



UNIVERSITY OF PUBLIC SERVICE

STUDENT GUIDE



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CONNECT WITH US

UNIVERSITY OF PUBLIC SERVICE



Welcome to the University of Public Service!

It is an often voiced thought that going abroad to study and participating in an exchange programme is an invaluable experience, as well as a great adventure in one's academic career. This has never been truer than it is today. On behalf of the whole staff and the lecturers, I would like to thank you for choosing UPS to be part of that experience, and I assure you that we are fully committed supporting you during your studies and we hope that your stay in Hungary will be unforgettable. By joining UPS you will be a part of the strongly knit community of the university – while keeping up with the dynamic educational developments of the 21st century. The mission of our university is to train professionals through earning three types of degrees: Bachelor, Master and Doctoral. Our aim is for our graduates to become capable individuals who are committed to tackling the challenges that affect the various parts of the public sector.

UPS was established in 2012 as a result of a merger of three separate higher education institutions. The legal predecessors were Zrínyi Miklós University of National Defence, the Police College and the Faculty of Public Administration at Corvinus University of Budapest.

In 2017 UPS integrated the water science department of the Eötvös József College of Baja which now operates as the Faculty of Water Sciences. The university is constantly evolving in order to respond to the changing needs of the education sector. This academic year also marks an institutional milestone as a new faculty – the Faculty of Public Governance and International Studies – has been established. As of today, UPS has four faculties (the Faculty of Military Science and Officer Training, the Faculty of Law Enforcement, the Faculty of Public Governance and International Studies and the Faculty of Water Sciences), four doctoral schools, and a dedicated research hub, the Eötvös József Research Centre. The latter was established at the beginning of 2019 in order to maintain and develop high-level scientific work and discussion, with the aim of becoming a leading source of knowledge in the region.

Located in the heart of Budapest, the Ludovika campus has 26 hectares of green area, providing a great environment for getting away from the noise of the city. The campus is the place for those who seek active recreation, as it offers a wide choice of indoor and outdoor sport facilities including a running track, swimming pool, gyms and an indoor shooting range. The park offers cultural programs and various leisure activities not only for students but also for the public. The renovated historical facilities and the new Educational Centre bear the infrastructural qualities of leading European universities.

Finally, let me add that I wish you all success in your studies and hope that you will enjoy your stay with us and that you will greatly benefit from your exchange programme!

András Koltay
Rector



WHY CHOOSE BUDAPEST?

A perfect place to study and expand your career. We offer brand new Campuses and Uni facilities in one of the best cities in the World, in a location best known for its friendly hospitality, unique cultural heritage and a city with a fairytale like architecture.

Our city is a true European gem situated on the banks of the Danube River full of life and is home to beautiful hot spas, world-class museums and art galleries, delicious fresh local food, and a calendar of exciting events and festivals. Budapest has several nick names: Pearl of the Danube, Paris of East, City of Spas.

MAKE THE MOST OF YOUR STAY!

We understand international students are not tourists. You're here to live!

As such, this guide is designed to help you to find out about your student visa, insurance, how to secure a place to live, get a bank account, navigate public transport and much more. It will allow you to discover what life is like here, and find a new home on your terms. We hope you'll immerse in exploring our country, find out and enjoy all that is great about the Hungarian culture and its people.

European Best
Destination 2019
*European
Best Destinations Award

36th Most Livable
City on the Planet
*QS Best Student
Cities, 2018

49th Most Desirable
Student City
in the World
*QS Best Student Cities, 2018

Budapest is
the capital
of Hungary

Population
1.74 million
people

Holds the title of the
"City of Spas" since 1934
with 118 hot spring spas
providing thermal water

Public transport
affordable, fast and reliable
59% of the population uses the
service every day to commute

WHY STUDY AT UPS?

A UNIVERSITY OF QUALITY

UPS is an internationally accredited University evaluated by the EUA – Institutional Evaluation Programme.

The University of Public Service (UPS) claims to be a unique institution in the European Higher Educational Area. We offer programmes at undergraduate, postgraduate and at doctoral level to students and also to senior and executive civil servants, military officers and law enforcement professionals, enabling them to reflect and adapt to these new challenges.

Beyond educational activities UPS also serves as a major think-tank organisation of public sphere. Enhancing knowledge transfer both at national and international level, UPS has a wide network of partners from governmental institutions through civil society organisations to foreign higher educational institutions and international organisations. As internationalisation is the top priority of the University, there is a particular emphasis on the development of degree programmes in the field of international public service in English as well as in Hungarian language.

UNIQUE EDUCATION
on Public Administration,
Military Science, Law Enforcement,
Water Sciences, International
Relations and Diplomacy

Gain a unique perspective
from professors who are
prominent decision makers
in Hungary's public
and administrative sphere

Award winner and best
ON-LINE based
education courses
in Hungary

Immerse in
Budapest's
diverse
CULTURAL LIFE!

UPS brings together
people from different
backgrounds, adding
fresh perspectives to
certain problem solving

Cross-institutional ESN Buddy
Programme in support of all incoming
international students in order to
provide assistance from the very
beginning of their arrival

Study in one of the most
modern universities of
Hungary with brand
NEW CAMPUSES

Your lecturers and tutors
are passionate,
brilliant, and dedicated to
sharing their insights and
discoveries with you

You can join more than 25 **SPORTCLUBS** and societies

We'll inspire and support you to achieve your best

We build relationships with partner institutions and research centres across the world



FACULTIES:

- Faculty of Public Governance and International Studies (FPGIS)
- Faculty of Military Science and Officer Training (FMS)
- Faculty of Law Enforcement (FLE)
- Faculty of Water Sciences (FWS)

Your student experience will be shaped by the legacy of the tradition and respectful professional heritage of the Royal Hungarian Ludovika Academy of military education, established in 1808. We will empower you with the skills and confidence to excel at all faculties we offer.

You will be taught by outstanding and inspiring teachers who will encourage you to strive for your best. You will study among talented students because our high entry standards mean you will learn with some of your generation's best. You will graduate from an internationally recognised institution as UPS is a member of a variety of international organisations. Make use of our global network! Outstanding infrastructure at Ludovika Campus is provided for you. You will have fun by immersing yourself in extracurricular activities including sports.

Your learning experience

We pride ourselves on employing professors and lecturers who are well recognised in Hungary and Europe as well. They will share the latest knowledge and ideas to inspire and guide you. You will gain knowledge adaptable to your country and we will assist you how to put theory into practice.

WE ARE EDUCATING FOR THE FUTURE

Our courses are designed to maximise your employability when you graduate. We believe your development is the most important outcome of your degree.

PRACTICAL LEARNING

You will apply knowledge in practical settings. UPS has Hungary's best equipped training facilities from our new shooting range to the recently inaugurated riding hall. We provide highly knowledgeable teachers who prepare you for your vocation and an environment that supports you to successfully put your gained knowledge into practice. We provide and foster "Life Long Learning" with our flexibility to respond to modern professional needs, trends, new scientific researches and innovations while preserving and transmitting our proven scientific and professional values.

Supporting you all the way

LEARN ONLINE

We offer courses online, on an award winning course platform, so you can expand your horizon, gain new skills and follow your curiosity.

Check our 2017/2018 foreign language publications at:

<https://en.uni-nke.hu/research/recent-publications>

A University like ours gives priority to research and scientific publication opportunities, hence we highly encourage you to get your work published.

RESEARCH AT EASE IN OUR SPECIALISED LIBRARIES

Visit our well equipped faculty libraries, find them at:

<https://en.uni-nke.hu/incoming-students/student-services/library/about-the-library>

Research on the Public Service Knowledge Portal filled with scientific publications and resources, UPS Databases.

<https://knowledgeportal.uni-nke.hu>

The University of Public Service has its own academic journals providing publication opportunities for researchers, PhD students and university students. Two of these periodicals – Academic and Applied Research in Military and Public Management Science (AARMS) and Acta Humana welcome articles written in English.

<https://en.uni-nke.hu/research/scientific-journals>

Research papers and award winning publications produced by our teachers are brought to you into the classroom.

Embrace our global network

As an international student, you know the importance of thinking and acting globally. At UPS, so do we.

AS OUR STUDENT:

Our worldwide partner and alumni networks can help you to build international relationships, leverage opportunities to enhance your studying from the start and beyond graduation.

INTERNATIONAL STUDY PROGRAMMES:

You can study at UPS with International Study Programmes such as Erasmus+ and Campus Mundi, Stipendium Hungaricum Scholarships. In addition to these, there are other international scholarship and internship opportunities to our students, scholars and researchers.

OUR LONG-TERM AGREEMENTS:

UPS has long-term agreements with universities from all over the World, with special focus on:

- traditional public policy think tanks of EU 28
- countries of the Visegrád Group
- countries of the Western-Balkans
- countries of Sub-Saharan Africa
- countries of the Middle East
- the People's Republic of China
- the United States of America
- the Russian Federation

UPS IS A MEMBER OF A VARIETY OF INTERNATIONAL ORGANISATIONS TO NAME A FEW:

AEPC – Association of European Police Colleges

CEPOL – European Union Agency for Law Enforcement Training

DISPA – Directors of Institutes of Public Administration

ESDC – European Security and Defence College

FRONTEX – UPS is an official Partner Academy in the network of the European Border and Coast Guard Agency

IAU – International Association of Universities

AIEIA/IASIA – Association Internationale des Écoles et Instituts d'Administration / International Association, etc.

Build your career

UPS provides a variety of opportunities to internationalise your student experience, study abroad, connect with other international students and develop a global outlook which employers will value.

A ONE OF A KIND EVENT IS THE AMBASSADORS' FORUM AT LUDOVIKA CAMPUS.

"Where science, culture and diplomacy meet."

UPS aims to extend partnerships and focuses on bi-lateral and multi-lateral co-operation.

The Forum has the honour and pleasure to welcome ambassadors serving in Budapest who share the views of their respective nations on contemporary social, economic and security challenges. The discussions are held with the involvement of experts from the academic life and with the engagement

of members of the distinguished audience coming from the world of diplomacy, higher education and civil society.

Launched in 2015, the Ambassadors' Forum at Ludovika is one of the gemstones of the University of Public Service. Being held on a regular basis and welcoming diplomats from Europe, America, Asia and Africa, it represents the international and intercultural exchange of views and ideas which is indispensable for advancing public service development.

We provide an opportunity for citizens of our university, as well as invited representatives of the public and diplomatic community to combine conversation and science with culture and gastronomy.

Inquire about upcoming Ambassadors' Forums at your Faculty or at the International Office of UPS to ensure your seat.





FACULTIES

FPGIS

FACULTY OF PUBLIC
GOVERNANCE
AND INTERNATIONAL STUDIES



The Faculty of Public Governance and International Studies has been established as a result of the merger of two former faculties. Students not only acquire general knowledge and skills related to public service but also learn the basics of political and legal studies including the methods of legislation and law application at national and international levels. Due to this merger, the new Faculty has become a major pool of trainings, researches and experts engaged in international studies connected to all of the professional fields of public service. Its operation aims to educate students and officers to make an international career in public service.

The new Faculty will also be prepared to deliver continuous education courses for acting diplomats, while providing the after growth for national foreign service, as well as for international and European institutions via preparation for the EPSO (European Personnel Selection Office) exam, for example the MA in International Public Service Relations Programme.

Our students will be acquainted with a broad range of contemporary questions in international relations, from the phenomenon of globalisation to the law and policy making of international organisations to international law and the law of the European Union, as well as 'hot topics' such as good governance and integrity management. Upon completion of the programme, graduates will benefit from a thorough and comprehensive understanding of today's international affairs, as well as an understanding of the instruments that will enable them to critically assess, analyse and answer global and international problems and policy issues. Former graduates of the faculty have had a notable career trajectory with several alumni becoming key decision-makers in the public sphere or having achieved a successful career in the private sector.

For people interested in academic life, the faculty offers a PhD programme, which is the first one in Hungary focusing explicitly on public administration science.



LOCATION:
1083 Budapest, Üllői út 82
(Educational Centre, 4th Floor, Room 418)



CONTACT:
antk.incoming@uni-nke.hu

FWS

FACULTY OF WATER SCIENCES

A growing talent pool for the water sector in Hungary and beyond.

The water management of the future will fundamentally define the world's and Hungary's development, economic performance, food security, environmental status and the quality of the population's life. The availability of water in adequate quantity and quality and the protection from water damage make water management a strategic sector, with engineering and water diplomacy knowledge being among the most important values of our time.

The Faculty of Water Sciences is the youngest faculty of the University of Public Service, beginning its operation in Baja on 1 February 2017. Thanks to our predecessors, the Faculty has a heritage of over 50 years in higher education. Water science education in Baja has a nationwide significance and appreciation.

The educational building of the Faculty is located in one of the most scenic areas of Baja, where the university provides training on modern water management procedures in its facilities and laboratories. Our Faculty has two measuring stations, one in the Eastern Mecsek area, one in Érsekcsanád, which both serve as field training facilities. We provide modern technology and measuring instruments that our students can use to acquire practical knowledge. We also offer accommodation to our students in the dormitory.

In the Civil Engineering and Environmental Engineering degree programmes of UPS, students are trained to answer the greatest environmental and social challenges of the 21st century and to handle the problems of water shortage and water management.



LOCATION:
6500 Baja, Bajcsy-Zsilinszky utca 12-14
(170 km south of Budapest)



CONTACT:
international.fws@uni-nke.hu

FMS

FACULTY OF MILITARY SCIENCE AND OFFICER TRAINING

As part of UPS, the Faculty of Military Science and Officer Training began its operation on the 1st of January 2012 continuing the nearly 200 years old tradition of Hungarian military officer training of the Zrínyi Miklós National Defence University.

Even today, the main tasks of the Faculty are the education and training of professional military officers along with research and development in the various fields of military science. It enjoys a wide spectrum of international relations ranging from different higher educational institutions focusing on military education and training to institutions related to the North Atlantic Treaty Organization.

The Faculty centre is located in the Zrínyi Miklós Barracks and University Campus not far from downtown Budapest. With many classrooms, seminar rooms, special language labs, sports facilities, a library with more than 500 thousand books, a restaurant and a buffet where cadets and students can pursue their studies within a fully equipped facility. Accommodation for incoming students is provided in the barracks' own dormitory building in the same compound.

The Aviation Institute of the Faculty is based outside Budapest, in the city of Szolnok, also in a military environment with own barracks facility.



LOCATION:
1101 Budapest, Hungária körút 9-11

AVIATION INSTITUTE:
5000 Szolnok, Kilián út 1



CONTACT:
hhk@uni-nke.hu

The Faculty of Law Enforcement's mission is to provide theoretical knowledge and practical training for the future mid-level and high-level leaders of the Hungarian law enforcement agencies, such as the Hungarian National Police, the National Tax and Customs Office, the Prison Service of Hungary, the National Directorate-General for Aliens Policing, and the Counter Terrorism Centre. The Faculty also has educational programs for civilians, who would like to work in the private security sector, and special educational programs in the field of national security and disaster management, as well (see the introduction of the Institute of Disaster Management). The Faculty offers education on bachelor, master and PhD level, hence it has a doctoral school in police science. The Faculty of Law Enforcement is the only organisation in the Hungarian higher education, which is entitled to issue a degree in the field of law enforcement needed for the appointment of commissioned officers.

Although most of the departments and the leadership of the Faculty are located in the Educational Centre, one part of the classes takes place in the Law Enforcement Educational Building and Residence Hall (1089 Budapest, Diószegi Sámuel utca 38–42), which has several rooms designed especially for law enforcement education: interrogation room (also suitable to do police line-ups and polygraph examination), a room for questioned document examination, two criminalistics labs equipped with crime scene investigation tools, a vehicle examination bay, a scene house (a simulated environment consisting of a pub, a bank and an apartment), a room for the administration of arrests, a photo lab, and a simulated prison cell, as well. The students of the Faculty of Law Enforcement are trained to use handguns (semi-automatic pistols) in the indoor shooting range of the university at the campus called Ludovika Rifle Club.



LOCATION:
1083 Budapest, Üllői út 82
(Educational Centre, 3rd Floor, Room 329)



CONTACT:
rtk_ndh@uni-nke.hu

FLE

**FACULTY OF LAW
ENFORCEMENT**



IDM

**INSTITUTE OF DISASTER
MANAGEMENT**



The Institute of Disaster Management is an educational unit of the Faculty of Law Enforcement. The institute is responsible for providing high-quality training through the new Disaster Management 6 semesters long bachelor and 4 semesters long master programmes. The bachelor programme offers three specializations, namely Disaster Management Operations, Fire Protection and Rescue Management and Industrial Safety. The Institute also provides an opportunity to study at the Disaster Management Research area of the university's Doctoral School of Military Engineering.

The aim of Disaster Management education programmes at the Institute is to train disaster managers who are capable of carrying out tasks related to disaster management, fire protection and industrial safety and who have the necessary knowledge of legislation, standards, principles, procedures and tools applied in disaster management. The mission of the Institute is to provide harmonized and planned training based on shared values, to enhance mobility in the students' future careers, as well as to support cooperation amongst public service careers.



LOCATION:
1101 Budapest, Hungária körút 9–11



CONTACT:
Dr. Péter Pántya: pantya.peter@uni-nke.hu
(Erasmus coordinator)

DOCTORAL SCHOOLS

DOCTORAL SCHOOL OF PUBLIC ADMINISTRATION SCIENCES

The Doctoral School of Public Administration Sciences was established in 2013 and currently it is the only doctoral school specializing in the field of public administration in Hungary. Yet the Doctoral School is devoted to public administration science, applicants may choose research topic even from the field of economic sciences or international studies. The aim of the Doctoral School's program is to provide high-quality postgraduate-level education to professionals (researchers and practitioners) working in the field of public administration. The Doctoral School offers training in organised full-time and part-time forms, funded either by scholarship or individually through a tuition fee. Selected students with proven scientific background and research activity might be eligible for individual training/preparation. Organized training lasts eight semesters and it consists of various study obligations, scientific research work and teaching practice. All students must submit and successfully defend a doctoral thesis in order to obtain a doctoral (PhD) title. Upon successful completion of the program, students are awarded a PhD degree in Public Administration Sciences. Besides providing top

quality postgraduate education to our students, the Doctoral School's mission is to establish a national centre of excellence for the research of public administration that meets the highest standards of the international scientific community.

DOCTORAL SCHOOL OF MILITARY SCIENCES

The Doctoral School of Military Sciences was established in 1996 and focuses on the questions of military science regarding the activities within the defence sphere. This includes a wide spectrum of research fields from military history through security theories, to defence administration and national security. Although the doctoral program of the School is primarily based on certain accredited MSc programmes of the University of Public Service, the law on higher education enables the admission of graduates from other universities and with a scientific background related to military science. The Doctoral School works in close cooperation with the Ministry of Defence, the Hungarian Defence Forces and with other organisations (e.g. the Hungarian Association of Military Science) that participate in research related to military science.

The international scientific recognition of the Doctoral School can be most easily demonstrated by the fact that the number of foreign students is increasing year after year. In recent years foreign students who have successfully completed their PhD studies have come from countries including France, Italy, and the People's Republic of Mongolia, Ethiopia, India and Morocco.

DOCTORAL SCHOOL OF MILITARY ENGINEERING

The Doctoral School of Military Engineering focuses on fields of research that are specifically related to the military application of engineering. This includes the training and preparation for scientific research in various related fields ranging from basic and applied research and development, through technology and technology-transfer to technological innovation. The Doctoral School of Military Engineering focuses on 8 research areas, namely Military Engineering Infrastructures; Military Technology and Robotics; Defence Electronics and ICT; Military Environmental Security; Military Logistics and Defence Economy, Security Technology; Disaster Management; Air Transport and Aviation Engineering.

DOCTORAL SCHOOL OF LAW ENFORCEMENT

Established in 2015, the Doctoral School of Law Enforcement is currently the single doctoral school in Hungary explicitly focusing on research issues of law enforcement. In addition to the other faculties, institutes and organisational bodies of UPS, the Doctoral School intends to involve scholars from external partners (international partners, universities and research institutes) in order to enhance the research programmes in law enforcement. The Doctoral School offers several formats of education, hence PhD students have the choice of full time (scholarship or self-financed) studies, part-time (self-financed) studies and individual training (self-financed) or individual preparation.

RESEARCH AREAS:

1. General theory and history of law enforcement; national security and law enforcement
2. Special branches of law enforcement, the EU and international aspects of law enforcement
3. The aspects of law enforcement in the field of legal theory, criminology, criminalistics and social sciences



INTERNATIONAL STUDY PROGRAMMES

PARTIAL STUDIES

ERASMUS+

Students' mobility programme offers an excellent opportunity to spend an exchange period at UPS. For more information please visit our homepage:

<https://en.uni-nke.hu/international/erasmus/erasmus-at-nups-or-check-the-programme-description-enclosed>

Duration: one or two semesters

DEGREE PROGRAMMES

CIVIL ENGINEERING BACHELOR PROGRAMME

Duration: 8 semesters

The purpose of the programme is to train engineers with appropriate foreign language knowledge and skills that will enable them to fulfil tasks related to construction, maintenance, operation, management and professional administration. Graduates will be qualified to manage simple planning and research tasks independently and cooperate in the execution of more complex projects.

ENVIRONMENTAL ENGINEERING BACHELOR PROGRAMME

Duration: 7 semesters

The aim of the programme is to train environmental engineers with up-to-date skills in ecology, technology, economics and management, enabling them to be able to detect environmental risks in different areas and manage damage control activities.

MA IN INTERNATIONAL PUBLIC SERVICE RELATIONS (ENGLISH)

The 3-semester long MA programme was launched in February 2016. This comprehensive programme is offered both to Hungarian and foreign citizens, focusing on security and defence studies and European studies. The programme delivered in English

language is synthesizing the methods and approaches of the disciplines of international relations, public administration, law and economics. The effects of globalisation, the law and policy making of international organisations, the institutions and sectoral policies of the EU as well as good governance or integrity management are among the topics covered in this programme. Its aim is to educate and train students to become experts in their fields in their future positions either at international and EU institutions or in their respective national public administration roles.

MA IN INTERNATIONAL RELATIONS (ENGLISH)

The curriculum of the 4-semester-long International Relations programme was, in collaboration with the Ministry of Foreign Affairs and Trade, framed to fulfil practical needs. The syllabus, having been created to provide practical knowledge and to prepare students for careers in diplomacy, is in alignment with the requirements of foreign affairs administration. Topics related to foreign economy and economic diplomacy are dominant segments of the study programme. Upon completion of the programme, in addition to earning competitive skills and knowledge, graduates will be able to build careers not only in the field of public administration, but also in the public sector, the academic sphere and in the field of international relations.

SUMMER SCHOOL

TOPIC: GLOBAL MINORITY RIGHTS

Duration: 1 week

This Summer School is envisaged as a space for meeting and consulting with authoritative academics, practitioners, civil servants and decision-makers, providing participants the opportunity to share their experiences and present their research projects for discussion.

TOPIC: HYDROMETRY & HYDROGEODESY

Duration: 10 days

The objective of the course is to provide participants hands-on experience in designing and executing field measurement campaigns under various hydrological and hydraulic conditions, as well as to give an insight to state-of-the art analyses, data management and concepts of hydrodynamic modelling.

The Summer School takes place at 3 locations, with its centre in Baja, at the Faculty of Water Sciences. After a two-days introductory theoretical training, a 2-times 4 days field measurement practice will take place on the slopes of the beautiful Mecsek-hills in Magyaregregy and near the mighty river Danube in Érsekcsanád.

Participants will work in small teams led by experts. Apart from getting to know contemporary technology, techniques and methods, it will be a unique experience to prepare maps, calculate results, write reports and build up a model on the data which the student group measured together.

SCHOLARSHIPS

There are excellent scholarship opportunities for our international students.

STIPENDIUM HUNGARICUM

The Stipendium Hungaricum Scholarship Programme was launched in 2013 by the Hungarian Government. The core mission of the programme is to increase the number of foreign students in Hungary and to encourage Hungarian higher education institutions to attract top foreign students. The programme is based on bilateral educational cooperation agreements signed between the Ministries responsible for education in the sending countries/territories and Hungary or between institutions. Currently more than 50 sending partners are engaged in the programme throughout 4 different continents. UPS has been participating in

the programme since 2015, and currently has over 50 scholarship students from all over the world in the following full-degree programmes: Civil Engineering BSc, Environmental Engineering BSc, International Public Service Relations MA, Doctoral School of Public Administration Sciences, Doctoral School of Military Sciences, Doctoral School of Military Engineering. The scholarship covers the tuition fee, accommodation costs and private health insurance for the whole period of stay in Hungary. For more information please visit the website of the Tempus Public Foundation:

<http://studyinhungary.hu/study-in-hungary/menu/stipendium-hungaricum-scholarship-programme>

CEEPUS

CEEPUS is an acronym for "Central European Exchange Program for University Studies". Current member countries: Albania, Austria, Bosnia and Herzegovina, Bulgaria, Croatia, the Czech Republic, Hungary, Macedonia, Moldova, Montenegro, Poland, Romania, Serbia, the Slovak Republic and Slovenia. Prishtina/Kosovo is also participating. The legal basis for CEEPUS is an international agreement signed by the member states and open for accession. The main activity of CEEPUS are university networks operating joint programs ideally leading to Joint Degree Programs. CEEPUS covers mobility grants for students and teachers in this framework.

You can apply to UPS directly, and after that the Tempus Public Foundation makes the final decision.

www.ceepus.info/#nbb

MAKOVECZ PROGRAM

The program was founded by the Ministry of Human Capacities of Hungary. It offers grants for one semester for BA, MA and PhD students to higher educational institutions in Hungary and in the Carpathian Basin. UPS has been participating in the program for several years, and welcomes students from the surrounding countries.



I am very happy and proud to be the first PhD graduate in the spring semester of 2018, from the first round of 2014–2018 among all foreign students at PhD level from all participating countries. This success is the story of the University of Public Service and the Doctoral School of Public Administration, besides the continuous support of Tempus Public Foundation. I come to record the first PhD among all participating countries. Hereby I would love to thank the University of Public Service and Tempus Public Foundation for their kind support during my PhD studies in Hungary. I wish success for the other students and my friends and hope more students come to UPS in the future.

Paiman Ramazan Ahmad from Iraq Kurdistan Region graduated in Public Administration, from the former Faculty of Science of Public Governance and Administration



WHY HUNGARY?

The Hungarian higher education has an impressive international reputation; Hungary is also known as the home of academic excellence with its 650 years of experience.

The oldest Hungarian university is the University of Pécs operating since 1367 but the city of Debrecen has the longest continuous history of higher education operating continuously since 1538. Hungarian diplomas are accepted and have a high prestige throughout the world.

The high standard of the programs with the quite favourable tuition fees in international comparison, as well as the affordable cost of living attract more and more international students to Budapest. Great inventors, artists and Nobel Laureates prove the high quality education of Hungary.

Hungary is proud to be in the top 20 of countries with the highest number of Nobel Prize Winners per capita. According to official statistics, Hungary is amongst the 17 safest countries around the world (Global Peace Index 2018 Report).

Hungary is in the heart of Europe, member of the EU, it is a bridge to greater Europe. You can travel around Europe easily to explore the Central European region. Hungary is a great place to discover, with 8 UNESCO World Heritage sites nationwide.

Hungary offers a vibrant life for young people with a range of cultural events and some very unique Festivals. Hungarians are amicable, open minded, helpful, are there for you to help whenever you need it.



ABOUT HUNGARY

BASIC FACTS ABOUT HUNGARY

OFFICIAL NAME: Hungary

AREA: 93,030 km²

STATE FORM: Parliamentary republic

NEIGHBOURING COUNTRIES: Austria, Slovakia, Ukraine, Romania, Serbia, Croatia, Slovenia

Hungary joined the European Union on 1 May 2004 and the Schengen Treaty on 21 December 2007. During the first half of the year 2011 Hungary was fulfilling the Presidency of the Council of the European Union. Hungary is also a member of OECD and NATO.

Administratively, Hungary is divided into 19 counties with the capital city of Budapest being independent of any county government.

CLIMATE IN HUNGARY

Hungary's climate is continental, usually with long hot summers and cold, humid winters. The average yearly temperature is 8–12°C. On some very chilly winter days the temperature can decrease 10–20°C below zero, especially in the hills, while in the middle of summer temperatures around 30–35°C during the day are not unusual.

TIME ZONE: GMT + 1 hour

POPULATION OF HUNGARY

Hungary's population is around 10 million but unfortunately it's decreasing, the majority of the population live in Budapest around 2 million people.

RELIGION

Around two-thirds of the Hungarian people are Roman Catholic, about a quarter are Calvinist. The rest of the population is either Lutheran, Jewish or Greek Orthodox. You may find small percentage of Muslim, Hindu or Baptist.

HUNGARIAN LANGUAGE

The official language is Hungarian which is spoken by about 13 million people worldwide, therefore this is the 57th–60th most spoken language from the 5000–6000 living languages in the world. Although the vast majority of the population is Hungarian, numerous ethnic minorities – Gypsies, Croats, Slovaks, Germans – live throughout the country who spoke their native language and do a lot to preserve their traditions.

TELEPHONE

The international code for Hungary is 36. Making a phone call within the country: 06 – [regional number] – [telephone number]. The regional number of Budapest: 1. Telephone numbers in Budapest consists of 7 digits while countryside numbers are 6-digits. Hungarian cell phones have mobile dialing codes: 20, 30, 70. Making a phone call within the same region or Mobile Network Operator: without prefix.

ELECTRICITY

Voltage is 230 Volt, frequency is 50 Hz.



Study in Budapest

Budapest is a city full of surprises and wonder, with its lively centre, pretty parks, majestic river, tall church spires, and lavish spas. Budapest is full of secrets to uncover, hidden spots to explore and old favourites to revisit.

Budapest is the capital of Hungary. It is situated on both sides of the River Danube, which is the second largest river in Europe. Budapest has around 2 million inhabitants. Most of the Hungarian administrative, business, and economic activity are concentrated here.

The International Wine Festival, the Buda Castle Beer Festival, the Budapest Summer Festival, the Budapest Pálinka Festival, Sziget Festival, Formula 1 and one of the largest Christmas Markets in Europe are just a sampling of the best features of Budapest. No matter when you visit Budapest, there's a fun event to explore.

Hungary is becoming an increasingly popular study abroad destination. Hungarian higher education has much to commend itself, among other things, its very strong tradition in science. Beyond high quality education, Hungary also provides a lively and welcoming culture,

a fascinating history and beautiful cities. For the past twenty years, thousands of international students have attended Hungarian higher education.

The Hungarian system of higher education is roughly split into the system of colleges and universities. Many colleges are directly affiliated with a university and operate as college faculties of the university. Universities generally award both college and university level courses.

Starting in 2005 and 2006, Hungarian institutions of higher education have started the transformation toward the regulations of

the Bologna system. In the new system, both colleges and universities may launch bachelor, master and PhD programs provided that the necessary requirements are fulfilled. This also means that all awarded degrees are equivalent and transferrable throughout the EU and many other countries.

As in many other countries, some qualifications will not be available at bachelor level, but instead start with the award of a master degree. Examples of such qualifications are: medical studies, veterinary science, pharmaceutical studies and architecture to name a few.



I really appreciate the work of the coordinators and mentors of the Erasmus program at UPS, because I was never alone with my problems. I can always rely on their help.

**Andrzej
from Poland**

Culture shock and the Hungarian Culture

Moving abroad can be a very stressful experience, and the impact of moving from a familiar culture to an unfamiliar one is referred to as 'culture shock'. It can affect anyone and it's a normal process to go through. Culture shock can describe the combined effects of experiencing a new environment, meeting many new people and adjusting to life in another country.

We will be happy to help in this matter, and your buddy allocated to you by the Erasmus Student Network will be there to help you. Still, please read some useful information you might want to know in order to be able to cope with culture shock.

Hungarian customs may be very different to those of your own culture.

SOME EXAMPLES

If you ever feel you are being asked personal questions, this is simply meant as part of the getting-to-know-you process.

Close friends or relatives typically meet by kissing lightly on each cheek.

In Hungary it is quite common to see couples kissing and holding hands in public.

In more formal circumstances, meeting and greeting is much more traditional, in that handshakes and maintaining eye contact are considered the proper etiquette.

Bear in mind that Hungarians sometimes openly study people around them. For instance, if waiting at a bus stop or on the train, don't be alarmed if you appear to be a subject of interest for someone else.

Touching another person's back, shoulders or arms in a non-intimate relationship is generally considered offensive and felt uncomfortable.

Asking personal questions of a person met for the first time may be seen as improper and intrusive.

KEY DATES

Official Holidays and important dates:

1 January – New Year's Day

15 March – Memorial day of the 1848 Revolution

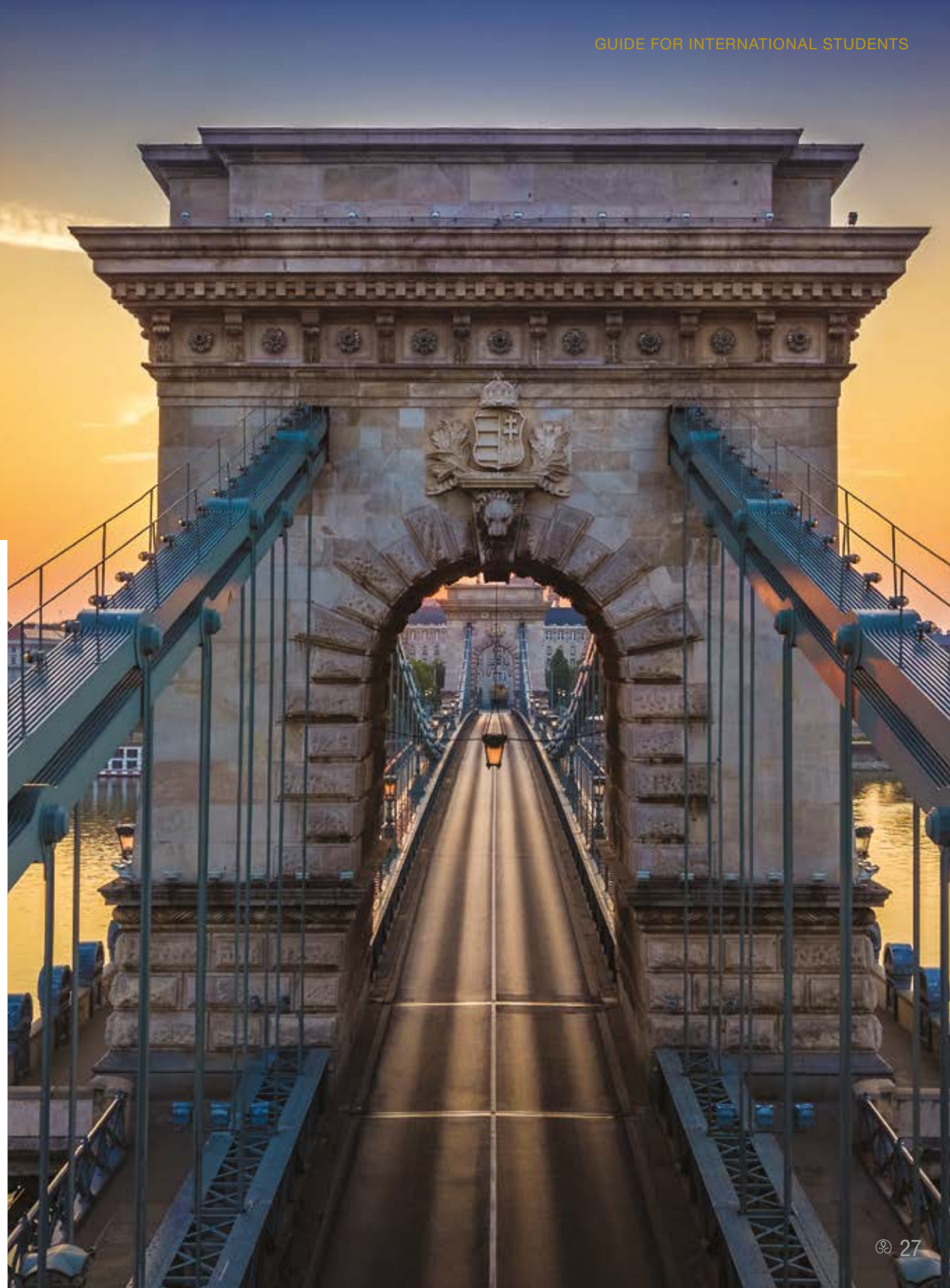
1 May – Labour Day

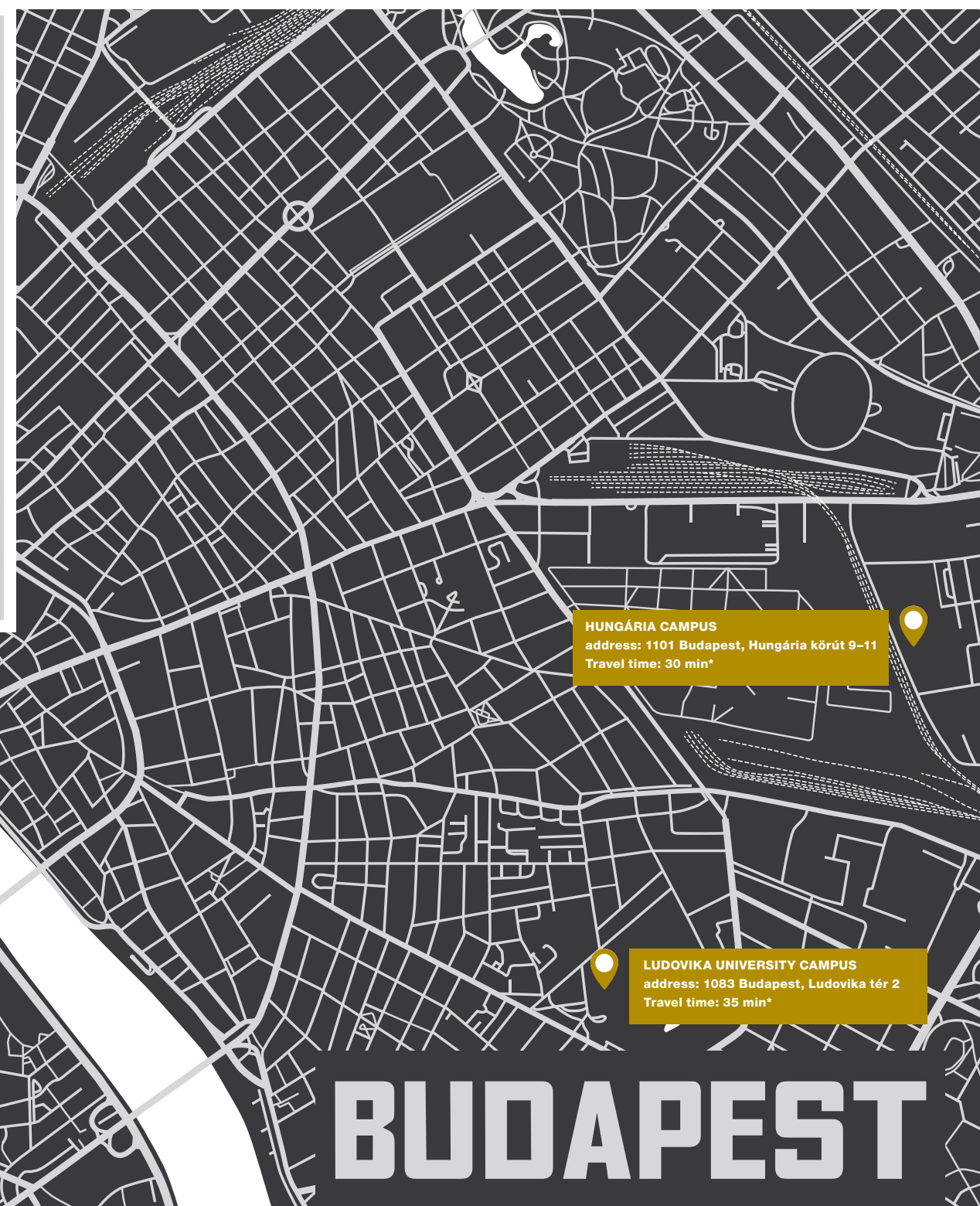
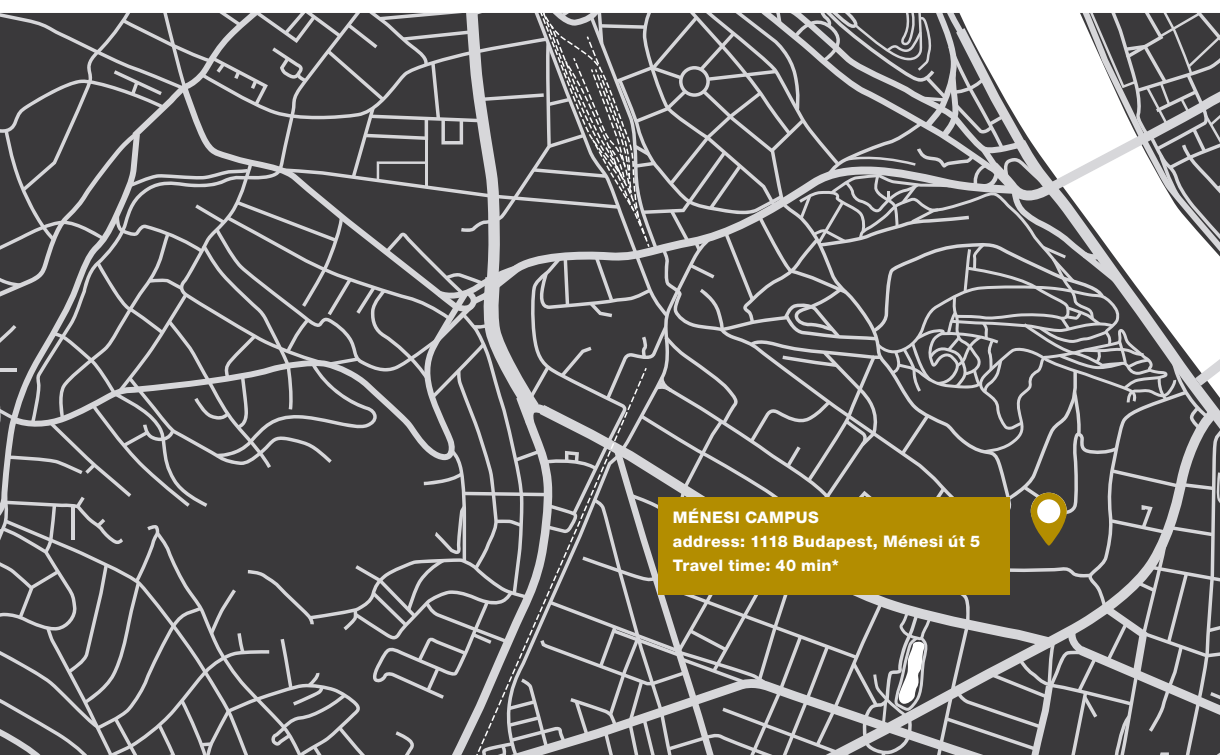
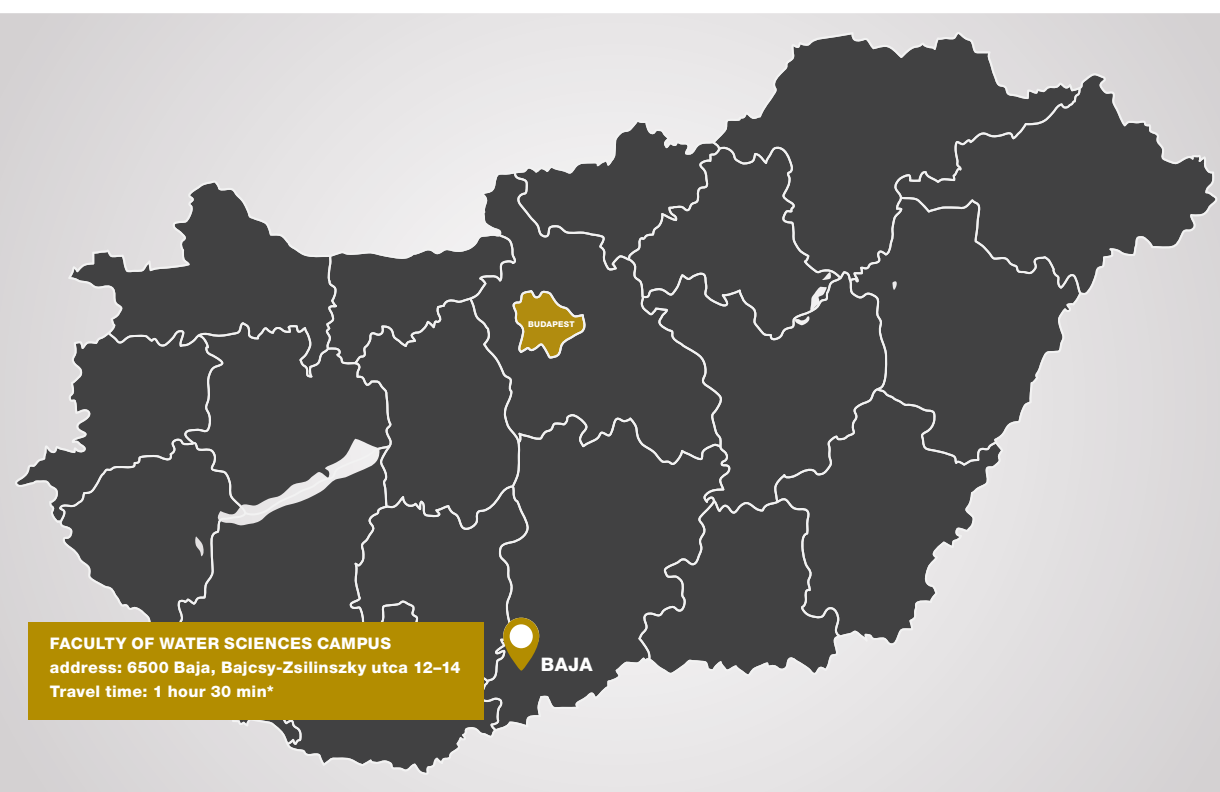
20 August – Saint Stephen's Day

23 October – Memorial day of the 1956 Revolution

1 November – Day of remembrance of the dead

25–26 December – Christmas





*from Ferenc Liszt International Airport with airport shuttle service or by taxi without heavy traffic



HOW TO APPLY?



As application dates vary, we highly recommend that you check your desired International Study Programme's application dates with the coordinators given in the Faculties sections or with the Erasmus+ coordinators. For more information on how to apply please consult the given websites.

INTERNATIONAL APPLICANTS – FEE PAYING

Applications should be submitted directly to UPS using our online application site. Applications sent through regular mail or e-mail will be rejected without consideration. Before you start your application process please read carefully the instructions at: <https://en.unike.hu/education/master-programmes/master-in-international-public-service-relations-degree-programme/how-to-apply>

INTERNATIONAL APPLICANTS – STIPENDIUM HUNGARICUM SCHOLARSHIP

Eligible applicants have to apply through the application system of the Tempus Public Foundation, the institution responsible for the coordination of the programme. Applicants have to submit the same documentation and will go through the same admission procedure as other international applicants. Eligibility criteria and further details can be found on the website of the programme: www.stipendiumhungaricum.hu

HUNGARIAN APPLICANTS

Hungarian citizens may only apply through the national online application system ("Felvi.hu"). Further information about the application procedure and the online application form is available at: www.felvi.hu.

Note: In certain cases non-Hungarian citizens may be eligible for a state scholarship (e.g. EEA citizens). Please visit www.felvi.hu for more information.



PRIOR TO YOUR ARRIVAL

To make sure you get off to a good start, there are a number of things to do before you arrive to Budapest. We are offering some supportive measures, even before your arrival such as ESN services to have a helping hand for example with finding your accommodation.

YOUR STUDENT VISA

If you are a non-EU citizen, you need to have a VISA, type D prior to your arrival!

GENERAL INFORMATION

Hungary is a member of the Schengen Area, therefore if you have a valid Schengen visa (i.e. you have not surpassed the validity date, the number of days and the number of entries permitted) then you can use it to travel to Hungary as well. We would strongly recommend you to apply for a visa as early as possible! Please note that in certain cases the visa procedure could take up to 60 days (in accordance with Article 23 of the Visa Code).

WHERE TO APPLY FOR A SCHENGEN VISA TO HUNGARY

Applications may be submitted directly at the Consulate.

If you want to visit a Schengen country you should apply for a visa at the Consulate of that country. If you wish to visit several Schengen countries you should apply at the Consulate of the country where

you intend to stay for the longest period of time. If you intend to visit several Schengen countries but no main destination can be determined, you should apply at the Consulate of the Schengen country whose external border you will cross in order to enter the territory of the Schengen Area. Applications should be lodged at least 15 days before the intended journey. Please note that neither the Consulate nor the Visa Centre takes any responsibility for applications submitted less than 15 days before this date and the Consulate reserves the right to send back such applications without making any decisions on them.

HOW TO APPLY FOR YOUR VISA

Applicants are advised to book an appointment to submit an application (appointments can be booked on-line).

GET IN TOUCH WITH ERASMUS STUDENT NETWORK

Erasmus Student Network (ESN) is the biggest student association in Europe. It was founded in 1989 and legally registered in 1990 for supporting and developing student exchange.

ESN works as an umbrella organisation with its local sections operating at the different higher educational institutions. The ESN sections are organisations consisting of and operated by national students with the aim of helping international students to integrate into the student life of their respective universities and to find their way in a new country.

ESN UPS is one of the sections operating at our University consisting of buddy and mentor students from each faculty. ESN UPS is an extremely active and joyful group of students, with great programmes. ESN has a buddy program that aims to help international students in their daily life and ESN mentors are responsible for organising cultural programmes (e.g.: Hungarian Day, International Dinner), sightseeings, weekend trips to famous cities of the countryside, teambuildings etc. ESN members do their work on a voluntary basis to assist students in academic affairs or everyday life issues.

CONTACT:

Facebook page: <https://www.facebook.com/esn.nups/>
Instagram profile: https://www.instagram.com/esn_nups/
E-mail address: esnups@gmail.com

SELECT HOUSING OPTIONS

Whether you would like to live on-campus or off-campus, there are a number of options you can explore to find housing to suit your needs.

You will be an incoming freshman who can choose to live in the University's dormitory or rent a flat independently.

Students of the Faculty of Military Science and Officer Training

1101 Budapest, Hungária körút 9–11

Students of the Faculty of Law Enforcement

1089 Budapest, Diószegi Sámuel utca 38–42

Students of the Faculty of Public Governance and International Studies

Ludovika Residence Hall: 1089 Budapest, Orczy út 1

Students of the Faculty of Water Sciences

6500 Baja, Bajcsy-Zsilinszky utca 12–14 (170 km south of Budapest)

FEATURES OF THE DORMITORIES

A comfortable and well-furnished room contains a desk, side table with lamp, storage space for your clothes.

- self-catering kitchens are commonly shared on each floor
- washing machines are common and located on each floor
- common area in the central hall
- bathroom for each room
- students living in the dormitories may have a bedroom and share with a roommate (double room)

RENT A FLAT

If you wish to rent an own flat, ESN Buddy Programme can support you and your buddy is happy to assist you seeking private accommodation, and showing you different centralised databases of private sector accommodation available for rent. A private accommodation is about EUR 250–400 per month per person, depending on the size and location of the flat, as well as on the number of students sharing it. If you wish to have more information regarding the internet sources and your possibilities, please do not hesitate to contact us. Please understand and accept that if you wish to find your own accommodation, we will do our best to meet your preference but no guarantees can be given.



HEALTH INSURANCE

You are going to enjoy Hungary, you need to be fit and healthy!

As an international student you are recommended to insure yourself in your own home country.

Residents of the European Union, Iceland, Norway, Liechtenstein and Switzerland, who are entitled to health care under the National Health Service or mandatory health insurance scheme of their respective countries of residence, are entitled to receive health care in Hungary. Such health care applies to:

- treatment which is deemed necessary on medical grounds
- treatment provided during the temporary stay in Hungary
- treatment which takes into account the nature of the benefits required and the expected length of the stay

Medical treatment, which becomes necessary during the patient's temporary stay in Hungary, is free of charge. In cases of doubt the health care provider shall decide whether the needed treatment is medically necessary during the expected duration of the stay in Hungary. However, by virtue of the decisions of the European Commission (2004/481/EC and 2004/482/EC), all treatments are deemed necessary in case of dialysis, oxygen therapy, pregnancy and childbirth. For obtaining treatment under the same conditions as Hungarian insured persons, a European Health Insurance Card (EHIC) or the Provisional Replacement Certificate (PRC) must be submitted to the health care provider.

WHAT TO PACK?

- important documents (passport, visa, itinerary, plane tickets, etc.)

- purse with \$100 in local currency (make sure you have enough cash for a few days until you can find an ATM)
- extra eye glasses/contacts, sunglasses
- enough prescription drugs for the length of your stay (you will need to check to make sure you can bring them into the country and that you have proper documentation, i.e. a doctor's note)
- backpack (for day trips and daily use) – you should use this as your carry-on so you'll have less luggage
- computer with charger
- cell phone: simple, cheap
- camera with cords and charger
- adapters (changes the shape of the electrical plug) converter (reduces or increases the current's voltage)
- umbrella or rain coat
- watch

- clothing/shoes (two weeks' worth) suit for the four seasons in Hungary (temperature may change from -15°C to $+25^{\circ}\text{C}$ between January and May)
- for Cadets doing their mobility at FMSOT: BDU is required for attending the courses, meeting your teacher/supervisor, and partaking in official occasions inside the barracks of the Faculty

Student documentation:

Exchange student

- Please collect information about the necessary documentation your sending institution will require at the beginning or at the end of your mobility.

Full degree student

- Don't forget to bring your original diplomas and documentation.
- Check how to get to UPS from the airport and arrange someone to meet you via ESN.

ARRIVING AT NUPS

As a new international student at UPS, you probably have lots of questions about the university and living in Budapest. This guide is designed to answer some of your questions about settling in and making the most of your time.

UPS International Students are also welcome to contact our International Office for support.

CENTRAL ADDRESS

ADDRESS: 1083 Budapest, Ludovika tér 2

POSTAL ADDRESS: 1441 Budapest, PO Box 60

PHONE: +36 1 432 9000

INTERNATIONAL OFFICE

ADDRESS: 1089 Budapest,

Diószei Sámuel utca 23 (Lakeside Building)

PHONE: +36 1 432 9000

GENERAL ISSUES: nups.international@uni-nke.hu

MOBILITY OF STUDENTS AND STAFF:
international.exchange@uni-nke.hu

UPS ON THE WEB:

HOME PAGE: <http://en.uni-nke.hu>

WHAT TO DO WHEN YOU ARRIVE AT THE AIRPORT



There is one airport – Budapest Liszt Ferenc International Airport (in Hungarian: Budapest Liszt Ferenc Nemzetközi Repülőtér) – situated in Budapest with two terminals: terminal 2A and 2B (formerly known as Budapest Ferihegy International Airport). It is by far the largest of the country's four commercial airports. The airport is located 22 kilometres (13.67 mi) east-southeast of the centre of Budapest and was renamed in honour of Ferenc Liszt (Hungarian composer) on the occasion of the 200th anniversary of his birth.

LUGGAGE

Please note that the following items should be kept with you at all times during your journey to Hungary: your ticket, passport (visa if necessary). Carry these documents in your purse so that they are easily accessible. Remember that luggage may be roughly handled on its way here, make sure that suitcases are securely strapped and have clearly typed labels with your name and the address. Also, make sure that you do not exceed the weight limit for luggage on the plane otherwise you will be required to pay for "excess baggage". On most European flights the weight

limit of your hand luggage is 10 kg, and of your luggage is 23 kg or 32 kg – it depends on what kind of flight ticket you buy –, but before you start packing, please check the airline's luggage policy carefully on how many suitcases you can check in for your flight and what the weight limit is.

RESIDENCE PERMIT

Foreigners intending to stay more than 3 months in Hungary may apply for a Residence Permit for the Purpose of Study after your arrival to Budapest. You should go to the Office of Immigration and Nationality.

ADDRESS: 1117 Budapest, Budafoki út 60

P.O. BOX: 1903 Budapest, PO BOX 314

TELEPHONE: +36 1 463 9100

FAX: +36 1 463 9108

E-MAIL: migracio@bah.b-m.hu

Residence permit for studying purposes can be issued for a person, who wishes to reside in Hungary to study on a full-time basis in an accredited higher educational institute. You need to have a Residence Permit for the Purpose of Study if you are not an EEA national



or you do not accompany family members of EEA citizens and Hungarian citizens.

OPENING A BANK ACCOUNT

Exchange rates may vary so you are advised to check them in advance. They are always available on websites of banks as well. Smaller shops also accept bank cards and paying with paypal is becoming more and more widespread, mainly in the capital and in larger cities. Banks are usually open from 8.00 am to 16.00 pm. At weekends and on national holidays banks are closed.

WHAT SORT OF BANK ACCOUNT SHOULD I OPEN?

UPS does not endorse or recommend the services of any bank in Hungary. We would encourage you to open a bank account with some major banks in Hungary and be familiar with the special conditions for students.

With your Hungarian debit card you are able to withdraw free of charge from any Teller machine but only twice in each month then you will be charged. Please, check affiliate bank withdrawal charges because they will charge more than your own bank ATMs.

WHAT DO I NEED TO OPEN AN ACCOUNT IN HUNGARY?

You will need to have your passport or personal ID (concerns EU Citizens).

WHAT DOES ATM STAND FOR?

ATM stands for Automatic Teller Machine. The use of ATM machines is common in the country; cash can be withdrawn at post offices as well. It is necessary to pay attention which ATM you use, because ATMs not affiliated with your bank can charge higher commissions. Furthermore, you can change money in banks or private money exchange offices.

WHAT ARE THE MOST COMMON FEES ASSOCIATED WITH THE CARD?

Replacement of a card, new PIN code, card blocking fee. There are higher fees for USD and EUR cards. Should I open a foreign currency account (US dollar, EUR, etc.) at Hungarian banks? Yes, if you receive your stipend in EUR and have no own EUR account. Not necessarily, if you receive your stipend in HUF. See what the conditions are and compare them with each other before deciding.



STUDENT CARD

You can apply for an international student ID prior to your arrival to Hungary. There is a wide range of benefits, discounts and services that are available for ISIC cardholders.

LEARN MORE AT: <http://www.isic.org/about-us/>

You can apply for a temporary student ID or certificate during your stay in Hungary. The faculties have different practices for issuing these documents. Please ask your faculty Erasmus Program coordinator for more information.

TEMPORARY STUDENT ID

All Hungarian students are provided with a student ID card, which grants numerous advantages to its owner: half-price entry to leisure and sports facilities (gym, swimming

pool, cinema, concerts, etc.) and 50% (or more) discount when buying tickets, monthly-tickets for urban or interurban transportation (bus, tram, metro, train, etc.).

International students are only allowed to ask for a temporary student ID, since the process to acquire a "normal" one takes longer than the erasmus+ program.

The temporary student ID is an equivalent to a student ID, with all of its benefits, and it takes only 5 minutes to get one at the office of the Dean of Studies.

It expires after two months, but everyone can issue for a new one, anytime.

Important: the number on the temporary student ID must be written on monthly tickets, and always issue for another temporary student ID before the date of expiry!

INTERNET ACCESS

Free wifi is available in all campuses and dormitories of UPS that can be used with your "Neptun" (Students Registration System) account.

LIBRARY

International students can use the library free of charge after registration. The library is equipped with computers, internet access, and copy machines. Printing and photocopying are fee-based services for all students.

MAIN SCIENTIFIC AND EDUCATIONAL SUBSCRIPTIONS:

- Jane's databases
- Proquest Military Collection
- Encyclopaedia Britannica
- EIS databases
- EBSCO databases
- Hungarian Parliamentary databases
- Bruxinfo
- Arcanum Digital
- Knowledge Base (ADT)

THE LIBRARY'S OWN DEVELOPED DATABASES (HUNGARIAN)

- Database on Security and Defence Policy
- Database on Military Science
- NATO documentary database
- Dissertations, theses as database
- Entire dissertations
- Database on journals
- Database on notes
- Database on social science
- Király Béla databases

LIBRARIES AT THE FACULTIES

Central University Library

1083 Budapest, Ludovika tér 2

PHONE: 432 9000 / 29 214 or 29 143

E-MAIL: konyvtar@uni-nke.hu

OPENING HOURS:

Monday	09.00 – 18.00
Tuesday	09.00 – 18.00
Wednesday	09.00 – 18.00
Thursday	09.00 – 18.00
Friday	09.00 – 16.00

Library at the Faculty of Military Science and Officer Training

1101 Budapest, Hungária körút 9–11

Building No. 2, Room 025–027

PHONE: +36 1 432 9000 / 29 214 or 29 143

OPENING HOURS:

Monday	10.00 – 18.00
Tuesday	10.00 – 18.30
Wednesday	10.00 – 18.00
Thursday	10.00 – 18.00
Friday	10.00 – 15.30

Library at the Faculty of Water Sciences

6500 Baja, Bajcsy-Zsilinszky utca 12–14

PHONE: +36 79 523-900

OPENING HOURS:

Monday–Thursday	08.00 – 16.00
Friday	08.00 – 13.30





SPORTS AND RECREATION AT UNI

The University of Public Service can proudly claim to be a “Sporty University” as students enjoy a wide range of possibilities to spend active leisure time at every faculty, besides their compulsory Physical Education lessons.

SPORT FACILITIES

The University of Public Service currently has three faculty sports centres, one at each faculty and a central university sport centre, as well. Hence there is a wide choice of indoor and outdoor sport facilities on campuses including a swimming pool, gyms, weights rooms, a tennis court and a sauna. Sport facilities are open for every student, instructor and employee.

The four sport centres provide a wide range of sport opportunities: ball games (basketball, football, volleyball, handball, badminton and tennis), combat sports (judo, thai box, taekwondo, karate, ju-jitsu, aikido, kyokushin) aerobic, table tennis, indoor climbing, swimming, strength development and cardio training, equestrian sport, shooting sports, fencing and hiking.

The New Ludovika Campus development project includes a new sport complex such as an indoor shooting range, fencing hall, a riding course, new track and field stadium and a swimming pool which were inaugurated in mid 2018. Sport facilities are available for public use as well.

CONTACT AT THE SPORTS DIRECTORATE:

Bence Gellért

TEL: +36 1 432 9000 / 29 715

EMAIL: gellert.bence@uni-nke.hu

The swimming pool is open for the public, too. Please take the planned public opening hours into consideration:

WEEKDAYS: 06.00 – 08.00, 18.00 – 22.00

WEEKENDS: 08.00 – 20.00

UPS SPORT ASSOCIATION

The UPS Sport Association has been operating since October 2012. Its fundamental aim is to facilitate university sport life, to ensure healthy and cultured leisure spending for its members,



to ensure a place for those high level athletes who compete on national or even international championships.

The Association comprises 9 different regular sport departments including a basketball club, fencing club, swimming club, trekking club etc. The military historical societies of the University have also joined the association recently. The Association has a key role in establishing the University’s “Athlete Life Programme”. The aim of the programme is to support athletes and to provide an opportunity to have their own course and examination schedule. Enhanced support for maintaining good work life balance and to harmonise learning and competitions is provided within the framework of the Programme which provides greater opportunity to achieve outstanding performances at national and international competitions as well.

A UNI CAMPUS LIKE NO OTHER IN HUNGARY

You will need some downtime from the hard work you are prepared to do.

UPS is a “Sporty University” so, we made sure that all our students have the opportunity to focus on balancing mind work with a necessary amount of body work. We believe that our human experience can only be complete with a healthy and strong body which can be achieved through doing sports while having fun too. Our Tree top Adventure Park features exciting and challenging obstacle courses up in the tree canopy, that will have you swinging, leaping, climbing and flying through the park. You can train or just have fun.

Choose us and spend some quality good time in our Adventure Park to boost your energy and then at our Cafés, recreation halls to chill out.

The 26 hectares of green Orczy Park area and a fantastic Adventure Park is situated next to our Sports Arenas.

Ludovika University Campus has a restaurant and 2 cafés. One of the cafés is situated in an amazing environment near the lake at the Lakeside Terrasse in Orczy Park.

If you come to live at Ludovika Campus you’ll have the chance to compete with other roommates in the so called Csocsó game – table football.



ALUMNI ASSOCIATION

The University of Public Service (UPS) established its Alumni Association for UPS's and its predecessors' former students, professors, fellows, lecturers, teachers and those who previously worked closely with the university in order to:

- enhance further cooperation between the Association and UPS
- continue the inherited values and spirituality of the university community
- advance the institutional identity
- build a network between the graduated and the current students

- support and develop the study perspectives of current students
- contribute successfully to the mission and new challenges of the university

In addition to our graduated students at UPS's and its predecessors' all former and current professors, teachers, fellows, employees and current students with four successfully obtained semesters can become a member of the Association. Since 2013 the Association has been paying special attention to the information sharing for its membership through developing a new digital platform.



NEMZETI
KÖZSZOLGÁLATI
EGYETEM
LUDOVIKA

LUDOVIKA CAMPUS



GUIDE FOR INTERNATIONAL STUDENTS

- 1 **LUDOVIKA FŐÉPÜLET**
LUDOVIKA MAIN BUILDING
- 2 **LUDOVIKA SZÁRNYÉPÜLET**
LUDOVIKA SIDE BUILDING
- 3 **LUDOVIKA VÍVÓTEREM**
LUDOVIKA FENCING HALL
- 4 **OKTATÁSI KÖZPONT**
EDUCATIONAL CENTRE
- 5 **ORCZY ÚTI KOLLÉGIUM**
ORCZY RESIDENCE HALL
- 6 **SPORTPARK**
SPORTS PARK
- 7 **LUDOVIKA ARÉNA**
LUDOVIKA ARENA
- 8 **TÓPARTI ÉPÜLET**
LAKESIDE BUILDING
- 9 **EGYETEMI SPORTPÁLYÁK**
UNIVERSITY SPORTS COURTS
- 10 **LUDOVIKA LÖVÉSZKLUB**
LUDOVIKA RIFLE CLUB
- 11 **RENDÉSZETI OKTATÁSI ÉPÜLET ÉS KOLLÉGIUM**
LAW ENFORCEMENT EDUCATIONAL BUILDING AND RESIDENCE HALL
- 12 **LUDOVIKA HUSZÁR LOVARDA**
LUDOVIKA HUSSARS RIDING HALL
- 13 **BUTTLER TERASZ**
BUTTLER TERRACE
- 14 **CSÓNAKÁZÓTÓ**
BOATING LAKE
- 15 **KALANDPARK**
ADVENTURE PARK
- 16 **LUDOVIKA CAMPUS KÖRÚT**
LUDOVIKA CAMPUS BOULEVARD
- 17 **LUDOVIKA TÉR**
LUDOVIKA SQUARE
- 18 **ORCZY-PARK**
ORCZY PARK

P PARKOLÓ
PARKING

JÁTSZÓTÉR
PLAYGROUND

MOSDÓ
RESTROOM



YOUR STUDENT EXPERIENCE OUTSIDE UNI

TRAVELLING IN BUDAPEST AND IN HUNGARY

By train

The main Railway Stations are “Nyugati”, “Déli” and “Keleti”. The Hungarian railway network, MÁV, is accessible through www.mavcsoport.hu.

By bus

There are several international bus lines to Budapest, arriving to “Népliget”. The main international lines are Eurolines or Orange Ways. The domestic bus line is Volán, accessible at www.menetrendek.hu.

Public Transportation in Budapest

There are 4 metro lines and several tram and bus lines across the city. The same ticket is valid for all means of transportation.

WHILE TRAVELLING WITH THE BUDAPEST PUBLIC TRANSPORT YOU CAN OPT FOR THE FOLLOWING:

a single ticket (HUF 350),
Airport shuttle bus single ticket (HUF 900),
a Budapest 24-hour travel card (HUF 1,650),
a 7-day travel card (HUF 4,950),
a 15-day pass (HUF 6,300),
and a monthly Budapest pass (HUF 9,500).
The monthly pass allows you to travel day and night on any vehicles run by BKK (Budapest Transport Limited). Please note that you will get a Student Card which will enable you to get student discount of monthly Budapest pass (HUF 3,450 – keep your students ID with yourself). One single ticket is valid for one uninterrupted journey of up to 60 minutes, whereas a pass is good for unlimited travel in Budapest.

Tickets and passes can be purchased at major Metro stations, such as Deák Tér. Tickets can be validated by means of meters on the board of buses and trams or at entrances of metro stations. The validated tickets should be kept till the end of the trip and handed over to the controller on request. It is cheaper to buy a block of 10 tickets (“gyűjtőjegy”: HUF 3,000) than buying the single tickets separately.

IMPORTANT:

You must have a ticket or a valid pass before boarding the vehicles. The tickets should be validated by the punchers before starting your trip on the Metro lines, or right after embarking other means of transport. BKK officials are authorized to check the validity of your ticket or pass any time during or after your trip. Passengers without valid ticket or pass are to pay a heavy fine of HUF 16,000 (approx. EUR 55) on the spot. Night buses are operating during the night in Budapest.

FOR MORE DETAILED INFORMATION PLEASE VISIT:
<http://www.bkk.hu/en/main-page/news/>

Taxi

Taxis can be hailed on the street, but it is cheaper to call in advance.

BASE FARE: HUF 700 / PRICE PER MINUTE: HUF 75;

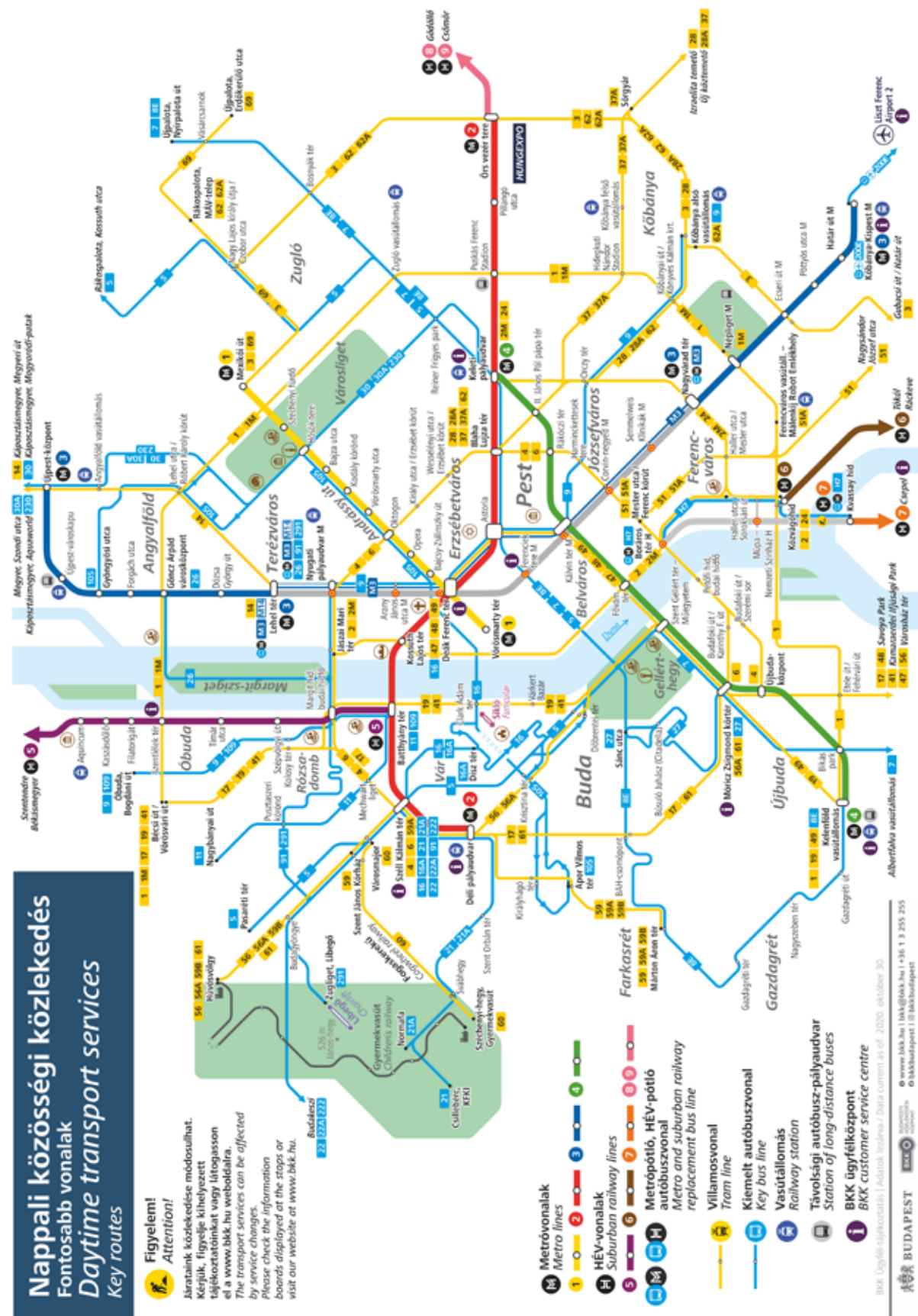
PRICE PER KILOMETER: HUF 300

CITY TAXI: +36 1 211 1111

FŐTAXI: +36 1 222 2222

BUDATAXI: +36 1 233 3333

TELES TAXI: +36 1 555 5555



ENTERTAINMENT, CULTURE AND ART

One thing is guaranteed, you will not run out of options to keep yourself entertained. These venues and events will help you enrich yourself in a cultural way, too.

MUST SEE MUSEUMS

Budapest is filled with museums, temporary exhibitions and pop-up galleries to explore. If you have limited time to enjoy them, there are 15 major museums you may wish to choose from:

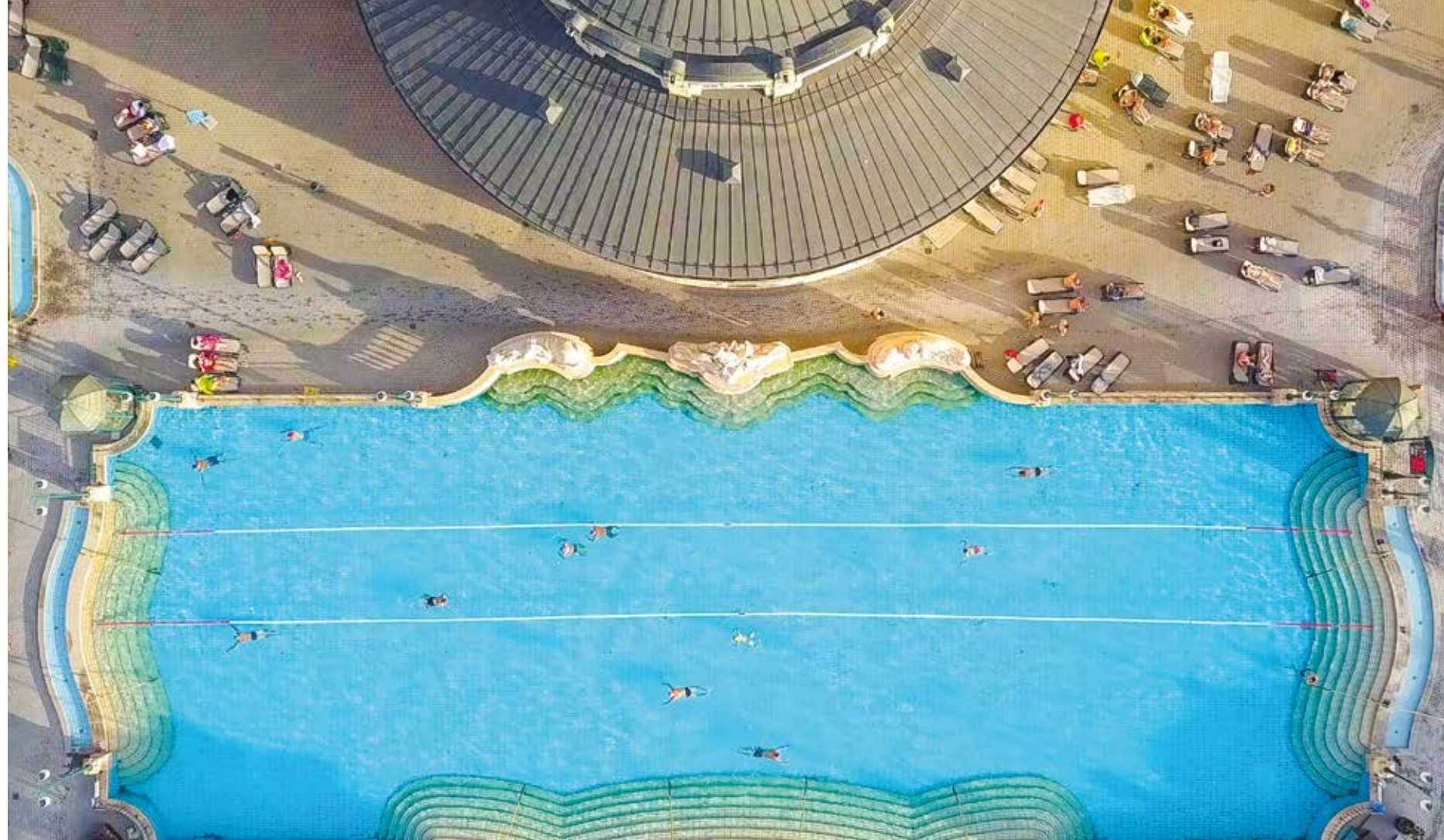
- Budapest History Museum, Castle Museum
- The Hungarian National Gallery
- The Museum of Fine Arts
- The Hungarian Natural History Museum
- The Kiscelli Museum
- The Kunsthalle (Műcsarnok)
- The Ludwig Museum
- Holocaust Memorial Centre
- House of Terror Museum
- The Hungarian House of Photography in the Mai Manó House
- Hungarian Museum of Science, Technology and Transport
- The Hungarian National Museum
- Iron Curtain, Memento Park
- The Museum of Ethnography
- (The building of the Museum of Applied Arts is undergoing reconstructions.)

There is a thing called Ruin bars and pubs in Budapest international students and travellers love. You may wish to visit these so may as well take CNN Travel's advise which show the best ones. Budapest's best "ruin bars" by CNN Travel

<https://edition.cnn.com/travel/article/budapest-ruin-bars/index.html>

DAY TRIPS

Learn about traditions in a traditionally multicultural country. Szentendre is one of the closest destinations to Budapest that you can't miss. The beautiful architecture of the town reflects the diversity of ethnicities who lived here after the Turks left. Arts and culture is the



biggest attraction and the town is still lived by a lot of contemporary artists.

You are in Budapest for a reason and that is UPS of course :) and also to immerse into the life of the "City of Spas".

It is highly recommended that you visit Széchenyi Thermal Bath, Gellért Spa and Rudas Spa with its rooftop panorama pools but it is really up to you to explore some of the 118 available thermal baths. Please visit to find out more on this website:

<http://www.bathsbudapest.com>





FESTIVALS

Hungarians like to party and love live concerts of all sorts.

SOME OF THE MAJOR HUNGARICUMS ARE:

Sziget Fesztivál, one of Hungary's biggest music festivals, Balaton Sound at Lake Balaton, EFOTT at Lake Velence. Labelled as Hungary's largest student party, EFOTT stands for the National Touristic Meeting of University and College Students.

For more information visit a booklet on UPS portal:

<https://hellohungary.com/en>

STUDENT SERVICES AND SUPPORT

MEDICAL HELP

Students who are registered in a Hungarian address, can use the Medical Service of the 9th district (Ferencváros).

ADDRESS: 1096 Budapest, Haller utca 29/A

PHONE: + 36 1 215 1644

Students who have Hungarian Health Insurance Card, can use the Medical Service based on their accommodation reporting form (every address belongs to one of the medical services).

REPRESENTATIONS IN HUNGARY

You can find addresses, phone numbers and e-mail addresses of all the official diplomatic, directory diplomatic and other representations in Hungary on the following website:

<http://www.kulugyminiszterium.hu/dtwebe/lrodak.aspx>

CONTACT

Central Phone Number: +36 1 432 9000

POSTAL ADDRESS: 1441 Budapest, PO Box 60

ADDRESS: 1083 Budapest, Ludovika tér 2

E-MAIL ADDRESS:

international.exchange@uni-nke.hu

INTERNATIONAL OFFICE

ADDRESS: 1089 Budapest, Diószegi Sámuel utca 23 (Lakeside Building), 1st Floor, Room 106

E-MAIL ADDRESS:

international.exchange@uni-nke.hu

CONTACTS

University of Public Service

ADDRESS: 1083 Budapest, Ludovika tér 2

POSTAL ADDRESS: 1441 Budapest, PO Box 60

E-MAIL ADDRESS: international.exchange@uni-nke.hu

WE ARE HERE TO RESOLVE ALL YOUR PROBLEMS

International Office

ADDRESS: 1089 Budapest, Diószegi Sámuel utca 23 (Lakeside Building)

E-MAIL ADDRESS: international.exchange@uni-nke.hu

FACULTIES:

Faculty of Public Governance and International Studies

ADDRESS: 1083 Budapest, Üllői út 82, UPS Educational Centre 4th Floor, Room 418

E-MAIL ADDRESS: antk.incoming@uni-nke.hu

Faculty of Law Enforcement

ADDRESS: 1083 Budapest, Üllői út 82, UPS Educational Centre 3rd Floor, Room 329

E-MAIL ADDRESS: rtk_ndh@uni-nke.hu

Faculty of Military Science and Officer Training

ADDRESS: 1101 Budapest, Hungária körút 9–11, Zrínyi Campus A Building 7th Floor, Room 713

E-MAIL ADDRESS: hhk@uni-nke.hu

Faculty of Water Sciences

ADDRESS: 6500 Baja, Bajcsy-Zsilinszky utca 12–14, Room 308

E-MAIL ADDRESS: international.fws@uni-nke.hu

ESN UPS

E-MAIL ADDRESS: esnnups@gmail.com

WEBSITE: <https://nups.esn.hu/>

FACEBOOK PAGE: <https://www.facebook.com/esn.nups/>

Dormitory at Budapest, Baja

E-MAIL ADDRESS: kollegium@uni-nke.hu

Sport Facilities at Ludovika Campus

E-MAIL ADDRESS: sportiroda@uni-nke.hu

Student Services and Support

ESN UPS

E-MAIL ADDRESS: esnnups@gmail.hu

FACEBOOK PAGE: <https://www.facebook.com/esn.nups/>

INSTAGRAM PAGE: https://www.instagram.com/esn_nups/

Student Council

ADDRESS: 1089 Budapest, Orczy út 1

E-MAIL ADDRESS: ehok@uni-nke.hu

EMERGENCY NUMBERS

CENTRAL HELP: 112

24-HOUR ENGLISH-LANGUAGE CRIME HOTLINE: +36 1 438 8080

ENGLISH LANGUAGE TELEPHONE DIRECTORY SERVICE: 191 (International operator: 199)

IMPRESSUM

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What to do with the Guide for International Students published by University of Public Service after You read it?

Please pass it on to someone special to you. To a UPS prospect student you know of and to whom these information would be valuable. Thank you for keeping this issue and spreading the information.

We wish you a wonderful Academic Year at UPS!



Erasmus+