

Info about the letter of compliance

(October 2008)

Dear graduating Students,

Dear Colleagues,

we would like to thank you for having studied with us in Budapest and wish you good luck for both your professional and private life!

Regards,

Balázs Gerics

Should you require a „Letter of Compliance” (indicating that the Budapest-curriculum is accredited by the EU and meets the set requirements) you are asked to hand in the following documents:

- application form
- copy of your degree
- copy of payment of the administrative fee (HUF 17.250,-)
- copy of your ID (residence permit, driving license or passport)
- your address, where to the certificate should be sent

The administrative fee has to be paid to the following account: 10032000-00282637-00000000 indicating your name and with the remark „MEIK” for „Magyar Ekvivalencia és Információs Központ”, i.e. Hungarian Center for Equivalence and Information. (If you would like to pick up a yellow check and pay it at a Hungarian Post Office please visit Szalay u. 10-14 in the 5th district.)

The address your request should be sent to is:

Oktatási Hivatal, MEIK

Báthory u. 10

H-1054 Budapest

Hungary

If you are about to deliver it personally please do so at Szalay u. 10-14 in the 5th district (Oktatási és Kulturális Minisztérium Ügyfélszolgálati Irodája – Clients Office of the Ministry of Education).

The (Hungarian) „Letter of Compliance” is going to be issued within 30 days after your application arrived. The application form is available at <http://www.oh.gov.hu/main.php?folderID=1356> and indicates following data:

A kérelmező neve:
Értesítési cím:
Telefonszám (munkaidőben):
Az oklevelet/bizonyítványt kibocsátó oktatási intézmény neve, székhelye:
Az oklevél száma, kelte:
Melyik országban kívánja felhasználni a MEIK által kiállított hatósági bizonyítványt?

Name of the Applicant:
Contact address: (where the Certificate should be send to)
Phone number (daytime):
Issuing Institution: SzIE ÁOTK, Budapest
Number of your degree, date of issuing:
In which country would you like to use the letter of compliance?

4. Kérelmemhez csatolom

- oklevelem/bizonyítványom másolatát,
- az eljárási díj megfizetését igazoló feladóvevény másolatát, és
- egyéb okiratokat:

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4. Attached to the application are

- copy of the degree,
- certificate about payment of administrative fee
- further documents:

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Budapest, 200.....

signature of the applicant