



### **Call for application**

The Central Dormitory Committee of the University Student Union (hereinafter: USU) of the University of Pécs (hereinafter: the Committee) considering Article 35 of Annex 6 of the Statutes of the University of Pécs, the Code of Charges and Benefits (hereinafter: CCB), **announces dormitory application for seniors for the academic year of 2024/2025.**

Applications may be submitted by those who have successfully applied for admission to the University, who were granted transfer to the University, who were admitted to the University as visiting students and who have student status at the University (hereinafter: student) irrespective of the study program cycle and the major they applied for to be admitted or transferred to or of the type of studies they are going to pursue as visiting students, and/or of the major or study program cycle in which they established their student status on at the University. [Section 35 (3) of the CCB]

According to Article 38 (1) when assessing the applications, the following criteria shall be taken into consideration:

- a) social situation,
- b) academic achievements,
- c) community activities,
- d) the study program schedule of the student,
- e) any exemption under Article 54 (6) hereof,
- f) preferential treatment under Article 41 Article (1) of HEA.

Please note that applications for other items specified in the CCB will be considered in a separate procedure, however, students will also need to submit their application for these items on the Neptun interface and on paper! Dormitory places will be allocated to students who have not been admitted to a dormitory on any of the titles within the remit of the USU Commission.

Applications can be submitted electronically through the Neptun system between **12 PM (Friday) 19 April 2024 and 12 PM (Friday) 10 May 2024.**

The electronically submitted application form must be printed out and signed, together with the necessary paper-based annexes. These documents must be handed in at the Administration Office of the USU to validate the application!

Deadline for arrival of documents:  
**May 10, 2024 (Friday) 2:00 p.m.**

**When sending by post, consider the time of posting!**



We cannot accept late applications!

**Deadline for mailing:** 8 May 2024 (Wednesday) (with priority)

**Postal address:**

PTE EHÖK

7622, Pécs Vasvári Pál utca 4.

**(In case of sending by post, please write your application identification number and "Dormitory application" on the envelope!)**

The electronic application form is available at [www.neptun.pte.hu](http://www.neptun.pte.hu) under the **Administration, Dormitory application** menu item.

Please note that in order to have your social situation taken into account, it is necessary to fill in the Social status assessment form, which can be found at [www.neptun.pte.hu](http://www.neptun.pte.hu) under the Administration, Requests menu.

According to Article 22 (4) of the CCB, it is possible to take into account the previously established score of the Regular Social Scholarship application / Social status assessment form submitted in the spring semester of the academic year 2023/2024. No other documents in support of the social situation are required when applying for points to be taken into account.

Before submitting the application, please study in detail the instructions when filling out the application.

If the student has not attached the required documents on paper, the Committee of the USU will evaluate the application based on the available data and documents.

After submitting the application in Neptun, please submit the form generated by the Neptun system (available under the menu item "Submitted requests", by clicking on the grey plus icon in the line of the application, under the menu item "**Download as PDF**"), **after all the necessary signatures**, together with the necessary paper-based annexes, to the **Administration Office of the USU by the given deadline**, or send it by post to the address below: **PTE EHÖK 7622, Pécs Vasvári Pál utca 4.**

Please note that the application will be rejected without a substantive examination if this is not done!

Note that the **correct and full completion of the application** and the **attachment of documents is the applicant's responsibility**. The information received from the members/trainees of the Commission is for information purposes only and is not a substitute for learning about the call for application and the instructions for completing it.



Please note that if you receive a document that you must attach late, there is a chance of re-submission after corrections. To do that use Annex 5 of Rendszeres Szociális Ösztöndíj és Alaptámogatás Pályázati Űrlap és Kitöltési Útmutató called „Kérelem önhibán kívüli dokumentum pótláshoz”.

**Re-submission after corrections deadline: 2:00 PM on 17 May, 2024 at the latest.**

***The Commission will not be able to accept late applications that have not been signed by the applicant!***

***Please note that there is no possibility of re-submission during the appeal procedure!***

***If you have any questions during the filling in of the form, please contact the members of the Committee or write to [palyazatok.ehok@pte.hu](mailto:palyazatok.ehok@pte.hu)!***

Pécs, 19 April 2024

Kulcsár Zoltán sk.  
president  
Central Dormitory Committee



**PÉCSI  
TUDOMÁNYEGYETEM**  
EGYETEMI HALLGATÓI ÖNKORMÁNYZAT

*Please note that this document is solely a translation of the official Hungarian text, therefore binding decisions can only be made based on the Hungarian text. In case of any doubt, the Hungarian text has authority.*