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# DGBC

## INFORMATION SERVICE SYSTEM

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Scope of the Regulation	extends to DGBC's entire institutional system, network activities, and sites
The Legal Background of the Regulation	The Nftv., the Hungarian Accreditation Committee (MAB), and the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG).
Date of approval	2025. January
Need for review	Every five years
Next review	2030

## Foundational documents of DGBC's information system

1. Data Protection and Data Management Policy (AASZ)
  - AASZ Annex 1. Notification of Data Processing in Case of Data Processing Not Based on a Legal Requirement
  - AASZ Annex 2. Notification of the Linking of Data Processing
  - AASZ Annex 3 Notification of Data Transfer
  - AASZ Annex 4. Regulation on the CCTV Surveillance System
2. Information Security Policy (IBSZ)
3. Quality-focused information service system

# Quality-focused information service system

DGBC’s institutional goal in developing its information service system is to reinforce public trust to ensure its competence as a higher education institution, its caring institutional character, and to provide data access to its management.

1. A data-driven institution focused on strong admissions outcomes, high visibility for its programmes and research, and broad community recognition.
2. Simplification and integration of data systems.
3. Personalising and improving student progression and student services.
4. Strengthening confidence in data provision and data security.
5. Development of an institutional digital transformation policy.
6. Reduction of institutional digital risks.
7. Making institutional operations faster, better, and more cost-effective.
8. Developing staff’s digital and data management skills.
9. Achieving efficient and effective work within the data reporting system.
10. Defining the strategic directions for information technology development.

## 1. DGBC is a competent higher education institution delivering religious education programmes.

DGBC’s information system for academic operations

	Full document	Short
Academic quality and regulation	<a href="#">BUDDHIST RELIGIOUS QUALIFICATIONS FRAMEWORK:</a>	<a href="#">Transformative, outcomes-based education philosophy</a>
	<a href="#">Learning outcomes</a>	<a href="#">methodology and assessment system</a>
	<a href="#">Descriptions of ISCED short-cycle, bachelor’s, and master’s programmes</a>	<a href="#">Admissions guides</a>
	<a href="#">Specialised programmes</a>	<a href="#">Adult education</a>
	<a href="#">Research Regulations</a>	<a href="#">Community engagement regulations</a>
	<a href="#">Service quality regulations</a>	<a href="#">Digital Transformation Strategy</a>
Institutional quality policy	<a href="#">DGBC QUALITY MANAGEMENT FRAMEWORK</a>	
	<a href="#">DGBC quality assurance and quality enhancement system (MBSZ)</a>	
	<a href="#">MBSZ Annexes 1-7</a>	
	<a href="#">Annex EKR 1: 9. DGBC Quality Assurance Policy 2019</a>	

	<p>Annex EKR 2: 10. Dharma Gate Buddhist College Quality Assurance and enhancement system (MBSZ)</p> <ul style="list-style-type: none"> <li>• MBSZ Annex 1 Questionnaire: Staff opinion on quality assurance</li> <li>• MBSZ Annex 2: Questionnaire: Freshman survey</li> <li>• MBSZ Annex 3: Questionnaire: Midterm Survey</li> <li>• MBSZ Annex 4: Questionnaire: Post-graduation Survey</li> <li>• MBSZ Annex 5: Questionnaire: Student Evaluation of Teaching (OMHV)</li> <li>• MBSZ Annex 6: Repealed</li> <li>• MBSZ. Annex 7: Questionnaire: For the career tracking of graduates and former students of the Dharma Gate Buddhist College (DPV)</li> </ul>	
	External quality assessments	
Other	Annex EKR 4: 12. Dharma Gate Buddhist College Erasmus+ Regulations	
	Annex EKR 3: 11. Operating Regulations of the Internal Scientific Postgraduate Program	
	Annex EKR 5: 13. Employee Code of Ethics	
	<p>EKR Annex 13: Organizational and Operational Regulations of the Specialized Library (KSZMSZ)</p> <ul style="list-style-type: none"> <li>• KSzMSz Annex 1 Library Use and Lending Regulations</li> </ul>	

## 2. DGBC as a caring institution ensuring students' successful and high-quality progression

Student Requirements Framework (HKR)	Annex 1	2. STUDENT STUDY AND EXAMINATION REGULATIONS (TVSZ))
		TVSZ Annex 1.: Collection of Dharma Works

		TVSZ Appendix 1 to Annex 1: Dharma Works Collection Application Form TVSZ Annex 2. appendix to annex 1. Meditation and Religious Practice Certificate (Dharma Gate Buddhist Church) TVSZ Annex 3. appendix to annex 1 Plagiarism Declaration
	Annex 1/a	2/A. GENERAL STUDENT PROCEDURAL CODE(HÁER)
	Annex 2	3. STUDENT FEES AND BENEFITS REGULATIONS(HTJSZ)  HTJSZ Annex 1: Base institutions and the method for calculating academic scholarships HTJSZ Annex 2: Corrected Credit Index HTJSZ Annex 3: Points-based scoring system for the evaluation of the National Higher Education Scholarship HTJSZ Annex 4: Calculation of Regular Social Support HTJSZ Annex 5: Regulations for the Special Scholarship for Disadvantaged Students HTJSZ Annex 6: TDK Scholarship Regulations HTJSZ Annex 7: Rate of self-financed tuition applicable from the 2023/2024 academic year
	Annex 3	4. STUDENT DISCIPLINARY AND COMPENSATION REGULATIONS(HFKSZ)
	Annex 4	DHARMA GATE BUDDHIST COLLEGE STUDENT GOVERNMENT STATUTES (STATUTES)  Statutes Annex 1: Conditions for registering student self-organized groups Statutes Annex 2: Procedures for the registration of student self-organized groups
	Annex 5	6. ADMISSIONS AND TRANSFER REGULATIONS (FÁISZ)  FÁISZ Annex 1: Specific Rules for Admission to Bachelor's Programmes FÁISZ Appendix 1 to Annex 1: Specific Rules for Admission to the Buddhist Teacher Bachelor's Programme FÁISZ Annex 2: Specific Rules for Admission to Master's Programmes FÁISZ Appendix 1 to Annex 2: Specific Rules for Admission to the Buddhist Teacher Master's Programme

		<p>FÁISZ Annex 3: Specific Rules for Admission to Short-Cycle Higher Education Programmes</p> <p>FÁISZ Appendix 1 to Annex 3: Specific Rules for Admission to the Buddhist lifestyle Lifestyle Advisor Assistant Short-Cycle Higher Education Programme</p> <p>FÁISZ Appendix 2 to Annexes 1–3: Overview table of admissions point totals.</p> <p>FÁISZ Annex 4: Rules for the Motivation Letter, the Admissions Interview, and the Aptitude Assessment</p> <p>FÁISZ Appendix to the Admissions and Transfer Regulations</p>
	Annex 6	7. SCIENTIFIC STUDENT ASSOCIATION REGULATIONS(TDK)
	Annex 7	7/A. STUDENT ACCIDENT SAFETY REGULATIONS(HBSZ)
Other Regulations Requirements Framework (EKR)	Annex 3	11. Operating Regulations of the Internal Scientific Postgraduate Program
	Annex 4	12. Dharma Gate Buddhist College Erasmus+ Regulations
	Annex 5	13. Employee Code of Ethics
	Annex 6	14. Occupational Safety Regulations (MSZ)
		MSZ Annex 1: Hearing Report MSZ Annex 2: Definitions
	Annex 7	15. Fire Safety Regulation
	Annex 8	16. Regulations for Retreat Centers (EVKR)
EVKR Annex 1: Regulation of the Uszó Retreat Center		

### 3. DGBC's data-driven management and leadership

Founding document	Founding document 2021.
DGBC	Mission 2025.
DGBC Operating license	The decision issued by the Educational Authority under case number <a href="#">FNYF/00217-1/2025</a> . on 28 February 2025 contains Dharma Gate Buddhist College's valid operating licence.
ORGANIZATIONAL AND OPERATIONAL REGULATIONS (SZMSZ)	Organizational and Operational Regulations and DGBC organizational chart
	Leadership commitment
Stakeholders	Stakeholders and their expectations
	Trend analysis of Buddhist higher education, 2025–2050

Strategic Situation Analysis	Macro-environment Analysis: External Competitiveness, Internal Capability
Strategic tools	PESTLE analysis, SWOT analysis, McKinsey, Blue Ocean Strategy toolkit
Strategic guidelines	Data Culture development Developing data infrastructure Supporting data-driven decision-making Transparency and accountability Data protection and ethics Strengthening analytical and forecasting capabilities
Strategic Objectives Data Table	Internal
Strategic Pillars Data Table	Internal
Strategic Initiatives Data Table	Internal
Stakeholder results	Internal
Key results	Internal
Human resources	DGBC HRM Employment Requirements System (FKR) <ul style="list-style-type: none"> <li>• FKR Annex 1: Detailed rules for certain job positions</li> <li>• FKR Annex 2: Remuneration of employees holding positions classified as instructors, teachers, and scientific researchers.</li> <li>• Regulations 2023.10.05.</li> <li>• FKR Annex 3: Remuneration of employees holding positions not classified as instructors, teachers, or scientific researchers, as well as those employed under indefinite employment contracts.</li> <li>• FKR Annex 4: Executive salary supplement</li> <li>• FKR Annex 5: Habilitation regulations</li> <li>• FKR Annex 6 a: Contents of job descriptions</li> <li>• FKR Annex 6 b: Employer's Information on Fundamental Rights and Obligations Arising from Employment</li> <li>• FKR Annex 7: Correspondence of ecclesiastical and secular classifications</li> </ul>
Other	14. Occupational Safety Regulations (MSZ) <ul style="list-style-type: none"> <li>• MSZ Annex 1: Hearing Report</li> <li>• MSZ Annex 2: Definitions</li> </ul> Annex EKR 7: 15. Fire Safety Regulation EKR Annex 8: 16. Regulations for Retreat Centers (EVKR) <ul style="list-style-type: none"> <li>• EVKR Annex 1: Regulation of the Uszó Retreat Center</li> </ul> EKR Annex 9: 17. Data Protection and Data Management Policy (AASZ)

	<ul style="list-style-type: none"> <li>• AASZ Annex 1. Notification of Data Processing in Case of Data Processing Not Based on a Legal Requirement</li> <li>• AASZ Annex 2. Notification of the Linking of Data Processing</li> <li>• AASZ Annex 3 Notification of Data Transfer</li> <li>• AASZ Annex 4. Regulation on the CCTV Surveillance System</li> </ul> <p>EKR Annex 10: 18. IT Security Policy (ITSZ)</p> <p>EKR Annex 11: 19. Financial Management Policy (GSZ)</p> <ul style="list-style-type: none"> <li>• GSZ Annex 1. Accounting Policy</li> <li>• GSZ Annex 2: Cash Handling, Warranting, and Commitment Policy</li> <li>• GSZ Annex 3. Investment Policy</li> <li>• GSZ Annex 4. Inventory and Disposal Regulations</li> <li>• GSZ Annex 5: Internal Audit Policy</li> <li>• GSZ Annex 6: Domestic and Foreign Business Travel Policy</li> </ul> <p>EKR Annex 12: 20. Records Management Policy (IKSZ)</p> <ul style="list-style-type: none"> <li>• IKSZ Annex 1 transfer and receipt report</li> <li>• IKSZ Annex 2 Retention schedule (list of records schedule item numbers)</li> <li>• IKSZ ANNEX 3 Access rights</li> <li>• IKSZ ANNEX 4 Document disposal report</li> <li>• IKSZ ANNEX 5 Acknowledgement of Record Withdrawal</li> <li>• IKSZ ANNEX 6 Electronic consignments to be registered</li> </ul>
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#### 4. Communication methods and objectives

The College's mission, values, strategy, and performance expectations are communicated on an ongoing basis and reinforced through a range of written, oral, and electronic methods. In accordance with the higher education legislation in force, tasks in matters assigned by the College's regulations are carried out by the College committees with subject-matter competence.

<b>Methodology</b>	<b>Goal</b>
Webpage	Communicating the vision, mission, values, strategy, and all information to stakeholders
Mailing lists	<p>Official (Hivatalos)</p> <ul style="list-style-type: none"> <li>• Institutional leadership informs the employee community of the College and the Church about matters that affect everyone.</li> </ul> <p>Teachers (Tanárok)</p>



	<ul style="list-style-type: none"> <li>• Discussion of issues and proposals concerning teachers</li> </ul>
	<p>Alumni</p> <ul style="list-style-type: none"> <li>• Information channel for graduated students</li> </ul>
	<p>E-Senate (E-szenátus)</p> <ul style="list-style-type: none"> <li>• A closed mailing list used for conducting the College Senate's electronic voting procedures. The use of the mailing list is set out in Rector's Instruction No. 1/2017. (07.05.).</li> </ul>
Rector's Annual Report	Informing the College and Church communities about the previous year's financial and student data.
College Council meetings	Discussion of matters affecting the College, formulating positions, making recommendations. Preparation and implementation of Senate decisions.
Senate meetings	As the College's highest decision-making body, the Senate may deliberate on any matter affecting the College and make decisions on it.
Leadership meetings	Discussion of current issues, operational decision-making.
Faculty meetings	An informal, general consultative meeting of the College's instructors, teachers, and researchers.
Student forums	Providing information on matters affecting students and soliciting feedback, with leadership participation and minute-taking.
Committee meetings	<p>Quality Management Committee</p> <ul style="list-style-type: none"> <li>• Developing competence-based religious education, ensuring its quality, and coordinating the operation of the College's quality assurance system in line with the College's Mission Statement and the 2015 ESG standards.</li> </ul> <p>Scientific Council</p> <ul style="list-style-type: none"> <li>• The Scientific Council is the College's scientific decision-making body.</li> </ul> <p>Educational Council</p> <ul style="list-style-type: none"> <li>• It assists the Vice-Rector for Education in making academic decisions on educational matters.</li> </ul> <p>Training Committee</p> <ul style="list-style-type: none"> <li>• Preparation of professional decisions on study programme development.</li> </ul> <p>Student Affairs Committee</p> <ul style="list-style-type: none"> <li>• It exercises general first-instance administrative authority in students' study and examination matters, student scholarship applications, and credit transfer matters.</li> </ul> <p>Erasmus Committee</p>

	<ul style="list-style-type: none"> <li>• It evaluates student and staff mobility applications in line with the College’s strategic objectives.</li> </ul> <p>Student disciplinary Committee</p> <ul style="list-style-type: none"> <li>• The first-instance body for students’ disciplinary and COMPENSATION cases.</li> </ul> <p>Student Appeals Committee</p> <ul style="list-style-type: none"> <li>• The second-instance body for students’ disciplinary and COMPENSATION cases.</li> </ul> <p>Employee Ethics Committee</p> <ul style="list-style-type: none"> <li>• It is responsible for assessing whether the conduct of any College employee or instructor is compatible with the moral standards upheld by the College.</li> </ul> <p>College Council of Scientific Students’ Associations</p> <ul style="list-style-type: none"> <li>• A faculty body supporting the operation of the Scientific Students’ Associations (TDK).</li> </ul> <p>Dharma Council</p> <ul style="list-style-type: none"> <li>• supporting and issuing opinions on the evaluation of credit recognition requests concerning practical meditation classes;</li> <li>• instructors’ professional decision-making regarding the admission of Dharma works collections.</li> </ul> <p>1. . Special Committee</p> <ul style="list-style-type: none"> <li>• an ad hoc college committee established to determine assistance, exemptions, and concessions.</li> </ul>
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## 5. The DGBC website’s information policy.

The College’s approach is to publish as much essential information as possible on its website for the purposes of information-sharing, communication, and network-building. Students, instructors, staff, and all stakeholders have round-the-clock access to data and information on DGBC’s website from all administrative offices, classrooms, the library, and computer labs.

<b>Presentation of the College’s Operations</b>		
<a href="#">College</a>	<a href="#">News</a>	College news and events
	<a href="#">Introduction</a>	Brief introduction of the College How the College Relates to the Teaching Rector’s Greeting
	<a href="#">College life</a>	<a href="#">College events</a> <a href="#">Gallery</a> <a href="#">Podcasts</a> <a href="#">Beyond Dharma Gate</a> <a href="#">Page 108,</a>

		<a href="#">Whoever first grounds themselves in goodness.</a>
	<a href="#">Organization</a>	<a href="#">Rector's Office</a> <a href="#">Senate</a> <a href="#">Bodies (Committees)</a> <a href="#">Administration and Operations</a> <a href="#">Library</a> <a href="#">Organizational Structure</a>
	<a href="#">Science and Innovation</a>	<a href="#">Research Institute</a> <a href="#">Research Fields and Groups</a> <a href="#">Keréknyomok journal</a> <a href="#">Indian and Tibetan Source Translations</a> <a href="#">EFOP-funded Institutional Developments</a>
	<a href="#">Quality Assurance</a>	<a href="#">Reports</a> <a href="#">Documents</a>
	<a href="#">Internationalisation</a>	<a href="#">International Strategy</a> <a href="#">Mobilities</a> <a href="#">Erasmus+</a> <a href="#">Student mobilities</a> Within the EU, Outside the EU Calls for Applications For studies Traineeship Forms Information <a href="#">Instructor mobility</a> Within the EU, Outside the EU For Teaching Forms <a href="#">Staff mobility</a> For Training Forms <a href="#">Contact information</a> <a href="#">Useful links</a> <a href="#">MCU cooperation</a> <a href="#">Partner institutions</a> <a href="#">Memberships</a> <a href="#">International office</a>
<b>Overview of Teaching</b>		
<a href="#">Education</a>	<a href="#">BA Program</a>	<a href="#">Specializations</a> <a href="#">Buddhist Core Curriculum</a> <a href="#">Buddhist mediation</a> <a href="#">History of Religion and Philosophy</a>

		<a href="#">Pali Language</a> <a href="#">Tibetan Language</a> <a href="#">Programme and Learning Outcome Requirements</a> <a href="#">Competencies</a> <a href="#">Model Curricula</a> <a href="#">Institutional Information</a>
	<a href="#">Master's Programme</a>	<a href="#">Specializations</a> <a href="#">Comparative Buddhist Philosophy</a> <a href="#">Indic languages (Pāli and Sanskrit)</a> <a href="#">Tibetan Language</a> <a href="#">Programme and Learning Outcome Requirements</a> <a href="#">Competencies</a> <a href="#">Model Curricula</a> <a href="#">Institutional Information</a>
	<a href="#">International Programme (MCU)</a>	<a href="#">Separate website</a>
	<a href="#">Higher Education Vocational Training</a>	<a href="#">General information</a> <a href="#">Programme and Learning Outcome Requirements</a> <a href="#">Competencies</a> <a href="#">Model Curricula</a> <a href="#">Institutional Information</a>
	<a href="#">Adult Education</a>	<a href="#">Announced Courses</a>
	<a href="#">Our Instructors</a>	<a href="#">Contact information</a> <a href="#">Professional Curriculum Vitae</a> <a href="#">Activities</a> <a href="#">Publications</a>
<b>Student Support</b>		
<a href="#">For students</a>	<a href="#">News</a>	<a href="#">Student news and events</a>
	<a href="#">Studies</a>	<a href="#">Academic Calendar</a> <a href="#">Training Information</a> BA Program Master's Programme <a href="#">Aids and Guides</a> Start-of-Semester Information First-Year Enrolment Registration Course Registration Examination period Choosing a Specialization <a href="#">retreat</a> <a href="#">Praxis, Traineeship</a> <a href="#">Graduation</a>

	<a href="#">Administration</a>	<a href="#">Office Hours</a> <a href="#">Administrative guide</a> <a href="#">Requests</a> <a href="#">Student Identification</a>
	<a href="#">Finances</a>	<a href="#">Funding</a> <a href="#">Student Benefits</a> Performance-Based Social situation-based Other <a href="#">Fees and Charges</a> <a href="#">Student Collection Account</a> <a href="#">Diákhitel (Student Loan)</a>
	<a href="#">Services</a>	<a href="#">Mentoring Programme</a> <a href="#">Equal opportunities</a> <a href="#">Spiritual and Mental Support</a> <a href="#">Career Counselling</a> <a href="#">Dormitory Grant</a> <a href="#">IT</a> <a href="#">Bookstore</a> <a href="#">Buddhist Cafeteria</a>
	<a href="#">Mobilities</a>	<a href="#">Erasmus+</a>
	<a href="#">Library</a>	<a href="#">Separate website</a>
	<a href="#">Organizations</a>	<a href="#">Student Government</a> <a href="#">Scientific Student Associations (TDK)</a>
	<a href="#">FAQ</a>	Academic Affairs Financial Affairs Neptun Questions Other Questions
<b>Admission Information Pages</b>		
<a href="#">Admissions</a> <a href="#">Exams</a>	Admissions guides	BA Program Full-time program Evening program correspondence Program Remote Education Program Master's Programme
	Admission Preparatory Course	
	Open Days	
	<a href="#">Training Information</a>	<a href="#">BA Program</a> <a href="#">Master's Programme</a>
	<a href="#">Application Forms</a>	BA Program Master's Programme
	<a href="#">Our Instructors</a>	
	<a href="#">College life</a>	
	<a href="#">After Graduation</a>	Student Stories, Testimonials

Schedule of the Current Semester	timetable Registration Course Registration teaching period Retreats Examination period
<a href="#">News and events</a>	College news Events
<a href="#">Information of Public Interest</a>	Basic Data of the College Maintainer's Information <a href="#">Contact information</a> <a href="#">Organizational Structure</a> <a href="#">Leadership Positions</a> <a href="#">Governing Bodies</a> <a href="#">Documents</a> Programmes Offered by the College <a href="#">Fees payable by students</a> Requesting Information of Public Interest
<a href="#">Documents</a>	<a href="#">Founding document</a>
	<a href="#">Mission Statement</a>
	<a href="#">Statement of Belief</a>
	<a href="#">Operating license</a>
	<a href="#">Accreditation</a>
	Strategy
	<a href="#">Institutional Development Plan</a>
	<a href="#">Quality Assurance</a>
	<a href="#">Regulations</a>
	<a href="#">Repository of Senate Resolutions</a>
	<a href="#">Rector's Directives</a>
	<a href="#">House Rules</a>
	<a href="#">Information Sharing</a>
<a href="#">Erasmus+</a>	
<a href="#">Contact information</a>	

<b>Quick Access Links to Priority Content</b>	
<a href="#">Admissions Exams</a>	Direct Link to Admission Information
<a href="#">Széchenyi</a>	EFOP Project Information Page
<a href="#">Library</a>	Dedicated Page for the Buddhist Special Library
<a href="#">Knowledge Repository</a>	DGBC's e-learning system
<a href="#">Neptun</a>	DGBC's Student Information System
<a href="#">EN</a>	DGBC's English Website

<b>Quick Access Links to Secondary Priority Content</b>	
<a href="#">Mission Statement</a>	Direct Link to the Mission Statement

<a href="#">Rector's Greeting</a>	Direct Link to the Rector's Greeting
<a href="#">Science and Innovation</a>	Direct Link to the Science and Innovation Page
<a href="#">Quality Assurance</a>	Direct Link to Quality Assurance
<a href="#">Contact information</a>	Direct Link to Contact Information
<a href="#">Administrative guide</a>	Direct Link to the Administration Guide
<a href="#">Regulations</a>	Direct Link to Regulations
<a href="#">Information of Public Interest</a>	Direct Link to Information of Public Interest
<a href="#">Data Protection</a>	Privacy Notice
<a href="#">Privacy Notice</a>	Method of Information Sharing
<a href="#">Our Supporters</a>	Supports the College's operations
<a href="#">BuddhaFM</a>	Radio of the Dharma Gate Buddhist Church
<a href="#">Church</a>	Website of the Dharma Gate Buddhist Church