulfills the minimum requirements for being admitted to the comprehensive exam, as determined by the Doctoral School Council.

Further information about the doctoral program structure, detailed application requirements, and the individual doctoral schools and their programs can be found at <https://phd.uni-mate.hu>.

The MATE doctoral schools and programs are as follows:

### **Doctoral School of Agricultural and Food Sciences**

**Dr. Melinda Kovács**, university professor, head of school

**Doctoral School Programs:**

- Doctoral Program in Animal Science
- Doctoral Program in Food Science
- Doctoral Program in Horticultural Science
- Doctoral Program in Plant Science

**Doctoral School of Natural Sciences**

**Dr. Erika Csákiné Michéli**, university professor, head of school

**Doctoral School Programs:**

- Doctoral Program in Environmental Science
- Doctoral Program in Biological Sciences

**Doctoral School of Engineering Sciences**

**Dr. László Bozó**, university professor, head of school

**Doctoral School Programs:**

- Doctoral Program in Engineering Sciences
- Doctoral Program in Landscape Architecture and Landscape Ecology

**Doctoral School of Economics and Regional Sciences**

**Dr. Zoltán Bujdosó**, university professor, head of school

**Doctoral School Programs:**

- Doctoral Program in Management and Organizational Sciences
- Doctoral Program in Regional Sciences

## 6. Undergraduate programs

### 6.1. Field of Agriculture

#### 6.1.1. Bachelor of Science in Food Engineering program

The **aim of the program** is to educate undergraduates for obtaining general knowledge of biology, chemistry, physics and basic technological sciences, and special knowledge in the field of food science, technological basic knowledge in the field of process and preservation of foodstuffs and food technology. Student will have a reasonable knowledge for continuing their studies in the second circle of education (master level). With the acquired knowledge of food engineering and related market knowledge, they are able to organize and manage food production and handling work in production units of different sizes and structures. They are prepared to continue their studies at Master's level.

**Qualification of the degree:**

- level of degree: **Bachelor of Science** (BA/BSc/BProf);
- qualification: **Food Engineer**.

Length of program: **7 semesters**

Work schedule: **full-time training or correspondence training**

Financial options: **state scholarship or self-financed**

Program Leader: **Dr. Klára Pásztor-Huszár** associate professor (Buda Campus)  
([Pasztorne.Huszar.Klara@uni-mate.hu](mailto:Pasztorne.Huszar.Klara@uni-mate.hu))

**Program Coordinators:**

- MATE Kaposvár Campus: Dr Éva Visi-Varga, associate professor
- Beregszász Training Site: Dr. Irén Pólin, associate professor

**Training sites:**

- Buda Campus (Budapest)
- Kaposvár Campus (Kaposvár)
- Beregszász training site

**Language of conduction:**

- Budapest: Hungarian and English
- Kaposvár: Hungarian
- Beregszász: Hungarian

## Specializations

### **Optional industry-specific technologies:**

<b>OPTIONAL INDUSTRY-SPECIFIC TECHNOLOGIES</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND LOCATION</b>
Livestock Products Technologies and Quality Management	Dr. Klára Huszár-Pásztor associate professor, Dr. László Ferenc Friedrich, associate professor	full-time or correspondence training, Budapest, Kaposvár, Beregszász
Knowledge of Post-Harvest Technologies	Dr. György Kenesei associate professor, Dr. Géza Hitka associate professor	full-time or correspondence training Budapest, Kaposvár, Beregszász
Knowledge of Confectionary and Edible Fat Technologies	Dr. Katalin Kerti-Badak associate professor	full-time or correspondence training Budapest, Kaposvár, Beregszász
Food Technology Automatization and Digitalization	Dr. László Baranyai university professor	full-time training, Budapest
Food trade	Dr. Orsolya Fehér, associate professor	full-time training, Budapest
Brewing, Distilling and Quality Management	Dr. Gabriella Kun-Farkas associate professor, Dr. Szilárd Kun associate professor	full-time or correspondence training Budapest, Kaposvár, Beregszász
Baking and Pasta Technologies and Quality Management	Dr. Katalin Manninger-Kóczán senior lecturer	full-time or correspondence training Budapest, Kaposvár, Beregszász
Nutrition and Food Technology	Dr. Zsuzsanna Mednyánszky associate professor, Dr. Katalin Kerti-Badak associate professor	full-time training, Budapest
Food Preservation Technologies and Quality	Dr. István Dalmadi associate professor, Dr. Mónika Máté associate professor	full-time or correspondence training Budapest, Kaposvár, Beregszász

### **Knowledge of optional industry-specific technologies::**

<b>FIELD OF OPTIONAL INDUSTRY-SPECIFIC TECHNOLOGIES</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND LOCATION</b>
Knowledge of Livestock Products Technologies	Dr. Klára Huszár-Pásztor associate professor, Dr. László Ferenc Friedrich associate professor	full-time and correspondence training Budapest, Kaposvár, Beregszász

FIELD OF OPTIONAL INDUSTRY-SPECIFIC TECHNOLOGIES	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Knowledge of Post-Harvest Technologies	Dr. György Kenesei, associate professor, Dr. Géza Hitka, associate professor	full-time and correspondence training Budapest, Kaposvár, Beregszász
Knowledge of Confectionary and Edible Fat Technologies	Dr. Katalin Kerti-Badak, associate professor	full-time and correspondence training Budapest, Kaposvár, Beregszász
Knowledge of Brewing and Distilling Technologies	Dr. Gabriella Kun-Farkas associate professor, Dr. Szilárd Kun, associate professor	full-time and correspondence training Budapest, Kaposvár, Beregszász
Knowledge of Baking and Pasta Technologies	Dr. Katalin Manninger-Kóczán senior lecturer, Dr. Ildikó Judit Szedljak senior lecturer	full-time and correspondence training Budapest, Kaposvár, Beregszász
Preservation Technologies	Dr. István Dalmadi associate professor, Dr. Mónika Máté associate professor	full-time and correspondence training Budapest, Kaposvár, Beregszász

### Conditions for selecting specialization from 2021/22 academic year onward in ascending order:

#### **Industrial technologies and knowledge of industrial technology**

In this specialization, students choose an industrial technology in the 4th semester of the course and thus specialize in a technological direction. In addition to the choice of technology, students also choose industry technology skills. The chosen industry technology and industry technology skills cannot be the same.

The industry technology choice is conditional upon 90 credits completed after the completion of the 4th semester and the completion of the prerequisites for the industry technology chosen. The course prerequisites for each industry technology are determined by the department that administers the technology. Ranking is based on the cumulative average ranking depending on the number of places available.

#### **Characteristics of the Correspondence Study Program**

The curriculum, the progression of knowledge, and the final examination requirements are identical to those of the full-time study program. However, the nature of instruction, the organization of subject groups, and certain methodological aspects may vary depending on the location of the training. Classes for students are held at all training locations on the dates specified in the semester schedule of the correspondence program, typically on Friday afternoons and Saturdays.

#### **Off-Campus and Cross-Border Education**

The Bachelor's program in Food Engineering is also offered at the MATE Kaposvár Campus. The teaching of the subjects prescribed in the curriculum is supervised by lecturers assigned



from the respective departments of the university, who are responsible for ensuring the objective assessment of students' knowledge in accordance with the subject requirements.

Lectures, consultations, and subject examinations are held on weekends – on Friday afternoons and all day on Saturdays. For certain subjects, students complete practical training at the Institute's laboratories and training facilities located on the Buda Campus, or participate in organized field visits to industrial sites.

The Bachelor's program in Food Engineering is offered in a cross-border form in Transcarpathia, at the Ferenc Rákóczi II Transcarpathian Hungarian College of Higher Education in Berehove. Local instructors also participate in the teaching process, primarily in the foundation courses. The teaching of the subjects prescribed in the curriculum is supervised by lecturers assigned from the relevant departments of the university, who are responsible for the objective assessment of students' knowledge in accordance with the course requirements.

Lectures, consultations, and examinations are held on weekends – on Friday afternoons and all day on Saturdays. For practical training, students travel to Hungary, where they carry out laboratory and workshop exercises at the Institute's facilities on the Buda Campus, or participate in organized field visits to industrial sites.

The program coordinator in Berehove is Dr. Irén Pólin, College Associate Professor (email: [kerteszbe@gmail.com](mailto:kerteszbe@gmail.com)).

### Short description of the professional practice, contact details

The BSc in Food Engineering program requires 14 weeks of professional practice regarding full-time studies and 5 weeks of professional practice to the correspondence studies. Only students with a minimum of 120 credits at the end of the 6th semester may participate in a professional practice. The preparation of the professional practices takes place during the spring semester, in the case of full-time work, the professional practice shall be completed during the summer and early autumn after the 6th semester.

To be accepted and recognized for professional practices, the student is required to prepare a written report, which shall be presented orally.

For more information on the documents for the professional practice and the content and format of the report, please visit <https://foodscience.uni-mate.hu/internship-bsc-professional-practice-msc>

The general rules for professional practices can be found in the Rules for Professional practices, Annex 1 of the MATE Study and Exam Regulations: (<https://ed.uni-mate.hu/en/rules-regulation1>).

### Skills and professional competences acquired on completion of the program:

A graduate with a bachelor's degree in **Food Engineering** will be able to:

- assessing the food chain safety risks of raw materials in the food industry, storing them in a value-preserving manner and using value-adding processes to produce, preserve and distribute safe foodstuffs, taking into account the related technical and administrative aspects.
- apply management, organizational, marketing, food IT standardization and technical regulatory principles to food production.

- the management, control and professional management of enterprises, companies, production plants and small and medium-sized enterprises (SMEs) in the food industry, taking into account quality assurance, quality control and environmental protection requirements.
- carrying out laboratory, semi-industrial and operational tasks, operating machinery and equipment and applying new methods in all areas of food production, taking account of environmental and health protection requirements.
- sub-tasks in the development and design of technological systems, development of new processes and products.
- to interpret the behaviour of the actors in the food chain and the formal and informal relationships in the institutional context, and to use them in their work.
- effective self-learning, planning and organizing their own independent learning and finding the necessary resources.
- organize and control food processes, apply quality management systems, allocate resources and participate in the preparation of proposals to support professional decisions.
- ability to directly manage the sub-tasks of a research project at an operational level, under professional supervision.
- summarize, in their mother tongue, the knowledge of the food industry and communicate it orally and in writing to a professional audience.
- understand information related to the food industry and actively use specialized terminology in at least one foreign language.
- understanding of food industry information and active use of terminology in at least one foreign language.
- use written and oral communication tools effectively.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the program, the subjects of the chosen industrial technology specialization, and chosen industrial technology studies, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits;
- completion of a 30-credit professional practice.

### **Final Exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- thesis defense;
- comprehensive complex exam.

### **Field of knowledge and subjects of final exam**

#### ***For students starting their studies from 2021/22 to 2023/24 academic year:***

- Food Processing Operations (10 credits)
- Food Economics (economics, operations management, marketing, food law, 8 credits)
- Basic of Food Technology (minimum 6 credits)
- Food Technology (minimum 12 credits)

Food Processing Operations and Food Economics subjects have a comprehensive exam 1 week before the thesis defense, Basic of Food technology and Food Technology comprehensive exam is held on the day of the thesis defense, before the defense.

#### ***For students starting their studies from academic year 2024/25 in ascending order:***

- Unit Operations Comprehensive Exam at the end of the 4th semester
- Unit Economics Comprehensive Exam at the end of the 6th semester
- Final Comprehensive Exam at the end of the 7th semester
  - a) Basic of Food Technology (minimum 6 credits)
  - b) Food Technology (minimum 12 credits)

The final comprehensive exams for the Basic of Food Technology and Industrial Food Technology topics will take place on the day of the thesis defense, before the final exam.

On the basis of the drawn topic and the supplementary questions, the applicant shall give an oral presentation of his/her knowledge before the exam board. A short period of preparation should be allowed after the topic has been drawn.

Applicants with an unsatisfactory mark in any of the exam marks will not be allowed to defend their thesis and will fail the final exam.

At the defense, the candidate shall give a 10-minute free presentation of his/her thesis. The opponents will present their assessment and questions. The remaining time is for discussion and defense.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

## **6.1.2. Bachelor of Science in Horticultural Engineering**

**The aim of the program** is to train horticultural engineers, who are able to control and organize farm-level production processes, as well as to perform the basic tasks of professional administration and counselling in the sector. They are qualified to establish self-sufficient private horticultural farms and economically managing them. They have knowledge of marketing, processing and storing products, and have competent academic knowledge to continue their studies on master level.

#### **Qualification of the degree:**

- level of degree: **Bachelor of Science** (BA/BSc/BProf);
- qualification: **Horticultural Engineer**.

Length of program: **7 semesters**

Work schedule: **full-time training or correspondence training**

Financial options: **state scholarship or self-financed**

Program Leader: **Dr. Zsuzsanna Pluhár** university professor (Buda Campus)

Deputy Program Leader: **Dr. Gergely Simon** (Buda Campus) (trainings over border)

**Program Coordinators at the training sites:**

- Dr. Attila Ombódi (Szent István Campus)
- Dr. Éva Baracsi-Horváth (Georgikon Campus)

**Training sites:**

- Budapest (Buda Campus)
- Gödöllő (Szent István Campus)
- Keszthely (Georgikon Campus)
- Beregszász
- Komárno
- Zenta

**Language of conduction:**

- Budapest: Hungarian and English
- Gödöllő: Hungarian
- Keszthely: Hungarian
- Beregszász (UA): Hungarian
- Komarno (SK): Hungarian
- Zenta (SRB): Hungarian

**Optional specializations**

<b>SPECIALIZATIONS</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND LOCATION (WHERE NOT SPECIFIED, AVAILABLE IN ALL TRAINING SITES)</b>
Biodiversity	Dr. Viktor Papp associate professor	full-time and correspondence training, Budapest
Floriculture and Woody Plant Nursery	Dr. Péter Honfi associate professor	full-time and correspondence training
Medicinal Plant Production	Dr. Éva Németh-Zámbori university professor	full-time and correspondence training
Fruit Growing	Dr. László Szalay associate professor	full-time and correspondence training
Horticultural Biotechnology and Plant Breeding	Dr. István Papp university professor	full-time and correspondence training in Budapest and Gödöllő
Environmental Management	Dr. Levente Kardos associate professor	full-time and correspondence training in Budapest
Organic farming	Dr. Péter Pusztai associate professor	full-time and correspondence training Buda Campus
Viticulture	Dr. Péter Bodor-Pesti Péter associate professor	full-time and correspondence training

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION (WHERE NOT SPECIFIED, AVAILABLE IN ALL TRAINING SITES)
Vegetable Growing	Dr. Anna Szabó senior lecturer	full-time and correspondence training

### Conditions for selecting specialization

#### From 2021/22 academic year onward in ascending order:

The general criteria for ranking applicants for specializations are the same as for undergraduate courses:

- the results of at least two, but not more than four, compulsory courses set by the Institute;
- the results of the optional courses proposed by the institute;
- professional experience, professional attachment, vocational school leaving certificate, motivation;
- academic average;
- knowledge of languages.

Applications for a specialization shall be assessed by the person responsible for the specialization concerned or by the teacher(s) appointed by him/her. A ranking list will be drawn up and will be used to decide whether to admit or reject applicants to the specialization.

Full-time and correspondence students in the undergraduate degree in horticulture choose their specialization in the fourth semester.

### Characteristics of the Correspondence Study Program

The curriculum, the progression of knowledge, the specialization options, and the final examination requirements are identical to those of the full-time study program. However, the nature of instruction, the organization of course groups, and certain methodological aspects may vary depending on the location of the training.

At the **Budapest, Gödöllő, and Keszthely training locations**, correspondence classes are held on Friday afternoons and Saturdays.

#### Off-Campus and Cross-Border Education

The cross-border Horticultural Engineering program follows the same curriculum, subject structure, and requirements as the Hungarian correspondence program; the main difference lies in its organizational structure. This form of education has been developed to adapt to local conditions and to operate at a distance from the university's main campuses.

The program is organized under the supervision of the Head of the Division, coordinated through Consultation Centers.

Head of Division: *Dr. Gergely Simon, Associate Professor*

#### Consultation Centers:

- Transcarpathia: Berehove – *Ferenc Rákóczi II Transcarpathian Hungarian College of Higher Education*

- Vojvodina: Zenta – *Hungarian University of Agriculture and Life Sciences, Zenta Consultation Center, Thurzó Lajos Cultural Center*
- Slovakia (Felvidék): Komárno – *Pro Selye Universitas, Selye János University*

Each consultation center provides facilities for classes and consultations, including well-equipped classrooms, educational materials, specialized libraries, reading rooms, and computer rooms. In all three centers, a local program coordinator organizes consultations and practical sessions within the region and maintains direct contact with the university:

- Berehove: Dr. Irén Pólin (email: [kerteszbe@gmail.com](mailto:kerteszbe@gmail.com))
- Zenta: Dr. László Lengyel (email: [lengyelmail@gmail.com](mailto:lengyelmail@gmail.com), [ll@tlkk.org](mailto:ll@tlkk.org))
- Komárno: László Bese (email: [info@proselye.org](mailto:info@proselye.org))

Consultations (lectures) are held on weekends, typically every second week on Fridays and Saturdays. Local instructors from each region are involved in the teaching process – about two-thirds of the consultation hours are delivered by these local consultants. The teaching of subjects prescribed in the curriculum is supervised by lecturers from the relevant university departments, who are responsible for the objective assessment of students in accordance with the established course requirements.

In some subjects, online lectures are also integrated into the teaching process. University lecturers occasionally travel to the consultation centers to conduct in-person sessions, depending on current international travel regulations.

Consultations and course examinations are held on weekends – Friday afternoons and all day Saturdays – except for online exams, which may be arranged on weekdays by agreement. The purpose of the practical training is to enable students to acquire hands-on horticultural skills. These practical sessions are organized in well-functioning individual and corporate horticultural enterprises both in the respective regions and in Hungary. Modern horticultural technologies are presented through study visits organized either in Hungary or in the students' home countries.

## Professional practice

The professional practice consists of 15 weeks in full-time and 3 weeks in correspondence work schedule. In bachelor programs, only students who have been admitted to a specialization may undertake a professional practice.

### Professional Practice in full-time training

In principle, the practical training can be carried out in the following types of sites:

- in the work placements offered by the Institute;
- in the work placements which the student has obtained himself/herself;
- in the work placements abroad.

Under the MATE Code of Practice, each student shall first consider whether he/she can arrange his/her own placement or whether he/she wishes to use one of the work placements offered by the university.

### Assessment of applications

Applications are always assessed by the specialization leader. In the case of individual placements, applications shall be submitted before the deadline in order to allow the student to choose between the work placements offered in the event of a rejection.

### ***Obligations during the professional practice***

During the professional practice, the student works under the supervision and guidance of the host professionals. Starting and finishing times are governed by the company's working hours, but the student's working week may not exceed 40 hours. The maximum working time of a student is 40 hours per week, of which up to 4 hours per week may be reduced only for duly justified reasons. The student shall comply with the company rules in force concerning accidents and health and safety at work. During the professional practice, the student's work shall be supervised by the University's appointed tutor (supervisor).

### ***Assessment and acceptance of the professional practice***

At the end of the professional practice, the students will prepare a written report (professional practice report), which will be signed by the employer. In the case of a professional practice abroad, the report shall be written in two languages (Hungarian and a language accepted by the host institution).

In addition to the signature of the written report by the student, the placement supervisor shall certify the completion of the placement by completing and signing the "Evaluation of the Professional Practice by the Host Organization" form. A copy of this form is given to the student on the last day of the professional practice which the student is required to attach to their professional practice report.

### ***Professional Practice in the correspondence training***

The rules for correspondence training are the same as for full-time training, with the following exceptions: in undergraduate training, the training is 3 weeks, so there is no obligation to pay pursuant to Article 44 (3) a) of Act CCIV of 2011 on National Higher Education;

### ***Prior Work Experience recognition***

The professional practice part of the training can be completed with prior work experience credit. The credit for prior work experience shall be requested from the Institute's Academic and Credit Transfer Committee. Work experience may be counted only in the field of the training, provided that the duration of the work is at least as long as the duration of the professional practice in terms of hours worked as specified in the curriculum of the program.

The Institute's Academic and Credit Transfer Committee may request the opinion of the specialization leader in the event of a request for prior work experience to be counted as an professional practice and may also request additional information from the student.

### **Skills and professional competences acquired on completion of the program:**

A graduate with a bachelor's degree in **Horticultural Engineering will be able to:**

- understand the physical, chemical and biological background of the main processes in horticultural plants;
- produce and preserve horticultural products of high biological value on the basis of their biological, chemical, physiological, technical and technological knowledge;
- determine the physiological, technical and economic background of cultivation technologies;
- identify and effectively control harmful organisms in horticultural production;
- apply environmental standards in relation to production;
- set up, operate and control independent horticultural holdings;

- identify expected trends in horticultural production and marketing and to adapt activities accordingly;
- formulating, analyzing and evaluating professional problems and carrying out professional and administrative tasks;
- applying the latest developments in horticultural production;
- performing advisory tasks.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the program, the subjects of the chosen specialization, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits;
- completion of a 30-credit professional practice.

### **Final Exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- thesis defense;
- comprehensive complex exam.

#### **Field of knowledge and subjects of final exam**

##### ***From 2021/22 in ascending order:***

In the academic year 2021/22 and onwards, students starting their studies in the degree program will take a comprehensive exam in the compulsory horticultural subjects and in the specializations:

- The total credit value of the subjects of the comprehensive exam ("A" topics) is 18-24 credits, covering the professional core of horticultural production (Floriculture and Woody Plant Nursery; Medicinal Plant Production; Fruit Growing; Viticulture; Vegetable Growing). During the exam, the student draws one topic from the list of topics.
- Each specialization ("B" topics) is worth 15 credits, from which the student also takes one topic in the final exam.

The exam days for the "A" and "B" topics may, if necessary, be scheduled on the same day.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### **Model curriculum of the program**

#### **6.1.3. Bachelor of Science in Agricultural Engineering**

The aim the training is to qualify agricultural engineers who are able to manage and organize production processes, carry out basic administrative tasks and perform advisory tasks



in the livestock and plant production sector. They are capable of setting up and running economically viable independent farms and of acquiring and applying modern knowledge, including the principles and practical application of precision and organic farming. They also have knowledge of marketing, processing and storage of products. In addition, the training will provide them with skills in the practical skills in the application of economic and social sciences, which they will be able to apply effectively in everyday agricultural practice. During the bachelor's degree, they will acquire the theoretical knowledge necessary to continue their studies in a specialized master's degree (MSc) related to the bachelor's degree in the second cycle of the course.

**Qualification of the degree:**

- level of degree: **Bachelor of Science** (BA/BSc/BProf);
- qualification: **Agricultural Engineer**.

Length of program: **7 semesters**

Work schedule: **full-time training or correspondence training**

Financial options: **state scholarship or self-financed**

Program Leader: **Dr. Csaba Gyuricza** university professor (Szent István Campus)

**Training sites and Deputy Program Leaders:**

- Gödöllő: Dr. Márta Erdélyi-Balla associate professor, Dr. Gergő Péter Kovács associate professor
- Keszthely: Dr. Brigitta Simon-Gáspár senior lecturer
- Kaposvár: Dr. Sándor Keszthelyi university professor
- Szarvas: Dr. Ildikó Kolozsvári research fellow
- Zenta: Dr. Márta Erdélyi-Balla associate professor

**Language of conduction:**

- Gödöllő: Hungarian and English
- Kaposvár: Hungarian
- Keszthely: Hungarian
- Szarvas: Hungarian
- Zenta (SRB): Hungarian

**Optional specializations**

**At Gödöllő training site (Szent István Campus)**

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND TRAINING LOCATION
Freshwater Fisheries	Dr. Ákos Horváth university professor	full-time and correspondence
Local product and procession	Dr. Péter Póti university professor	full-time and correspondence
Climate Protection, Climate Conscious Farming	Dr. Csaba Gyuricza university professor	full-time and correspondence

**At Keszthely training site (Georgikon Campus)**

<b>SPECIALIZATIONS</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND TRAINING LOCATION</b>
Crop Production	Dr. Zoltán Tóth associate professor	full-time and correspondence
Animal Husbandry	Dr. Szabolcs Nagy university professor	full-time and correspondence
Economics	Dr. Zsuzsanna Bacsí university professor	full-time and correspondence

**At Kaposvár training site (Kaposvár Campus)**

<b>SPECIALIZATIONS</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND TRAINING LOCATION</b>
Crop Production	Dr. habil Ferenc Pál-Fám associate professor	full-time and correspondence
Animal Breeding	Dr. Marcell Molnár associate professor	full-time and correspondence; Kaposvár

**At Szarvas training site**

<b>SPECIALIZATIONS</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND TRAINING LOCATION</b>
Irrigation Farming	Dr. Mihály Jancsó research fellow	Full-time and correspondence
Fish Breeding in Ponds	Dr. Ákos Horváth university professor	Full-time and correspondence

**At Zenta training site**

<b>SPECIALIZATIONS</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND TRAINING LOCATION</b>
Local Food Production	Dr. Péter Póti university professor	correspondence

**Conditions for selecting specialization**

There are no specific conditions for choosing a specialization, but it can be started if a minimum of 10 students apply. Specializations with less than 10 participants require the special permission of the program leader.

In the BSc in Agricultural Engineering, the selection of a specialization is compulsory. The process is scheduled in the 3rd semester (during the period indicated in the Schedule for the academic year) and the subjects for the chosen specialization are registered during the period of subject registration in the 4th semester. The selection process is made in NEPTUN.

Students shall always take the subjects of the chosen specialization in the semesters following the selection of it during the period of subject registration in the academic year's schedule.

The selection of a second specialization, in addition to the compulsory one, is possible only up to half of the period of the basic studies, subject to the payment of the fees provided for in Annex 1 to the Regulations on Fees and Benefits for Students.

### Characteristics of the Correspondence Program

The curriculum, the progression of knowledge, the specialization options, and the final examination requirements are the same as in the full-time program. However, the nature of instruction, the organization of course groups, and certain methodological aspects may vary depending on the location of the program.

At the **Gödöllő location**, classes are held weekly on Fridays and Saturdays.

At the **Keszthely location**, classes are held weekly on Fridays and/or Saturdays.

At the **Kaposvár location**, classes are held weekly on Fridays and/or Saturdays.

At the **Szarvas location**, classes are held weekly on Fridays and Saturdays.

### Off-Campus and Cross-Border Program

The curriculum, course structure, and requirements of the cross-border agricultural engineering program are the same as those of the domestic correspondence program. The main difference lies in the organizational structure. This form of education has been established away from the university's main campus, adapted to local conditions.

The program is organized through so-called Consultation Centers under the coordination of the program director. Program director: Dr. Márta Erdélyi Balláné

#### Consultation center:

In Vojvodina: Zenta, Pro Scientia Naturae Foundation

The consultation center provides the venue for weekend consultations, equipped with classrooms with educational tools, subject-specific demonstration materials, a specialized library, reading room, and computer room.

A designated local program coordinator at the consultation center organizes the consultations and practical training in the region and maintains direct contact with the university: Dr. László Lengyel (email: [lengyelmail@gmail.com](mailto:lengyelmail@gmail.com), [office@proscnat.org](mailto:office@proscnat.org)).

Local consultation instructors are recruited from the region to participate in the teaching.

Courses required by the curriculum are supervised by instructors appointed from the relevant departments of the university.

Consultations and subject examinations take place on weekends, on Fridays and Saturdays.

### Professional Practice

Pursuant to Act 104 of 2011 on National Higher Education, professional practice shall be organized at least for the duration specified in the training and outcome requirements for bachelor's and master's programs requiring practice.

Completion of the professional practice is a prerequisite for passing the final exam. The aim of the professional practice is to enable students to acquire practical knowledge in addition to the theoretical knowledge gained at the University and to be able to apply the knowledge acquired in the course of their studies and the learning outcomes.

The institutes/departments in charge of the specializations/industrial technologies and the Department of Dual and Practical Training are responsible for providing the sites for the placements. The professional practice shall be carried out under the supervision and guidance of the host site supervisor or his/her delegate.

### **Professional Practice in full-time and correspondence work schedule**

In principle, the exercise can be carried out in the following types of work placements:

- at the work placements offered by the University;
- the work placement site which is chosen by the student himself/herself.

Detailed information can be found at <https://ed.uni-mate.hu/professional-training>

### **Skills and professional competences acquired on completion of the program:**

A graduate with a bachelor's degree in **Agricultural Engineering** will be able to:

- start and run a family farm.
- identify and solve routine problems in the process of agricultural production.
- respect and enforce food chain safety principles in food production.
- monitor, comply with and enforce environmental, hygiene, food safety, food hygiene and occupational health and safety standards.
- know the interaction between the environment and agricultural production and are able to take a complex approach to their work.
- understand and apply the basic functioning of animal production systems, including the fundamentals of animal husbandry, animal breeding and animal nutrition. They will also learn the application of basic precision technologies to make production processes more efficient, reduce environmental impact and improve economic outcomes.
- understand and apply the basic functioning of crop production systems, with particular emphasis on the harmonized implementation of soil cultivation, crop production and crop protection. They will also learn the application of basic precision technologies, which will enable more efficient management of production processes, minimize adverse environmental impacts and optimize economic results.
- as a middle manager in agricultural enterprises, you will have good collaborative skills, enabling you to interpret and communicate professional instructions clearly to your subordinates.
- interpret, comply with and enforce sectoral regulations and legislation.
- he/she has good communication skills, which enable him/her to express and defend his/her professional opinions and positions in the event of a dispute.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the subjects of the chosen specialization, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits;
- completion of a 30-credit professional practice.

## Final Exam

### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

### Parts of final exam:

- thesis defense;
- comprehensive complex exam.

### Field of knowledge and subjects of final exam

The comprehensive topics of the final exam are determined by the program leader/coordinator with the help of the institutes participating in the training. The topics of the final exam may change from year to year. The questions in the series cover the topics of economics, social science, plant breeding, horticultural sciences and animal husbandry.

## Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

## Model curriculum of the program

### 6.1.4. Bachelor's degree in Landscape Management and Garden Construction Engineering program

**The aim of the program** is to train landscape planners and horticultural engineers who, with their ecological, technical, architectural technological, economic and management knowledge, are prepared to carry out the tasks of garden construction, construction-execution, arrangement, maintenance and operation of the environment of the landscape, settlements and various facilities, and also they have in-depth theoretical knowledge to continue the training in the second cycle (master's degree).

### Qualification of the degree:

- Level of degree: **Bachelor of Science** (BSc);
- qualification: **Landscape and Garden Engineer**.

Length of program: **7 semesters**

Work schedule: **full-time training**

Financial options: **state scholarship or self-financed**

Program leader: **Dr. István Valánszki** associate professor

Training site: **Budapest** (Buda Campus)

Language of conduction: **Hungarian or English**

## Optional specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Garden Construction	Dr. Máté Sárospataki associate professor	Full-time, Budapest
Landscape Management	Dr. Ágnes Sallay university professor	Full-time, Budapest
Urban Management	Dr. Anna Berta Adorján assistant professor	Full-time, Budapest

## Conditions for selecting specialization

The choice of specialization takes place at the end of the fourth semester, the deadline is determined in the Schedule for the given academic year and it is approved by the senate. In the bachelor's program, those students could select a specialization who, by the end of 3rd semester:

- have completed all compulsory subjects of curriculum and all the compulsory elective subjects prescribed by the specialization, except subjects with 0 credit value; and
- completed the specialization assessment

The student has the option **to choose a conditional specialization** if he has not completed only one subject from the compulsory subjects worth at least 1 credit, but has obtained the semester signature of the subject. In the event that the student **failed to complete only one of the compulsory subjects (worth at least 1 credit), but obtained a semester certificate in this subject as well**, the so-called is entitled to a conditional choice of specialization. In case of conditional specialization selection, the condition for the choice of specialization is that the student submits **an equity request** through the NEPTUN system, as defined in § 92 of the SER, asking for permission of the of specialization selection. The request shall be submitted **before or at the same time as the specialization selection is applied**, i. e. the specialization selection application does not have to wait for the evaluation of the equity request, but the specialization selection application can only be evaluated after a positive evaluation of the equity request.

The submission of the application for the specializations is preceded by a level assessor.

The student shall complete the level assessment required by each specialization (and apply for all of them in advance).

**If the student does not participate in the level assessment, he/she cannot be admitted to the given specialization even if he/she is not admitted to the other specializations due to lack of space or based on his/her score.** In this case, student shall have the opportunity to choose a specialization in the spring of the following academic year at the earliest.

Students who have registered for the assessments **will be informed about further details by the responsible of the specialization on the e-learning course interface.**

The person responsible for the specialization concerned may grant permission to replace the assessment in particularly justified cases (e. g. illness confirmed by a medical certificate).

Students will be informed of the detailed rules and conditions for choosing a specialization at the latest in the semester of their choice of specialization by contacting the following address: <https://landscape.uni-mate.hu/detailed-schedule-of-the-program1>

The weighted and highly weighted courses required by the chosen specialization are also published on the website of the Institute of Landscape Architecture, Urban Planning, and Ornamental Horticulture, based on the sample curriculum for students selecting the specialization.

Applications for the specialization are evaluated and ranked by the person responsible for the given specialization or by a faculty member/faculty members appointed by them. The ranking is based on academic performance, the results of the weighted and highly weighted courses required by the specialization, and the results of the placement assessments. Based on this ranking, the specialization coordinators and the deputy director for education of the institute jointly decide on the admission of applicants to the specialization or on the rejection of the application.

### Curricular specialties

As a general rule, for the Bachelor of Landscape Management and Garden Construction Engineering, the second and subsequent semester of a course in a numbered subject is conditional on the previous semester's signature. The prerequisites for compulsory subjects in the NEPTUN SYS are described in the subject descriptions.

### Professional practice

**Completion of the one-semester professional practice is a condition for taking the final exam.** The practice takes place in the 7th semester of the model curriculum and lasts 12 weeks (6+6+1). To complete the professional practice in different semester is only possible with the permission of the program leader/responsible for specialization. The practice may be completed in one or more host institutions. In the case of a practice at one host site, a student employment contract shall be concluded for each of the two periods of 6 weeks.

**Students can do a practice before the 7th semester** if they have completed at least 90 credits during their studies. In this case, during the application, the student shall submit an academic transcript attached to the application form, which will be issued by the Registrar's Office upon student's request.

**The Professional practice subject shall be registered in NEPTUN SYS in the semester of the professional practice.**

During the practical semester, the student may take other courses only with applying for reduced timetable or course for the purpose of completing an exam (only exam course) (maximum three OE courses), **except for the 6th semester course of the Thesis Consultation subject.**

#### Location of the professional practice

In principle, the practice can be carried out in the following types of sites:

- at the places offered by the Institute;
- the student's own placement in agreement with the Institute;
- placements abroad offered by the Institute.

Landscape and Garden Engineer students shall spend the practice in construction and/ or maintenance companies, municipalities, nature conservation institutions, etc. Students may spend up to 6 weeks in a design agency.

Section 61 of the Academic and Examination Regulations (TVSZ), as well as Annex 1 of the TVSZ: Professional Internship Regulations, contain the requirements related to professional internships (<https://ed.uni-mate.hu/professional-training>). 4.3.12. Professional practice

### **Evaluation and recognition of the practice**

At the end of the practice, the students shall prepare a written report, which must be verified by the employer's signature. Upon completion of the internship, the student is required to submit a professional internship report and also give an oral presentation about the internship. In the case of an international internship, the report must be prepared in two languages (Hungarian and the language accepted by the host institution).

### **Recognition prior to work experience**

Work experience may be recognized in the professional practice. The details of the process are included in the Academic and Examination Regulations (TVSZ) and its Annex 9: Content and Formal Requirements for Reports Required for the Recognition of Work Experience.

Access to description of professional practice for Landscape and Garden Engineer students: <https://landscape.uni-mate.hu/detailed-schedule-of-the-program1>

### **Skills and professional competences acquired on completion of the program:**

A graduate with a bachelor's degree in Landscape Management and **Garden Construction Engineering will be able to:**

- the ability to identify routine professional problems, to work independently with print and electronic literature, to think analytically and synthetically and to evaluate adequately, in order to explore them at theoretical and practical level;
- form an informed professional opinion on the practical applicability of theoretical knowledge;
- to interpret and use the behaviour and formal and informal relationships of the actors in the field of landscape architecture, horticulture and urban management;
- solve problems with creativity, visual expression, practice and culture;
- understand the conditions for professional advancement in their field and thus plan their career;
- plan and carry out procedures, allocate resources, participate in the preparation of proposals to support professional decisions and draw conclusions;
- to carry out a detailed analysis based on knowledge and methods relevant to the field, and to identify basic relationships;
- understand foreign language information in their field and actively use specialized terminology;
- effective use of written and oral communication tools;
- to organize and conduct its activities in an environmentally and health-conscious manner, giving priority to health-promoting solutions.



### Conditions of obtaining pre-degree certificate (absolutorium):

- completion of: all the compulsory subjects of the program, the subjects of the chosen specialization, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits;
- completion of a 30-credit professional practice.

### Final Exam

#### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### Parts of final exam:

- thesis defense;
- comprehensive complex exam.

#### Field of knowledge and subjects of final exam

The comprehensive complex exam consists of the compulsory subjects of the program and the chosen specialization based on which a list of final exam items is issued

The annually updated list of final exam questions shall be published on the website of the Directorate for Education no later than 45 days before the final exam for the students taking the final exam (<https://ed.uni-mate.hu/final-exam-items>).

### Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. Final exam and chapter 4.3.16. Degree certificate.

### Model curriculum of the program

## 6.1.5. Bachelor's degree in Wildlife Management Engineering program

**The aim of the program** is to train wildlife management engineers, who - through an ecological, environmentally conscious, food chain approach - are able to plan, organize, control and implement the general and specific tasks of game protection, wildlife management, natural resource management and nature protection. In the course of their working relationship with businesses and other organizations (forestry, agricultural, fishing, turf management, rural and settlement development organizations) that deal with game stock as a renewable natural resource, wildlife management engineers can enforce wildlife and nature protection principles and regulations, the interests of wildlife management; they are capable of performing the special tasks of wildlife management, to educate in a nature conservationist way and to organize hunting tourism. They have applicable modern leadership and organizational skills, that can be used to strengthen the effectiveness and healthiness of working organizations. They are prepared to continue their studies on master level.

#### Qualification of the degree:

- Level of program: **Bachelor of Science** (BSc);

- qualification: **Wildlife Management Engineer**.

Length of program: **7 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-financed**

Program Leader: **Prof. Sándor Csányi** university professor

Deputy program leader: **Dr. Mihály Márton** associate professor

Training location: **Gödöllő (Szent István Campus)**

Language of conduction: **Hungarian and English**

### **Skills and professional competences acquired on completion of the program:**

A **graduate** with a bachelor's degree in **Wildlife Management Engineering** will be able to:

- To develop a professional position in the field of wildlife management and wildlife biological data collection, to assess the differing positions of others and to discuss and defend any opposing or contradictory positions in debates.
- Planning and carrying out procedures, allocating resources, participating in the preparation of proposals to support professional decisions, drawing conclusions.
- For the sectoral management of enterprises, game management units and production facilities operating in the field of game management, and for the professional operation of their management, taking into account environmental management, environmental protection, nature conservation and food safety requirements.
- Detailed analysis based on knowledge and methods relevant to the field, exploring basic relationships and drawing independent conclusions.
- Effective use of written and oral communication tools.
- Recognize the advantages and disadvantages of using the possibilities offered by internet technology and, if necessary, be able to use them in a conscious and professional manner.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the subjects of the chosen specialization, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits;
- completion of a 30-credit professional practice.

### **Final Exam**

**Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

**Parts of final exam:**

- thesis defense;
- comprehensive complex exam.

**Field of knowledge and subjects of final exam** are sent to final-year students before each final exam period.

**Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

**[Model curriculum of the program](#)**

## 6.2. Field of training: Economic Sciences

### 6.2.1. Bachelor's degree in Business Administration and Management program

**The aim of the program** is to educate experts with high knowledge in economy, social theory science, applied economics and methodology and specialized knowledge to be able to plan and analyze the processes of corporate organizations and institutes, and to control, organize and manage corporate activities and processes, further more they are able to continue their studies on Master courses.

**Qualification of the degree:**

- level of degree: **Bachelor of Science** (BA/BSc/BProf);
- qualification: **Economist in Business Administration and Management.**

Length of program: **7 semesters**

Work schedule: **full-time training (conducted in English and Hungarian), correspondence training (conducted only in Hungarian)**

Financial options: **state scholarship or self-financed**

Program Leader: **Dr. Zoltán Horváth** associate professor (Szent István Campus)

**Training sites:**

- Gödöllő (Szent István Campus)
- Budapest (Buda Campus)

**Language of conduction:**

- Gödöllő (Szent István Campus): Hungarian, English (only full-time training)
- Budapest (Buda Campus): Hungarian

#### Optional specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Supply Chain Management (SCM; in Hungarian)	Dr. Zita Júlia Fodor associate professor	full-time and correspondence; Gödöllő, Budapest
Business Manager (BM; Hungarian, English)	Dr. Zoltán Horváth, associate professor	full-time and correspondence; Gödöllő, Budapest, Gyöngyös

#### Conditions for selecting specialization from 2021/22 academic year onward in ascending order

In the Bachelor's program in Economics and Management, the application period for specializations is in the 4th semester according to the sample curriculum. Each specialization will commence at the given campus and study schedule if there is a minimum of 10 accepted applicants. If none of the specializations receive enough applications, the specialization to be launched will be decided by the program coordinator, taking student applications into account.

Applications for specializations are evaluated by the program coordinator and the person responsible for the given specialization. Students who have not chosen a specialization by the deadline will also be assigned to a specialization by them.

### Characteristics of the Correspondence Program

The curriculum, the sequential structure of the knowledge, the specialization opportunities, and the requirements for the final examination are the same as in the full-time program. However, the nature of the instruction, the scheduling of course groups, and certain methodological aspects may differ depending on the location of the program.

At the **Gödöllő** campus: Friday afternoons and Saturdays.

At the **Budapest** campus: Friday afternoons and Saturdays.

### Professional practice

The aim of the company professional practice is to gain a deeper understanding of company operations, to get involved in company management activities and to contribute to solving certain company problems. For students who began their studies before the 2025/26 academic year, the professional internship lasts continuously for a minimum of 13 weeks (65 working days) and a maximum of 15 weeks (75 working days), with 8 hours per day. For students who begin their studies from the 2025/26 academic year onwards, the duration of the professional internship is continuously 12 weeks. Its credit value is **30 credits**.

Students apply for the company professional practice during the 6th semester of the model curriculum, according to the normal Schedule, with registration in to the e-learning course of professional practice. To start the professional practice, the student shall have completed at least 30 credits from the 5-6th semester of the sample curriculum.

Finding a host company and arranging the professional practice date is basically the student's task, but the leadership of the program – based on their extensive company and organizational contacts – shall actively and effectively help students to find a suitable placement if necessary. The professional practice should take place in a company in the manufacturing, commercial, agricultural, food, services, etc. sector, preferably a profit-oriented company of at least a small size, where the functional areas of the company's operations, or part of them, are already organizationally separate. The professional practice can be carried out in the framework of Erasmus or on the student's own initiative, abroad or in a non-profit company or organization in their home country.

During the professional practice, the program leaders and/or their delegates shall also visit the host company to help ensure the success of the professional practice. Student shall be assisted/guided by a professional of the host company during their professional practice.

For the duration of the professional practice, students will have access (as usual) to dormitory accommodation.

A written report of the professional practice shall be prepared. Acceptance of the report is a condition for recognition of the professional practice. The report is graded by the program leader **on a three-grade scale** (excellent (5), satisfactory (3), failed (1)). Successful completion of the professional practice is a prerequisite for entering the final examination. In case of late submission or rejection of the report, the professional practice shall be repeated.

For working students studying in correspondence schedule, their job can be accepted as professional practice. (Of course, in such cases, they shall also apply and register for the professional practice by the given deadline and submit the written report (and evaluation form!))

For the Bachelor of Business Administration and Management, **detailed requirements for enrolment and completion of a professional practice in a company, the necessary forms and the relevant deadlines can be found in the university e-learning system**, in a course of „ – 7th semester Professional practice information – BA in Management and Business Administration“. The student contact person for practical matters:

- Dr. Beatrix Turzai-Horányi senior lecturer (turzai.horanyi.beatrix@uni.mate.hu);

### **Skills and professional competences acquired on completion of the program:**

A graduate **with a bachelor's degree in Business and Management will be able to:**

- plan, organize, manage and control economic activities, projects, small businesses and business organizations;
- explore, organize and analyze facts and basic relationships using the theories and methods learnt, draw independent conclusions, make critical comments, prepare proposals for decisions, and make decisions in routine and partly unfamiliar – national and international – contexts;
- follow and interpret global economic and international business trends, changes in economic policy and related policies and legislation relevant to the field, and their effects, and take them into account in their analyzes, proposals and decisions;
- to determine the complex consequences of economic processes and organizational events;
- apply economic problem-solving techniques and problem-solving methods, taking into account the conditions and limitations of their application;
- cooperate with representatives of other disciplines;
- to participate in projects, group tasks, to lead, organize, evaluate and control activities after gaining practical knowledge and experience;
- after gaining practical knowledge and experience, manage a small or medium-sized enterprise or a department in a large business organization;
- to present professional proposals and opinions, professionally formulated from a conceptual and theoretical point of view, orally and in writing, in Hungarian and in a foreign language, according to the rules of professional communication;
- at least intermediate level in a professional foreign language.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the subjects of the chosen specialization, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits;
- completion of a 30-credit professional practice.

## Final exam

### Conditions to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

### Parts of final exam:

- thesis defense;
- comprehensive complex exam (A- and B-list of questions).

### Field of knowledge and subjects of final exam from 2021/22 academic year:

- **A-list of topics:** basic economic knowledge and basic business knowledge (accounting, marketing, management and HR-management)
- **B-list of topics:** complex business skills (management, production management, strategic and business planning, marketing management, corporate law and logistics management)

## Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

## Model curriculum of the program

### 6.2.2. Bachelor's degree in Tourism and Catering program

**The aim of the program** is to train business experts who, having obtained knowledge of economics, social theory, applied methodology and specialized information and are able to perform, organize and manage activities in the field of tourism and catering. They have enough knowledge for continuing the training at master level. Through our international links, our students have the opportunity to gain international work experience and study abroad, so they have a competitive degree and knowledge in an international environment. The program is **offered as dual training** as well.

#### Qualification of the degree:

- level of degree: **Bachelor of Science** (BSc);
- qualification: **Economist in Tourism and Catering**.

Length of program: **8 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-financed**

Program Leader: **Dr. Csilla Molnár** associate professor (Szent István Campus, Buda Campus)

Operative program coordinators:

- **Dr. Edit Ilona Pallás** associate professor (Károly Róbert Campus)
- **Dr. Zsuzsanna Lőke** associate professor (Georgikon Campus)

#### Training sites:

- Gödöllő (Szent István Campus)
- Gyöngyös (Károly Róbert Campus)
- Keszthely (Georgikon Campus)

**Language of conduction:**

- Gödöllő: Hungarian
- Gyöngyös: Hungarian, English
- Keszthely: Hungarian

**Optional specializations**

<b>SPECIALIZATIONS</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND LOCATION</b>
Rural, nature and wine tourism specialization	Dr. Edit Ilona Pallás associate professor	Full-time and correspondence, at all training location, where applicants number reaches minimum level
Health Tourism	Dr. Csilla Molnár associate professor	Full-time and correspondence, at all training location, where applicants number reaches minimum level
Specialization in Event Management	Dr. Zsuzsanna Lőke associate professor	Full-time and correspondence, at all training location, where applicants number reaches minimum level
Tourism Development and Regional Management	Dr. Zoltán Bujdosó university professor	Full-time and correspondence, at all training location, where applicants number reaches minimum level

**Conditions for selecting specialization:**

The students can choose their specialization in their 4th semester. When choosing a specialization, the student indicates 2 specializations (first and second choice). The specialization is launched only if the number of applicants reached minimum 10 students. Applications for the specialization are assessed by the responsible of specialization.

**Characteristics of the Correspondence Program**

The curriculum, the sequential structure of knowledge, specialization opportunities, and final exam requirements are the same as in the full-time program.

The nature of instruction, the scheduling of course groups, and certain methodological aspects may vary depending on the location of the program. However, as a general rule, classes in the part-time program are held on Fridays and/or Saturdays according to the timetable issued at the beginning of the semester.

**Professional practice**

According to model curriculum, professional practice shall be done in 2 semesters at maximum 2 different companies.



The professional practice can be carried out in various jobs in tourism and hospitality businesses (accommodation; catering; travel agency; event management; cultural, sports and spa facilities; nature conservation directorates; local, regional and state tourism management and destination management organizations, etc.), or in the own hostel of the University (Hotel Opál, Gyöngyös) and in Károly Róbert Dormitory (Gyöngyös).

One semester of the professional practice can be a practice-oriented part-time training abroad organized under an agreement between the Hungarian and the foreign higher education institution.

### ***The practice in full-time work schedule***

Fulfillment of professional practice:

- companies in cooperation with the University;
- at the student's own placement, approved by the supervisor, following the conclusion of a cooperation agreement with the University;
- Erasmus professional practice placement.

### ***Student's obligations during the placement***

During the professional practice, the student will work under the supervision and guidance of a designated professional (mentor) in the host company, in accordance with the company's working hours as set out in the student's employment contract.

Students shall comply with the company labor safety rules in force.

During the professional practice, the student's work may be supervised at any time by the University's designated instructor (supervisor) without prior notice.

### ***Assessment and recognition of the professional practice***

At the end of the professional practice, students prepare a written report, which is signed by the employer.

In the case of a professional practice abroad, the report shall be written in two languages (Hungarian and the language accepted by the host country).

The report shall be submitted in the required form and content. **Recognition prior to work experience**

The professional practice can be completed with work experience. The credit for previous work experience shall be initiated with the Institutional Academic and Credit Transfer Committee. Only work in a field relevant to the training may be counted as work experience, provided that the duration of the work is at least as long as the duration of the professional practice in terms of hours worked, as defined in the training curriculum.

The Institute's Academic and Credit Transfer Committee may ask the program leader for opinion and additional information in the case of a request for credit for work experience.

### **Skills and professional competences acquired on completion of the training**

#### **Holders of a bachelor's degree in economics with a major in tourism and catering:**

- are familiar with the principles of the tourism sector, its domestic and international markets, its players, their characteristics, specificities, operations and interconnections;
- know the different types of tourism enterprises and the principles and management methods for their operation and the management of their market activities;

- the ability to plan, organize, manage and control part or all of the activities of tourism and catering enterprises, to formulate, analyze and evaluate professional problems, and to manage and solve them;
- with an environmentally sensitive, practical and quality-oriented approach, they are prepared to independently monitor changes in the social, economic, technological and legal environment of tourism, to draw responsible conclusions and to carry out professional and administrative tasks;
- are able to carry out advisory tasks.

**Students graduating from the program will be able to use their skills mainly for employment in the following types of companies and institutions:**

- in front office (reception, concierge), housekeeping, catering, event management, sales and marketing, as well as in management and administration related jobs in hotels, even in middle management positions;
- as a conference and event organizer;
- as an employee and manager of tour operators and travel agencies;
- as an employee or manager of a catering establishment;
- working in spas (health, wellness and leisure baths);
- as an event organizer or marketing officer or manager in cultural and sports facilities;
- as a tourism expert and program organizer for nature protection directorates and national parks;
- in local, regional and national tourism management in a variety of jobs
- as a tourism officer for local authorities;
- as an employee of a destination management (TDM) organization;
- working for companies and organizations involved in writing tenders and research;
- running their own tourism/leisure business.

**Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the program and the subjects of the chosen specialization, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 185 credits;
- completion of 55 credits of professional practice.

**Final exam**

**Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

**Parts of final exam:**

- thesis defense;
- comprehensive complex exam consisting of questions A (general professional knowledge related to tourism and hospitality) and B (specialization-subjects). The "A" series is drawn up in each academic year by the lecturers and program leaders, and

the "B" series by the specialization responsible. The questions are practice-oriented and focus on the student's up-to-date knowledge of the market.

Further detailed information on the final exam can be found in Appendix 5, point 1.6 of the Study and Exam Regulations.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **[Model curriculum of the program](#)**

## 6.3. Field of training: Technology

### 6.3.1. Bachelor's degree in Mechanical Engineering

**The aim of the training** is to produce broad-minded technical specialists from all aspects of life who are capable of designing, creating and developing mechanical engineering equipment, solving technological tasks in the mechanical engineering industry, carrying out advanced tasks in the organization, development and management of production and operation, and applying the results of physical sciences that play an important role in mechanical engineering. With such skills, they can expect to find work, financial and moral respect not only in their home country, but also in the international labour market. A further aim of the course is to acquire sufficient theoretical knowledge to pursue a Master's degree (MSc).

**Qualification of the degree:**

- level of degree: **Bachelor of Science** (BSc);
- qualification: **Mechanical Engineer**.

Length of program: **7 semesters**

Work schedule: **full-time** (Gödöllő, dual training, Kaposvár) or **correspondence** (Gödöllő, Kaposvár)

Financial options: **state scholarship or self-funded**

Program leader: **Dr. István Szabó** university professor

Operative program coordinators: **Attila Lágymányosi** associate professor (Gödöllő)

**Language of conduction:**

- Gödöllő (Institute of Technology): Hungarian, English;
- Kaposvár: Hungarian.

#### Elective specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Engineering Informatics CAD/CAM	Dr. László Kátai university professor	Full-time, correspondence, dual training
Building Service Engineering	Dr. Márta Szabó associate professor	Full-time, correspondence, dual training
Automotive Technology	Dr. Péter Kiss university professor	Full-time, correspondence, dual training
Industrial Production (Machine Production Technologies)	Dr. Attila Kári-Horváth associate professor	Full-time, correspondence, dual training

#### Conditions for selecting specialization

At the Institute of Technology, undergraduate students shall select their specialization in the 4th semester of the program. A prerequisite for selection to complete the "Mathematics" and "Mechanics" comprehensive exam and 75% of the credits of the compulsory ("A") subjects of the first three semesters in model curriculum.

### Characteristics of the Correspondence Program

The curriculum, the sequential structure of knowledge, specialization opportunities, and final examination requirements are the same as in the full-time program. Except for the first teaching session, classes in the part-time program are held on Fridays and Saturdays.

### Professional practice

The professional practice (industrial practice) shall be at least 6-week long placement at a professional, industrial company. The professional practice is criterial for achieving degree.

The aim of the professional practice is to complement the theoretical knowledge of the student with concrete work in real-life situations, if possible, in a company (institution) with a profile appropriate to the chosen specialization. This will give them a more in-depth understanding of the work being done there and prepare them for their thesis. The student shall undertake an activity that will enable him/her to gain experience in an area of mechanical engineering that will help him/her to orientate himself/herself in his/her future profession, while at the same time confronting his/her knowledge with practical requirements and enabling him/her to become an active participant in the work of the practical site.

The professional practice is the part of the training which, for the duration specified in the training and outcome requirements for higher education vocational education and training, bachelor's and master's degrees, provides the opportunity to apply the acquired knowledge and practical skills in the workplace and in the job, to combine theoretical and practical knowledge, to learn about the workplace and work processes, to practice professional competences.

Access to the professional practice details and factsheet: courses in Neptun and E-learning.

### Skills and professional competences acquired on completion of the program:

A **graduate with a bachelor's degree in Mechanical Engineering** has:  
**comprehensive knowledge of**

- the basic facts, directions and limits of the subject area of engineering,
- the general and specific mathematical, natural and social science principles, rules, contexts and procedures necessary for the operation of the technical field.
- the terminology, key concepts and theories related to your field,
- the main theories and problem-solving methods in the field,
- basic economic, business and legal rules and tools
- the structural materials used in the field of mechanical engineering, the methods of their manufacture and the conditions of their application,
- machine design principles and methods, machine manufacturing technology, control procedures and operating processes,
- the operating principles and structural units of the machines, power tools, mechanical equipment and tools used,
- the measuring procedures used in mechanical engineering, their instruments, instruments and measuring equipment on a user level.

- the expectations and requirements of occupational safety and health, fire protection, safety and health at work, and environmental protection on a user level
- the basics, boundaries and requirements of logistics, management, environmental protection, quality assurance, information technology, law and economics, which are integrally related to the field of engineering,
- learning, knowledge acquisition, data collection methods, their ethical limitations and problem-solving techniques in mechanical engineering,
- the methods and tools of business economics and cost-benefit analysis based on technical principles.
- Understand, characterize and model the construction and operation of the structural units and components of mechanical systems, the design and interrelationship of the system components used.
- Apply the related computational and modelling principles and methods of engineering product, process and technology design.

**Skills:**

- The ability to analyze at a basic level the disciplines that make up the knowledge base of the technical field, to synthesize relationships and to make appropriate evaluations.
- Ability to apply the most important terminologies, theories and procedures of a given technical discipline in the performance of related tasks.
- Ability to plan, organize and carry out independent learning.
- Ability to identify routine professional problems and to identify, formulate and solve (using standard operations in practice) the theoretical and practical background required to solve them.
- Ability to understand and use literature, computer and library resources specific to their field.
- The acquired IT skills can be applied to the solution of tasks in the field.
- Ability to build basic models of technical systems and processes.
- The ability to use their knowledge in a creative way to manage their workplace resources effectively.
- In the course of his/her work, he/she is able to apply and enforce safety, fire safety and hygiene rules and regulations.
- Ability to communicate orally and in writing in your mother tongue and in at least one foreign language, in a professionally appropriate manner, according to your field of specialization.
- The ability to apply the technical specifications relating to the operation of mechanical systems, the principles of setting up and operating machinery and mechanical equipment, and the economic context.
- The ability to manage and control specialized technological production processes, taking into account the elements of quality assurance and quality control.
- Ability to diagnose mechanical malfunctions, select troubleshooting operations, solve repair tasks.

**Attitude:**

- Assume and authentically represent the social role of their profession and its fundamental relationship with the world.
- Open to learn about, embrace and authentically communicate professional, technological development and innovation in engineering.
- Strive to make their self-training a means to achieve their professional goals.
- Make decisions in complex or unexpected decision-making situations, taking full account of legal and ethical standards.
- He or she tries to solve problems in cooperation with others where possible.
- Strive to keep their self-training in mechanical engineering continuous and in line with their professional goals.
- They strive to solve their tasks and make management decisions by listening to the opinions of their colleagues, preferably in cooperation.
- You have the stamina and tolerance for monotony needed to carry out practical activities.
- You are open to the use of IT tools, you strive to learn and use software in the field of engineering, and you know and use at least one of these programs to a proficient level.
- Open and receptive to new, modern and innovative processes and methods related to organic farming and health awareness.
- Using his/her acquired technical knowledge, he/she strives to understand the observable phenomena as thoroughly as possible, to describe and explain their laws.
- Adhere to and comply with the relevant safety, health, environmental, quality assurance and control requirements.

**Autonomy, responsibility:**

- In unforeseen decision situations, he/she independently thinks through and develops comprehensive, substantiating professional questions on the basis of given sources.
- Responsibly upholds and represents the values of the engineering profession, and is open to professionally informed critical comments.
- In carrying out his/her professional duties, he/she will also cooperate with qualified professionals in other fields (primarily technical, economic and legal).
- It identifies the shortcomings of the technologies used, the risks of the processes and initiates measures to reduce them.
- Monitor legislative, technical, technological and administrative changes in the field.
- Directs the work of the personnel assigned to him/her, supervises the operation of machinery and equipment.
- Assesses the efficiency, effectiveness and safety of the work of subordinates.
- He is attentive to promoting the professional development of his subordinates, to managing and assisting them in their efforts in this direction, and to applying the principle of equal access.
- He shares his experience with his colleagues, helping them to develop.
- Takes responsibility for the consequences of its technical analyzes, its proposals and its decisions.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the program, the subjects of the chosen specialization, the required number of elective credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 210 credits;
- completion of professional (industrial) practice.

### **Final exam:**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- thesis defense;
- comprehensive complex exam (A- and B-list of questions).

#### **Field of knowledge and subjects of final exam**

##### ***From academic year 2021/22 in ascending order:***

Compulsory final exam subjects for all students (6 credits):

- Thermodynamics and Fluid Mechanics

Final exam subjects for each specialization:

*Engineering Informatics (VEM technologies, Modeling of Mechanisms):*

- Engineering informatics
- 3D design and modelling

*Building Service Engineering:*

- Water Supply, Sewage System, Gas Supply
- Heating Technology
- Fundamentals of Air Technology
- Building Service Design

*Automotive Technology:*

- Engines and Vehicles
- Soil Mechanics and Land Locomotion
- Information and Monitoring Systems for Vehicles
- Analysis of Internal-Combustion Engines

*Industrial Production (Machine Production Technologies):*

- Engineering Materials
- Polymer technology
- Tribology
- Mechanical Engineering Technology
- Measurements and Quality Assurance in Machine Industry
- CAE Practice III.
- Programming of modern machine tools



### Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. Final exam and chapter 4.3.16. Degree certificate.

### Model curriculum of the program

## 6.3.2. Bachelor's degree in Environmental Engineering

**The purpose of the program is** to train environmental engineers who have an up-to-date and applied knowledge of science, ecology, technology, economics and management. They are able to identify environmental risks in different areas, and with their professional experience, to economically and effectively supervise prevention and damage control. Having professional skills, they are capable of participating in the prevention, reduction and removal of environmental hazards and damages, as well as operating low-waste and energy efficient technologies. They are also prepared to continue their studies on the master level.

#### **Qualification of the degree:**

- level of degree: **Bachelor of Science** (BSc);
- qualification: **Environmental Engineer**.

Length of program: **7 semesters**

Work schedule: **full-time**

Financial options: **state scholarship or self-funded**

Program Leader **Dr. Gábor Endre Halász** associate professor (Szent István Campus)

Training location: **Gödöllő** (Szent István Campus)

Language of conduction: **Hungarian or English**

### **Professional practice**

The length of professional practice shall be a minimum duration of six weeks, spent in a company or organization of the student's choice, with a professional profile appropriate to the course.

### **Skills and professional competences acquired on completion of the training**

#### **With a bachelor's degree, environmental engineers can:**

- basic investigation of the quantitative and qualitative characteristics of environmental elements and systems using modern measuring instruments, preparation of measurement plans, their implementation and evaluation of data;
- to solve water, soil, air, radiation and noise protection, waste treatment and processing problems at proposal level, to participate in the preparation of decisions, to carry out official controls and to participate in the operation of these technologies;
- carry out environmental impact assessments and participate in the preparation of impact studies;
- apply environmental remediation methods, prepare and participate in remediation;

- apply in practice the regulations and requirements in the fields of occupational health and safety, fire protection and safety engineering related to their area of specialization;
- after familiarization with the assigned tasks, to carry out administrative tasks related to environmental protection, to perform official tasks;
- to perform the duties of environmental commissioner;
- participate in the implementation and monitoring of projects and tenders;
- take on management responsibilities following a professional practice;
- in the development and application of production and other technologies, to cooperate with the engineers who develop and apply the technology in order to improve the technology from an environmental point of view;
- to participate creatively in engineering work, adapting to constantly changing requirements;
- after learning about the technology, identify the shortcomings of the technologies used, the risks of the processes and initiate measures to reduce them;
- participate in environmental expert, advisory and decision-preparation work.

#### **Conditions of obtaining pre-degree certificate (absolutorium):**

- all compulsory subjects of the training, and
- the required number of optional credits according to the curriculum and
- completion of the credits for the preparation of the thesis
- fulfillment of totally 210 credits;

#### **Final exam**

##### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

##### **Parts of final exam:**

- thesis defense;
- comprehensive complex exam (questions related to subjects).

##### **Field of knowledge and subjects of final exam from 2021/22 academic year:**

- Basic principles of waste management. Characteristics of hazardous wastes and their management. Material and energy recovery of waste. Disposal of waste by landfilling, design and operation of landfills.
- The technological steps of wastewater treatment, the construction of a wastewater treatment plant, the treatment and recovery of sewage sludge and their legal regulation.
- Air pollution, air pollutants and their effects. Methods for the separation of solid and gaseous air pollutants.
- Physical and chemical properties of inorganic and organic pollutants, anthropogenic sources, human and environmental health risks.
- Pollutants that threaten surface water, groundwater and the geological environment.

- Inventory of contaminated sites, preliminary risk assessment, priority list. The Hungarian remediation threshold system.
- Detailed characterization of each phase of the remediation.
- Noise and vibration nuisance generation and mitigation options.
- Environmental impact from agriculture and industry and possible ways to reduce them.
- An example of an environmental impact assessment for a selected project.
- Purpose, types and scope of environmental risk assessment.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

## 6.4. Field of training Art Broadcasting

### 6.4.1. Bachelor's degree in Film and Media Studies

**The BA course** trains professionals who in possession of their theoretical knowledge are able to orientate in the development processes of mass media, know the characteristics of medial communication and able to interpret texts using the medial communication. Trainees will be able to perform practical tasks related to the production of motion picture and multimedia texts. Based on their theoretical knowledge and practical experience, they will be able to continue their studies in MA courses.

**Qualification of the degree:**

- level of degree: Bachelor of Science (BA/BSc);
- qualification: Film and Media Specialist.

Length of program: **6 semesters**

Work schedule: **full-time**

Financial options: **state scholarship or self-funded**

Program leader: **Dr. Gábor Zoltán Kiss**

Training location: **Kaposvár (Kaposvár Campus)**

Language of conduction: **Hungarian or English**

#### Elective specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Cinematographer		Full-time
Movie Director	Zsolt Gyenes DLA	Full-time
Documentary	Dénes Ruzsa	Full-time

#### Conditions for selecting specialization

All specializations have the same admission requirements and expectations, and can be chosen from the third semester, up to the deadline indicated in the academic calendar.

#### Professional practice

The professional training provides an opportunity for students to apply the professional knowledge and skills they have acquired at university in practical work, to gain experience of different work processes and tasks. The aim is for students to concentrate on specific areas related to their training within a given timeframe. Students shall work 30 hours a week for 1 week. The professional practice consists of professional work as an assistant, production assistant, production assistant, organizer, designer or other tasks in domestic film productions, TV or radio studios, production advertising studios. The aim of the professional practice is to expand the practical knowledge of the relevant visual and media fields, as well as the theoretical and practical cultivation of other areas of visual culture.

### **Skills and professional competences acquired on completion of the program:**

With a bachelor's degree in **Film and Media Studies professionals are able:**

- to work consciously and creatively in the field of film and media,
- to identify and solve routine professional problems in the field of film and media practice,
- to organize and carry out a joint creative process in a team during the creative practice,
- to analyze, process and transfer knowledge and practice in the field of cinema and media, drawing on the experience gained during their studies,
- to apply high level of technical skills to realize their artistic vision in the field of cinema and media.
- to think adaptively, continuously absorb, process and synthesize new knowledge,
- to organize their activities in an environmentally and health-conscious way, to work in an environmentally and health-conscious way, to manage stress and conflict situations.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of the subjects required in the curriculum;
- fulfil the academic requirements (with the exception of the thesis);
- the acquisition of 180 credits as required by the training and exit requirements.

### **Final exam**

In the final exam, students will demonstrate their basic practical and theoretical professional knowledge in the field of cinematography and media. The student demonstrates a high level of ability to put theoretical knowledge into practice (exam piece), to convert it into a scientific study (thesis) and to be prepared in the core subject areas of the bachelor's degree.

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- completion of the comprehensive exams of core subjects;
- submitting their exam piece and script (film director, cameraman) by the deadline or submission of the thesis by the deadline (thesis writer);
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- exam piece and script (film director, cameraman); or
- thesis (thesis writer);
- defense.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### **Model curriculum of the program**

## 7. Master programs

### 7.1. Field of training: Agricultural Sciences

#### 7.1.1. Master's degree in Biosystems Engineering

**The aim of the program** is to train professionals with interdisciplinary knowledge in the fields of engineering and agricultural sciences. By complementing the knowledge acquired in the agricultural science bachelor's program (BSc) with engineering, technological, data science, management, and economic knowledge, graduates of the Agricultural and Technical Systems Engineering program become capable of managing agricultural enterprises, designing and operating technical and/or economic system processes, and managing corporate projects. They are also qualified to carry out professional supervisory, planning, integrative research, and innovation activities. Graduates are prepared to continue their studies in doctoral programs. The program concludes with a 15-credit thesis project, which students complete in the field of agricultural engineering and agricultural digitalization.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Biosystems Engineer**

Length of program: **3 semesters**

Work schedule: **full-time and correspondence**

Financial options: **state scholarship or self-funded**

Program leader: **Dr. László Kátai** university professor

Operative program coordinator: **Dr. Attila Kári-Horváth** associate professor

Training location: **Gödöllő**

Language of conduction: **Hungarian or English**

#### Conditions for selecting specialization

The specialization is not defined.

#### Characteristics of the Correspondence Program

The curriculum, the sequential structure of knowledge, and the final examination requirements are the same as in the full-time program. At the Gödöllő campus, classes in the part-time program are generally held on Fridays and Saturdays, except during the first week, when classes are held from Wednesday to Friday.

#### Skills and professional competences acquired on completion of the program:

##### a) Knowledge

- Understands the basic concepts, facts, main characteristics, and interrelations concerning the entirety of agricultural activities (production, processing, and marketing).

- Has knowledge of modern technologies used in the agricultural sector and their practical applications.
- Knows the production equipment of the agri-technical field and the conditions and regulations of their operation.
- Understands the organizational and operational procedures of technical processes in the agricultural field.
- Has knowledge of the real, human, economic, and social interrelations of production and service processes.
- Understands the management principles of enterprises and economic organizations, as well as the rules for project planning and management.
- Knows the principles of logistics processes, their implementation methods, and technical possibilities.

#### **b) skills**

- Able to manage agricultural enterprises and their organizational units, plan and direct management processes and projects within an organization, and efficiently manage resources.
- Able to create basic models of agricultural technical systems and processes, as well as develop new models.
- Able to apply technical regulations related to the operation of agricultural machinery systems, including the principles and economic aspects of machine and equipment setup and operation.
- Able to apply design-related computational and modeling principles and methods in product, process, and technological design within the field of mechanical engineering.
- Able to apply acquired agri-informatics knowledge in solving tasks in their field and in supporting the implementation of development processes within enterprises.
- Able to actively participate in the marketing and sales of products and services produced within the relevant professional field.
- Able to interpret and apply current EU and national subsidy regulations.
- Uses advanced professional knowledge to interpret and systematize professional tasks.

#### **c) Attitude**

- Open to foundational, general, and specific knowledge of the agri-technical field.
- In their work, examines opportunities for setting economic, technical development, and innovation goals, and strives to achieve them.
- Strives to continuously follow the technological progress of the agri-technical field and to acquire new knowledge.
- Endeavors to make decisions with full consideration of legal regulations and ethical standards.
- Adapts their communication to their engineering and managerial responsibilities.

- Values cooperation and, after gaining sufficient experience, reflects this approach in leadership roles.

**d) Autonomy and Responsibility**

- Able to make independent, professionally responsible decisions on professional issues within their field and assumes responsibility for the consequences of those decisions.
- Evaluates the results of their work realistically.
- Makes independent and professionally responsible decisions in work organization and task allocation.
- Takes responsibility for the safe and efficient operation of entrusted organizational units, personnel, equipment, and devices.
- Represents their opinions autonomously in research and development processes.

**Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the course, plus the required number of optional credits according to the curriculum and the number of credits for the thesis, for a total of 90 credits;

**Final exam**

**Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

**Parts of final exam:**

- comprehensive complex exam
- defense of thesis

**Field of knowledge and subjects of final exam from 2021/22 academic year:**

The professional comprehensive examination is based on the knowledge of the 4–6 most important professional subjects, based on which a list of topics is issued.

**Evaluation of final exam and qualification of degree from 2024/25 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

**[Model curriculum of the program](#)**

**7.1.2. Master's degree in Food Safety and Quality Engineering program**

**The aim of the training is** the education of food safety and quality engineers obtaining a master degree who can apply their microbiological, molecular biological, toxicological and analytical chemical knowledge to control and check the production and distribution of food that has high quality and is appropriate by all means for human nutrition. Capability for individual work, professional opinion creation and decision making, capability for research,



development and management, leadership management, creativity, efficient problem solving and capability for applying and analyzing information is required. They are prepared to continue their studies at doctoral level.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Food Safety and Quality Engineer**

Length of program: **4 semesters**

Work schedule: **full-time and correspondence**

Financial options: **state scholarship or self-funded**

Program leader: **Dr. Gabriella Kiskó** university professor (Buda Campus)

Operative program coordinator: **dr. Andrea Taczman-Brückner** associate professor (Buda Campus)

Training location: **Budapest** (Buda Campus)

Language of conduction: **Hungarian or English**

**Professional practice**

The MSc in Food Safety and Quality Engineering program requires the completion of a 4-week professional practice. The preparation for the professional practice shall be done during the spring semester, the practice itself shall be completed during the summer.

To be accepted and awarded credit for the practices, the student shall prepare a written work/ laboratory assignment, which shall be presented orally. The deadline for submission of the written report is set by the Practical Training Committee of the institute.

For more information on the documents for the professional practice and the content and format of the report, see the link <https://foodscience.uni-mate.hu/internship-bsc-professional-practice-msc>.

The general rules for professional practice can be found in the Code of Professional Practice, Annex 1 of the MATE Study and Exam Regulations (<https://ed.uni-mate.hu/en/rules-regulation1>).

**Skills and professional competences acquired on completion of the program:**

**Graduates are qualified food safety and quality engineers** with a specialized high level of professional and linguistic knowledge based on the basic sciences, which qualifies them for managerial and senior management positions, and thus to:

- Carries out a detailed analysis of the various concepts that make up the knowledge base of the field of food safety and quality with a design-development engineering and research approach.
- It takes an interdisciplinary approach to identifying specific problems in the field of food safety and quality, using the tools of science to explore and formulate the detailed theoretical and practical background needed to solve them.
- Use risk analysis, management and communication tools effectively to address professional problems in the field of food safety and quality.
- make recommendations to address identified and assessed food safety risks;
- select the appropriate testing methods for the whole food chain;

- prepare independent, scientific summaries and analyzes on specific aspects of food safety and quality;
- to develop and defend a professionally informed opinion on the food chain approach to general economic, social and specific issues in the field;
- to synthesize their knowledge, not only in professional areas, but also in general education.
- to perform management tasks in the food vertical and related areas, to manage independently, to form teams or projects, to motivate managers, to evaluate their performance, to manage conflicts in a legal and effective way.
- coordinating food safety and quality processes and operating quality management systems.
- formulate and evaluate cross-sectoral, contextual and complex analyzes of the food chain.
- contribute to the design and management of research and development programs and projects, based on their theoretical and practical knowledge.
- High level of knowledge transfer techniques in the field of food safety and quality, comprehension and analysis of Hungarian and foreign language publications.
- the transfer of knowledge in the field of education and technical advice.
- be able to express yourself orally and in writing in Hungarian and at least one foreign language in your field of specialization, and take part in debates.
- the use of modern IT tools, professional and effective oral and written communication.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the course, plus the required number of optional credits according to the curriculum and the number of credits for the thesis, for a total of 120 credits;
- completion of a four-week professional practice.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam
- defense of thesis

#### **Field of knowledge and subjects of final exam from 2021/22 academic year:**

- General knowledge of food safety and quality in the following areas:
  - Quality Management in Food Processing;
  - Food Quality, Safety and Regulation,
  - Food Safety Risk Assessment and
  - Food marketing.

b) Subject-specific knowledge in the following areas:

- Spectroscopic and separation methods,
- Traditional and rapid methods of food analysis,
- Food toxicology,
- Quality Assurance of Food Inspections,
- Microbiology of Food Quality and Safety,
- Molecular Biological Methods and rapid tests.

The exam of food safety and quality is held approximately 1 week before the thesis defense, the exam of general food safety and quality is held on the day of the thesis defense before the defense.

On the basis of the drawn question and the supplementary questions, the candidate shall give an oral account of their knowledge in front of the exam board. A short preparation time should be allowed after the question has been drawn. Candidates with a failed grade in a final exam may not defend their thesis, their final exam is failed.

During the defense, the candidate gives a free presentation of his/her thesis for a maximum of 15 minutes. The opponents will present their critique and questions. The remaining time is for substantive discussion and defense.

The final exam board, consisting of the chair, the interviewing teachers and external experts, assesses the exam and the defense on a 5-grade scale each.

### Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### Model curriculum of the program

## 7.1.3. Master's degree in Food Science and Technology Engineering

**The aim of the training** is the education of food engineers obtaining a master degree who are to be employed as engineers for innovation and development, who are being prepared to apply their knowledge for the elaboration and management of research and development programs, for the coordination of new technological methods and for the production of safe foodstuffs, for management tasks in the food industry and the attached areas of food economy, for consulting and for acquiring scientific degree in the field of food engineering. Graduated students can be employed at domestic and international food production and food distribution companies, agro-biotechnological enterprises, at companies dealing with the development of new products, technical design and logistics, store management and research institutes for environmental issues, laboratories for product development or analysis of foodstuffs, consultancy and branch-assessment bodies, national and international authorities and educational institutions. Prepared to continue their studies in doctoral studies.

### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Food Science and Technology Engineer**

Length of program: **4 semesters**

Work schedule: **full-time training, correspondence training**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. László Friedrich** associate professor (Buda Campus)

Operative Program Coordinator: **Dr. Katalin Badak-Kerti** (Buda Campus)

Training sites: **Budapest** (Buda Campus)

**Language of conduction:** full-time training conducted in English and Hungarian, correspondence training conducted only in Hungarian

### Elective specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Food biotechnology	Dr. Andrea Pomázi associate professor	Full-time or correspondence, Buda Campus
Food process design	Dr. Zoltán Kovács associate professor	Full-time or correspondence, Buda Campus. Only the Food Process Design specialization is optional in the English- language double degree program with the University of Salerno.
Food product management and logistics	Dr. Zoltán Lakner university professor	Full-time or correspondence, Buda Campus
Food technology and product development	Dr. László Friedrich associate professor	Full-time or correspondence, Buda Campus

### Conditions for selecting specialization

**From 2021/22 academic year onward in ascending order.**

Students choose their specialization in the 1st semester of the program.

Admission to the specializations is based on a cumulative average ranking according to the number of places available.

### Professional practice

The Master of Science in Food Engineering requires the completion of a 4-week professional practice. The preparation of the practice shall be done during the spring semester and the practice itself shall be completed during the summer.

A written assignment shall be prepared and presented orally in order to be accepted and awarded credit for the professional practice. The deadline for submission of the written report is set by the Practical Training Committee of the institute.

For more information on the documents for the professional practice and the content and format of the report, see the link <https://foodscience.uni-mate.hu/internship-bsc-professional-practice-msc>.

The general rules for professional practice can be found in the Code of Professional Practice, Annex 1 of the MATE Study and Exam Regulations (<https://ed.uni-mate.hu/en/rules-regulation1>).

### **Skills and professional competences acquired on completion of the program:**

**Graduate qualified food engineers** have a specialized high level of professional and language skills based on the basic sciences, making them suitable for managerial and senior management positions:

- With a design-development engineering and research approach, he/she carries out a detailed analysis of the various concepts that make up the knowledge base of food science and technology, identifies specific professional problems with an interdisciplinary approach, and is able to explore and formulate the detailed theoretical and practical background necessary to solve them using the tools of science.
- the application of modern practical methods and solutions in the field of food science, as well as major research trends and methodologies.
- Prepares independent, scientific summaries and analyzes on specific aspects of food science and technology.
- In relation to the food chain approach, the ability to develop and defend a professionally sound position on general economic policy, social issues and specific issues in the field.
- to synthesise their knowledge and organize their self-training effectively, not only in professional fields but also in general education.
- in the food vertical and related areas, to perform management tasks, to manage independently, to form teams or projects, to motivate managers, to evaluate their performance, to manage conflicts in a legal and effective way.
- be able to formulate and evaluate cross-sectoral, contextual and complex analyzes of the coordination of food processes and the food chain.
- participate in the design and management of research and development programs and projects.
- High level use of knowledge transfer techniques in the fields of food science and food technology, comprehensible, analytical monitoring and processing of publication sources in Hungarian and foreign languages.
- the transfer of knowledge in the field of education and counselling.
- to express themselves in Hungarian and in foreign languages, orally and in writing, and to take part in debates.
- the use of modern IT tools, professional and effective oral and written communication.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the course, plus the required number of optional credits according to the curriculum and the number of credits for the thesis, for a total of 120 credits;

- completion of a four-week professional practice.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam
- defense of thesis

#### **Field of knowledge and subjects of final exam**

##### ***From 2022/23 academic year in ascending order:***

- a) General food engineering knowledge:
  - Bio-catalysis in Food Industry,
  - Experiment Design and Measurement Assessment,
  - Food Industry Economics
- b) Differentiated professional skills depending on specialization:
  - Applied Food Biotechnology and Microbial Genetics and Molecular Biology or
  - Food process design or
  - Food supply management and inventory management, Pre-treatment and storage of food raw materials, Food packaging systems, Food inventory and warehouse management, Food transport technologies and systems, Food logistics, Innovation or
  - Food technology and product development.

The general food engineering exam is held approximately 1 week before the thesis exam, the differentiated professional exam is held on the day of the thesis defense before the thesis defense.

On the basis of the drawn question and the supplementary questions, the candidate shall give an oral account of their knowledge in front of the exam board. A short preparation time should be allowed after the question has been drawn. Candidates with a failed grade in a final exam may not defend their thesis, their final exam is failed.

During the defense, the candidate gives a free presentation of his/her thesis for a maximum of 15 minutes. The opponents will present their critique and questions. The remaining time is for substantive discussion and defense.

The final exam board, consisting of the chair, the interviewing teachers and external experts, assesses the exam and the defense on a 5-grade scale each.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

#### **7.1.4. Master's degree in Danube AgriFood Master – DAFM joint master program**

##### **Sustainability in Agriculture Food Production and Food Technology in the Danube Region Joint Master program**

The Erasmus Mundus Joint **Master's program aims** to train students with an interest in sustainable agriculture and food production. Today, increasing the security and stability of food production while preserving environmental resources and ecosystems is key to adapting to climate crisis, overpopulation and natural resource depletion. The joint MSc degree will focus on sustainable development as a competent response to the upcoming challenges of climate change and the protection and promotion of livelihoods.

Students can choose from courses at 7 universities and the course lasts two years. In the first year, they can study at the Hungarian University of Agricultural and Life Sciences or the Czech University of Life Sciences Prague, and then choose from five other universities, where they also spend a year. At the end of the training, a joint diploma is awarded by the two universities providing the training.

Entry requirement any BSc degree with agricultural focus and min. B2 English language skills. If no agricultural degree, at least 60 credits of prior study in the following disciplines are required:

- Natural science: min. 20 ECTS credits
- Plant production: min. 10 ECTS credits
- Animal science: min. 10 ECTS credits
- Economic sciences: min. 10 ECTS credits

##### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Sustainable Agriculture Engineer**.

Length of program: **4 semesters**

Work schedule: **full-time training**

Financial options: **Erasmus Mundus scholarship, or self-funded, mobility funded by an Erasmus+ or CEEPUS grant**

Program Leader: **Dr. Mátyás Cserháti** associate professor (Szent István Campus)

Training sites: **Gödöllő** (Szent István Campus)

Language of conduction: **English**

##### **Elective specializations:**

- Specialization 1: Sustainability in Food Production and Food Technology (1st and 2nd semester: MATE, or CZU, 3rd and 4th semester: ULST, SUA, or BOKU);
- Specialization 2: Sustainability in Food Production and Food Technology 1st and 2nd semester: MATE, or CZU, 3rd and 4th semester: UNIZG, UNS, or BOKU);

### **Skills and professional competences acquired on completion of the program:**

**DAFM Sustainable Agriculture engineers** graduate with a specialized high level of professional and English language skills based on the basic sciences, making them suitable for managerial and senior manager positions.

DAFM engineers:

- They have in-depth knowledge on the sustainable implementation of agriculture and food production in the Danube Region
- Ability to build professional relationships and exchange knowledge in the field of agriculture, food production and food technology in a sustainable way
- Understand the importance and principles of sustainability in general and specific to the Danube Region
- Understand and know the ecological, rural development and cultural values of the Danube Region and its development potential
- Ability to critically assess and select methods of agriculture, food production and food technology that can be integrated into a sustainable approach
- They are aware of the types and intercultural aspects of social interactions, have an open attitude towards their professional partners and are able to lead an international project team on the basis of the competences acquired.
- Fluent in English, able to communicate scientific and professional reports, bulletins and reports to a wider audience.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the elective subjects of the chosen specialization, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits;

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **The final exam consists of two parts:**

- presentation of the thesis
- a thesis defense (defensio)

### **Field of knowledge and subjects of final exam from 2020/21 academic year:**

Not relevant

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### **Model curriculum of the program**



### 7.1.5. Master's Degree in Aquaculture

**The aim of the Master of Science in Aquaculture program** is to train professionals who, with their knowledge of fish farming and hydrobiology, are able to manage, control, supervise and plan production processes in their field of specialisation. They will carry out their activities in a sustainable agricultural and environmentally responsible manner, taking into account economic aspects and striving to achieve a balance between the conservation and efficient use of natural resources. Master's degree students are not only prepared for economic or business production management, but also for continuing their studies in a doctoral programme. The course provides a unique insight into both main systems of fish farming, namely intensive fish farming and more extensive pond farming. Due to the favourable situation of our country, both farming systems are present in the country and both are operating successfully. Fish farming as a discipline within agricultural sciences is a highly specialised field, and its cultivation is impossible without a critical evaluation of the information obtained and the processes observed. The skills acquired will enable the development of new knowledge and practices in fish farming and sustainable, safe fish production.

**Qualification of the degree:**

- level of degree: **Master of Science (MSc)**;
- qualification: **Master in Aquaculture**.

Length of program: **3 semesters**

Work schedule: **full-time training (HU, EN), correspondence training (HU)**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Tamás Müller** university professor.

Language of conduction: **Hungarian or English**

#### **Professional practice**

The internship, as defined in the curriculum, is a one-week (40 hours), self-directed internship with an external partner or university training place, worth 3 credits. The student may carry out his/her internship placement either at a workplace listed in the university/faculty list of internship placements or at a workplace of his/her choice, approved by the programme leaders and the supervisor of student. The internship placement must be suitable for the student to acquire management and organisational skills in addition to the specialised activities.

The internship may be carried out in small, medium or large fish farms, family farms, companies, cooperatives, public farms or any other actor in the agricultural production chain involved in fish farming, fish processing, fishing, angling or directly related to the sector (e.g. water management, environmental protection). It is also possible to do work experience in other jobs related to fish farming, e.g. in consultancy, in NGOs, in the commercial and service sector, in related higher education institutions, in (agricultural) research centres, in public administration, in food industry jobs. Up-to-date information on possible changes will be provided by the leadership of the programme.

### **Skills and professional competences acquired on completion of the programme**

Graduate Aquaculturists have specialised, high-level professional and linguistic skills based on agricultural and natural sciences, which qualify them for managerial and senior management positions:

- in the production sectors corresponding to their specialisation (fish production, fish processing, fish feed, fish health);
- both main fish farming systems, i.e. intensive fish farming and more extensive fish farming in small and medium-sized enterprises, family farms, companies, cooperatives and public farms;
- drawing up and implementing sectoral development programmes and projects in public authorities, agencies and municipalities;
- in the fields of agriculture and, in particular, fish farming, in the fields of business, consultancy, planning, management, testing laboratories and public authorities;
- in the governmental food chain safety system;
- in public research institutes and universities, in the specialised press in areas related to fisheries management.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program and the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 90 credits;

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

The thesis topics are announced by the departments, which may include thesis topics from the departments teaching the core subjects. By elaborating thesis topics, the student demonstrates that he/she has acquired and can independently apply the professional competences required for the degree. The diploma thesis includes a section of the student's own research, assessment, analysis and proposals. The student may choose from a range of topics proposed by the department members or may initiate the elaboration of a topic of interest to the relevant department.

#### **The final exam consists of two parts:**

- presentation of the thesis
- a thesis defense
- and other tasks

### **Field of knowledge and subjects of final exam:**

The professional comprehensive examination is based on the knowledge of the 4–6 most important professional subjects, based on which a list of topics is issued.

## Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### Model curriculum of the program

#### 7.1.6. Master's degree in Horticultural Engineering program

Horticulture is the most dynamic and colorful sector of agriculture. Today, the tasks of horticulturists have expanded beyond just growing and processing plants. These activities are closely linked to, among others, business management, consultancy, organization, quality assurance, management, sales and services for the domestic and foreign markets. Graduates shall be able to assess and control the impact of the horticultural sector on the natural and social environment and to adopt a strategic approach. To this end, the Master's degree program combines horticultural expertise with natural sciences and interdisciplinary knowledge, providing a modern theoretical basis and practical skills. In addition to specialization modules (ornamental plants, medicinal plants, fruit crops, vine-growers and vegetable crops), advanced knowledge in genetics, physiology, environmental science, biometrics and related subjects is provided.

On the basis of our cooperation agreement, students enrolled in the English-language program of the degree program have the opportunity to obtain a degree from a partner university (Humboldt Universität Berlin; BOKU Vienna) (Dual Degree), subject to the fulfilment of the relevant study abroad and thesis requirements. Obtaining the Master degree gives access to another BSc or MSc programs, access to postgraduate specialist training course and access to doctoral (PhD) programs.

##### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Horticultural Engineer**

Length of program: **4 semesters**

Work schedule: **full-time training, correspondence training**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Éva Zámboi-Németh** university professor (Buda Campus)

Training sites:

- **Budapest** (Buda Campus)
- **Zenta training location**

##### **Language of conduction:**

- Budapest (Buda Campus): Hungarian or English;
- Zenta training location: Hungarian.

## Elective specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Ornamental Plants	Dr. Péter Honfi associate professor	Full-time Hungarian or English, Correspondence Hungarian
Medicinal Plants	Dr. Szilvia Tavaszi-Sárosi associate professor	Full-time Hungarian or English, Correspondence Hungarian
Fruit Bearing Plants	Dr. Dávid Papp senior lecturer	Full-time Hungarian or English, Correspondence Hungarian
Viticulture and Oenology	Dr. Tamás Deák associate professor	Full-time Hungarian or English, Correspondence Hungarian
Vegetables	Dr. Noémi Kappel associate professor	Full-time Hungarian or English, Correspondence Hungarian

## Conditions for selecting specialization

General criteria for the ranking of undergraduate applicants for specialization selection:

- a) the grades of at least two, but no more than four, compulsory subjects set by the teaching institute;
- b) the grades of the optional subjects proposed by the teaching institute;
- c) work experience, professional attachment, vocational school qualification;
- d) grade point average;
- e) language skills.

Applications for a specialization will be assessed by the lecturer(s) responsible for the specialization concerned. A ranking will be established, on the basis of which a decision will be taken to admit or reject applicants to the specialization.

## Characteristics of the Correspondence Program

The curriculum, the sequential structure of knowledge, the specialization opportunities, and the final examination requirements are the same as in the full-time program. The nature of instruction, the organization of course groups, and certain methodological aspects may vary depending on the location of the program.

## Off-Campus and Cross-Border Training

The curriculum, course structure, and requirements of the cross-border Master's program in Horticultural Engineering are the same as those of the domestic part-time program, with the difference being in the organizational structure. The program is organized through so-called **Consultation Centers** under the coordination of the head of the program division.

Program Division Head: **Dr. Gergely Simon**, Associate Professor.

Consultation Center: Vojvodina – Senta, Hungarian University of Agriculture and Life Sciences, Senta Consultation Center.

The consultation center provides the venue for weekend consultations, offering classrooms equipped with teaching tools, course demonstration materials, a specialized library, a reading room, and a computer lab.

The appointed local program head organizes consultations and practical sessions in the region and maintains direct contact with the university:

- Dr. László Lengyel (email: [lengyelmail@gmail.com](mailto:lengyelmail@gmail.com) or [tlkk.org](mailto:tlkk.org)).

Instruction is conducted in a hybrid format, occasionally involving local consultation instructors or traveling lecturers appointed by the relevant university department for in-person sessions. Consultations (lectures) are held on weekends, on Fridays and Saturdays, usually every two weeks. Exams may take place on other days.

The purpose of the practical training is to acquire horticultural knowledge at a skill level. Currently, practical sessions are organized at well-functioning individual and corporate horticultural farms in the region or in Hungary. Demonstrations of modern horticultural technologies are conducted during study trips in Hungary or in the relevant country.

### **Professional practice**

The duration of the professional practice is 4 weeks for full-time students and 3 weeks for correspondence students, which shall be individually organized and carried out at a work placement in a company/institution approved by the program leader, in accordance with the topic of the thesis. It is recommended to complete the practice after the first year. It is the responsibility of the specialization responsible to approve the professional practice and record the grade. The practice may be completed abroad under the same conditions. The choice of practice location is made by the student with the approval of the person responsible for the specialization. The relevant information is available on the Buda Campus' and on the Institute's website.

### **Skills and professional competences acquired on completion of the program:**

**Graduates with a degree in horticulture** have a specialized high level of professionalism based on the basic sciences and appropriate language skills, which qualify them for managerial and senior management positions:

- in modern production management, organization, distribution, technical advice, and representative bodies;
- research and development in the sector and its management;
- international trade, setting up and running production and research cooperatives;
- planning and implementing EU programs;
- in higher education and vocational training in foreign languages, in the specialized press and in the professional media;
- in the management of professional information networks and service businesses

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the course, plus the required number of optional credits according to the curriculum and the number of credits for the thesis, for a total of 115 credits;
- completion of a four-week professional practice (5 credits).

## Final exam

### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

### Parts of final exam:

- comprehensive complex exam;
- thesis defense.

### Field of knowledge and subjects of final exam

#### *From 2021/22 academic year:*

A total of 25 credits of compulsory and specialized courses:

- compulsory subjects: Geobotany and Vegetation Ecology: Adaptation in Natural and Synanthropic Ecosystems (5 credits), Plant Physiology and Molecular Plant Biology (3 credits), Biologically Active Substances of Horticultural Crops (5 credits) and Production Ecosystems and Forms of Their Regulation (4 credits), and
- 8 credits of two subjects from the chosen specialization.

During the comprehensive complex exam (on the same day), students will take 1 question from the compulsory subjects listed and 1 question from the specialization subjects of their choice. The thesis defense is usually held on a different day from the subject-specific comprehensive exam, but in exceptional cases, it may coincide with the day of the subject-specific comprehensive exam.

## Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

## [Model curriculum of the program](#)

### 7.1.7. Master's degree in Agricultural Biotechnology program

**The purpose of the program** is to train specialists who are able to perform research tasks in plant genetics and breeding, as well as to solve problems of methodology and management in seed production. Furthermore, as researchers in plant breeding, genetic, and biotechnological institutions, they are able to perform theoretical and methodical tasks, and to produce breeding materials with traditional and molecular, genetical and biotechnological techniques.

In breeding institutions and in the field of seed production they are able to create new cultivars, and to work in variety registration and protection. The program includes modern methods of cultivar tests, economic analysis of plant breeding, and its legal aspects. PhD studies, Postgraduate Specialist Training Courses.

#### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Agricultural Biotechnologist** (with specialization);

- elective specialization: **Plant Biotechnology, Animal Biotechnology**;
- qualification in English: **MSc in Agricultural Biotechnology** (Major in Agricultural Plant Biotechnology or in Agricultural Animal Biotechnology).

Length of program: **4 semesters**

Work schedule: **full-time (dual training), correspondence (dual training)**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Anikó Veres** associate professor (Szent István Campus)

Operative Program Coordinator: **Dr. Attila Hegedűs** (Buda Campus)

#### **Training sites:**

- Budapest (Buda Campus)
- Gödöllő (Szent István Campus)-

Language of conduction: **Hungarian or English**

### **Elective specializations**

<b>SPECIALIZATIONS</b>	<b>RESPONSIBLES FOR SPECIALIZATION</b>	<b>WORK SCHEDULE AND LOCATION</b>
Animal Biotechnology	Dr. Anikó Veres	Full-time, correspondence, dual training, Szent István Campus
Plant Biotechnology	Dr. Anikó Veres	Full-time, correspondence, dual training, Szent István Campus Full-time, Buda Campus and Georgikon Campus

### **Conditions for selecting specialization**

The choice of specialization is made at the time of enrolment at the Szent István Campus, at the Buda Campus only the specialization in Plant Biotechnology is offered.

### **Characteristics of the correspondence program**

- The correspondence program is offered only at the Szent István Campus;
- the training is conducted in one-week blocks, twice per semester (i.e., 2–3 × 1 week per semester).

### **Professional practice**

The professional practice is a continuous four-week, independently completed professional practice outside the institution.

#### **Obligations during practice:**

During the placement, the student will work under the supervision and guidance of the host professionals. Starting and finishing times are governed by the company's working hours, but the student's working week may not exceed 40 hours. The maximum working time of a student is 8 hours per day, 40 hours per week, of which up to 4 hours per week may be reduced only for duly justified reasons. The student shall comply with the company rules in force concerning

accidents and health and safety at work. During the professional practice, the student's work shall be regularly supervised by the University's designated tutor (supervisor).

**Evaluation and recognition of the professional practice:**

At the end of the professional practice, the students prepare a written report. In the case of a professional practice abroad, the report shall be written in two languages (Hungarian and the language accepted by the host institution).

In addition to signing the written report prepared by the student, the workplace supervisor certifies the completion of the professional practice by completing and signing the "Certificate of Completion of Professional practice and Workplace Supervisor Evaluation" form. A copy of this form is given to the student on the last day of the placement and a copy to the specialization supervisor.

**Professional practice for correspondence students:**

The rules for correspondence courses are the same as for full-time courses. If student's job and place of work are acceptable as a placement, they may be exempted from doing the placement, but student shall submit a written report and the necessary supporting documents.

**Professional practice for dual training**

The student does not need to do a specific professional practice. A certificate from the host - dual training - party under contract with the student is sufficient. A written report is required.

**Skills and professional competences acquired on completion of the program:**

**Graduates with their master degree in agricultural biotechnology** are able to:

- understand and form an informed opinion on national and international economic, political and social events related to agricultural biotechnology;
- practical implementation of the various functions of leadership, motivating managers, evaluating their performance, and managing conflicts in a legal and effective way;
- Forming and managing a team or project;
- to express oneself in the field of agricultural biotechnology in written and oral form in Hungarian and English, to read, interpret and present scientific articles, to write a paper, to participate in discussions;
- to analyze in detail the different areas of ideas that make up the knowledge base of the field, exploring the broad and specific contexts;
- to identify professional problems, to take a multi-faceted, interdisciplinary approach to them, and to explore and formulate the detailed theoretical and practical background needed to solve them;
- practical application of a wide range of genetic biotechnology methods and techniques.

**Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of all the compulsory subjects of the course, plus the required number of optional credits according to the curriculum and the number of credits for the thesis, for a total of 120 credits;



## Final exam

The diploma topics are announced by the Institutes. Institutes teaching foundation subjects may also publish a diploma project topic. By developing a thesis topic, the students demonstrate they are able to apply the acquired knowledge independently. The diploma thesis includes its own study, assessment, analysis, proposal and design. The student may choose from the proposed topics or may initiate the development of a topic of their interest in the relevant department.

### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

### Parts of final exam:

- comprehensive complex exam,
- thesis defense.

## Field of knowledge and subjects of final exam

### *For Students starting from 2021/ 22 to 2024/25 academic year*

#### ***Buda Campus – Plant Biotechnology Specialization***

A total of 26 credits from the subjects of the program:

- a) on the genetic and physiological basis of biotechnology: Classical, Population and Evolution Genetics (4 credits), Molecular Genetics (4 credits), Plant Physiology and Molecular Plant Biology (3 credits), Gene Technology, Transgenic Farm Animals (3 credits), Cell Biology (2 credits);
- b) on methods and results of plant biotechnology: Methodology of Cell and Tissue Reproduction (4 credits), Principles of Genetic Engineering (3 credits), Achievements and targets in breeding of horticultural plants (4 credits).

Students draw 1 question from each of the two subject groups in the complex comprehensive exam.

#### ***Szent István Campus***

**Plant Biotechnology Specialization:** The gene, genetics, "reverse" and "forward" genetics, genome, genomics, functional genomics, the structure of protein-coding genes in eukaryotes. Levels of eukaryotic genetic regulation, components of the plant genome. Key methods of gene isolation and plant functional genomics. Tasks and resources of plant breeding, traditional and new ways of increasing genetic variability. The importance of gene conservation for plant breeding, traditional and new methods. The importance of distant crosses, mutation, polyploidy, changes in chromosome number and structure, their potential uses. Traditional and in vitro techniques for haploid plant production. Transgenesis, methods, results, advantages and disadvantages of producing originally developed GM varieties, their practical application. Precision plant breeding, genome editing (ZFN, TALEN, CRISPR/CAS). Biotechnologies for sexual and asexual reproduction in plants. Applications and results of PCR in plant genomics and molecular breeding, DNA marker systems. Conditions and methods for applying marker-assisted selection (MAS), characterization of mapping populations. Comparison of first- and next-generation sequencing methods. Characteristics of SNP markers and SNP-chip methods.

**Animal biotechnology specialization:** the role of assisted reproduction in human and veterinary medicine. The benefits of embryo transfer in domestic animals and the working stages of embryo production. Advantages of oocyte and embryo cryopreservation. Freezing methods used in research and practice. The importance of chimeras, research in animal biology and biomedical research. Advantages and disadvantages of transgenic animal production using stem cells of embryonic origin compared to conventional transgenic technologies. Potential methods of genetic reprogramming and their relevance in the field of animal and medical sciences. The main technical steps of cell nuclear transfer cloning, the known technological limitations and their biological causes, the essence of 'reproductive' and 'therapeutic' cloning. Methods of androgenesis and gynogenesis in fish production. Differences and evolutionary characteristics of nuclear and mitochondrial genomes in fish. The main methods of producing transgenic animals. New gene-targeting (ZFN, TALEN, CRISPR/CAS) methods in animals. Microsatellite characteristics, mutation mechanism, evolutionary model, detection technique and isolation method. Characteristic genetic architecture of quantitative traits. Mapping populations suitable for QTL analysis. Comparison of first- and next-generation sequencing methods. Characteristics of SNP markers and SNP-chip methods.

The student draws 1 question from the given topics.

***From the 2025/26 academic year onwards, implemented in a phased system:***

***At Budai Campus, in the Plant Biotechnology specialization:***

During the final exam students draw two questions, one from the "A" and one from the "B" question sets. The "A" question set covers the fundamentals of biotechnology genetics and physiology, including Classical Genetics, Molecular Genetics, Plant Physiology and Molecular Plant Biology, Cell Biology, and Gene Technology. The "B" question set focuses on methods and results of plant biotechnology, including Tissue Culture, Micropropagation, Basics of Gene Engineering, and Achievements and Goals in Horticultural Plant Breeding. During the subject-specific comprehensive exam, students draw one question from each topic area.

***At Szent István Campus:***

The students of the Plant Biotechnology and Animal Biotechnology specializations take the final exam in separate committees with separate question sets. In both specializations, students are asked comprehensive questions based on both jointly taught subjects and specialization-specific subjects, covering theoretical and practical knowledge. Each student draws one question from the respective question set. The question sets are updated annually.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

### 7.1.8. Master's degree in Agricultural Water Management Engineering program

**The aim of the program** is to train agricultural water management engineers who, with the knowledge acquired in the Master's program, are able to apply the tools of sustainable integrated water management in the field of agricultural water management in a creative engineering way. With their qualifications, they are able to cooperate at a high level in solving national and international tasks related to their field. They are suitable for positions as design and development engineers, researchers and managers. They are prepared to continue their studies at doctoral level.

#### **Qualification of the degree**

- level of program: Master of Science (MSc);
- qualification of degree: Agricultural Water Management Engineer.

Length of program: **4 semesters**

Work schedule: **full-time**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. István Waltner** associate professor (Szent István Campus)

#### **Cooperative program coordinators:**

- **Dr. Károly Lajos Bodnár** college professor
- **Dr. János Grósz** senior lecturer

#### **Training sites:**

- Gödöllő (Szent István Campus)
- Szarvas (Szent István Campus, Szarvas Training Location)

#### **Language of conduction:**

- Gödöllő (Szent István Campus): Hungarian, English
- Szarvas Training Location: Hungarian

**Elective specializations:** the degree does not include specializations.

#### **Professional practice**

The professional practice is a professional practice of at least four weeks and 160 hours, as defined in the model curriculum, carrying out activities related to agricultural water management

#### **Skills and professional competences acquired on completion of the program:**

**Graduate engineers with a degree** in agricultural water management are able to:

- develop and implement climate adaptation solutions in their area of expertise;
- to apply and improve the latest agricultural water management technologies and practices;
- coordinating the professional task of agricultural water management;
- understand and form an opinion on domestic and international economic policy and social events related to the agricultural economy;
- independently interpret and apply legislation relevant to their professional activities;

- analyzes the work (activities) and practical problems of the managed organization with scientific attitude and appropriate methods;
- to define, plan and organize the system of activities of the field of water management;
- develop and defend their own views in debates on general social, agricultural, economic and specific issues in their specialization;
- follow, in an informed and analytical way, the authoritative national and international literature in their field;
- to ensure the conditions necessary for the implementation of the activities defined, to manage and monitor their implementation and to organize it;
- creating the conditions for change and implementing change to streamline the work of the organization;
- practical implementation of the various functions of leadership, motivating managers, evaluating their performance, and managing conflicts in a legal and effective way;
- project team building, active participants in research and development projects;
- to analyze in detail the different areas of ideas that make up the knowledge base of a given discipline, exploring the broad and specific contexts;
- to identify professional problems, to take a multi-faceted, interdisciplinary approach to them, and to explore and formulate the detailed theoretical and practical background needed to solve them;
- formulate and evaluate their analysis of the agricultural economy in a cross-sectoral, contextual and complex way;
- express themselves in Hungarian and in foreign languages, orally and in writing, and take part in debates.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, completion of the professional practice, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

## **Field of knowledge and subjects of final exam**

### ***From 2021/22 to 2024/25 academic year:***

1. Colloidal systems, surface phenomena in industrial technologies. Irrigated arable and horticultural production: types of irrigation, timing, crop-irrigation relationship.
2. Management, maintenance and utilization of wetlands and floodplains: the impact of floods on nonliving environmental factors, the dynamics of natural vegetation in wetlands and its impact on water. Floodplain management options.
3. Drought management: drought monitoring, integrated drought management, national drought strategy.
4. Monitoring in agricultural water management: modern monitoring technologies, challenges in agricultural monitoring.
5. Water supply systems for agriculture
6. Integrated water resources management

### ***From the 2025/26 academic year onwards, implemented in a phased system:***

1. Irrigated arable and horticultural cultivation: types of irrigation, scheduling, the relationship between crops and irrigation
2. Maintenance and utilization of wetlands and floodplain areas: the effects of floods on abiotic environmental factors, the dynamics of natural vegetation in marshy areas and its impact on water, possibilities for floodplain utilization
3. Drought management: drought monitoring, integrated drought management, national drought strategy
4. Monitoring and modeling in agricultural water management: modern monitoring technologies, challenges in agricultural monitoring and modeling
5. Inland water management, water retention
6. Water regulation and land reclamation
7. Agricultural water supply systems, water treatment and operational issues
8. Integrated water management

## **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

## **Model curriculum of the program**

### **7.1.9. Master's degree in Plant Protection program**

**The aim of the training** is to train plant protection experts who, with an appropriate economic approach, are able to prevent, recognize and treat plant diseases, know how to cultivate plants, how to protect them against pests, have acquired the necessary knowledge and rules for food and feed safety, and for the production and quality assurance of processing raw materials. They are familiar with the risk factors involved in crop production, including harmful organisms, and are able to choose the most effective, preventive and integrated control method from the range of plant protection tools to prevent and remedy economic and

environmental damage when they occur, while at the same time minimizing the risk to the environment and human health. They are prepared to continue their studies at doctoral level.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Plant Protection Engineer**.

Length of program: **4 semesters**

Work schedule: **full-time**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. József Fail** associate professor

Cooperative Program Coordinators:

- **Dr. Zita Dorner** associate professor (Szent István Campus)
- **Dr. habil. András Péter Takács** associate professor (Georgikon Campus)

**Training sites:**

- Budapest (Buda Campus)
- Gödöllő (Szent István Campus)
- Keszthely (Georgikon Campus)

**Language of conduction:**

- Buda Campus: Hungarian
- Szent István Campus: Hungarian
- Georgikon Campus: Hungarian or English

**Professional practice**

The professional practice lasts 4 weeks, which the students spend at the plant protection authorities of the government offices near their place of residence or at a location agreed in advance with the program leader/coordinator, where they are involved in the work of the plant protection experts.

**Skills and professional competences acquired on completion of the program:**

With a master's degree, **plant doctors** are able:

- for the synthetic application of basic knowledge in the fields of agriculture, plant health, plant protection, natural sciences, technology, social sciences and economics acquired during the training.
- to continuously update their knowledge, to adopt and apply innovative practices, to achieve the relevant Community and national strategic objectives (Sustainable Use of Pesticides Directive, National Action Plan).
- identify pests, pathogens, weeds and their natural enemies that threaten plants, and plan and implement integrated pest management.
- to perform practical plant protection, professional management and other plant health management tasks.
- to analyze plant health, food and environmental safety, impact analysis.
- to apply forecasting of epidemics, gradations and invasions, to take preventive measures.
- for the adaptation and further development of innovative crop protection methods.

- for the use of plant protection practices that reduce the pesticide load on the environment.
- to be involved in scientific work in the field of agricultural sciences.
- management of tendering activities and international cooperation.

#### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits.
- completion of 160 hours of professional training

#### **Final exam**

##### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

##### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

##### **Field of knowledge and subjects of final exam**

##### ***From 2021/22 academic year.***

In the academic year 2021/22 and afterwards, students starting their studies will take a complex exam in the 4-6 most important subjects of the program, on the basis of which a list of questions will be issued.

The subjects of the comprehensive complex exam are based on the integrated knowledge of the technological aspects of plant protection of the major arable and horticultural crops grown in Hungary. The second part of the question paper assesses the detailed theoretical and practical knowledge of the crops concerned. During the exam, the student draws one question from each series.

The "A" and "B" question series are compiled by the program leader and the subject lecturers.

#### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

#### **Model curriculum of the program**

### **7.1.10. Master's degree in Crop Production Engineering program**

**The aim of the training** is to train crop production engineers who, with their knowledge of natural sciences, agricultural sciences and environmental sciences, are capable of performing and supervising the highest level of management tasks related to crop production activities, processes and quality assurance services, taking into account the complex interrelationships

between agriculture, crop production and the environment. They are suitable for managerial and research positions. They are prepared to pursue their studies at doctoral level.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Crop Production Engineer**.

Length of program: **4 semesters**

Work schedule: **Full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program leader: **Dr. Ákos Tarnawa** associate professor (Szent István Campus)

Training location: **Gödöllő** (Szent István Campus)

Language of conduction: **Hungarian or English**

**Professional practice**

The professional practice takes place during the training period, in the summer. The duration of the professional practice is 4 weeks (160 hours) for each work schedule at Master's level. The professional practice shall be carried out in a placement of an activity related to a field of the plant production sector.

The detailed requirements for the admission and completion of the professional practice and the relevant deadlines are set out in the "Organizational and Operational Regulations of the Hungarian University of Agricultural and Life Sciences, Volume III: Student Requirements, Annex 1 of III.1.1.1. (<https://ed.uni-mate.hu/rules-regulation1>)

**Skills and professional competences acquired on completion of the program:**

With a master's degree, **qualified crop production engineers** are capable:

- of producing, first processing and qualifying plant products of high biological value, and of managing and controlling these activities, on the basis of their technical and technological knowledge and based on scientific knowledge;
- of analysis and development of the physiological, technical and economic background of cultivation technologies;
- to establish, operate, manage and control of independent plant production holdings;
- to identify expected trends in arable crop production, production and marketing, plan and manage activities accordingly;
- to identify organisms harmful to arable crops and to organize and manage effective control measures against them;
- to identify, organize and manage environmental tasks related to arable crop production;
- to establish, operate, manage and control of independent plant production holdings;
- to identify expected trends in arable crop production, production and marketing, plan and manage activities accordingly;
- perform expert advisory tasks;
- to plan, organize and conduct independent scientific research in any field of crop production.



### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.
- completion of 160 hours of professional training

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

### **Field of knowledge and subjects of final exam**

#### ***From 2021/22 academic year***

In the academic year 2021/22 and afterwards, students starting their studies will take a complex exam in the 4–6 most important subjects of the program, on the basis of which a list of questions will be issued.

Crop production – Status of the main arable crops, cultivation technology, knowledge of modern technological solutions. Knowledge of sound nutrient management and crop protection. Variety and seed certification, seed production.

Tillage – Main aspects of soil cultivation, different cultivation practices and their impact, knowledge of climate mitigation practices.

The question series are compiled by the program leader and the subject lecturers.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### **Model curriculum of the program**

## **7.1.11. Master's degree in Viticulture and Oenology Engineering**

The aim of the program is to train viticulture and oenology engineers who possess a solid understanding of the interdisciplinary foundations of their profession, including both natural and social sciences. They are familiar with the characteristics of the grape and wine sector and the wine market, as well as with the innovative and up-to-date developments of the field. They appreciate the millennia-old traditions of the profession, embrace the Hungarian cultural heritage of viticulture and winemaking along with its European and international perspectives, and are able to apply the latest scientific and practical results at a professional level. They have a thorough understanding of the fundamental principles governing the grape and wine sector and are capable of utilizing their specialized knowledge in an international context. Graduates are also prepared to continue their studies in doctoral programs.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Viticulture and Oenology Engineer**

Length of program: **4 semesters**

Work schedule: **Full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program leader: **Dr. Diána Nyitrai-Sárdy** university professor (Buda Campus)

Training location: **Budapest** (Buda Campus)

Language of conduction: **Hungarian or English**

**Elective specializations**

The qualification requirements can be fulfilled by choosing two out of the following three specializations:

SPECIALIZATION	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Sensory Analysis of Wine	Dr. Diána Nyitrai-Sárdy	Full-time and correspondence
Viticultural Technology, Plant Protection	Dr. Péter Bodor-Pesti	Full-time and correspondence
Vineyard Manager, Vineyard Design	Dr. Sándor Jombach	Full-time and correspondence

**Characteristics of the Correspondence Program**

The curriculum, the progression of knowledge, the opportunities for specialization, and the final examination requirements are the same as in the full-time program. The nature of the instruction, the allocation of subject groups, and certain methodological aspects may differ from those of the full-time schedule.

**Professional practice**

The professional practice takes place during the training period, in the summer. The duration of the professional practice is 4 weeks.

The detailed requirements for the admission and completion of the professional practice and the relevant deadlines are set out in the "Organizational and Operational Regulations of the Hungarian University of Agricultural and Life Sciences, Volume III: Student Requirements, Annex 1 of III.1.1.1. (<https://ed.uni-mate.hu/rules-regulation1>)

**Skills and professional competences acquired on completion of the program:**

With a master's degree, the certified Viticulture and Oenology Engineer

- Understands the specific relationship between agricultural production and natural resources, including the particular resources of viticulture and wine production.
- Has an overview of the role of the agricultural economy and, within it, the actors of the grape and wine sector in the national economy, as well as the relationships among participants in the production and supply chains.

- Is aware of the knowledge background necessary for effective work in production enterprises, institutions, and professional organizations.
- Possesses solid knowledge of the natural sciences underpinning viticulture and oenology, understands their key interconnections, theories, and conceptual systems.
- Understands the traditions of viticulture and winemaking culture, their influence on human intellect, and the cross-cultural, culture-forming role of wine consumption.
- Has detailed knowledge of the practical tools and methods used in grape and wine production and understands their legal regulations.
- Is familiar, both domestically and internationally, with the planning, implementation, and operational methods and rules of viticultural and oenological professional systems, as well as their specific characteristics.
- Possesses general and specialized knowledge of management theory and applied psychology relevant to the viticulture and oenology profession.
- Understands the legal framework governing the operation of viticulture and oenology and the interrelations within it.
- Knows the different levels of management tasks in the field of viticulture and oenology, the methods of evaluation, and techniques of conflict management.
- Understands the characteristics of teamwork and project work applicable at a high level in the field of viticulture and oenology and possesses the managerial knowledge required for this.
- Recognizes factors limiting the efficiency of economic systems.
- Understands the strategic role of R&D&I in the grape and wine sector.
- Is familiar with the specific research methods, abstraction techniques, and approaches to developing the practical applications of theoretical issues in viticulture and oenology.
- Possesses the methods and tools of professional and effective oral, written, and digital communication.
- Understands the interdisciplinary (biological, technical, economic, and commercial) foundations of the scientific background of viticulture and oenology.
- Is familiar with the up-to-date, European-oriented professional knowledge of the viticultural sector.
- Has current knowledge of general and discipline-specific oenological areas, with a strong European focus.
- Understands the latest innovations in sectoral technologies (viticulture and winemaking).
- Has up-to-date knowledge of modern fine analytical methods and their applications.
- Understands the theoretical foundations of innovative wine-making and wine-handling technologies.
- Knows the genetic, physiological, and ecological characteristics of microorganisms significant in oenology, the control of wine fermentations, and the internationally accepted practices of sensory evaluations (wine judging).
- Has an overview of the interrelations within the concept of terroir.
- Possesses knowledge related to grape protection, pests, and pathogens.

- Understands the complex knowledge required for estate planning—from vineyard establishment to winery design—including viticultural and oenological, environmental, landscape design, technical-technological, engineering, and economic aspects.
- Knows the specific tools of wine marketing and their implementation.
- Understands the necessary tools for project management and economic analysis of viticultural production systems.
- Is aware of the effects of their activities on food chain safety and human health and possesses modern management and organizational knowledge applicable in their field, enabling the development of health-supporting work organization.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 180 credits.
- completion of professional training in 5 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

### **Field of knowledge and subjects of final exam**

#### ***From 2021/22 academic year***

The final examination consists of an oral comprehensive professional exam and the defense of the diploma thesis. The comprehensive professional exam covers the material of the compulsory foundation courses, the group of differentiated professional knowledge subjects, and the chosen specialization. During the diploma defense, the student must present their thesis and its results in the form of a presentation and respond to questions posed by the reviewers and members of the final examination committee.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

## 7.1.12. Master's degree in Animal Nutrition and Feed Safety Engineering program

**The aim of the training** is to train dedicated feed and feed safety engineers with an up-to-date, complex knowledge of the feed and feed management sectors, with the same basic principles as the European Union's regulatory framework. They are prepared for the rational supply of nutrients to the feed industry, farm animals and companion and hobby animals, and for R&D, design and management tasks at engineering level in the fields of product development, product production, economics, environment and health protection and quality assurance in the whole range of feed management. The training provides an appropriate basis for continuing their studies at doctoral level.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Animal Nutrition and Feed Safety Engineer**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program leader: **Dr. Veronika Halas** habil. associate professor (Kaposvár Campus)

**Cooperative Program Coordinators:**

- Dr. Márta Balla-Erdélyi (Szent István Campus)
- Dr. László Pál (Georgikon Campus)

**Training sites:**

- Kaposvár (Kaposvár Campus) – full-time (dual training), correspondence
- Gödöllő (Szent István Campus) – full-time (dual training)
- Keszthely (Georgikon Campus) – correspondence

**Language of conduction:**

- Kaposvár Campus: Hungarian or English
- Szent István Campus: Hungarian
- Georgikon Campus: Hungarian

### Characteristics of the correspondence training program

In the curriculum, the progression of knowledge, the professional subjects, and the final examination requirements are identical to those of the full-time program. The nature of instruction, the organization of subject groups, and certain methodological aspects may vary depending on the location of instruction.

At the **Kaposvár** training location: classes for students are held on Friday afternoons and Saturdays.

At the **Keszthely** training location: classes for students are held on Friday afternoons and Saturdays.

### Specific features of dual training

In addition to theoretical training, students who choose the dual training form will complete a total of 38 weeks of practical training with the dual partner, under the guidance of the local coordinator. The detailed rules for dual training are set out in the MATE's Terms of Reference; Requirements for Students, Study and Exam Regulations; Dual Training Regulations, which are available on the link to <https://ed.uni-mate.hu/en/rules-regulation1>.

### Professional practice

The detailed requirements for the admission and completion of the professional practice and the relevant deadlines are set out in Annex 1 of the MATE Student Requirements System Academic and Exam Regulations, the "Professional Practice Regulations", which can be found on the University's website under the link <https://ed.uni-mate.hu/en/rules-regulation1>.

Below we highlight only the more precise or specific rules that are specific to the profession.

The duration of the professional practice is 4 weeks (160 hours) for each work schedule. The professional practice may be completed in a feed industry establishment, a livestock farm, a research institute or an institution carrying out feed research as a core activity, in Hungary or abroad.

The host institute shall also help students to choose a placement location, and students can also find a location by themselves. The choice of placement site is made by submitting an acceptance form at least 30 days before the placement starts. In the case of individual placement site selection, the program leader/cooperative program coordinator shall decide on the acceptance within a maximum of 5 days after submission. Applications for placements abroad, e. g. Erasmus, are subject to the relevant regulations.

The student may work at the approved work placement on the basis of a student employment contract, with the exception of professional practices at a budgetary body (Nftv 44§ (3a, b)).

During the professional practice, the student shall work under the supervision and guidance of the host company professionals. Starting and finishing times are governed by the company's working hours, but the student's working time shall not exceed 40 hours. During the professional practice, the student shall keep a record of the time spent on the practice, which shall be certified by the signature of the host company supervisor at the end of the entire practice.

The student is required to submit a report of their experiences during the professional practice, including an attendance sheet and an evaluation of the student's work and attitude by the host company supervisor. The practice report is evaluated by the responsible of professional practice and its rating is recorded in NEPTUN SYS. The student will be informed in detail about the content and format requirements of the practice report by the responsible of professional practice before the practice starts.

Work experience may be recognized as professional practice. The credit for previous work experience shall be initiated at the Institute of Animal Physiology and Nutrition and Study and Credit Transfer Committee. Work experience may be accepted only if it is in a field, relevant to the program and if it is equal to or exceeds the 160 hours of practice.

Students shall comply with the company accident and health and safety rules in force.

### Skills and professional competences acquired on completion of the program:

With a **master's degree, Animal Nutrition and Feed Safety Engineers** are able:

- to continuously educate themselves and find the necessary sources of information;
- to design and carry out management tasks at engineering level;
- to develop an independent professional position in various areas of the feed industry, feed management and feed control, and to support it in accordance with the current state of scientific knowledge, and to defend his/her position in any debate on the matter;
- to develop an independent professional position in various areas of the feed industry, feed management and feed control, and to support it in accordance with the current state of scientific knowledge, and to defend their position in any debate on the matter;
- to participate in the various decision-making processes of the agricultural economy and agricultural policy, by providing expertise in the specialized administration and other public institutions;
- for specialized sectoral consultancy and suitable for the operation and management of sole proprietorships and partnerships, as well as for participation in or management of R&D&I projects in the field of animal nutrition;
- formulate and defend their opinions in a professional and scientific manner
- professional communication in foreign languages and knowledge and use of Hungarian professional vocabulary;
- summarize and critically evaluate their knowledge of the feed and forage sector.
- communicate its professional findings orally or in writing to a professional audience or to the managing authorities;
- actively participate in projects or working groups on specific tasks.

### Conditions of obtaining pre-degree certificate (absolutorium):

- completion of: all the compulsory subjects of the program according to the curriculum
- including 30 credits for the thesis and
- a minimum of 6 credits in the optional subjects, for a total of 120 credits.

### Final exam

The final exam is held in front of a board at the Campus of training location. The final exam board is composed of university lecturers and well-known external experts and chaired by a professor or associate professor of the institute.

#### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers (minimum grade: passed);
- the student shall not be in debt to the University.

#### Parts of final exam:

- comprehensive complex exam;

- thesis defense.

### **Field of knowledge and subjects of final exam**

#### **From 2021/22 academic year:**

The questions of final exam include all the knowledge acquired by the candidate in the various subjects during the training: the knowledge of the feeding of the main farm animal species, the nutrient requirements, feeding technologies, feed materials, feed additives, methods of preserving feed, the work processes and legal regulations for the production of compound feed and premixes, according to the utilization of the species. Complex topics include the relationship between animal nutrition and the quality of animal products, knowledge of safe animal product production and feed safety, environmental, quality and economical aspects of animal nutrition.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

## **7.1.13. Master's degree in Wildlife Management Engineering program**

**The aim of the MSc level course** is to train wildlife engineers who have the professional, scientific, technical and economic knowledge necessary for the practical and theoretical management and control of their field of specialization, as well as the technical and economic knowledge required to practice their specialization. They have an ecological, environmentally aware, food chain approach to the renewable and sustainable use of natural resources and to the identification and evaluation of ecosystem services. They are prepared to pursue their studies at doctoral level.

### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Wildlife Management Engineer**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Prof. Dr. Miklós Gábor Heltai** university professor

Operative program coordinator: **Dr. Krisztián Katona** associate professor

### **Language of conduction:**

- Szent István Campus: Hungarian or English
- Csíkszereda training location: Hungarian

### **Skills and professional competences acquired on completion of the program:**

**Certified wildlife management** engineers have a specialized high level of professional and linguistic skills based on basic sciences, which make them suitable for managerial and senior management positions:



- Ability to develop and defend their own point of views in debates on general social, agricultural and specific issues related to game management.
- Knowledge, understanding and application of the principles of environmental protection and nature conservation, and their requirements in relation to wildlife management.
- It follows the authoritative national and international literature on wildlife management and wildlife biology in an intelligent and analytical way.
- Ability to independently interpret and apply legislation related to their professional activities.
- Ability to define, plan and organize the system of activities of game management.
- The ability to create the conditions for change and to implement change in order to streamline the work of the organization.
- Ability to analyze in detail the various concepts that make up the knowledge system of wildlife management, and to explore the broad and specific interrelationships.
- The ability to identify professional problems, to take a multi-faceted, interdisciplinary approach to them, and to explore and formulate the detailed theoretical and practical background needed to solve them.
- You can formulate and evaluate your analysis of the agricultural economy in a cross-sectoral, contextual and complex way.
- It analyzes the work, activities and practical problems of the managed organization with scientific rigor and appropriate methods.
- Ability to communicate in Hungarian and in a foreign language, both orally and in writing, and to take part in discussions.
- The wildlife manager knows, processes, interprets and applies knowledge transfer techniques and publication sources in Hungarian and foreign languages in the field.
- Ability to use modern IT tools and to communicate professionally and effectively, both orally and in writing.
- The ability to prioritize environmentally friendly solutions that support the health of individuals and society in engineering.
- They have a high degree of autonomy in developing broad and specific professional issues and in representing professional views and take responsibility for all these.
- Thinks through and advocates for ethical issues in hunting and game management. Has a sense of responsibility in the development of the role of game management in the countryside.
- On the basis of their practical experience, they can decide independently on the implementation and timing of specific work processes.
- Make decisions with a sense of professional responsibility and accept the consequences of their decisions.
- It takes responsibility for taking the initiative to develop cooperation.
- An equal partner in interprofessional and interdisciplinary cooperation and able to provide the necessary conditions for the implementation of the activities defined, to manage, monitor and organize their implementation.

- The ability to carry out in practice the various functions of leadership, to motivate managers, to evaluate their performance and to manage conflicts in a legal and effective way.
- Ability to develop and manage a team or project independently.

#### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

#### **Final exam**

##### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

Diploma thesis topics are announced by the department. Departments teaching foundation subjects may also publish a diploma project topic. By developing a thesis topic, the students demonstrate that they can apply the acquired knowledge independently. The diploma thesis includes its own investigation, assessment, analysis, conclusions and suggestions. The student may choose from the proposed topics or may initiate the development of a topic of their interest in the relevant department.

##### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

**Final exam topics:** will be sent to students before the final exam period.

#### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

#### **Model curriculum of the program**

### **7.1.14. Master's degree in Rural Development Engineering program**

**The aim of the program** is to train agricultural engineers in rural development who, with the knowledge they have acquired, will supervise the production, distribution and control processes that ensure the optimal use of resources, as well as the organization and management of production and services. They have a detailed knowledge of the specific features of rural and regional development in Europe and in Hungary (the role of agriculture in sustaining and developing the rural areas) and the reasons for these features. They are suitable for positions as planning and development engineers, researchers and managers. They are prepared to continue their studies at doctoral level.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Rural Development Engineer**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. habil. Tibor Farkas** associate professor (Szent István Campus)

Deputy program leader: **Dr. László Péli** associate professor (Szent István Campus)

**Cooperative Program Coordinators:**

- Dr. Kinga Szabó (Kaposvár Campus)
- Dr. Gábor Koncz (Károly Róbert Campus)
- Dr. Ernő Kovács (Georgikon Campus)

**Training sites:**

- Gödöllő (Szent István Campus)
- Kaposvár (Kaposvár Campus)
- Gyöngyös (Károly Róbert Campus)
- Keszthely (Georgikon Campus)
- Szarvas
- Csíkszereda (Romania)
- Zenta (Serbia)

**Language of conduction:**

- Szent István Campus: Hungarian, English
- Károly Róbert Campus: Hungarian
- Georgikon Campus: Hungarian
- Kaposvár Campus: Hungarian
- Csíkszereda: Hungarian
- Zenta: Hungarian

**Characteristics of the correspondence training program**

The curriculum, the progression of knowledge, and the final examination requirements are identical to those of the full-time program. The nature of instruction, the organization of subject groups, and certain methodological aspects may vary depending on the location of instruction. Classes in the correspondence training program are held on Fridays and Saturdays at all training locations.

**Off-campus, cross-border training**

The curriculum, course structure, and requirements of the cross-border Rural Development Agricultural Engineering program are identical to those of the domestic correspondence program. A key difference is the inclusion of country-specific knowledge in the curriculum. The program is organized under the coordination of the deputy head of the program, with the assistance of designated Consultation Centers.

**Consultation Centers:**

- Csíkszereda, Pro Agricultura Hargitae Universitas Foundation

- Zenta, Pro Scientia Naturae Foundation

The Consultation Centers provide facilities for weekend consultations, offering classrooms equipped with teaching tools, subject-specific demonstration materials, a specialized library, a reading room, and a computer lab.

At each Consultation Center, a designated local coordinator organizes the consultations and practical sessions within the respective region and maintains direct contact with the university:

- In Csíkszereda: Dr. Zsuzsanna János (e-mail: [office@pahru.ro](mailto:office@pahru.ro))
- In Zenta: Dr. László Lengyel (e-mail: [proscnat@gmail.com](mailto:proscnat@gmail.com))

The teaching of the courses specified in the curriculum is supervised by visiting instructors appointed from the relevant university departments. These instructors hold consultations several times each semester at the Consultation Centers and are responsible for the objective assessment of the course material in accordance with the prescribed requirements of each subject.

### Professional practice

The professional practice is an opportunity to apply the acquired knowledge and practical skills together, to combine theoretical and practical knowledge, to get to know the workplace and work processes, to practice professional competences, in the workplace and in the job, for the duration specified in the training and outcome requirements of the Master's degree program, in the workplace and in the job corresponding to the qualification. Students are required to complete a practice report (diary).

#### Practice for full-time work schedule students

In principle, the practice can be carried out in the following types of sites:

- in the places of practice offered by the Institute;
- the placements found by students themselves in agreement with the institute;
- Erasmus placements.

### Skills and professional competences acquired on completion of the program:

Holders of a **master's degree in rural development engineering** are able to:

- understand and form a professionally founded opinion on domestic and international economic policy and social events related to the agricultural and rural economy, and to formulate and defend their own views in debates on general social, agricultural and specific issues related to the field.
- follow in a comprehensible and analytical way the most relevant national and international literature on spatial economics and to synthesize professional knowledge.
- independently interpret and apply the legislation related to their professional activity, to define, plan and organize the system of rural development activities, to ensure the conditions necessary for the implementation of the management activities defined, to continuously manage and control the implementation.
- put into practice the different functions of leadership, motivate managers, evaluate their performance, and manage conflicts in a legal and effective way.

- design and manage a team or project, to formulate and evaluate cross-sectoral, contextual and complex analyzes of the agricultural and rural economy.
- communicate in written and oral form in Hungarian and in foreign languages, to participate in debates, to use modern information technology tools, to communicate professionally and effectively in oral and written form, and to promote environmentally friendly solutions that support the health of individuals and society in engineering.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.
- completion of the professional training of 30 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

#### **Field of knowledge and subjects of final exam from 2021/22 academic year:**

The subject complex exam is based on the following subjects:

- Theory and Practice of Local Development
- Development of Local Society
- Agricultural Economics (advanced)
- Applied research methodology
- Alternative and ecological farming
- Rural and Agrotourism
- Integrated regional development
- Integrated rural development
- Environmental Economics and Policy
- Economics of Agricultural Markets
- Agricultural business management systems
- Project management
- Regional and Settlement Marketing
- Settlement Development and Management
- Economic and settlement sociology
- Geoinformatics
- Rural and agricultural policy
- Rural Economy

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

## 7.2. Field of training: Economic Sciences

### 7.2.1. Master's degree in Agricultural Economics

**The aim of the course** is to train agricultural economists who are capable of establishing and operating small and medium-sized enterprises in the domestic and international food economy. They are able to carry out a comprehensive analysis of farming, to solve complex development tasks and, taking into account the specificities of the sector, to manage and analyze the related financial processes and commercial activities. After gaining practical experience, they will be able to perform middle and senior management tasks in different areas of the national and international food economy. They are prepared to continue their studies in a doctoral program.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Agricultural Economist**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Csaba Borbély** associate professor (Kaposvár Campus)

Training location: **Gödöllő** (Szent István Campus), **Keszthely** (Georgikon Campus)

Language of conduction: **Hungarian or English**

#### **Skills and professional competences acquired on completion of the program:**

With a master's degree, **Agricultural Economists** are able:

- After gaining practical knowledge and experience, they shall be able to manage small, medium and large agricultural enterprises, and individual departments. Perform a comprehensive economic function in farming organizations, plan and manage complex farming processes, manage resources.
- to organize, control, analyze and evaluate production processes in agriculture, and to carry out financial analysis, decision preparation and decision-making tasks in financial institutions and companies. Ability to work effectively in an international environment.
- to plan, manage, organize, coordinate and evaluate activities as a leader in management processes, projects and group tasks. Ability to carry out and manage innovation, planning, development and research tasks in the field of food economy and to manage the practical application of research results.

#### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

## Final exam

### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

### Parts of final exam:

- comprehensive complex exam;
- thesis defense.

### Field of knowledge and subjects of final exam

#### *From 2021/22 academic year:*

The professional complex exam is based on the knowledge of the core material, on the basis of which a series of questions is issued.

## Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

## Model curriculum of the program

### 7.2.2. Master's degree in Supply Chain Management program

**The aim of the training** is to train supply chain managers who are capable of managing supply chains across companies or economic logistics systems, or even companies and production processes, by understanding the interrelationships of integrated corporate logistics management. With the necessary theoretical knowledge and knowledge of modern practical solutions, they are able to plan, analyze and develop logistics processes within companies and between companies, and to manage them effectively. They are prepared to continue their studies at doctoral level.

#### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Supply Chain Manager**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Arnold Csonka** associate professor (Szent István Campus)

#### **Training location:**

- Budapest (Buda Campus)
- Gödöllő (Szent István Campus)

#### **Language of conduction:**

- Buda Campus: Hungarian
- Szent István Campus: Hungarian or English



### Characteristics of the correspondence training program

The curriculum, the progression of knowledge, the opportunities for specialization, and the final examination requirements are identical to those of the full-time program. The nature of instruction, the organization of subject groups, and certain methodological aspects may vary depending on the location of instruction.

At the **Budapest** training location: classes are held on Friday afternoons and Saturdays.

At the **Gödöllő** training location: classes are held on Friday afternoons and Saturdays.

### Skills and professional competences acquired on completion of the program:

With a Master's degree, **a certified supply chain manager** has:

#### **a) the knowledge of**

- the concepts, theories, processes and characteristics of economics and the micro and macro levels of economic organization, and you are familiar with the key economic facts.
- the understanding of the structure, operation and interrelationships of business organizations across national and transnational borders, information and motivational factors, with particular reference to the institutional environment.
- the European integration process and the policies of the European Union related to its activities.
- familiar with modern, theoretically demanding mathematical-statistical, econometric and modelling methods of problem identification, formulation and solution, information collection and processing, and is also aware of their limitations. Knowledge of the rules, professional and ethical standards of business, business organization, project planning and management.
- understanding of the key business and technical processes that affect the operation of the company's logistics processes and supply chain.
- the main research directions in the field of logistics and supply chain management, their conceptual framework and the methodological foundations for research.
- of modern supply chain management business solutions and IT solutions supporting effective supply chain management.
- the internal structure of the logistics system, logistics processes and systems, planning, analysis and development methods and procedures
- techniques to evaluate the performance of logistics and its subsystems and the supply chain.

#### **b) skills**

- Independently formulate new conclusions, original ideas and solutions, apply sophisticated methods of analysis and modelling, develop strategies to solve complex problems and make decisions in changing national and international environments and organizational cultures.
- After acquiring practical knowledge and experience, you will manage medium and large enterprises, complex organizational units, perform a comprehensive economic function in a business organization, plan and manage complex

business processes and manage resources. Ability to work effectively in an international, multicultural environment.

- Ability to formulate logistical improvements and objectives to support corporate competitiveness.
- Ability to effectively align the expectations and performance of the logistics process with other business functions.
- Ability to manage and improve company logistics processes in a systemic and process-oriented way.
- Ability to identify company-specific tools for more effective supply chain management.
- Ability to formulate and carry out independent research problems in key research areas in logistics and supply chain management.

**c) attitude**

- You are critical of your own and your subordinates' work and behaviour, and you are innovative and proactive in dealing with economic problems.
- Open and receptive to new developments in economics and practice.
- She has a cultured, ethical and objective intellectual approach to people and social problems, and her work is attentive to the wider social, sectoral, regional, national and European value (including social, social and ecological, sustainability aspects).
- Strives to develop his/her knowledge and working relationships, and encourages, assists and supports his/her colleagues and subordinates.
- Dedicated to quality work.
- Open and receptive to new developments in supply chain management opportunities and practice, as well as to changes in the socio-economic-legal environment affecting the field.

**d) autonomy and responsibility**

- Independently selects and applies relevant problem-solving methods in areas of organizational, strategic and management relevance, and independently carries out economic analysis, decision preparation and advisory tasks.
- Independently set up, organize and manage a large enterprise or a larger organization or department.
- He or she takes responsibility for his or her own work, for the organization he or she manages, for his or her company and for his or her employees. Independently identifies, plans and organizes his/her own and his/her subordinates' professional and general development and takes responsibility and accountability for it.
- Independently select and apply relevant supply chain management problem-solving methods when solving professional tasks.
- Mobilize their knowledge, practical experience, skills and abilities by joining research and development and project teams, working with the members of the teams.

- Represents, upholds and enforces the organization's ethical standards, and takes the initiative to develop them further where necessary.

#### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

#### **Final exam**

##### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

##### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

##### **Field of knowledge and subjects of final exam:**

Students starting their studies in the master's program take a complex exam based on the knowledge of the compulsory subjects:

- Comprehensive complex exam ("A" question series) covers the theoretical foundations of economics and the supply chain and logistics professional core material. During the exam, the student draws a question from the list.
- From the material of practical knowledge ("B" question series), the student also takes one question during the final exam, which can also be linked to the knowledge of the A items.

The "A" and "B" question series are compiled by the program leader and the subject lecturers.

#### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

#### **Model curriculum of the program**

### **7.2.3. Master's degree in Finance**

**The aim of the program** is to train economic professionals who, with their financial, economic and scientific literacy, are able to think independently, creatively and economically, to manage and analyze financial processes of the economy at both macro and micro levels, with their modern and high quality theoretical, methodological and practical knowledge, which is competitive in international comparison. With their business and methodological knowledge, their consciously developed managerial skills and abilities, they will be able to perform financial tasks in various areas of national and international economic life, in the public and private sectors, and to process and enrich the financial literature. They are prepared to continue their studies at Master's level.

**Qualification of the degree:**

- level of degree: Master of Science (MSc);
- qualification: Economist in Finance.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. József László Varga** university professor

Deputy program leader: **Dr. Veronika Alexandra Gál** associate professor

Cooperative program coordinator: **Dr. Bernadett Bringye** (Szent István Campus)

**Training sites:**

- Gödöllő (Szent István Campus)
- Kaposvár (Kaposvár Campus)

**Language of conduction:**

- Szent István Campus: Hungarian, English
- Kaposvár Campus: Hungarian

**Characteristics of the correspondence training program**

The curriculum, the progression of knowledge, and the final examination requirements are identical to those of the full-time program. The nature of instruction, the organization of subject groups, and certain methodological aspects may vary depending on the location of instruction. Classes in the correspondence training program are held on Friday afternoons and Saturdays.

**Skills and professional competences acquired on completion of the program:**

**Economists in Finance** with their master degree are capable of:

- independently formulate new conclusions, original ideas and solutions,
- to apply sophisticated analytical and modelling methods, to develop strategies to solve complex problems and to make decisions in a changing national and international environment and organizational culture,
- after gaining practical knowledge and experience, manage medium and large enterprises, complex organizational units, perform a comprehensive economic function in a business organization, plan and manage complex business processes, and manage resources. Ability to work effectively in an international, multicultural environment,
- to lead and manage the financial functions of large and medium-sized enterprises, including those that are linked to the capital markets or exposed to significant financial risks because of their activity or capital structure,
- to provide high quality analysis, preparation and decision-making for companies,
- the pricing of money and capital market instruments, the management and administration of capital market transactions, the analysis of investments and other investments, the financial risk management of derivatives,
- financial analysts, decision-makers and decision-makers in financial institutions, budgetary institutions and managing bodies with national powers.

### Conditions of obtaining pre-degree certificate (absolutorium):

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### Final exam

#### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University

#### **Parts of final exam for students started before and in academic year 2023/24:**

- comprehensive complex exam;
- thesis defense.

#### **Field of knowledge and subjects of final exam:**

As part of the comprehensive professional examination, the student is tested on a set of topics covering all professional knowledge areas acquired during the program.

#### **Parts of final exam for students started in academic year 2024/25:**

- the result of the comprehensive complex exam, which is the grade for the Finance subject comprehensive exam;
- thesis defense.

### Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### Model curriculum of the program

## 7.2.4. Master's degree in Tourism Management program

**The aim of the program** is to train tourism managers for the labour market of the tourism industry, who are able to independently carry out planning, decision making and management tasks in the fields of direct and indirect tourism, to analyze the operation of the economic areas and organizations concerned, to prepare concepts, plans and studies related to the development of the offer, to the development of organizations, to implement development projects and to manage enterprises and institutions. Graduates may find employment in municipalities, ministries, their support institutions, specialized administrative offices, tourism destination management organizations, tourism marketing companies and non-profit organizations, among others. They are prepared to continue their studies in a doctoral program.

#### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Economist in Tourism and Management**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Zoltán Bujdosó** university professor (Károly Róbert Campus)

Operative Program Leader: **Dr. Csaba Szűcs** (Károly Róbert Campus) (English program)

Training site: **Gyöngyös** (Károly Róbert Campus)

Language of conduction: **English**

### Elective specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Rural Tourism and Rural Development	Dr. Zoltán Bujdosó university professor	Full-time, correspondence
Health Tourism and Regional Development	Dr. Csilla Molnár associate professor	Full-time, correspondence

### Conditions for selecting specialization

Students choose their specialization in the 2nd semester of the program. The specialization starts in the 3rd semester if there are at least 10 applicants. Applications for specialization are assessed by the program leader and the person responsible for the specialization concerned.

### Skills and professional competences acquired on completion of the program:

With a master's degree, **Economists in Tourism and Management** are able:

- have mastered the concepts, theories, processes and characteristics of economics and the micro and macro levels of organization of the economy, and you are familiar with the key economic facts.
- understand the structure, operation and interrelationships of business organizations across national and transnational borders, information and motivational factors, with particular reference to the institutional environment.
- know the European integration process and the policies of the European Union related to its activities.
- familiar with modern, theoretically demanding mathematical-statistical, econometric and modelling methods of problem identification, formulation and solution, information collection and processing, and is also aware of their limitations.
- know the planning and management rules, professional and ethical standards of the company, business organization and project.
- know the complex system of tourism and its related fields of activity (accommodation, catering, travel and event management), with a high level of theoretical background.
- have knowledge of the management skills of different types of tourism organizations, including the factors needed to underpin strategic planning.

- have the knowledge to prepare and implement complex tourism and hospitality development projects, and the skills required for senior management positions in operating businesses and institutions
- to gain a deeper understanding of the relevant concepts, theories and research findings of the various disciplines related to tourism (environmental, regional, health and food sciences) and their application to the functioning and context of the sector.
- have a comprehensive knowledge of the main links between tourism and other subsystems of society.
- to formulate new conclusions, original ideas and solutions, to apply sophisticated methods of analysis and modelling, to develop strategies to solve complex problems, to make decisions in a changing national and international environment and organizational culture.
- to manage medium and large enterprises, complex organizational units, perform a comprehensive economic function in a business organization, plan and manage complex business processes and manage resources.
- to work effectively in an international, multicultural environment.
- have high level knowledge and theoretically sophisticated methods for collecting, analyzing and processing a variety of business information on tourism stakeholders and its applications in business modelling, strategic and operational planning and decision-making.
- to use sophisticated mathematical-statistical, econometric and modelling methods, they are able to collect, organize and analyze data on tourism and related fields, as well as Hungarian and foreign literature.
- to creatively apply methods to address and solve problems in different areas of tourism and hospitality and to develop them in a multidisciplinary context.
- to participate in and lead large-scale and complex tourism development projects.
- to communicate orally and in writing at a high level in a working environment, in professional and academic forums, in your mother tongue and in two foreign languages used with confidence.
- to prepare and present technical summaries, analyzes, tender documents and detailed studies using up-to-date ICT tools.
- Critical of their own and their subordinates' work and behaviour, innovative and proactive in dealing with economic problems. Open and receptive to new developments in economic knowledge and practice.
- She has a cultured, ethical and objective intellectual approach to people and social problems, and takes into account wider social, sectoral, regional, national and European values (including social, social and ecological, sustainability aspects).
- It strives to develop its knowledge and working relationships, and encourages, helps and supports its colleagues and subordinates to do so.
- A quality approach with a focus on guest satisfaction.
- It embraces the values and standards of the tourism profession and seeks to critically interpret and develop them.

- They are open to new scientific and professional developments in the field of tourism and hospitality and its environment, and is receptive to their use in practice.
- Constructive, collaborative and proactive in regular and project-based teamwork, willing to cooperate and develop jointly across organizations.
- Committed to building, organizing and implementing an individual strategy for self-development and career development through lifelong learning.
- Independently selects and applies relevant problem-solving methods in areas of organizational, strategic and management relevance, and independently carries out economic analysis, decision preparation and advisory tasks.
- Independently set up, organize and manage a large enterprise or a larger organization or department.
- He or she takes responsibility for his or her own work, for the organization he or she manages, for his or her company and for his or her employees.
- Independently identifies, plans, organizes, takes responsibility for and is accountable for their own and their subordinates' professional and general development.
- He is also highly demanding in his professional work, and attaches great importance to the general literacy associated with intellectual life, including the sources and methods of its acquisition.
- He is interested in the changes in the social, economic, technological and legal environment of tourism, and is characterized by responsible reflection and consideration of the consequences of professional decisions.
- When independently preparing development documents, studies, research reports and publications, you take responsibility for their content and their technical correctness.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

#### **Field of knowledge and subjects of final exam**

Basic knowledge of economics and methodology; quantitative methods, economic statistics and analysis, decision analysis methodology, strategic management, value chain management, economic policy, e-business, project management, integrated management systems, corporate communication, corporate finance, financial strategies, financial



management, management techniques for tourism systems, territorial planning of tourism, methodology of tourism research, professional law and institutional system, management of the non-profit sector, marketing communication, international hotel management, and compulsory optional subjects.

### Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

### [Model curriculum of the program](#)

## 7.2.5. Master's degree in Business Development program

**The aim of the program** is to train business development specialists who are able to analyze the activities of small and medium-sized enterprises or other business organizations and solve complex development tasks, based on a modern and high quality theoretical and methodological knowledge, which is competitive in international comparison. With their theoretical and methodological business knowledge of enterprise development (innovation), consciously developed management skills and abilities, they are capable of founding small and medium-sized enterprises, solving their operational issues, providing advice on their operation, and also performing middle and senior management tasks in various areas of domestic and international economic life. They are prepared to continue their studies at doctoral level.

### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Economist in Enterprise Development and Entrepreneurship**

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Eszter Tóth** associate professor (Károly Róbert Campus)

Training Location: **Gyöngyös (Károly Róbert Campus)**

Language of conduction: **Hungarian or English**

### **Characteristics of the correspondence training program**

The curriculum, the progression of knowledge, and the final examination requirements are identical to those of the full-time program. The nature of instruction, the organization of subject groups, and certain methodological aspects may vary depending on the location of instruction.

At the **Gyöngyös** training location: classes in the correspondence program are held weekly on Fridays and Saturdays.

### **Skills and professional competences acquired on completion of the program:**

The professional **skills and attitudes of graduates** include:

- Independently formulate new conclusions, original ideas and solutions, apply sophisticated methods of analysis and modelling, develop strategies to solve

complex problems, and make decisions in a changing national and international environment and organizational culture.

- After acquiring practical knowledge and experience, you will manage medium and large enterprises, complex organizational units, perform a comprehensive economic function in a business organization, plan and manage complex business processes and manage resources. Ability to work effectively in an international, multicultural environment.
- The ability to recognize the interrelationships and interactions of corporate management, and to evaluate the factors affecting future profitability according to their relative importance.
- Organize and critically analyze professional sources and data, including through the use of info-communication technology tools.
- Ability to identify the requirements and development opportunities arising from international trends in enterprise development, European policies.
- He or she develops and presents an individual point of view based on his or her own analysis and is able to defend it in a debate.
- In addition to their job duties, they are able to manage a business, plan and control complex business processes, and manage resources after gaining practical knowledge and experience.
- Ability to participate in large and complex projects, group problem-solving, lead, organize and evaluate activities.
- Open and receptive to new developments in economics and practice.
- She has a cultured, ethical and objective intellectual approach to people and social problems, and takes into account wider social, sectoral, regional, national and European values (including social, social and ecological, sustainability aspects).
- He is open to economic and social changes affecting business development and has social and societal sensitivity.
- In his work, he is decisive, constructive, cooperative and proactive.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense

The diploma topics are announced by the institutes. By developing a thesis, the student demonstrates that he or she is able to apply the acquired knowledge independently. The diploma project includes its own study, assessment, analysis, proposal and design. The student may choose from the proposed topics or initiate the development of a topic of his/her interest at the relevant institute.

**Field of knowledge and subjects of final exam:**

Corporate strategy, financial analysis, business innovation, social and economic forecasting, fiscal relations of enterprises, research methodology. Project management, innovation methodology, corporate finance and financial strategies, business decision support systems, business communication, innovation and enterprise development policy, entrepreneurship and globalization, market strategies, service entrepreneurship, managerial economics and management accounting, business consultancy, value analysis methodology.

**Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

**Model curriculum of the program**

## **7.2.6. Master's degree in Management and Leadership**

The **aim of the course** is to train professionals for public and private sector organizations who have a sound and integrated professional knowledge in the broad and narrow field of management, according to their optional specialization. With this knowledge, they are able to analyze, plan, organize and manage the work processes of competitive and public sector organizations. They are able to identify, analyze and solve emerging problems, while using familiar categories of individual and organizational learning and exploiting their capacity for innovation and creative thinking. They have the skills to pursue their studies in a doctoral program.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Economist in Management and Leadership**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Katalin Szabó** associate professor (Szent István Campus)

Cooperative Program Coordinator: **Dr. Zsolt Sándor Kőműves** associate professor (Kaposvár Campus)

**Training sites:**

- Budapest (Buda Campus)
- Gödöllő (Szent István Campus)
- Kaposvár (Kaposvár Campus)

**Language of conduction:**

- Buda Campus: Hungarian

- Szent István Campus: Hungarian or English
- Kaposvár Campus: Hungarian

### Elective specializations

SPECIALIZATIONS	WORK SCHEDULE AND LOCATION
Management Consulting	Full-time, correspondence
Human Resource Management and Organization Development	Full-time, correspondence
Information Management	Full-time, correspondence

### Conditions for selecting specialization

There is no specific requirement for the choice of specialization in the Master of Management and Leadership program.

### Characteristics of the correspondence training program

The curriculum, the progression of knowledge, the opportunities for specialization, and the final examination requirements are identical to those of the full-time program. The nature of instruction, the organization of subject groups, and certain methodological aspects may vary depending on the location of instruction.

At the **Budapest** training location: classes in the correspondence program are held on Fridays and Saturdays.

At the **Gödöllő** training location: classes in the correspondence program are held on Friday afternoons and Saturdays.

At the **Kaposvár** training location: classes are held weekly on Fridays and/or Saturdays.

### Skills and professional competences acquired on completion of the program:

The professional skills and attitudes of **graduates in Management and Leadership program** include:

- Independently formulate new conclusions, original ideas and solutions, apply sophisticated methods of analysis and modelling, develop strategies to solve complex problems, and make decisions in a changing national and international environment and organizational culture.
- Following the acquisition of practical knowledge and experience, able to manage medium and large enterprises, complex organizational units, to perform a comprehensive economic function in a business organization, to plan and manage complex business processes, to manage resources.
- Ability to work effectively in an international, multicultural environment.
- Ability to critically evaluate research and its results in the field of management organization.
- The ability to continuously develop their knowledge, skills and abilities throughout their lives.

**Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

**Final exam****Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

**Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

**Field of knowledge and subjects of final exam from 2021/22 academic year:**

The comprehensive complex exam is based on the knowledge of the core subjects and the specialization subjects, on the basis A and B series of questions are issued.

**Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

**Model curriculum of the program**

## 7.3. Field of training: Technology

### 7.3.1. Master's degree in Mechanical Engineering program

**The aim of the Master's degree** is to train mechanical engineers who are capable of developing, modelling and designing, operating, managing and maintaining mechanical systems and processes; developing, energy-efficient and environmentally sound application of mechanical engineering technologies and processes, new materials and production technologies; performing management, leadership and organizational tasks; performing tasks of technical development, research, design and innovation; and participating in and managing engineering projects at national and international level. They are prepared to pursue their studies at doctoral level.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Mechanical Engineer**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. István Szabó** university professor

Cooperative program coordinator: **Attila Lágymányosi** senior lecturer

Language of conduction: **Hungarian or English**

#### Elective specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Technical Development	Dr. István Szabó university professor	Full-time and correspondence
Industrial Processes	Dr. Róbert Keresztes associate professor	Full-time and correspondence
Technical Processes and Vehicle Systems	Dr. Péter Kiss university professor	Full-time and correspondence
Industrial Mechatronics	Dr. László Földi associate professor	Full-time and correspondence

#### Conditions for selecting specialization

For the Master's degree, the choice of specialization is made in the first semester, with no prerequisites.

#### Professional practice

The professional practice is a continuous placement of at least four weeks in a professional training centre or at a company, the further requirements are specified in the curriculum. The fulfilment of professional practice is a criterion requirement, closely linked to the diploma thesis.

The professional practice is the part of the program, where the workplace and the job corresponding to the qualification, provides the opportunity to apply theoretical knowledge and practical skills, to combine theoretical and practical knowledge in real company conditions, to learn about the workplace and work processes, to practice professional competences. The professional practice is compulsory for all students and cannot be replaced by any other.

Access information: the Neptun and E-learning courses of the Professional practice subject.

### **Skills and professional competences acquired on completion of the program:**

The professional skills and attitudes of graduates in **mechanical engineering master program** include:

#### **Knowledge of:**

- the theory and practice of mechanical engineering, with an appropriate level of manual dexterity, measurement skills and laboratory knowledge,
- tasks and activities related to management,
- computer communication and analysis,
- the essential requirements of environmental protection, quality, consumer protection, product liability, the principle and application of equal access, health and safety at work, technical and economic legislation and engineering ethics,
- broadly applicable problem-solving techniques for research or academic work,
- global social and economic trends.

#### **Able to:**

- apply and put into practice the knowledge acquired, using problem-solving techniques,
- information about the limits of knowledge, new problems and new phenomena arising from professional experience in the discipline,
- formulate, as far as possible, correct criticisms or opinions, make decisions and draw conclusions,
- understanding and solving problems to be solved, and coming up with original ideas,
- plan and carry out tasks independently and to a high professional standard,
- self-education, self-development to raise their own knowledge to a higher level,
- a complex approach to the management of technical - economic - human resources,
- global design of complex systems based on a systems and process-oriented mindset,
- apply integrated knowledge of machinery, engineering equipment and processes, engineering materials and technologies, and related electronics and information technology,
- the application of procedures, models and information technologies used in the design, organization and operation of engineering systems,
- quality assurance of engineering systems and technologies, metrology and signal processing,

- depending on the specialization chosen, the analysis, development, design, manufacture and operation of machines and equipment for materials science, mechanical engineering, production technology, design, production management, instrumentation, flow and thermal engineering processes and procedures.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

#### **Field of knowledge and subjects of final exam**

##### **Compulsory subjects for all students (10 credits):**

- Design and Manufacturing
- Engineering materials

##### **Final exam subjects of each specialization:**

###### Technical Development:

- Complex Engineering Activity
- Computer Aided Modelling
- Additive Technologies

###### Industrial Processes:

- Non-conventional Technologies
- Technology of Engineering Surfaces
- CNC Processes
- Additive Technologies

###### Technical Processes and Vehicle Systems

- Vehicle Control Systems
- Vehicle Technology
- Heat and Mass Transfer Processes

###### Industrial Mechatronics:

- Proportional Hydraulics and Pneumatics
- Functional Safety of Machines

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).



### 7.3.2. Master's degree in Environmental Engineering

**The aim of the program** is to train environmental engineers who are able to identify and assess existing and potential environmental hazards, prevent and mitigate environmental damage, and plan and manage mitigation projects, based on up-to-date knowledge of natural sciences, ecology, engineering, economics and management. Based on up-to-date IT skills, they are able to perform complex engineering and scientific planning and analysis tasks using design, modelling and simulation software. They develop and apply appropriate technological solutions to prevent environmental pollution and perform engineering design and management tasks in the field of waste treatment and recovery (recycling). They are able to optimize environmental technologies and uses. They are prepared to pursue their studies at doctoral level.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Environmental Engineer**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Gábor Gécsi** associate professor

Training location: **Gödöllő** (Szent István Campus)

Language of conduction: **Hungarian or English**

**Elective specializations:**

- Soil and Water Conservation
- Waste Management

**Conditions for selecting specialization**

Specialization can be chosen up to the date fixed in the Schedule for the academic year. Each specialization can start if a minimum of 5 students applies or if the number of students in the year group applies.

**Characteristics of the correspondence training program**

The curriculum, the progression of knowledge, the opportunities for specialization, and the final examination requirements are identical to those of the full-time program. Classes are held in intensive blocks over three five-day workweeks.

**Professional practice**

The professional practice is of a minimum duration of four weeks, spent in a company or organization of the student's choice, with a professional profile appropriate to the course.

### **Skills and professional competences acquired on completion of the program:**

The professional skills and attitudes of **graduates in environmental engineering** master program include:

- apply the acquired general and specific mathematical, natural and social science principles, rules, relations and procedures in solving problems in the field of environmental protection;
- publish and negotiate in their mother tongue and at least one foreign language;
- to perform the duties of environmental manager;
- to carry out tasks in international or cross-border projects and to present the results of their studies and design documents in social and professional forums;
- the complex design, implementation and maintenance of engineering interventions in the fields of soil, geological media, water, air, noise and vibration, wildlife, remediation, waste reduction, treatment and processing;
- planning and conducting environmental sampling, comprehensive laboratory testing and analysis, monitoring systems, evaluation and documentation of test results;
- complex application of environmental remediation methods, remediation preparation and remediation coordination;
- complex application of environmental remediation methods, remediation preparation and remediation coordination
- integrated knowledge of environmental equipment, processes, technologies and related electronics and information technology;
- modelling, operation and management of environmental engineering systems and processes;
- design, implementation and operation of environmental management systems;
- carrying out energy efficiency analyzes, surveys, audits, identifying measures and supporting their implementation.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

#### **Field of knowledge and subjects of final exam from 2021/22 academic year**

1. Demonstration of technical solutions for the protection of air, water and soil in everyday technologies, through examples.

2. Monitoring of element movements in soil/water/sediment systems. Speciation analysis, fractionation, bioavailability and environmental mobility.
3. Pollutants, their introduction into ecosystems and their spread. Ecotoxicological tests.
4. Monitoring greenhouse gas emissions from natural and agro-ecosystems. Local, regional and global models, "international inventory" and regulation.
5. Engineering interventions to control nitrogen cycling.
6. Environmental and technological problems of energy production.
7. Regulation of the conduct of the environmental impact assessment and the unified environmental use licensing procedure.
8. Public utility systems and the environment.
9. The conditions, regulation and authorization of the placement of sewage sludge and liquid manure on arable land.
10. Estimation of erosion rates and erosion control procedures.
11. The Soil Protection Strategy of the European Union. Preparation of a soil protection plan and its regulation.
12. The aerobic or technological and environmental analysis of anaerobic biological waste treatment, utilization of end products with specific examples.
13. Industrial wastewater treatment.
14. Colloid systems, surface phenomena in industrial technologies.

#### Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

#### Model curriculum of the program

### 7.3.3. Master's degree in Engineering Management

The **purpose of the course** is to train technical managers who, through their knowledge and skills in natural sciences, technology and IT, management and organization, as well as languages, are able to manage complex technical and economic tasks, i. e. to participate in the technical and economic planning and development of the technological process, to manage the implementation and to count and evaluate the results and make the related decisions. Graduates of the program acquire competencies that make them suitable for top management tasks in companies of different types, sizes and activities – even in jobs that require knowledge of a foreign language. Due to the interdisciplinary nature of the course, it operates with the cooperation of several institutes in addition to the coordination of the Institute of Technology. The theoretically more demanding training provides ammunition for the performance of technical managerial positions at a higher level and also prepares you for the doctoral (PhD) training in the field.

#### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Engineering Manager**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Miklós Daróczy** associate professor

Cooperative Program Coordinators: **Dr. Viktor Medina** associate professor

Training sites: **Gödöllő** (Institute of Technology)

Language of conduction: **Hungarian or English**

### Elective specializations

SPECIALIZATIONS	RESPONSIBLES FOR SPECIALIZATION	WORK SCHEDULE AND LOCATION
Project Management	Dr. Miklós Daróczy associate professor	full-time or correspondence
Production and Quality Management	Dr. Viktor Medina associate professor	full-time or correspondence
Agrobusiness	Dr. László Magó associate professor	full-time or correspondence

### Conditions for selecting specialization

In the Institute of Technology, the choice of specialization is made in the 2nd semester of the master's programs starting in the fall. In the case of the cross-semester spring start, it is in the first semester. Among the announced specializations, only those for which there is a sufficient number of applicants will start.

### Characteristics of the correspondence training program

The curriculum, the progression of knowledge, the opportunities for specialization, and the final examination requirements are identical to those of the full-time program. At the Gödöllő training location, classes in the correspondence program are generally held on Fridays and Saturdays, except for the first week, when classes take place from Wednesday to Friday.

### Skills and professional competences acquired on completion of the program:

The professional skills and attitudes of **graduates in engineering management master program** include:

- Able to review production and service processes from technical, economic, human and other social aspects, and to communicate between representatives of each specialist area.
- Able to prepare and implement business plans, perform technical and economic decision preparation tasks and make decisions, develop and implement innovation strategies.
- Able to carry out the tasks of technical evaluation analysis, quality assurance of production systems and technologies, improvement of quality and efficiency indicators of farming.

- Able to coordinate the planning and implementation of innovation processes.
- Able to coordinate tasks requiring multidisciplinary technical knowledge and manage their implementation.
- Able to use statistical and econometric tools for more in-depth research.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

#### **Field of knowledge and subjects of final exam**

##### ***From 2021/22 academic year:***

The comprehensive complex exam is based on the knowledge of the most important 4-6 subjects from a professional point of view, based on which a series of questions is issued for each specialization.

### **Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

### **Model curriculum of the program**

## 7.4. Field of training: Art

### 7.4.1. Master's degree in Photography program

**The aim of the master's course** is to train photographers who, with their up-to-date visual, photo theory, cultural history and media knowledge, are able to build a long-term independent career as an artist, creator and researcher, for continuous creative renewal, while maintaining a critical approach in the field of media application. They are able to develop, plan and conduct photographic projects independently or in cooperation with representatives of other arts, they are prepared to transfer their professional knowledge and to represent and apply it in an international context. They are prepared to continue their studies in doctoral training.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Photographer**.

Length of program: **4 semesters**

Work schedule: **full-time and correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Gergely Szatmári** DLA

Training location: **Kaposvár** (Kaposvár Campus) or **Budapest** (Buda Campus)

Language of conduction: **Hungarian or English**

#### **Skills and professional competences acquired on completion of the program:**

**The photographer designer is an artist, who**

- recognizes complex photographic problems, develops his own design and creative program, and carries out independent creative professional work based on this.
- applies his previously acquired and systematized knowledge and experience in a strategic manner in changing, new types of complex situations.
- independently investigates complex photography-related problems, conducts complex art and design research, critically treats data and sources, systematically interprets broader contextual relationships and processes.
- relying on a high level of critical thinking, is capable of creative and designer reflection, as well as developing an independent, solid professional position.
- mobilize their creativity in changing, new types of complex situations and develops innovative solutions that leave the traditional framework.
- independently and routinely, consistently carries out the photographic art design and creative process, makes high-level and complex design and creative decisions, and creates a complex original work.
- routinely and innovatively applies the appropriate photographic art tool, method, process and production technology to realize individual concepts and independent designs.

- in an interdisciplinary creative environment, represent their own field competently and to a high standard, working in a team as an equal, creatively cooperating with representatives of other professions and different artistic fields
- manage photographic art projects, processes and resources, working in a group he plays the leading role and directs creative, planning and implementing activities.
- present their photography activities, ideas, and results to the public with great confidence and competence, and conducts a high-level dialogue with their professional community, representatives of related professions, experts, clients, and lay audiences on complex topics related to their field of expertise, in his native language and in a foreign language.
- represent their professional position and professional interests with arguments in a dispute situation, and is capable of conflict management during cooperation.
- apply the ethical and copyright standards of their field, and in accordance with professional expectations, apply their knowledge within different institutional frameworks.
- able to evaluate their own photographic activity, professional strengths and weaknesses, and constantly keeps up-to-date, renews and develops their knowledge, competences and creative design practice.

#### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

#### **Final exam**

As part of the master's program, the student takes a final exam to prove his preparation at the end of his studies. In the final exam, the student demonstrates his high-level practical and theoretical professional knowledge of photography and his ability to put his design-theoretical knowledge to the service of practice, he is able to comment on all of this in a specialized study prepared with scientific requirements, and he is prepared in the fields of expertise that form the core material of the master's degree.

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.
- obtaining the credits required for the Photography master's program (120 credits);
- submission of the masterpiece by the deadline;

#### **Parts of final exam:**

Final exam has 3 parts:

- masterpiece;
- thesis;
- defense.

## Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. Final exam and chapter 4.3.16. Degree certificate.

### Model curriculum of the program

#### 7.4.2. Master's degree in Landscape Architecture and Garden Design program

**The purpose of the program:** the settlement environment becomes an increasingly significant, determining factor that significantly affects the quality of life. The social demand and expectations for the quality of the environment are generally increasing and affecting ever wider strata. The certified landscape architect-garden artist contributes to the creation of high-quality, attractive and at the same time livable landscape and settlement environment, he is its spiritual creator.

The creative role of the landscape architect-horticulturist is significant not only in the attractive design of public areas, streets, public spaces, public parks, but also in the design of institutional gardens and private gardens. Their important tasks are the cultural heritage, the historic environment and historical gardens, or reconstruction and rehabilitation of historical landscapes. The graduates work as independent creators or as employees of architectural and landscape architecture workshops and studios in local governments, institutions, companies, civil organizations, or they act on behalf of private individuals.

**Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Landscape Architect and Garden Designer**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. Albert Fekete** university professor

**Deputy program leaders:**

- Dr. Balázs Almási associate professor (Hungarian)
- Dr. Orsolya Bagdi-Fekete senior lecturer (English)

Training location: **Budapest** (Buda Campus)

Language of Conduction: **Hungarian or English**

### **Professional practice**

The accredited Master's program in Landscape Architecture and Garden Art (MA) requires students to complete a four-week professional internship as part of the training and outcome requirements. The professional practice can be completed both in Hungary and abroad. **The 4-week** (160-hour) professional practice **shall be completed continuously during the summer vacation if possible**; professional practice with a different duration (e. g. 2+2 weeks, 3+1 weeks) shall be agreed with the subject supervisor.



The professional practice of the MA training is **emphatically a design practice**, where it is advisable to look for landscape architecture workshops with primarily object design activities, where there are (lead) designers with K(1) authorization. Since landscape architecture is a related profession to architecture and town planning, it is also acceptable to contact offices with an ÉI and TT1 (lead) designer – even if there is no professional (K) designer – but only if the office regularly carries out open space planning (e. g. public spaces).

An important consideration when selecting and approving the internship site is that the design practice should be completed at a host organization where signing a confidentiality agreement is not required.

### ***Obligations during the professional practice***

Section 61 of the Study and Examination Regulations (TVSZ), along with Annex 1: Regulations on Professional Internships, contains the requirements related to professional internships: <https://ed.uni-mate.hu/en/professional-training>

### ***Evaluation and acceptance of practice***

At the end of the internship, the student must submit a professional internship report.

The internship can be completed during the summer between the 1st and 2nd semesters or between the 3rd and 4th semesters, according to the student's choice. The internship must be registered as a course in the Neptun Study System in the semester following its completion (2nd, 3rd, or 4th semester).

Upon course registration, the course coordinator will inform the student (in the course requirements) about the format, timing, and location of the report presentation. All interns are advised to take notes, make copies, and take photographs—of course with the host organization's permission—of the work they were involved in, so that it can be presented professionally and engagingly to fellow students and instructors during the 15-minute presentation.

Access to description of professional practice of Landscape Architect and Garden Designer: <https://landscape.uni-mate.hu/practical-training>

### **Skills and professional competences acquired on completion of the program:**

The graduated landscape architect-horticulturist is able to identify the professional problems of landscape architecture and horticulture, their versatile, interdisciplinary approach, and to explore and formulate the detailed theoretical and practical background necessary for their solution.

With a landscape architect-horticulturist degree, a planning authorization can be obtained as a member of the Landscape and Garden Architecture Department of the Hungarian Chamber of Architects (Landscape and garden architecture planning area).

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.
- completion of 4-week long professional training

## Final exam

### Condition to attend final exam:

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

### Parts of final exam:

- The comprehensive professional examination is based on the knowledge of the 4–6 most important professional subjects, for which a set of exam questions is issued. As part of the examination, students are also required to complete a professional drawing task, such as preparing a conceptual design for a landscape architecture element or an urban open space.
- Thesis defense.

## Field of knowledge and subjects of final exam

### *From 2021/22 academic year*

In the course, as part of the complex exam, a professional drawing task shall be prepared (preparation of a sketch plan of a landscape architecture object, urban open space).

### Thesis defense

The result of the final exam is given by the arithmetic mean of the marks of the professional complex exam and the diploma defense. If the result of either the diploma defense or the complex exam is failed, the result of the final exam is failed. In the event of a failed final exam, both the professional complex exam and the diploma defense shall be repeated.

Diploma plan topics are announced by the departments. Departments teaching foundation subjects can also announce a diploma plan topic. By elaborating the topic, the students prove that they can apply the learned material independently. The diploma plan contains its own exam, survey, analysis, proposal and planning work. The students can choose from among the proposed topics or initiate their own idea as a topic that suits their interests at the relevant department.

The thesis is written in Hungarian, but the student may request, in the manner specified in the Study and Examination Regulations (TVSZ), to submit the thesis in a foreign language with the approval of the program coordinator.

The diploma plan shall be prepared under the guidance of the specialist department and the supervisor according to the schedule fixed in the educational program and the sample curriculum of the training.

## Evaluation of final exam and qualification of degree from 2020/21 academic year

Accordingly, to chapter 4.3.15. [Final exam](#) and chapter 4.3.16. [Degree certificate](#).

## Model curriculum of the program

## 7.5. Field of training: Natural Sciences

### 7.5.1. Master's degree in Ecotoxicology program

The purpose of the training is to train specialists who, with their natural science, biological (primarily ecological and toxicological) and social science knowledge, are able to independently recognize ecotoxicological phenomena. They know the basic principles of the most important methods of ecotoxicology and the possible ways of their implementation. They are suitable for the evaluation and remediation of perceived environmental damage, as well as for placing their work in a social context. Graduates are well prepared to continue their studies within the framework of doctoral training.

#### **Qualification of the degree:**

- level of degree: **Master of Science** (MSc);
- qualification: **Ecotoxicologist**.

Length of program: **4 semesters**

Work schedule: **full-time or correspondence**

Financial options: **state scholarship or self-funded**

Program Leader: **Dr. András Székács** university professor

Training location: **Gödöllő** (Szent István Campus)

Language of conduction: **Hungarian and English**

#### **Professional practice**

The training program of the master's degree in ecotoxicology includes 4 weeks of professional practice, which is determined by the curriculum of the higher education institution. The practical time shall be spent in an institution conducting ecotoxicological tests, research or official work in ecotoxicology. The choice of the institution can be proposed by the student or the university, but shall be approved by the head of department.

#### **Skills and professional competences acquired on completion of the program**

The professional skills and attitudes of graduates **in Ecotoxicology master** program include:

- they know and apply in a complex manner the most important theoretical and practical laws related to the profession of ecotoxicologist;
- they are proficient in special ecotoxicological statistical procedures;
- they know the possible behavior of pollutants in the environment, their detection and monitoring methods;
- they can assess the effects of pollutants in different media (soil, water, air), as well as the reactions of different objects (populations, associations, ecosystems, biosphere) to environmental pollutants;
- they know global environmental problems, their economic and social background, and the measures aimed at solving them;
- they know and can apply the possibilities of estimating environmental risks;

- they know and can apply the possibilities of estimating environmental risks;
- they are proficient in the domestic and international legal regulations of the field;
- they know the domestic and international expectations and rules regarding ecotoxicology, and their sources;
- they know the research methods of the scientific field, the possibilities of their application and development;
- they know the latest results of ecotoxicology and their skillful use.

### **Conditions of obtaining pre-degree certificate (absolutorium):**

- completion of: all the compulsory subjects of the program, the required number of optional credits according to the curriculum and the number of credits for the preparation of the thesis, for a total of 120 credits.

### **Final exam**

#### **Condition to attend final exam:**

- obtained pre-degree certificate (absolutorium);
- submission of thesis and its acceptance by reviewers;
- the student shall not be in debt to the University.

#### **Parts of final exam:**

- comprehensive complex exam;
- thesis defense.

#### **Field of knowledge and subjects of final exam**

##### **General topics:**

- The effects of xenobiotics are individual (population), bioavailability, biological transformation, excretion and the biotic ligand model.
- Types and areas of application of "in silico/in vivo/in vitro" methods (advantages, disadvantages).
- Statistical methods of evaluating ecotoxicological tests.
- Theoretical foundations, notable points and areas of application of dose-effect models.
- Effects of mixtures of toxic substances (addition, synergism, antagonism, potentiation), as well as their quantitative estimation.
- Presentation of the basic principles and important steps of environmental risk analysis (ERA) through an example.
- New types of challenges in ecotoxicology (e. g. GMOs, nanotechnology). Comparison of the ecotoxicological aspects of GMOs and substances produced by nanotechnology, as well as medicines and plant protection agents.
- Characterization of the operation of GLP laboratories. Comparison of the operation of GLP and research laboratories (goals, possibilities, advantages and disadvantages).
- Environmental consequences of hormone-modulating substances.
- Characteristics of pollutants in soil and water ecosystems (sources of pollution, main types of pollutants, movement, transformation in different environmental elements).

Soil and water ecotoxicological studies (characterization of method groups),  
biomonitoring studies in soil and surface waters.

**Specific topics:**

- Problems of DDT application (ecotoxicological, economic and social aspects).
- Presentation of ecotoxicological laboratory tests (advantages, disadvantages, problems arising during application) based on a chosen test method (e.g. reproduction test developed for *Folsomia candida* (Collembola) species).
- Presentation of the REACH program.
- Presentation of the ecotoxicological effects of a chosen xenobiotic and explanation of causes and consequences.
- Description of ecotoxicogenomics (transcriptomics, proteomics, metabolomics) (purpose, test types, advantages and disadvantages). Possibilities of applying bioinformatics in the field of ecotoxicology.
- Description of the factors affecting the mobility of xenobiotics and the distribution coefficient.
- Introduction of species sensitivity distribution (SSD) models
- Environmental law principles, environmental protection and legislation. EU environmental law, major international environmental conventions.
- In ovo toxicology of avian reproduction.

**Evaluation of final exam and qualification of degree from 2020/21 academic year**

Accordingly, to chapter [4.3.15. Final exam](#) and chapter [4.3.16. Degree certificate](#).

**Model curriculum of the program**

## 8. Optional subjects

In all bachelor's, master's and undivided courses, a number of optional subjects specified in the sample curriculum of the course shall be completed, with a credit amount of at least 5% of the total credit value of the course. The sample curriculum includes which semesters and how many credits it is recommended to complete optional subjects in the training.

Regarding optional subjects, a list of subject offerings is made per training location, training level, work schedule and training language. Some optional subjects are taught via video conference system on all campuses of the University.

The list of subjects for the given academic year is accepted by the University Education Committee. The 2024/25. a list of optional subjects accepted for the academic year is available on the website of the [Educational Directorate](#).

An optional (C) subject - which is not a compulsory (A) subject of any curriculum, or compulsory selected (K) or compulsory elective (B) subject of the model curriculum of a program - can be launched if the of the minimum numbers of students are more than:

- 15 students in full-time work schedule of each program level in Hungarian language;
- 10 students in full-time work schedule of each program level, in foreign language
- 5 students in full-time work schedule of Master's level in Hungarian language;
- 5 students in full-time work schedule of Master's level or one-tier program in foreign language
- 10 students in correspondence work schedule of each program level in Hungarian language;
- 5 students in correspondence work schedule of Master's level or one-tier program in Hungarian language.

Optional (C) subjects that cannot be launched based on the minimum number of students are blocked by the Educational Directorate during the course control and blocking period fixed in the academic Schedule, and the students are deregistered from the enrolled course(s) and subject, about which NEPTUN SYS sends an automatic Neptun message.

## 9. Regulation

The University's regulations are available on the website <https://ed.uni-mate.hu/en/rules-regulation> issued by the Board of Trustees under the menu item. To view the regulations, you need to log in with a MATE ID (in the case of students, the Neptun code) and password.

### **Regulations of Requirements for Students:**

- Study and Exam Regulations
- Student Fees and Benefits
- Admission Regulation
- PhD Regulation
- Student Accident Prevention Regulations
- Student Disciplinary and Compensation Policy
- Dormitory Regulations

Compiled based on documents submitted by the campuses, institutes, and other organizational units involved in the University's educational activities by Ferenc Szalai, Director of Education; Adorján Galambos, Deputy Director of Education; and Erika Sass, Head of the Registrar's Office.

**They participated in the creation of individual chapters:**

Presentation of campuses and training sites: campus directors-general, their deputies and staff of the Campus Directorates-General; cross-border training sites: István Dóczi center manager (Carpathian Basin Agricultural and Rural Development Innovation Center).

Presentation of institutes: institute directors, their deputies and their colleagues.

Student Affairs: Director of Education Ferenc Szalai and the staff of the Educational Directorate.

Student welfare matters: Director of Education Ferenc Szalai, Erika Sass, Head of the Registrar's Office, Andrea Haramia assistant.

Chapter of university bodies and persons acting in student affairs: Ferenc Szalai, Dr. Júlia Vass, HR director, Dr. Eszter Baumstark head of department, Gabriella Kovács head of department, staff of the Educational Directorate.

Student Remedy system: Dr. Eszter Baumstark head of department, Gabriella Kovács head of department.

Dual and cooperative training: Dr. Ákos Bodnár, head of department – dual training (Dual and Practical Training Department) and Dr. Péter Kiss, university professor – cooperative training (Technical Institute).

Talent Council, College of Specialized Studies, Scientific Students' Association Conference (SSAC): Dr. Éva Mónika Szendrő, vice-president responsible for Colleges of Specialized Studies and Mónika Urbánné Malomsoki, vice-president responsible for Scientific Students' Association conferences

Student mobility: Dávid Békési international director Dr. Zsuzsanna Tarr head of center.

Equal opportunities: Education director Ferenc Szalai, staff of Equal Opportunities Committee

IT services: employees of the IT Directorate.

Sports and other leisure activities: Director Zoltán Kovács (Physical Education and Sports Institute).

Library services: Gábor Kiss, Director.

Career and professional guidance, mental health counseling: Barbara Lapu-Balogh, Head of Center.

Doctoral schools: Director-General Dr. Lajos Helyes and head of center Mónika Hajdú (Doctoral and Habilitation Center).

Presentation of trainings: institute directors, deputy institute directors, program leaders.



Approved by: Dr. István Szabó, university professor, vice rector of education and international affairs.

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