
Volume II.

Student Requirements
Framework
(SRF)

STUDENT STUDY AND EXAMINATION REGULATIONS (SRF)2020¹

The Senate of the Dharma Gate Buddhist College—taking into account the relevant legislation, in particular Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.), Government Decree 87/2015 (IV. 9.) on the implementation of certain provisions of Act CCIV of 2011 on National Higher Education (Nftvhr.), Government Decree 387/2012 (XII. 19.) on doctoral schools, the order of doctoral procedures and habilitation, and Government Decree 19/2012 (II. 22.) on certain issues of higher education quality assessment and development (Fmfr.)—with the agreement of the Student Representation of the College's Student Government (hereinafter: HK), adopts the following regulation as Annex 1 to Regulations of the Dharma Gate Buddhist College, Volume II: Student Requirements Framework:

2.1.1. Scope of the Study and Examination Regulations

2.1.1.1. These Regulations apply to all natural persons who are in a student relationship, guest student relationship, a student relationship established for the purpose of acquiring partial studies, or an adult education relationship with the College, regardless of when that relationship commenced.

2.1.1.2. For students who

a) [repealed]

b) [repealed]

c) commenced their college studies after 1 September 2006, the provisions of these Regulations shall apply to programmes not covered by the Nftv., subject to the deviations specified in Section 2.2.3.1.

2.1.1.3. These Regulations extend to all programmes conducted within a student relationship, guest student relationship, a student relationship established for the purpose of acquiring partial studies, or an adult education relationship at the College; to all educational organisational units delivering those programmes; to their instructors; and to employees performing educational-organisation tasks under any form of legal relationship.

2.1.1.4. These Regulations govern the rights and obligations arising from the student, guest student, partial-studies student, or adult education relationships between the College and the student.

2.1.1.5.1. Specific provisions pertaining to particular degree programmes, tracks, and specialisations may be set out in the annexes to these Regulations.

2.1.1.5.2. Specific provisions on adult education may be issued in the form of a Rector's Instruction.

2.1.1.6. In matters related to programmes of a foreign higher education institution operating in Hungary on the basis of a cooperation agreement concluded with the College, these Regulations shall be applied with regard to the cooperation agreement and the foreign and Hungarian rules applicable to the programmes of the foreign higher education institution.

2.1.1.7. The Rector is authorised, by Rector's Instruction, to order distance education or—where its conditions can be ensured—hybrid education combining distance elements with in-person teaching, in the event of:

a) in the event of the introduction of a special legal order;

b) in a public health emergency;

c) when a state of danger due to disaster is declared;

d) any other situation in which in-person education is difficult or cannot be implemented due to legal, administrative, or physical obstacles.

. In implementing these forms of education, the provisions of these Regulations shall be fulfilled in line with their purpose, with reasonable adaptations, reallocating in-person and paper-based teaching activities, examinations, and administration to electronic platforms, within the framework set by the Rector's Instruction, ministerial positions, and legal regulations, and with due regard to technical possibilities, personality rights,

¹ SER 2020 was adopted by the Senate in Resolution No. 34/2020. (12.03.) of 3 December 2020. As regards the phased introduction of the e-index from the 2021/2022 academic year, see Senate Resolution No. 12/2021. (05.27.); for the acceptance of theses in English, Senate Resolution No. 23/2021. (11.11.); for launching the correspondence programme in Mánfa, Senate Resolution No. 2/2022. (04.07.); for introducing the Dharma Works Collection as an alternative closing requirement, Senate Resolution No. 27/2023. (10.05.); and, for deadlines linked to thesis submission, Senate Resolution No. 36/2025. (07.10.). In force from 10 July 2025.

data protection, and other relevant requirements. The application environment to be used by instructors and students shall be designated by the Rector, and the College shall provide the necessary technical and methodological support through academic administration.

2.1.2. Structural and content units of the programme

2.1.2.1. training programme and the curricular unit

2.1.2.1.1. The training programme is the institution's comprehensive educational document that includes

a) the detailed educational and study requirements of bachelor's, master's and undivided programmes, as well as programmes not conferring a higher-education degree (the higher education vocational programme and the postgraduate specialist training programme), and

b) the plan of the doctoral programme,

together with the detailed rules of the programme, in particular the curriculum, the educational programme and course syllabi, and the assessment and verification methods, procedures, and rules. The College's training programme does not include the College's adult education training programme, which is prepared by an adult education specialist commissioned by the Rector on the basis of the applicable adult education legislation, program and learning outcome requirements, and programme requirements, and—where required by law—is pre-qualified by an adult education expert, approved by the Rector, and submitted to the authority by the Rector.

2.1.2.1.2. The study requirement is defined within a course or other curricular unit (hereinafter: curricular unit). A curricular unit that can be completed within one semester and carries credits is a course unit.

2.1.2.1.3. The same curricular unit may appear in the curricula of several programmes, tracks, specialisations or other course groups, and there may also be curricular units independent of programmes or specialisations.

2.1.2.1.4. At the College, the unit of measurement for students' academic work is the credit, which, in relation to a curricular unit, expresses the estimated time required to acquire specified knowledge and to meet the requirements; one credit corresponds to an average of thirty hours of academic work. Provided the student's performance has been accepted, the value of the credit does not depend on the grade awarded for that performance.

2.1.2.1.5. The description of every curricular unit (hereinafter: course description) shall include:

a) the name of the curricular unit, the number of class hours, its credit value, code, the recommended semester in the model curriculum, and the frequency of offering;

b) the language of instruction, if other than Hungarian;

c) prerequisites;

d) the classification of the curricular unit as compulsory, compulsory elective, or free elective;

e) the timetabling of the curricular unit;

f) the course leader responsible for the curricular unit and the instructor(s);

g) the aim of acquiring the professional content of the curricular unit;

h) a description of the curricular unit enabling credit-equivalence decisions [Section 49 (5) of the Nftv.], including the knowledge to be acquired, the (sub-)skills and (sub-)competences to be attained;

i) in-semester study requirements;

j) the methods and scheduling of the assessment of acquired knowledge, (sub-)skills and (sub-)competences;

k) the study materials available for acquiring the knowledge, skills and competences; and

l) the recommended literature.

2.1.2.1.6. In the curriculum and programme plan, curricular units may have further attributes beyond those listed here.

2.1.2.1.7. The elements set out in points 2.1.2.1.5. b)–c) and g)–l) are prepared by the instructor under the supervision of the course leader, while the administrative data in points a) and d)–f)—except for the course code—are determined by the programme leader together with the Director of Academic Affairs.

2.1.2.1.8. Course descriptions are approved by the Scientific Council, which may—on its own initiative or at the instigation of the Quality Management Committee—order their extraordinary review. Course descriptions must be reviewed at least every five years as part of the mandatory curricular reform (2.1.2.8.2.).

2.1.2.1.9. The formation of course codes, their registration in the study and registration system defined in point 2.2.5.1.4.1. (hereinafter: Neptun), and the publication of course descriptions in the institutional information guide, on the website, and in any other form and platform prescribed by law are the responsibilities of the Director of Academic Affairs.

2.1.2.1.10. Course descriptions must be prepared, approved and published in such a way that students and applicants can access them before the end of the study period preceding course enrolment for the given semester.

2.1.2.2. The course

2.1.2.2.1. The curricular unit of studies pursued at the College is the course, which in every case also constitutes a course unit; that is, it defines professional requirements that can be fulfilled through a semester's concrete studies (e.g. completion of a class) or a single academic action (e.g. an examination).

2.1.2.2.2. A course may be:

a) by type of activity suitable for its completion:

1. a course with contact hours, which involves an instructor-led academic activity over a semester, defined by an (average) weekly or semester hour load (e.g. lecture, practice class, seminar, or a combination thereof);
2. a non-contact, time-based course, which involves an academic activity defined by a total number of hours but without a weekly hour load (e.g. thesis consultation, meditation practice);
3. a course without scheduled hours, which involves no sessions and is completed by a single action (e.g. use of an e-learning platform, comprehensive examination, final paper);

b) by affiliation to particular programmes or tracks:

1. a programme-specific or specialisation-specific course, which forms part of the curricular requirements of one or more programmes (or other course groups);
2. a non-programme, non-specialisation course, which appears in the College's educational offering independently of programmes, specialisations (or other course groups).

2.1.2.3. The course group (module)

2.1.2.3.1. A course group (module) is a system of curricular units that belong together from professional and educational-organisation perspectives. A course group may contain courses as well as other course groups.

2.1.2.3.2. Types of course groups:

- a) programme course group: programme, track, specialisation,
- b) field of study.

2.1.2.3.3. The names of course groups may vary by programme and track traditions, the programme and learning outcome requirements, and the curricula; these differences are identified in the College's training programme.

2.1.2.3.4. The educational organisational units responsible for course groups—except for fields of study—are designated by the Senate.

2.1.2.3.5. A programme's curriculum is built hierarchically from course groups and courses.

2.1.2.4. The programme's

2.1.2.4.1. A programme is a type of education subject to the current or formerly applicable Act on Higher Education, comprising a coherent system of training content (knowledge, proficiency, skills) required to obtain a given qualification.

2.1.2.4.2. Types of programmes taught at the College:

- a) bachelor's programme,
- b) master's programme,
- c) higher education vocational programme.

2.1.2.4.3. The programme forms part of the College's training programme; the Senate decides on the proposal to establish it, its launch, its training programme, its curriculum, the educational organisational unit responsible for the programme, and the identity of its head.

2.1.2.4.4. Changes to the programme's curriculum, to the educational organisational unit responsible for the programme, or to the person responsible for the programme shall be decided by the Senate on the proposal of the programme's responsible educational organisational unit.

2.1.2.4.5. The instructor responsible for the programme content and the entire training process, vested with the powers defined in these Regulations (hereinafter: programme leader), must be an instructor employed by the College on a full-time basis, holding an academic degree and—in the case of a master's programme—recognised professional references in the field taught (project leadership, research results, etc.); who, pursuant to Section 26 (3) of the Nftv., has designated the College (first-place employed instructor); who is responsible for only one programme at a time; and who fully meets the evaluation criteria of MAB.

2.1.2.4.6. The rules applicable to the programme leader shall apply mutatis mutandis to the track leader.

2.1.2.4.7. For bachelor's and master's programmes in religious education, as well as higher education vocational programmes taught at the College's seat, Dharma Gate Educational Institute is the educational organisational unit responsible for the programme, headed by the educational vice-rector [SzMSz 2.5.2.2]. For a programme taught at a College site, the organisational unit responsible is the educational institute operating at that site, headed by that institute's director.

2.1.2.5. The track and the specialisation

2.1.2.5.1. A track is a form of training that is part of a given programme, provides specialised expertise, and results in a distinct qualification.

2.1.2.5.2. A specialisation is a form of training that is part of a given programme, provides specialised expertise, and does not result in a distinct qualification.

2.1.2.5.3. The College's programmes, tracks, and specialisations are listed in the annexes of the Admissions and Transfers Regulations (FÁISZ) applicable to the given training.

2.1.2.6. The field of study

2.1.2.6.1. A field of study is a system of interrelated, sequential courses defined in the programme and learning outcome requirements, usually comprising material over several semesters. A single course with independent professional content may also qualify as a field of study under the programme and learning outcome requirements.

2.1.2.6.2. The working group responsible for a field of study is determined by the programme leader based on its professional content. The head of the educational organisational unit responsible for the programme appoints the field lead with the agreement of the working group leader.

2.1.2.6.3. The field lead is an instructor responsible for organising, developing, and ensuring the coordinated teaching of the courses within the field of study. The person designated or appointed as field lead must fully meet MAB's evaluation criteria.

2.1.2.6.4. The rules applicable to the field lead shall also apply to the institutional lead for a specialisation and to the course leader for a standalone course not belonging to any field of study

2.1.2.7. The course instance

2.1.2.7.1. The repeated academic activity enabling fulfilment of a course's requirements—generally offered each semester—is the course instance and the examination course.

2.1.2.7.2. A course instance is an academic activity which, during the study period, runs either at regular intervals or in one or more extended blocks [in blocks], within the framework of personal interaction between the student and the instructor (lecture, seminar, practice class, etc.). A course instance may also conclude with a separate assessment (colloquium, practical exam, exam paper, etc.).

2.1.2.7.3. There are two types of examination courses:

- a) the comprehensive (final) examination,
- b) an examination opportunity whereby a student who enrolled in a contact-hour, colloquium-based course in a previous semester but did not complete it may fulfil it in a semester when the contact-hour course is not offered. Upon the student's request, the head of the educational organisational unit responsible for the programme may exempt the student from the prior enrolment requirement for the contact-hour, colloquium-based course.

2.1.2.7.4. The type and properties of a course instance match those of the course for which it is announced (duration, number of contact hours, nature of the activity, type of assessment). Depending on its type, a course instance has an assigned venue, time, announcing educational organisational unit, instructor, academic activities, assessment opportunities, and grading procedures.

2.1.2.7.5. The course instance is developed by the course coordinator (i.e. the course leader and the course instructor(s)), in consultation with the field lead, in alignment with the programme's curriculum and programme plan.

2.1.2.7.6. Based on the course coordinator's data provision, the Academic Affairs Office records course instances in the electronic study system (hereinafter: Neptun).

2.1.2.7.7. A course instance may be organised in the following instructional formats:

- a) in-person course with the student's physical presence (on-site course),
- b) closed-system electronic distance education (online course), which may be:²
 - ba) a synchronous online course, in which the instructor and students participate online at the timetable-specified time;
 - bb) an asynchronous online course, in which the instructor and students participate online but not at the same time;
- c) a course organised in the form of distance education;
- d) a hybrid course implemented with in-person, online, and distance-education elements.

² Amended by: paragraph (1) of Section 3 of the "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

2.1.2.8. The curriculum

2.1.2.8.1. The curriculum is a programme's training plan compiled in accordance with the programme and learning outcome requirements, the elements of which are:

- a) a timetable and examination plan defined on the basis of courses and curricular units, broken down by programme;
- b) the system for verifying and assessing the fulfilment of requirements; and
- c) the course syllabi of the courses and curricular units.

The curriculum must be consistent with the programme and learning outcome requirements and must support students' acquisition of the output competences.

In addition to the elements in points a)–c), a programme's curriculum shall include:

- d) the date on which the curriculum enters into force;
- e) the system of course groups and fields of knowledge to be completed, with the rules for their completion;
- f) the number of contact hours and hours of individual study;
- g) other conditions for obtaining the completion certificate (absolutorium), the criterion requirements; and
- h) the method for calculating the classification of the degree.

2.1.2.8.1.1. The curriculum is prepared

- in higher education vocational training, bachelor's and master's programmes, on the basis of the training and outcome requirements issued by the minister responsible for education,
- in postgraduate specialist training, freely,

by the programme leader, the Director of Academic Affairs, and the head of the educational organisational unit responsible for the programme; subject to a supportive professional decision by the Scientific Council, it is adopted by the Senate.

2.1.2.8.1.2. Any change to the curriculum must be sent to all instructors of the College for prior opinion and discussed at an informal instructors' meeting (hereinafter: Faculty Meeting) convened by the educational vice-rector for a time within eight days before the Senate decision.

2.1.2.8.2. The curriculum must be reviewed every five years (curricular reform). New or amended study and examination requirements may be introduced in a phased manner (curricular reform). Changes to a programme's curriculum take effect at the earliest at the beginning of the next academic year. The decision on curriculum changes must be taken by 31 May at the latest preceding the planned introduction. Any decision taken after this deadline may only be applied from the academic year starting in the following calendar year.

2.1.2.8.3. The Director of Academic Affairs records programme curricula in Neptun.

2.1.2.8.4. Changes implemented in the curriculum are evaluated annually by the Quality Management Committee in the quality assurance report.

2.1.2.9. Prerequisite structure

2.1.2.9.1. The curriculum defines which other courses must be completed in advance to enrol in a given course (prerequisite structure). For any given course, no more than three other courses may be prescribed as prerequisites, or—regarding the training objective—at most one course group (module) comprising several courses, with a total credit value not exceeding 15. The curriculum may also prescribe the simultaneous enrolment of other courses as a co-requisite.

2.1.2.9.2. Types of prerequisites:

a) by type of curricular unit:

- 1. course prerequisite: completion of a specified course is required to complete the curricular unit;
- 2. course group prerequisite: completion of a specified course group is required to complete the curricular unit;

b) by timing of the prerequisite:

- 1. strong prerequisite: the prerequisite must be fulfilled before enrolling in the course instance for the course;

2. weak prerequisite: the prerequisite may be fulfilled in the same semester as the course.

2.1.2.9.3. Unless otherwise provided by a general rule of the specialisation lead, the prerequisite requirements for a specialisation course must also be met by a student who takes and completes the course not for the purposes of completing a specialisation course. An individual exemption from the prerequisite may be granted to a non-specialisation student with the permission of the field lead

2.1.2.9.4. In the case of a prerequisite, any completion of the course without the prerequisite having been met shall be rendered invalid; the Academic Affairs Office shall delete it from the grade book and from Neptun.

2.1.2.10. Change of programme

2.1.2.10.1. A request to change the programme, the language of instruction, or the location of study may be submitted by 15 September in the autumn semester and by 15 February in the spring semester, provided the requested programme is actually running. The Rector decides on the request, taking into account the opinions of the programme leaders concerned and the heads of the educational organisational units responsible for the programmes. The decision must include a ruling on the programme's funding scheme. No right of appeal lies against the decision.

2.1.2.11. The recommended curriculum

2.1.2.11.1. The recommended curriculum is a study plan proposed by the College for the order and timing of completing courses, showing their distribution by semesters, and includes:

- a) the implementation of the fields of study defined in the programme and learning outcome requirements through courses and curricular units, broken down by the training time stipulated in the programme and learning outcome requirements,
- b) the prerequisite structure,
- c) the credit values assigned to the courses and curricular units, and the criterion requirements,
- d) the methods of student performance assessment,
- e) the conditions for admission to the final examination.

2.1.2.11.2. By progressing in line with the recommended curriculum, the student can complete studies within the training time specified in the programme and learning outcome requirements, with an even workload, while meeting all prerequisites for each course enrolment. (except for postgraduate specialist training), the credit load of individual semesters may differ from thirty credits by no more than three credits.

2.1.2.11.3. Within the framework of the curriculum (programme plan), the student has the right to depart from the recommended curriculum (individual study schedule).

2.1.2.11.4. Based on the curriculum adopted under point 2.1.2.8.1.1., the Director of Academic Affairs is responsible for preparing the recommended curriculum and publishing it in the institutional information guide, on the website, in Neptun, and in any other form and on any platform prescribed by law.

2.1.2.11.5. The list of curricular requirements defined in the recommended curriculum—without semester breakdown, arranged by course groups—includes all study requirements necessary to obtain the degree.

2.1.2.12. Free elective courses

Any course of the College may be completed as a free elective—up to the amount provided for in the programme curriculum (but at least up to five percent of the total credits required for the degree), and with an overall elective offering whose total credit value exceeds the total required credits by at least twenty percent—subject to the rules on course enrolment.

2.1.2.13. Modes of study

2.1.2.13.1. Depending on the admissions (transfer) decision, studies at the College may be pursued in:

- a) full-time study in the day mode,
- b) part-time study in the evening mode,
- c) part-time study in the correspondence mode, and³
- d) the distance-education mode.

2.1.2.13.2. A change of mode of study is possible only between the modes running for the given cohort, and a request to that effect may be submitted by 15 September in the autumn semester and by 15 February in the spring semester. The Student Affairs Committee decides on the request. The decision must include a ruling on the programme's funding scheme.

2.1.2.14. The institutional information guide

2.1.2.14.1. The institutional information guide must present general information about the College and—separately by training period—programme-specific information, with the content prescribed by law. The

³ Amended by: Section 1 of the "Modification of the DGBC Student Requirement Regulations due to the launch of the *mánfa* correspondence programme in the 2022/2023. academic year" adopted by the Senate in Resolution No. 2/2022. (04.07.) of 7 April 2022.

institutional information guide must be prepared in Hungarian and English. General information about the institution must be made available on the website before the start of the training period, and information related to the recommended curriculum must be made available before the end of the study period preceding course enrolment for the given semester.

2.1.3. Legal framework of studies

Studies may be pursued at the College within a student relationship, guest student relationship, a student relationship established for the purpose of acquiring partial studies, or an adult education relationship.

2.1.3.1. Student status

2.1.3.1.1. Student status is the legal relationship established between the College and a student pursuing studies in a programme, within which the College and the student have mutual rights and obligations as defined by legislation and the College's regulations.

2.1.3.1.2. On the basis of student status, the student is entitled to pursue studies in the given programme within the framework of legislation, the College's regulations—particularly these Regulations—and the programme's curriculum.

2.1.3.1.3. On the basis of student status, the student is obliged to plan studies and to meet study, administrative, and payment obligations within the framework of legislation, the College's regulations—particularly these Regulations—and the programme's curriculum. The student is further obliged to observe the provisions of the College's regulations and Mission Statement, and to respect the traditions of the College and the human dignity of the College's instructors, researchers, teachers, other employees, fellow students—and fellow applicants admitted or transferred to the College.

2.1.3.1.4. In relation to a student holding student status, the College is authorised—under legislation and the College's regulations—to process the student's personal data and data relating to studies, and to monitor and assess the student's activities.

2.1.3.1.5. In relation to a student holding student status, the College is obliged to ensure the personal and material conditions necessary for completing the programme and to provide the information required to commence and pursue studies in a complete, accurate, and accessible form within the framework of legislation, the College's regulations—particularly these Regulations—and the programme's curriculum.

2.1.3.1.6. Teacher training may be launched—on the basis of an agreement concluded by the College with another higher education institution—subject to the prior approval of the Senate. In joint teacher training—provided it is also aimed at religious teacher training—the student status is established with the College.

2.1.3.2. Admission

2.1.3.2.1. The conditions and procedural rules for admission are governed by the College's Admissions and Transfers Regulations (FÁISZ)⁴.

2.1.3.2.2. For an applicant who has been admitted, the College must ensure the possibility of enrolment, thereby establishing student status.

2.1.3.3. Transfer

2.1.3.3.1. A person who has a continuous legal relationship at another higher education institution—up to enrolment or registration following the transfer decision—may request transfer to the College. Transfers may take place from the end of the previous study period until 15 September for the autumn semester and until 15 February for the spring semester.

2.1.3.3.2. Within the framework set by legislation and the College's regulations, the conditions for transfer are determined by the programme leader of the programme to which the student requests transfer.

2.1.3.3.2.1. Transfer may be requested only between programmes of the same level, except for:

a) [repealed]

b) transfer from an undivided programme to a bachelor's programme,

c) transfer from a bachelor's or undivided programme to a higher education vocational programme.

2.1.3.3.2.2-2.1.3.3.2.4. [repealed].

2.1.3.3.3. At first instance, the educational vice-rector proceeds in matters of deciding on transfer requests.

2.1.3.3.4. The student must attach the following documents—issued by the transferring higher education

⁴ Regulations of Dharma Gate Buddhist College, Vol. II: Student Requirements System (HKR), Annex 5: Admissions and Transfer Regulations.

institution—to the transfer request:

- a) a certificate of valid student status and—if applying for transfer to a state (partially) scholarship-funded programme—the number of semesters already completed with state funding,
- b) a certified copy of the grade book,
- c) the curriculum grid or course list for the relevant programme(s), as well as the descriptions of the completed courses,
- d) copies of the documents required of applicants (secondary school leaving certificate, degree certificate, language examination certificate).

2.1.3.3.5. If a new student status arises, the transfer is established by enrolment following the College's decision on the transfer. If no new student status arises, the transfer is established by registration for the programme following the College's decision on the transfer. In the case of transfer, after the transferred student's enrolment or registration, the College shall send its decision on the transfer and the date of the enrolment or registration following the transfer decision to the releasing higher education institution and to the student. The College shall report the date of transfer and the name of the releasing institution to the FIR; at the releasing institution, and in the FIR, the termination of studies is recorded with the reason "transfer". The decision on transfer must address the issue of programme funding.

2.1.3.3.6. [repealed].

2.1.3.4. Enrolment

2.1.3.4.1. Student status is established by enrolment on the basis of the decision on admission or transfer.

2.1.3.4.2. Enrolment may be initiated by completing and signing the enrolment form. In the absence of a different regulatory decision, the College uses a paper-based standard form as the enrolment form. Enrolment takes place through the signature of the enrolment form by the academic administrator, the imprint of the College's stamp, and a date (all three together: validation). If, based on the data on the enrolment form, there is no obstacle to establishing the legal relationship, the academic administrator validates the enrolment form without delay (but within five working days at the latest). Following enrolment, the enrolment form serves as an annex to the student record sheet issued in connection with the legal relationship established by the enrolment. Student record sheets must be assigned a continuous unique serial number in the order of their opening, and the study and personal data prescribed by law, as well as any changes to such data, must be recorded on them on an ongoing basis. A student record sheet must be opened and maintained for the student for each programme.

2.1.3.4.3. In addition to the other annexes prescribed by law, the following must be attached to—or included in—the enrolment form, depending on the programme's funding scheme:

- a) for an applicant admitted to a programme funded by a Hungarian state (partial) scholarship, the applicant's declaration pursuant to point 10 of Annex 9 to the Nftvhr. stating that they have taken note of and accept the conditions of the Hungarian state (partial) scholarship-funded programme as set out in the Nftv.;
- b) for a self-financed student or a student reclassified to self-financed status, the student training agreement (2.1.3.9.1.);
- c) for a participant in adult education, the adult education contract (2.1.3.9.3.).

2.1.3.4.4. In subsequent semesters, within the framework of registration, the student shall indicate in Neptun whether they intend to pursue studies in the given semester (registration – 2.1.3.5).

2.1.3.4.5. ⁵ For a student who commenced studies in the 2020/2021 academic year or earlier, the College keeps a paper-based grade book with a unique serial number, issued by the Academic Affairs Office at enrolment. When opening the grade book, the academic administrator completes, dates it, and authenticates with the signature of the Rector or the educational vice-rector (in the case of a site, the head of the educational organisational unit responsible for the programme), together with the imprint of the College's stamp, the section containing the student's personal data, the training data, and the establishment of student status.

2.1.3.4.6. During the existence of student status, the Academic Affairs Office issues a new grade book to replace a lost or destroyed grade book on the basis of the student record sheet. If the grade book is full, a new grade book must be issued to the student and inseparably attached to the original grade book, and the serial numbers of the attached grade books must be indicated in each. A certified copy of the grade book may be issued by the academic administrator upon payment of the fee specified in the Student Tuition and Benefits Regulations (HTJSZ).

2.1.3.4.7. Upon a student's enrolment, the Academic Affairs Office opens a file for the student (student dossier), which—unless otherwise provided by a College regulation—serves, from that point, for the permanent storage of the paper-based documents that must be kept regarding the student, as well as other paper-based documents

⁵ Amended by: Section 1 of the "Amendment to the DGBC Study and Examination Regulations for the the phased introduction of the e-index from the 2021/2022 academic year," adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

generated during the student relationship (in particular copies of certificates; declarations, requests, contracts, contract amendments, and final decisions concerning student status, funding scheme, period of support, credit recognition, and exceptional study schedules; as well as final disciplinary and liability decisions), until the end of the document retention period following the termination of student status. The student dossier is managed by the competent academic administrator.

2.1.3.4.8.⁶ For a student who commenced studies in the 2021/2022 academic year or later, the grade book is kept by the Academic Affairs Office in the electronic study system (Neptun) (e-index). The e-index comprises the student's student record sheet data kept in the electronic study system.

2.1.3.4.9. A student with active status who commenced studies in the 2020/2021 academic year or earlier may, simultaneously with registration for the given semester—but by 30 September at the latest (in the autumn semester) or by 28 February (in the spring semester)—switch to an e-index on the basis of a request submitted via Neptun's request manager. Switching to the e-index is one-way; once the request has been approved, it cannot be withdrawn. The academic administrator records the switch to the e-index in the paper-based grade book, which is authenticated by the signature of the Director of Academic Affairs or the educational vice-rector (the head of the educational organisational unit responsible for the programme) or the Rector and by the imprint of the College's round stamp. No further entries may be made in the paper-based grade book; its issuance is governed by point 2.1.3.12.3.

2.1.3.4.10. In the case of an e-index, the student

- a) is notified by the Academic Affairs Office, in the manner and at the time specified in point 2.1.4.4.13 of the TVSZ, of the subjects they have enrolled in or dropped;
- b) appears for an oral examination with a completion sheet ("certificate of oral examination result") printed by the student from the Neptun student web interface, which qualifies as an official grade-book substitute under point 2.1.4.9.17 of the TVSZ. The completion sheet contains the semester of the given academic year, the student's name, the educational identification number, the name of the subject/curricular unit enrolled by the student, and—added by the examining instructor—the date of the examination, the assessment of the examination, the name and educational identification number of the examining instructor, and their signature. The completion sheet is not a precondition for the examination; in its absence, identity must be verified in another appropriate manner, and the result of the examination assessment is recorded by the instructor exclusively in Neptun and—on the examination sheet printed by the instructor from the Neptun instructor web interface;
- c) in the case of other assessments not qualifying as oral examinations, receives notification via a Neptun message simultaneously with the recording of the assessment in Neptun;
- d) has access, in printable form on the Neptun student web interface, to the data content of their extract from the student record sheet for their programme in accordance with legal requirements [Nftvhr. Section 36 (12)];
- e) is entitled, within 15 days after the close of the semester and once per semester free of charge, to a certified extract from the student record sheet, authenticated by the signature of the Director of Academic Affairs or the educational vice-rector (the head of the educational organisational unit responsible for the programme) or the Rector and by the imprint of the College's round stamp;
- f) after graduation, can officially certify the data of the curricular units completed during their studies with the diploma supplement [TVSZ 2.1.5.7.].

2.1.3.4.11. In the case of the e-index, neither the provisions of the TVSZ relating to the paper-based grade book in points 2.1.4.4.2. (recording of enrolled courses in the grade book), 2.1.4.4.3. (grade book submission), and 2.1.4.10.9. (semester closure authentication in the grade book), nor the rule in point 3.2.2.1.1.4. of the HTJSZ that prescribes grade book submission as a condition for certain study-based benefits, shall apply.

2.1.3.5. Registration

2.1.3.5.1. At the start of each training period, the student declares whether, in the given semester, they will commence or continue their studies (registration) or suspend them. The student may complete registration from the start of the preliminary course enrolment until the end of the registration period. Thereafter, registration for the given semester is possible only with permission granted in a Rector's equity decision.

2.1.3.5.2. If not previously done, the student must also report any changes in their recorded personal data during the registration period. If the data have changed in a way that must be evidenced by documents, the student shall report this to the Academic Affairs Office in person, simultaneously presenting the original document.

2.1.3.5.3. Within one month after the start of the semester, but no later than 14 October or 14 March, the

⁶ Chapter 2.1.3.4. was supplemented with points 2.1.3.4.8–2.1.3.4.11 by Section 2 of the "Amendment to the DGBC Study and Examination Regulations for the phased introduction of the e-index from the 2021/2022 academic year" adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

student may, in person or through an authorised representative, declare to the Academic Affairs Office the withdrawal of their registration, or—after enrolment—may request the suspension of their studies by the same dates. In the event of missing the deadline, there is no place for justification. If making a declaration through an authorised representative, an authorisation as defined in point 2.10 of the General Student Procedural Code (hereinafter: HÁER) must also be attached. The Student Affairs Committee decides on the withdrawal of registration. In other cases, the registration cannot be withdrawn.

2.1.3.5.4. If a self-financed student withdraws their registration by the given deadline, they may at the same time dispose that the tuition fee paid be credited towards the next semester or that the College refund the tuition fee—less an administrative charge. In the absence of a disposition, the College refunds the tuition fee.

2.1.3.5.5. On the day following the deadline specified in point 2.1.3.5.3., the Academic Affairs Office establishes the list of registered students and notifies, via Neptun, those whose registration it has invalidated.

2.1.3.6. Suspension of student status (taking a passive semester)

2.1.3.6.1. After enrolment or registration, the student notifies the College of the suspension of student status by a declaration to that effect (notice). If the student suspends studies, or fails to register and this does not result in the termination of student status, the given semester must be recorded as a passive semester.

2.1.3.6.2. During the suspension of student status, the student does not fulfil study obligations and cannot be required to perform academically.

2.1.3.6.3. During the suspension, the student is not entitled to free services and student benefits, except for library use and, during the preliminary course enrolment period, computer lab access.

2.1.3.6.4. Student status may be suspended multiple times, but for no more than two semesters at a time.

2.1.3.6.5. If the student suspends studies for two semesters, during the second semester of suspension the Academic Affairs Office shall—after the fourth week of the study period—draw the student's attention in writing and in Neptun to the legal consequences of a possible omission of registration for a third semester. The Academic Affairs Office shall resend this notice to the student by the end of the examination period.

2.1.3.6.6. If, after the two-semester suspension period, the student still does not register, their student status is terminated.

2.1.3.6.7. At the student's request, the Student Affairs Committee may authorise the suspension of student status

a) for a continuous period longer than that specified in point 2.1.3.6.4.,

b) even before completing the first semester, or

c) until the end of the training period already commenced, for that training period,

provided that the student, through childbirth, accident, illness, or other unforeseen reason beyond their control, is unable to fulfil obligations arising from student status, can substantiate this with documents attached to the request, and at the same time submits to the Academic Affairs Office a declaration of intent to maintain student status, indicating the expected duration of the suspension.

2.1.3.6.8. If the student is barred, as a disciplinary sanction, from continuing studies for a specified period, student status is suspended for that period. Following the expiry of the bar, the student must register to continue studies without separate notice.

2.1.3.6.8.1. Student status is suspended for the duration of actual military service as a voluntary reservist, during which the student is exempt from the obligations defined in these Regulations.

2.1.3.6.9. After the suspension of student status, the student shall continue studies in accordance with curriculum changes that occurred in the meantime, under the curriculum applicable to students who commenced studies in the programme after the student's enrolment by a period equal to the duration of the suspension.

2.1.3.6.10. The validity of previously completed courses (under the rules on credit transfer set out in points 2.1.4.6.9.1–5.) is determined—having regard to the opinion of the programme leader—by the Student Affairs Committee acting as the College Credit Transfer Committee.

2.1.3.7. Guest student status and student status established for the purpose of acquiring partial studies

2.1.3.7.1. The College consents to the student pursuing partial studies at another higher education institution—domestic or foreign—in guest student status, provided the host institution allows it.

2.1.3.7.2. A student supported by a Hungarian state (partial) scholarship may participate in education under the conditions of the Hungarian state (partial) scholarship within guest student status as well. The College—except where there is an inter-institutional agreement—does not reimburse the costs of partial studies.

2.1.3.7.3. Credits earned by a student at another higher education institution in guest student status may be recognised under the credit transfer rules on the basis of a credit certificate issued by the host institution. The

host institution may not make entries in the student's grade book.

2.1.3.7.4. In the case of a student pursuing partial studies at a foreign higher education institution—under the provisions of the agreement or programme concerning the studies—the credits earned for completing courses are fully recognised towards the student's domestic study obligations if the study contract concluded before departure contains the credits to be completed. In such a case, the credit-equivalence review takes place before the start of the partial studies or before finalising the study contract for them. During the student's partial training, a prior declaration by the College on the recognition of the student's performance may not be withdrawn retrospectively. A decision by the College Credit Transfer Committee is required for the prior declaration.

2.1.3.7.5. A student of a domestic higher education institution not recognised by the state or of any foreign higher education institution may pursue studies at the College in guest student status only on the basis of an inter-institutional agreement.

2.1.3.7.6. In the absence of an inter-institutional agreement, a student of another higher education institution who is not supported by a Hungarian state (partial) scholarship may pursue studies at the College under a self-financed scheme.

2.1.3.7.7. In the case of guest student status conducted under an inter-institutional agreement, the inter-institutional contract shall govern the reimbursement of tuition and other costs.

2.1.3.7.8. The guest student is entered in the College's student register, and for the duration of their studies at the College, the scope of the College's relevant regulations applies to them accordingly.

2.1.3.7.9. The application for guest student status must be submitted to the Academic Affairs Office by the end of the first week of the course-enrolment period; in the case of a foreign student, to the International Office by the end of the fourth week of the study period.

2.1.3.7.10. On the application for guest student status, the relevant programme leader—and, in the case of multiple programmes, each concerned programme leader separately—shall certify consent to the granting of guest student status.

2.1.3.7.11. On the basis of the application, the educational vice-rector (in the case of a site, the head of the educational organisational unit responsible for the programme) decides on the permission for guest student status, stipulating any self-financed tuition amount, the method of payment, and the deadline. The permit is issued to the applicant by the Academic Affairs Office.

2.1.3.7.12. On the basis of the permit for guest student status, the Academic Affairs Office enrolls the guest student in the authorised courses in Neptun (regardless of the course-enrolment ranking).

2.1.3.7.13. A separate grade book may not be issued for a guest student, except

a) where the higher education institution in which the student holds student status has no paper-based grade book; or

b) for a guest student who holds student status at a foreign higher education institution.

2.1.3.7.14. The Academic Affairs Office issues the certificate of the results of the guest student period—containing the same content as grade-book entries—and, upon request, the credit certificate.

2.1.3.7.15. In matters related to programmes of a foreign higher education institution operating in Hungary on the basis of a cooperation agreement concluded with the College, the International Office exercises and performs the tasks and powers of the Academic Affairs Office as defined in these and other College regulations.

2.1.3.7.16. A person holding a higher education degree but not in student status at the College may, within a student status established for the purpose of acquiring partial studies and under a self-financed scheme, enrol in and complete any course or module of the institution—without a separate admissions procedure. This student status for acquiring partial studies is established with the permission of the educational vice-rector (in the case of a site, the head of the educational organisational unit responsible for the programme), and otherwise the provisions applicable to self-financed student status shall apply. The College—through the Academic Affairs Office—is obliged to issue a certificate of the academic performance of a student participating in training for partial studies. Completion of the course or module may be recognised towards higher education studies under the rules on credit transfer.

2.1.3.8. Additional (parallel) student status

2.1.3.8.1. A student may establish additional (parallel) student status at another higher education institution without any duty to notify.

2.1.3.8.2. A student of another higher education institution may establish parallel student status at the College in accordance with the admissions rules.

2.1.3.9. Student training agreement, adult education contract

2.1.3.9.1. A self-financed student may pursue higher education studies at the College on the basis of a student

training agreement. The concept of self-financed tuition, and the rules for its determination, payment, and use, as well as the rules for reclassification between Hungarian state (partial) scholarship-funded and self-financed forms, are set out in Chapter 3.3.2.1 of the Student Tuition and Benefits Regulations.

2.1.3.9.2. The rules of the student training agreement are contained in points 3.3.1.2 and 3.3.1.3 of the Student Tuition and Benefits Allowances Regulations.⁷

2.1.3.9.3. With a person in an adult education relationship with the College, an adult education contract as defined in Section 13 of Act LXXVII of 2013 on Adult Education must be concluded. The adult education contract must specify the training fee in a single amount, and—apart from the examination fee and the fee for a resit examination—no further fee or cost may be charged to the participant under any other title.

2.1.3.9.4. In the application, authorisation, and certification procedures related to the study opportunity intended to be used as a training service in an adult education relationship—except for the special rules applicable to foreign students—the rules set out in 2.1.3.7.1–2.1.3.7.8. shall apply, taking into account the requirements laid down in Act LXXVII of 2013 on Adult Education.

2.1.3.10. Choosing a Specialization

2.1.3.10.1. Within the framework of legislation and these Regulations, the student pursues programme studies in a specialisation (hereinafter: specialisation).

2.1.3.10.2. The choice of, or admission to, a specialisation may take place in three ways:

- a) in a master's programme, through the admissions procedure;
- b) by selecting an entry specialisation; or
- c) by completing an exit specialisation.

2.1.3.10.3. When choosing a specialisation through the admissions procedure, an applicant admitted to a master's programme is admitted simultaneously to the given programme and to the chosen specialisation, thus commencing programme studies in the specified specialisation upon enrolment.

2.1.3.10.4. During programme studies,

- a) the choice of an entry specialisation must be reported by the end of the first semester of the bachelor's programme;
- b) a change of specialisation during studies must be reported to the Academic Affairs Office by the last day of the study period of the semester preceding the start of studies in the new specialisation.

To support the choice of entry specialisation, during the first semester the specialisations hold an introductory session for first-year bachelor's students.

2.1.3.10.5. The conditions for choosing and/or changing a specialisation are set out in the training programme. It may be required that:

- a) a specified number of, or designated, courses be completed;
- b) courses be completed with a specified result;
- c) a criterion requirement be met (e.g. language proficiency);
- d) another condition set by the programme leader be met.

2.1.3.10.6. In consultation with the programme leader, and on the basis of the admissions quota set by the Senate, the educational vice-rector determines the planned number of students who may be admitted to the given specialisation by the start of the preceding semester's registration period. The Academic Affairs Office publishes the planned quota thus determined.

2.1.3.10.7. If the number of students choosing a specialisation exceeds the planned number for that specialisation, the students admitted to the specialisation must be selected by ranking according to the conditions set out in the training programme and by a draw provided in Neptun.

2.1.3.10.8. The rules on choosing a specialisation apply to changing a specialisation, with the difference that the decision on changing the specialisation is made—on the basis of the opinions of the programme leader concerned and the specialisation leads—by the head of the educational organisational unit responsible for the programme.

2.1.3.10.9. An exit specialisation undertaken during programme studies does not need to be chosen in advance. By organising their studies and completing the courses belonging to the specialisation, the student effectively decides on the specialisation, and upon completion it becomes apparent which specialisation has been fulfilled.

2.1.3.11. Termination of student status

2.1.3.11.1. Student status terminates

- a) at the student's initiative;

⁷ Amended by: paragraph (2) of Section 3 of the "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

- b) upon completion of studies; or
- c) at the College's initiative.

2.1.3.11.2. In every case, the Academic Affairs Office notifies the student in writing—and simultaneously by Neptun message—of the termination of student status by sending the relevant decision of the Student Affairs Committee.

2.1.3.11.3. If a student participating in a Hungarian state (partial) scholarship-funded programme must—by applying Chapter 3.3.2.1.2 of the Student Tuition and Benefits Regulations is reclassified to a self-financed programme, and the student does not wish to continue studies in the self-financed programme, the Student Affairs Committee terminates the student's student status.

2.1.3.11.4.⁸ Student status terminates on the last day of the first final examination period following fulfilment of the requirements for the completion certificate (absolutorium).

2.1.3.11.5. The Student Affairs Committee establishes the termination of student status

- a) acting under authority delegated by the Rector, due to arrears of payment, after an unsuccessful demand for payment and an assessment of the student's social circumstances;
- b) in the case of expulsion as a disciplinary sanction;
- c) upon dismissal from the programme, if the student is not pursuing studies in another programme.

2.1.3.11.6. The Student Affairs Committee terminates student status if, following an authorised suspension, the student does not resume studies.

2.1.3.11.7. The Student Affairs Committee dismisses the student from the programme if, on two consecutive occasions, the student has failed to make the declaration referred to in Section 2.1.3.5.1. and has not obtained permission for suspension under Section 2.1.3.6.7.

2.1.3.11.8.0. After the close of the academic year has been recorded in Neptun, the Academic Affairs Office must notify the student in writing to fulfil—by a reasonable deadline⁹—their obligation related to study progress that would otherwise justify dismissal as set out in points 2.1.3.11.8.1. a)–d).

2.1.3.11.8.1. The notice must inform the student of the legal consequences of non-compliance (dismissal, obligations to repay in connection with state (partial) scholarship or other repayments). Provided that the Academic Affairs Office has notified the student in writing to fulfil the obligation by the given deadline and has informed them of the legal consequences of non-compliance, and the student has not submitted a request for Rector's equity, the Student Affairs Committee dismisses the student from the programme if:

- a) the student has not completed a course listed in the programme's curriculum (programme plan) that was enrolled in and not dropped—even discounting course withdrawal—after three enrolments (2.1.4.10.6.3); or
- b) the student has not completed a course listed in the programme's curriculum (programme plan) that was enrolled in and not dropped even after five attempts to obtain a grade (excluding invalid attempts due to failure to meet a weak prerequisite) (2.1.4.10.6.3); or
- c) the student has not completed 30 credits (the institutional minimum credit value to be earned over specified training periods) across three consecutive active semesters (2.1.4.10.6.4); or
- d) the student has failed to complete more than nine enrolled, not-dropped courses across three consecutive active semesters (2.1.4.10.6.4).

The provision in point c) shall be applied to students whose student status had previously been terminated but who have been readmitted to the given programme through an admissions procedure, disregarding their prior studies.

For the calculation of the period referred to in point d), semesters prior to the spring semester of the 2021/2022 academic year must be disregarded.

2.1.3.11.9. Dismissal from the programme simultaneously entails the termination of student status if the student is not pursuing studies in another programme.

2.1.3.12. Procedure upon termination of student status

2.1.3.12.1. When the Student Affairs Committee's decision on the termination of student status becomes final, the Academic Affairs Office deletes the student from the student register and closes the student dossier.

2.1.3.12.2. No separate decision is required on deletion; it must be ordered in the decision declaring the termination or cessation of student status.

2.1.3.12.3. Upon termination of student status, the grade book must be handed over to the student. The fact and date of handover must be recorded on the student record sheet. The handover must be evidenced by a

⁸ Amended by: paragraph (1) of Section 4 of the "Amendment to the DGBC Study and Examination Regulations for the the phased introduction of the e-index from the 2021/2022 academic year," adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

⁹ Amended by: paragraph (3) of Section 3 of the "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

delivery-and-receipt document containing:

- a) the College's name and institutional identification number,
- b) the designation of the document handed over (grade book),
- c) the student's name and FIR identification number,
- d) the serial number of the student record sheet,
- e) the serial number of the grade-book form,
- f) the institutional serial number,
- g) the date of receipt, and
- h) the recipient's name and signature.

If a representative acts on behalf of the student at receipt, the representative's authorising document (a power of attorney in a private document of full probative force or a public document, or an official document certifying legal representation) must be attached to the delivery-and-receipt document.

If the document is not handed over in person, it must be sent by post to the authorised recipient in a manner evidencing receipt. In this case, the document proving receipt must be attached to the delivery-and-receipt document. The delivery-and-receipt document must be retained together with the student record sheet.

2.1.3.12.4. Upon termination of student status, the student must account for any College property (assets and inventoried items) issued to them during the legal relationship but not yet returned by the time of termination, and must settle all debts owed to the College, including any tuition fees, charges, scholarship repayments, other debts, and library liabilities.

2.1.4. Study obligation

2.1.4.1. The order of the academic year

2.1.4.1.1. The academic year consists of two semesters, named as follows:

- the first (autumn) semester of academic year .../...;
- the second (spring) semester of academic year .../....

2.1.4.1.2. A semester comprises a 22-week training period, within which there are 15 weeks of term time (the first of which is the registration week) and a 7-week examination period.

2.1.4.1.3. The Rector sets the start and end dates of the semesters, the registration period, the training period (including the term time and the examination period). The Academic Affairs Office must publish the order of the semester on the College website and in Neptun by the last day of the preceding semester's term time. The announcement on the order of the semester must in particular state:

- a) the date of enrolment,
- b) the first and last day of the term time,
- c) the deadlines for payment of tuition fees,
- d) the first and last day of the registration period,
- e) the first and last day of the course-enrolment period,
- f) the first day of the examination sign-up period,
- g) the first and last day of the examination period,
- h) the first and last day of the final examination period,
- i) any study breaks.

2.1.4.1.4. The semester begins with the registration week. During this period only course sign-ups and scheduling related to study obligations may be carried out. For this purpose, the instructor must be available to students in at least two office hours.

2.1.4.1.5. The first four weeks of the semester constitute the course enrolment and course deletion period, during which the student compiles and, in Neptun, enrolls in the list of course instances and examination courses they plan to complete that semester.

2.1.4.1.6. The Rector may authorise up to 20 days of teaching recess per academic year and, in justified cases, may authorise class cancellations.

2.1.4.1.7. In addition to the previous paragraph, the anniversary of the College's foundation (28 May) is a teaching recess.

2.1.4.1.8. With the Rector's permission, professional practice, examinations, and other educational activities (collectively: student activities) may be organised outside the academic year. In such cases, communications on the College website, in Neptun, or in electronic or paper letters, notices, or information sheets must clearly indicate whether the activity relates to the semester immediately preceding or following it.

2.1.4.1.9. ¹⁰ The College's programmes in religious education are delivered primarily in an in-person

¹⁰ Amended by: paragraph (4) of Section 3 of the "Amendment to DGBS Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

instructional format, except for programmes and courses explicitly launched as distance education. In the cases defined in points 2.1.1.7. a)–d), however, the entire training (including courses and assessments) is organised as closed-system electronic distance education or hybrid education, with the possibility in both cases of simultaneously applying distance-education elements.

2.1.4.1.10.¹¹ At the instructor's initiative and with prior Rectoral permission, a given course may be organised, even in a semester delivered in person, in one of the distance formats specified in points 2.1.2.7.7. b)–d).

2.1.4.1.11.¹² In the cases described in points 2.1.4.1.9. and 2.1.4.1.10., implementing all study and examination obligations on closed electronic online platforms—uniformly determined by the Rector and supported by academic administration—is permitted under this provision. In such cases the student and the instructor have a heightened duty of mutual cooperation to ensure the successful delivery of education.

2.1.4.1.12. In online participation, turning off the camera and/or audio during an examination, comprehensive examination, or any educational event serving as the basis for assessment is not permitted and entails the risk of a “fail”, “not passed”, or refusal to award the signature. Turning off the camera and/or audio during a lecture, seminar, practice class, or retreat may occur with the instructor's permission and must be switched back on at their instruction; failure to do so must be treated as unauthorised departure from the event. Camera framing must be set for all participants so that only the student or instructor participating in the educational event is visible and audible. Without the explicit, documented prior consent—based on information extending to the manner of use—of the instructor and all present, no camera recording or other image capture may be made of online events, and forwarding or posting such recordings constitutes a student disciplinary offence and, for instructors, entails employer action.

2.1.4.2. Method and timing of individual course enrolment

2.1.4.2.0. Announcing course

2.1.4.2.1. The head of the educational organisational unit responsible for the programme directs the course-announcement process and, apart from the matter set out in point 2.1.4.2.2., decides all disputed issues.

2.1.4.2.2. The Rector decides on announcing a new course, or on suspending or stopping the announcement of a course, after consultation with the relevant programme leader, specialisation lead, instructors, and the Director of Academic Affairs.

2.1.4.2.3. The Director of Academic Affairs acts ex officio to ensure the announcement of the course(s) enabling completion of any compulsory subject in a programme's curriculum.

2.1.4.2.4. Courses serving the completion of compulsory subjects must be announced in the semester scheduled by the model curriculum.

2.1.4.2.5. An examination course assigned to a comprehensive examination must be announced every semester.

2.1.4.2.6. The additional examination course defined in point 2.1.2.7.3. b) may be announced at the initiative of the student and the course instructor by the head of the educational organisational unit responsible for the programme. Where an exceptional study schedule (2.1.4.11.) is authorised, the head of the educational organisational unit responsible for the programme ensures ex officio that the corresponding examination course is announced.

2.1.4.2.7. In agreement with the programme leader—and, for a specialisation course, with the specialisation lead—the head of the educational organisational unit responsible for the programme may set minimum and maximum headcounts for courses. This must be published in the course offering.

2.1.4.2.8. In cooperation with the Director of Academic Affairs, the head of the responsible educational organisational unit ensures, by the start of the course-enrolment period at the latest, that the courses to be announced are recorded in Neptun. The list must include the data appearing in the course description [2.1.2.1.5.], and whether students not enrolled in the track or specialisation may take the given course without fulfilling prerequisites. Where possible, steps must already be taken during the term time to pre-record in Neptun the course offering for the next semester.

2.1.4.2.9. The preliminary course offering must indicate the course instructor and the planned venue and time (except for special colloquia and examination courses), as well as the minimum and the planned maximum headcount. If the instructor is not yet known when compiling the preliminary offering, the course leader must be indicated.

2.1.4.2.10. For compulsory subjects, a sufficient number of course instances enabling completion of the subject must be announced for those who sign up during preliminary enrolment. If this is not possible for the given

¹¹ Amended by: paragraph (4) of Section 3 of the “Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement” adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

¹² Amended by: paragraph (4) of Section 3 of the “Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement” adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

subject in the given semester, an opportunity to complete the subject must be provided in the following semester—and, by way of exception, within one year at the latest.

2.1.4.2.11. Programme leaders check in Neptun whether the course in the offering is indeed suitable for completing the subject, and whether a sufficient number and size of course instances have been announced for each subject. If errors are found in the offering during this check, they ensure their correction.

2.1.4.2.12. Taking into account the programme leaders' modifications, the Academic Affairs Office ensures that the preliminary course offering is announced in Neptun by the beginning of the fourth week of the examination period of the preceding semester.

2.1.4.2.13. The head of the educational organisational unit responsible for the announcement may request modifications, additions, or deletions from the programme leader in the preliminary offering. The programme leader modifies the offering accordingly, but may not delete an examination course.

2.1.4.2.14. All course instances enabling completion of the same subject may be cancelled only if the total number of applicants for these courses does not reach the smallest of the minimum headcounts set for the courses.

2.1.4.2.15. By the first day of the semester, the Academic Affairs Office publishes the final course offering in Neptun. If the place and time of a course were not published in advance, the offering contains the place and time of the scheduling meeting, which may only fall in the registration week.

2.1.4.2.16. Courses not published in the course offering may not be held. By way of exception (in the case of announcing examination courses, to increase the headcount of an already announced course, or for a course taught by an unexpectedly arriving guest lecturer), the Rector may authorise supplementary announcements of courses by the end of the course-enrolment period at the latest. In justified cases, the Rector may authorise the announcement of a block-taught course until the end of the fifth week of term time. The Academic Affairs Office ensures recording of supplementary announcements in Neptun and appropriate information to students.

2.1.4.2.17. For an already announced course, the head of the announcing educational organisational unit may decide, by the end of the second week of the semester, not to launch it.

2.1.4.2.18. In extraordinary cases, with the Senate informed at the same time, the Rector may decide to publish only the final course offering. In this case, courses cannot be enrolled during a preliminary period.

2.1.4.3. Preliminary course enrolment

2.1.4.3.1. If the programme or specialisation publishes a preliminary course offering, students may enrol in courses even before the standard course-enrolment period.

2.1.4.3.2. The preliminary course-enrolment period begins at the time the preliminary course offering is published and ends two days before the course-enrolment period. During the preliminary period, the student may, under the regular rules of course enrolment, pre-select in Neptun the courses they wish to take in the next semester.

2.1.4.3.3. Preliminary course enrolment is not compulsory for the student; during final course enrolment the student may enrol in a course that was not selected during the preliminary period.

2.1.4.3.4. For students wishing to pursue studies in their first semester and enrolling at the College in that year, preliminary course enrolment may not be prescribed in the given programme or specialisation.

2.1.4.3.5. A non-registered student may not participate in preliminary course enrolment.

2.1.4.3.6. Based on preliminary course enrolment, the head of the announcing educational organisational unit may decide to cancel courses and—where necessary—arrange for additional courses to be announced.

2.1.4.4. Course enrolment

2.1.4.4.1. During the course-enrolment period, the student may sign up in Neptun for any course or examination course announced by any educational organisational unit of the College (course enrolment). The course-enrolment period is the first two weeks of term time. A course the student has enrolled in may be dropped no later than the end of week 4 of term time.

2.1.4.4.2. Within one month after the start of the semester—but by 14 October (autumn) or 14 March (spring) at the latest—the academic administrator enters into the student's paper grade book the data of the courses enrolled in Neptun—by pasting in the printout from Neptun and validating it in the manner set out in point 2.1.3.4.2.

2.1.4.4.3. Completion of a course that was not enrolled cannot be recognised.

2.1.4.4.3. The student must submit the grade book to the Academic Affairs Office no later than the first working day after the examination period.

2.1.4.4.4. A course or subject already completed may not be re-enrolled and completed again. Another, previously uncompleted course belonging to a completed subject may be taken as a free-choice course with the written permission of the working-group leader or the field-of-study lead. A course may not be retaken for grade improvement.

2.1.4.4.5. The head of the educational organisational unit responsible for the programme—together with the programme leader and the working-group leader or field-of-study lead—may authorise a given subject to be taken and completed more than once.

2.1.4.4.6. During the enrolment period the public student computer room must be open an average of 10 hours per day, evenly distributed across the week. At other times in the academic year, opening hours average 8 hours per day, evenly distributed.

2.1.4.4.7. A student with special needs is admitted to the course regardless of any ranking.

2.1.4.4.8. If applicants to a track are ranked in Neptun for a course, points are awarded on the following basis:

- a) students who selected the course during preliminary enrolment (70),
- b) students for whom the course is compulsory (70) or compulsory elective (40),
- c) students for whom the course is unlikely to be offered again before their expected graduation (80),
- d) students taking the course according to the model curriculum (20),
- e) students taking the course outside their own mode/section (20),
- f) students pursuing two tracks (50),
- g) students about to start their final (30) or penultimate (10) semester.

2.1.4.4.9. If, under the ranking, more students with identical scores would be admitted than the course capacity allows, Neptun establishes an order among the tied students by generating a “random” number per student, subject to:

- a) the number may depend only on the student’s Neptun code, the training period, and the course code;
- b) if a student drops a course and later re-enrols, they receive the same score;
- c) the expected position in the random order is identical for all students.

2.1.4.4.10. Where the technical conditions allow, the announcer may increase the course capacity during the enrolment period.

2.1.4.4.11. If the announcer sets specific professional requirements for admission, they must publish in Neptun by day 3 of term time which applicants have been admitted. The list may not exceed the course’s maximum headcount.

2.1.4.4.12. By the last day of week 5 of term time, some enrolments must be deleted from Neptun on the following grounds:

- a) delete an enrolment where a strong prerequisite has not been met, or where the course(s) fulfilling a weak prerequisite have not been taken—unless the course is not part of any programme curriculum;
- b) where co-enrolment is prescribed, delete the course if the co-required one has not been taken, unless the latter was already completed in an earlier semester;
- c) starting from the end of the ranking, delete as many enrolments as needed so that the remaining headcount does not exceed the maximum.

2.1.4.4.13. The Academic Affairs Office notifies the student without delay, via Neptun and by e-mail, of the courses they have enrolled in or that have been deleted.

2.1.4.4.14. Remaining places after deletion may be taken—from the time specified in 2.1.4.4.12. until the end of week 6 of term time—on a first-come, first-served basis (competitive sign-up), irrespective of ranking scores. If competitive sign-up is used, applicants admitted this way must be guaranteed sufficient contact hours to meet attendance requirements.

2.1.4.4.15. If Neptun deleted a student’s enrolment because completion of a prerequisite course had not yet been recorded, the student must be enabled to complete a course that fulfils the same subject as the original enrolment.

2.1.4.4.16. If the student enrolled properly but the enrolment was deleted, or the course does not run or was rescheduled and the student therefore cannot attend, then—after notification of the reason—the student must be given at least 5 working days to enrol in another course with the assistance of the Academic Affairs Office.

2.1.4.4.17. If the student withdraws their registration declaration, all course enrolments for that semester must be deleted.

2.1.4.4.18. If fewer students enrol than the preset minimum headcount, the course need not be launched.

2.1.4.4.19. The head of the unit responsible for the course informs the Academic Affairs Office and the students via Neptun if the course will not run.

2.1.4.5. Rules on earning credits

2.1.4.5.0. Class sessions

2.1.4.5.1. Attendance at lectures is compulsory only if required by the subject requirements, updated by the instructor each semester and made available to students no later than one month before the first day of the preceding examination period. Where attendance is compulsory, the instructor must check it and keep written records.

2.1.4.5.2. Attendance and fulfilment of practical requirements are compulsory in practice classes and seminars. Attendance must be checked unambiguously by the instructor and recorded; one copy of the register must be submitted to the Academic Affairs Office at semester's end. Obtaining the course signature requires cooperative participation in practice classes.

2.1.4.5.3. Practical requirements for earning a practical or seminar grade may include:

- a) reporting on tasks performed in class; and/or
- b) a task to be done outside class time; and/or
- c) an in-class test; and/or
- d) another requirement defined in the curriculum (programme plan).

2.1.4.5.4. Practical requirements are recorded in the curriculum (programme plan); their fulfilment conditions, the system for checking knowledge, the syllabus, and required/recommended literature must be presented at the first session or published. Mere attendance is not sufficient to earn credit.

2.1.4.5.5. For elementary foundation subjects identified in the curriculum—where permitted by the curriculum—the instructor responsible for the subject may exempt a student from compulsory attendance if the student demonstrates mastery of the material. Exemption does not relieve the student from other practical requirements, and completion must still be assessed using the prescribed form. Exemptions must be granted in writing.

2.1.4.5.6. Audio or video recording during classes is permitted only with the prior consent of the instructor and—at seminars and practice classes—the other students present. Students with special needs must be enabled to record the material in a manner justified by their disability.

2.1.4.5.7. Lessons at the College are 45 minutes long unless the curriculum provides otherwise. By tradition, lessons are held without breaks, as double periods. If students or some instructors require a break between two 45-minute lessons, they must agree on the need and manner of the break. Such a break is purely technical and may be at most 5 minutes long.¹³

2.1.4.6. Assessment of academic performance and rules on credit recognition

2.1.4.6.0.1. The ways academic performance is assessed form part of the curriculum and must be published before the start of the training period in the institutional information guide, on the College website, and in Neptun.

2.1.4.6.0.2. A student's performance may be assessed throughout the entire training period.

2.1.4.6.0.3. A student's knowledge may be assessed using multiple methods:

- A) diagnostic,
- B) supportive (formative),
- C) summative; and this may occur
 - a) continuously, or
 - b) on a single occasion.

The assessment modes and occasions may be used in combination.

2.1.4.6.0.4. Courses and curricular units may be closed with an in-term grade, an examination grade, or a signature.

- a) The in-term grade is based on continuous assessment of the course requirements during the semester [practical grade, "C", and—in the case of an accepted proposed grade—the "D"-type examination].
- b) The examination grade is awarded on the basis of an oral or written exam (colloquium, comprehensive exam) taken in the examination period [points 2.1.4.8.1. a)–d), and—in the case of a proposed grade not accepted—the "D"-type examination].
- c) The signature confirms, through a supportive (formative) form of assessment and closure, the continuous fulfilment of the curricular unit's in-term requirements.

2.1.4.6.1. A subject may be completed

- a) by completing a course or examination course, or
- b) by credit recognition.

2.1.4.6.2. A student completes a course or examination course if, on the three- or five-point scale, they receive a grade other than "fail"/"not passed", or they obtain the signature. A subject may be completed via the examination course defined in point 2.1.2.7.3. b) only if the student has previously enrolled in it once—unless the head of the responsible unit has granted an exemption.

2.1.4.6.3. A student has not completed the course or examination course if

- a) they receive a "fail" or "not passed" evaluation, or do not obtain the signature;
- b) the acquisition of a subject tied to a prerequisite is later invalidated because the weak prerequisite was not

¹³ The second–fourth sentences follow the rector's text-amendment proposal to TVSZ point 2.1.4.5.7., adopted by Senate Resolution No. 33/2020. (12.03.).

fulfilled in the same semester;

- c) they abandon the course—i.e., despite enrolment they did not even attempt completion: for a seminar or practice class they did not attend sessions or their performance was otherwise unassessable; for an examination they did not attempt the exam.

2.1.4.6.4. It is not course abandonment if the course does not run, or if the student did not attempt completion because the prerequisite was not met.

2.1.4.6.5.1.¹⁴ The instructor certifies the evaluation of the course or examination course on the examination sheet and in the grade book—or, for the e-index, on the completion sheet [point 2.1.3.4.10. b)]—by entering the grade (evaluation) in numbers and words, adding their signature and the date. Where the closing form is a signature, it is given with the instructor's signature and the date.

2.1.4.6.5.2.¹⁵ The grade (evaluation) entry must be recorded with identical content on the examination sheet and in the grade book—or, for the e-index, on the completion sheet [point 2.1.3.4.10. b)]. The instructor (or, for external assessment, the head of the responsible unit) must also record the course evaluation in Neptun no later than the working day following the result—or, for external assessments (e.g. practice outside the College), following receipt of the document containing the evaluation.

2.1.4.6.5.3.¹⁶ If a discrepancy is detected, the Academic Affairs Office initiates an inquiry. As a rule, the evaluation in the grade book—or, for the e-index, on the completion sheet (or, if absent, on the examination sheet)—is controlling. The student may not delete or alter entries in the grade book, or—where there is an e-index—on the completion sheet [point 2.1.3.4.10. b)]—on pain of disciplinary action.

2.1.4.6.6. If the instructor is prevented from making the entry, the programme leader (or, for a specialisation course, the specialisation lead), the course leader, or the head of the responsible unit must enter the grade with the note "p. a." or "pro absente".

2.1.4.6.7.1. The instructor sends all results for a given examination to the Academic Affairs Office on an examination sheet completed by hand or printed from Neptun—in both cases authenticated by the instructor's signature.

2.1.4.6.7.2. The examination sheet contains

- a) the designation of the semester in the given academic year,
- b) the name and code of the subject/curricular unit,
- c) the date of the examination,
- d) the examining instructor's name,
- e) the examining instructor's identification number and signature,
- f) the name and student ID number of each examinee, and
- g) the examination evaluation and date.

2.1.4.6.7.3. An examination sheet must also be issued for evaluations not obtained by way of an examination.

2.1.4.6.8. In making any decision connected with the assessment of academic performance, the data recorded in Neptun shall govern unless the student lodges an objection.

2.1.4.6.9. Rules of credit recognition

2.1.4.6.9.1. The College Credit Transfer Committee (hereinafter: Credit Transfer Committee) is the body that recognises and counts credits. Its tasks are performed by the Student Affairs Committee. The chair is the chair of the Student Affairs Committee; the members are the members of that committee. The Committee sets its own rules of procedure. All decisions on credit transfer fall within the Committee's remit. Students submit requests for credit transfer through Neptun's request manager, or—if they have no access to College Neptun (e.g. in transfers)—on paper using the standard form. The Rector's Instruction defines the form's shape and content.

2.1.4.6.9.2. Credit may be awarded only once for mastering a given body of knowledge/competences. Credit recognition—based on the prescribed learning outcomes of the subject (module) or the syllabus—is made solely by comparing the underlying competences (knowledge, proficiency, skills, abilities).

2.1.4.6.9.2.1. Credit must be recognised if the compared knowledge matches by at least seventy-five percent.

2.1.4.6.9.2.2. Credit may always be recognised where the competence content under the learning outcomes or the syllabus shows a match of fifty percent or more.

2.1.4.6.9.2.3. Credits earned in higher education—where the preconditions are met—must be recognised on the basis of studies pursued at any higher education institution, regardless of where or at what level they were

¹⁴ Amended by: paragraph (1) of Section 3 of the "Amendment to the DGBC Study and Examination Regulations for the the phased introduction of the e-index from the 2021/2022 academic year," adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

¹⁵ Amended by: paragraph (1) of Section 3 of the "Amendment to the DGBC Study and Examination Regulations for the the phased introduction of the e-index from the 2021/2022 academic year," adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

¹⁶ Amended by: paragraph (2) of Section 3 of the "Amendment to the DGBC Study and Examination Regulations for the the phased introduction of the e-index from the 2021/2022 academic year," adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

earned.

2.1.4.6.9.2.4 The credit value of recognised academic performance is identical to the credit value of the curriculum requirement deemed fulfilled; however, the grade obtained may not be altered when the course is recognised.

2.1.4.6.9.3. The Credit Transfer Committee may, in accordance with the relevant legislation and the provisions set out in these Regulations, recognise knowledge and work experience acquired through prior non-formal and informal learning as fulfilment of academic requirements. The recognition of competences acquired through prior non-formal (training conducted outside the school system but in an organised form) and informal (outside the school system, through experience) learning, as well as experience gained through work, may take the form, within a given programme, of recognising a competence (knowledge, performance, achievement, skill, further competences) for credits or of granting exemption from an academic requirement. In the recognition procedure, on the basis of the student's documents and within an appropriate assessment process, the Credit Transfer Committee must ascertain the existence of the knowledge.

2.1.4.6.9.4. In the course of recognition procedures, it must be ensured that, for the award of the final certificate (absolutorium) – even where the knowledge acquired by the student in another programme of the College or as a visiting student at another higher education institution, as well as the knowledge defined in point 2.1.4.6.9.2., is recognised for credit value – at least one third of the total credit value of the programme must be completed at the College.

2.1.4.6.9.5. Upon the written request of the person concerned, the College must conduct a preliminary credit transfer procedure prior to further study, transfer or visiting student status. In the course of the preliminary credit transfer procedure, the Credit Transfer Committee shall decide on the recognition of credits (subject to fulfilment) for academic requirements already completed by the applicant and expected to be completed by the end of the semester in progress at the time of application, and at the same time on the existence (subject to fulfilment) of the credits included among the admission requirements. The credits recognised by the Credit Transfer Committee shall be deemed recognised by the College at the actual commencement of studies without a further application.

2.1.4.6.9.6. When assessing applications for credit recognition related to meditation practices and retreats, the Credit Transfer Committee shall take its decision on the basis of the expert opinion of the Dharma Council, which it requests ex officio.¹⁷

2.1.4.6.10 Dharma Council¹⁸

2.1.4.6.10.1. The Dharma Council is a standing, three-member College committee whose tasks are

- a) to support and give opinions on the assessment of applications for credit recognition related to practical meditation classes
- b) academic decision-making by instructors concerning the acceptance of Dharma Works Collections (2.1.5.2.1.2).

2.1.4.6.10.1. The standing members of the Dharma Council are elected by the College Council [SzMSz. 2.3.2.10. b)].

2.1.4.6.10.2. The standing members of the Dharma Council shall elect a chair from among themselves for each meeting.

2.1.4.6.10.3. When assessing proposals for the acceptance of a Dharma Works Collection, in the case of a special topic selection, with the ad hoc involvement of experts, the three-member council may be expanded to five or seven members. The ad hoc expert members are appointed by the Rector on the recommendation of the three standing members of the Dharma Council.

2.1.4.6.10.4. If prevented from attending, the standing members of the Dharma Council are entitled to delegate a substitute.

2.1.4.6.10.5. The Dharma Council adopts its decisions by simple majority of its members. Both the standing members (including the chair) and the ad hoc expert members each have one vote.

¹⁷ Amended by: Section 1 of the "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

¹⁸ Inserted by: Section 1 of the "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

2.1.4.7. The method of obtaining an examination grade and options for making up unsuccessful in-semester requirements

2.1.4.7.0. Seminar, practice, practical mark

2.1.4.7.1. If the student has not been granted exemption or an individual study schedule as set out in paragraph 2.1.4.5.5.,

- a) the instructor may not refuse to award the practical mark if the student has been absent from no more than one quarter of the announced sessions;
- b) in the case of absence between one quarter and one third, the instructor may prescribe additional tasks or refuse to award the practical mark, but their general decision on this must be announced at the first session of the semester;
- c) in the case of absence exceeding one third, the practical mark must be refused.

Where "signature" is the closing form, the same rule applies.

2.1.4.7.2. The practical mark is five- or three-grade.

2.1.4.7.3. The practical mark must be awarded by the end of the penultimate week of the examination period. External practice constitutes an exception to this provision.

2.1.4.7.4. The requirements for the practical mark – with the exception of external practice – must be completed during the teaching period and the first two weeks of the examination period, but at the students' request the instructor may allow the practical mark to be obtained thereafter as well, but before the last week of the examination period. In this case, the deadlines set out in paragraphs 2.1.4.7.3. and 2.1.4.7.5. are extended.

2.1.4.7.5. One opportunity must be provided, after the period allowed for obtaining the practical mark requirements, to correct an insufficient practical mark. This must be published in the course offering.

2.1.4.7.6. This must be published in the course offering. If, in a (non-make-up or non-improvement) in-class test, more than 67% of students fail, the organisational unit responsible for education for the programme must investigate the matter at the request of the Student Representation.

2.1.4.7.7. A course closing with a practical mark may not be completed by an examination course.

2.1.4.8. Colloquium and comprehensive examination

2.1.4.8.1. A colloquium may be

- a) an oral examination;
- b) a written examination;
- c) a combined "A"-type examination, where the examination consists of a written and an oral part and the result of the colloquium is determined, as set out in the curriculum, on the basis of the two parts; however, successful completion requires passing both parts;
- d) a combined "B"-type examination, where the examination consists of a written and an oral part and successful completion of the written part is a prerequisite for participating in the oral part; the result of the examination is the result of the oral part, however, if the written part is unsuccessful, the result is a fail;
- e) continuous assessment ("C"-type examination), within which the student demonstrates their knowledge during the semester by writing 3–4 in-class tests or home assignments, and the instructor determines the grade on this basis;
- e) continuous assessment ("C"-type examination), within which the student demonstrates their knowledge during the semester by writing 3–4 in-class tests or home assignments, and the instructor determines the grade on this basis;
- f) a combined "D"-type examination, within which, on the basis of the written in-class test written at the end of the teaching period, the instructor may propose a grade depending on the result achieved; the proposed grades shall be published by the last day of the first week of the examination period at the latest and recorded in Neptun. If the student does not accept the proposed grade (or no grade was proposed on the basis of the written work), the student takes an oral examination during the examination period.

2.1.4.8.2. The type of colloquium must be indicated in the curriculum (programme plan) and in the course offering, and the instructor must communicate this to the students at the first session (together with the examination requirements). The type of resit – except in the case of a comprehensive examination – may differ from the type of the original examination. Departure from the type of colloquium is only permitted for students with special needs.

2.1.4.8.3. In the case of a combined "A"-type examination, the course leader may, on the basis of the written part, dispense with the oral examination and consider the assessment of the written part as the examination grade if the student agrees.

2.1.4.8.4. In the case of a "B"-type examination, the written part precedes the oral part. If the written part is unsuccessful, the student may not take part in the oral examination; the unsuccessful written part may be

corrected once. In the case of an unsuccessful oral part, the oral part must be corrected.

2.1.4.8.5. The written part of combined examinations may, at the instructor's discretion, also be completed by an in-class test written during the teaching period and/or by home assignments. If the written part of the combined examination is mandatorily composed of in-class tests written during the teaching period, their number may be a maximum of 4 and their dates must be announced at the first session of the teaching period.

2.1.4.8.6. In-class tests may be written during periods other than school breaks, during the time of the practice or the lecture. Departure from this is possible at the request or with the agreement of the students.

2.1.4.8.7. Both parts of combined examinations must be completed in the same semester.

2.1.4.8.8. The result of the written part(s) of the combined "A", "B" and "D"-type examinations completed during the teaching period must be announced within two weeks of being written; the result of a written examination completed during the examination period must be announced no later than 12:00 noon on the working day preceding the oral examination, and must be published in Neptun.

2.1.4.8.9. The result of a colloquium consisting (also) of a written part completed during the examination period must be announced within 8 working days from the date of writing.

2.1.4.8.10. The comprehensive examination is an examination, announced as a single examination course, certifying the acquisition of comprehensive knowledge in the given professional fields, and assessed with a single grade. Its assessment uses a five-grade scale.

2.1.4.8.11. A comprehensive examination may only be oral or a combined "A" or "B"-type examination. The oral comprehensive examination must be held on a single day. In the case of a combined examination, the written and oral sub-examinations may only be scheduled for the same examination period.

2.1.4.8.12. The comprehensive examination requirements must be published by the end of the course-registration period and may not be changed during the given teaching period.

2.1.4.8.13. The oral part of the comprehensive examination must be taken before a committee of at least two members. In the absence of a different provision by the Vice-Rector for Education, at least one member of the committee shall be a college professor or college associate professor.

2.1.4.8.14. If the committee has two members, the examination must be suspended in the event of the temporary absence of any member. If any member of the comprehensive examination committee is absent, the comprehensive examination may not be held.

2.1.4.8.15. In the case of combined examinations, the type of resit is determined by the curriculum (programme plan).

2.1.4.8.16. When publicising the results of written examinations and the written part of the comprehensive examination, strict compliance with the legislation on the protection of personal data must be ensured. Without the students' consent, examination results may not appear in a public place with names.

2.1.4.8.17. Students must be allowed to inspect the corrected written examination paper and the written part of the comprehensive examination within one week of the communication of the examination result.

2.1.4.8.18. After the inspection, on the basis of the given marking scheme and the required literature, the student may request a review of the correction from the marker of the paper; in disputed cases, from the person responsible for the field of study.

2.1.4.9. Rules for organising examinations

2.1.4.9.0. At least three weeks before the end of the teaching period, the course leader shall publish in Neptun

- a) the dates of each examination,
- b) the names of those involved in examining,
- c) the time and manner of application,
- d) the day on which examination results will be published, and
- e) the possibility of retaking the examination.

2.1.4.9.1. A maximum number of students per examination sitting may be set, which the course leader shall also indicate in Neptun when publishing the examination sittings. At the same time, the syllabus or the list of topics for the examinations must be published.

2.1.4.9.2. The date of written examinations is set by the course leader; the date of the written part of the comprehensive examination is set by the programme leader. At least two dates must be provided for written examinations during the examination period in such a way that at least one week elapses between the two examinations, and an additional opportunity for correction must also be provided.

2.1.4.9.3. Dates for oral examinations may only be designated within the examination period.

2.1.4.9.4. The dates for oral examinations are set by the course leader and published by the end of the third week preceding the examination period. The number of examination sittings (excluding resits) must be set so that the aggregated maximum capacity reaches 120% of the number of students enrolled in the course. An equal number of examination dates must be provided in weeks 1–3 and 4–6 of the examination period.

Departure from this is possible with the consent of the representation of the Student Government. At least two

weeks must elapse between the earliest and the latest examination. This may not be departed from even with the consent of the students concerned.

2.1.4.9.5. In the event of a dispute between students and the course leader concerning the examination dates, students may apply directly to the head of the organisational unit responsible for education for the programme, who shall make a decision binding on both the students and the course leader.

2.1.4.9.6. Efforts must be made to schedule oral examinations at individual times on the day of the examination and, during the conduct of the examination, it must be ensured that each student is examined after waiting no more than two hours. In the event of the instructor's absence, the head of the organisational unit responsible for education for the programme is obliged to arrange a replacement examination, which shall not entail adverse consequences for the students.

2.1.4.9.7. The instructor is responsible for holding the scheduled examinations and for arranging replacement dates for examinations cancelled due to the instructor's absence. In the event of cancellation of examination dates, students may lodge a complaint directly with the head of the organisational unit responsible for education for the programme.

2.1.4.9.8. If, during a written (non-resit or non-improvement) examination or comprehensive examination on a given examination day, at least 67% of examinees receive a fail for their knowledge, and the Student Representation so requests, the head of the organisational unit responsible for education for the programme must investigate the matter.

2.1.4.9.9.0. Method for registering for examinations and withdrawing registration

2.1.4.9.9.1. Registration for the examination is a prerequisite for taking an examination. Only a student who has enrolled in the course may register for an examination.

2.1.4.9.9.2. Registration for examinations is possible via Neptun.

2.1.4.9.10. In the same examination period, a student may register for an examination in a given course no more than three times – except in the case of postponement of the examination.

2.1.4.9.11. The course leader may designate certain examination dates in advance as resit or improvement examination dates.

2.1.4.9.12. Only those students who have been referred to a resit or who intend to improve a successful examination result may register for an examination announced in advance as a resit or improvement examination.

2.1.4.9.13. The student is entitled, no later than 36 hours before the start of the examination, to withdraw their registration for the examination or to register for a new examination date (postponement of the examination), provided there is a free place on another examination sitting.

2.1.4.9.14. Owing to postponement of the examination, it is not compulsory to provide an additional examination date; however, in the case of a justified absence, if this is still possible by the end of the examination period, an examination date must be provided for the student.

2.1.4.9.15. If the student fails to appear at the examination without justification and has not used the possibility of postponement, the examination shall be considered not completed if the student does not register for a new examination date or cannot register because there is no free place on another examination sitting until the end of the examination period. Only an absence which occurred through no fault of the student and due to verifiable external circumstances may be considered justified. A justified absence shall be deemed a postponement of the examination.

2.1.4.9.16. The justification must be submitted to the Academic Affairs Office within three working days following the missed (justifiably postponed) examination date.

2.1.4.9.17. A student who has not registered for the examination in Neptun may not be examined. At the examination, the instructor is obliged to verify the identity of participants. At an oral examination – except for an online examination – it is not permitted to be examined without a grade book or an official grade book substitute. In a written examination, participation is conditional upon proof of identity (by grade book or an appropriate document).

2.1.4.9.18. The examination is deemed to have commenced when the examination question is posed (the topic handed over); thereafter the student's performance must be graded. Competitive examinations are prohibited.

2.1.4.9.19. The instructor is entitled to interrupt the student's examination and to award a fail grade if the use of unauthorised aids or the cooperation of another person is detected. This rule must be applied mutatis mutandis to the requirements prescribed for obtaining the seminar signature and the practical mark.

2.1.4.9.20. In an oral examination, the examinee must be given the opportunity to prepare adequately before answering. Departure from this is permitted only at the examinee's request.

2.1.4.9.21. Examinations shall primarily be held in the buildings of the College; with the Rector's permission they may also be held elsewhere.

2.1.4.9.22. Oral examinations are public for the instructors and students of the College – within the limits set by

the examination venue (in the case of an online examination, the application environment). The publicity of an oral examination may be restricted at the examinee's request. No recording may be made of the examination.

2.1.4.9.23. If the student is examined before a committee, the student's performance shall be assessed by the chair of the committee on the basis of the opinions of the committee members.

2.1.4.10. Resit and improvement examinations

2.1.4.10.1. Taking into account the provisions of point 2.1.4.10.5., the course leader is obliged, by the end of the penultimate week of the examination period, to provide resit examination date(s) for students who have failed, taking into account the number of unsuccessful examinees. With the consent of the course leader, a resit may also be taken at earlier times within the examination period.

2.1.4.10.2.¹⁹ In the case of improving a fail grade in the same examination period (resit), the new grade shall be entered by the instructor on the examination sheet, and in the grade book, or for the e-index on the completion sheet [point 2.1.3.4.10. b)], written under the fail grade or in the remarks section..

2.1.4.10.3. After two unsuccessful examinations in the same subject, the examinee may, within seven working days of the examination or the announcement of the result (but by the end of the penultimate week of the examination period at the latest), request in writing from the head of the organisational unit responsible for holding the course that the examination be taken before another instructor or a committee. The head of the organisational unit is obliged to ensure this opportunity. The members of the committee must be designated – unless there is an unavoidable obstacle – in such a way that the instructor who assessed the student's examination as unsuccessful may not participate.

2.1.4.10.4. The date of the examination before the committee referred to in paragraph 2.1.4.10.3. shall be determined by the committee; the student shall be notified thereof by Neptun message within three working days (but at the latest on the working day preceding the examination) by the head of the organisational unit responsible for the course.

2.1.4.10.5. A resit or improvement examination (including separately repeated parts of a combined examination) may be held on the third day following the day of the examination in the case of a colloquium, and on the fifth day in the case of a comprehensive examination. At the student's reasoned written request, the head of the organisational unit responsible for the course may depart from this.

2.1.4.10.6.1. Resits and improvement examinations may be held only within the given teaching period.

2.1.4.10.6.2. In one examination period, two resits may be taken in the same course – having regard to point 2.1.4.9.10.

2.1.4.10.6.3. Not counting course withdrawal, a given course may be taken a maximum of three times during the studies – having regard to points 2.1.3.11.8.1. a) and b) – however, the number of attempts to obtain a grade (not counting attempts invalidated due to failure to meet a weak prerequisite requirement) may not exceed five.

2.1.4.10.6.4. In three consecutive active semesters – having regard to points 2.1.3.11.8.1. c) and d) – at least 30 credits in total must be completed (the College minimum credit value to be obtained by the student over specified teaching periods), and a maximum of nine course withdrawals is permitted.

2.1.4.10.7. The student must be allowed to improve the examination result achieved in the given semester at least once during the examination period of that semester (improvement examination). In this case, the better examination result renders the previous completion null and void.

2.1.4.10.8. The third and subsequent examinations in the same subject, as well as the repeated enrolment in lectures, seminars, consultations, practical classes and field practices, are subject to a fee, the amount of which and the related procedural issues are governed by the Student Tuition and Benefits Regulations ²⁰, together with payment obligations arising from failure to meet or late fulfilment of obligations set out in these Regulations.

2.1.4.10.9. The grade book section containing the closing of the teaching period in the semester concerned shall be authenticated by the academic administrator, in the manner set out in point 2.1.3.4.2., by the tenth day following the last day of the examination period at the latest.

2.1.4.11. Individual (exceptional) study schedule

2.1.4.11.1. At the student's request, the Student Affairs Committee may, having regard to the opinion of the organisational unit responsible for education for the programme, authorise an individual (exceptional) study schedule.

¹⁹ Amended by: paragraph (1) of Section 3 of the "Amendment to the DGBC Study and Examination Regulations for the phased introduction of the e-index from the 2021/2022 academic year," adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

²⁰ [Regulations of Dharma Gate Buddhist College, Vol. II: Student Requirements System (HKR), Annex 2: Student Tuition and Benefits Regulations].

2.1.4.11.2. Grounds for authorising an individual (exceptional) study schedule may be:

- a) outstanding academic achievement,
- b) outstanding performance in the Scientific Students' Association alongside consistently good academic results
- c) College community activity alongside consistently good academic results,
- d) award of a foreign scholarship, studies pursued abroad with proof,
- e) childbirth,
- f) serious illness
- g) Olympic or Paralympic preparation on the recommendation of the Hungarian Olympic Committee or the Paralympic movement;
- h) disability; or
- i) any of the circumstances set out in points 2.1.1.7. a)–d); or
- j) institutional interest.

2.1.4.11.3. The application for an individual (exceptional) study schedule must indicate the planned scheduling of the student's studies, the requested allowances, and the necessary certificates must be attached. Certificates previously submitted by the student need not be attached to the application for an exceptional study schedule.

2.1.4.11.4. A student studying under an individual (exceptional) study schedule shall be supervised by an instructor. instructor's prior support must be attached to the application, except in the cases set out in points 2.1.4.11.2. i) or j), where the Student Affairs Committee designates a supervising instructor ex officio and arranges for the allowances to be agreed with the instructors concerned.

2.1.4.11.5. Under an individual (exceptional) study schedule, the student may be granted the following allowances:

- a) partial or full exemption from participation in practices,
- b) permission to take an examination (examinations) outside the examination period,
- b) permission to take an examination (examinations) outside the examination period,
- c) fulfilment of the requirements set out in the curriculum (programme plan) at a time or with a content differing from that prescribed in the curriculum (programme plan);
- d) online participation in teaching, where this is professionally and technically feasible.

2.1.4.11.6. An individual (exceptional) study schedule may be authorised for a maximum of two semesters in one procedure.

2.1.4.11.7. The authorised individual (exceptional) study schedule may be withdrawn with the agreement of the supervising instructor if the student has completed less than 50% of the credits enrolled for in the given semester.

2.1.4.11.8. If the individual (exceptional) study schedule must be assessed on the basis of the student's disability, the special committee (2.2.4.2.) has exclusive competence. In this case, in a single procedure, the individual (exceptional) study schedule may be authorised for the student's entire remaining period of study, and the provisions of Chapter 2.2.4. of these Regulations must be applied mutatis mutandis to the procedure.

2.1.4.11.9. The mentor group, and in the case of disability the disability coordinator or the special committee, shall provide support for submitting applications for an individual (exceptional) study schedule.

2.1.5. Completion of programme studies

2.1.5.1. The final certificate (absolutorium)

2.1.5.1.1. The final certificate (absolutorium) certifies that the student has fully met the academic and examination obligations prescribed in the curriculum of the programme (with the exception of the thesis, the required state-recognised language examination and the final examination), and has obtained, except for the credits assigned to the thesis, the credits prescribed in the qualification requirements. student may obtain the credits required for the diploma in a period shorter or longer than the programme duration defined in the programme and learning outcome requirements. If the student has met the conditions for issuing the final certificate, the Academic Affairs Office shall issue the final certificate with a unique serial number, with the date of completion, within twenty days following the date of completion, record it in Neptun and simultaneously notify the student thereof via Neptun. The final certificate is issued without determining the number of credits assigned to the thesis. Recognition of the credits assigned to the thesis takes place when the thesis defended at the final examination is assessed.

2.1.5.1.2.²¹ The final certificate is signed in the student's grade book, or in the case of the e-index on the registry extract, by the Rector or the head of the organisational unit responsible for education for the programme.

²¹ Amended by: paragraphs (3) of Section 3 of the "Amendment to the DGBC Study and Examination Regulations for the the phased introduction of the e-index from the 2021/2022 academic year," adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

2.1.5.2. The thesis (dissertation) and the Dharma Works Collection ²²

2.1.5.2.1.1. The thesis, dissertation (hereinafter: thesis) is a paper with the content prescribed by the qualification requirements (programme and learning outcome requirements).

2.1.5.2.1.2. The Dharma Works Collection is a portfolio prepared by the student and its assessment system, consisting of specified elements aligned with the competences defined in the programme's programme and learning outcome requirements, and authorised in advance by the Dharma Council (hereinafter: Dharma Works Collection).

2.1.5.2.2. In all bachelor's and master's programmes and higher education vocational training, students shall, as the conclusion of the programme – in line with the qualification requirements – write a thesis or, in bachelor's programmes and higher education vocational training, prepare a Dharma Works Collection. Writing the thesis or preparing the Dharma Works Collection is a prerequisite for being admitted to the final examination.

2.1.5.2.3. In each programme, the student is required to write an individual thesis or compile an individual Dharma Works Collection.

2.1.5.2.4.1. The content and formal requirements of the thesis are set out in the curriculum of the relevant programme (specialisation). The Senate and the Scientific Council may issue recommendations and binding requirements on content and form. The recommendations and binding requirements must be published on the College's website and on the noticeboard of the Academic Affairs Office during each semester's registration week.

2.1.5.2.4.2. The requirement system and procedural rules of the Dharma Works Collection are contained in Annex 1.

2.1.5.2.5. The student must choose a thesis topic within the framework defined by the programme's qualification requirements.

2.1.5.2.6. The thesis or the Dharma Works Collection is the student's own independent work, in which the generally accepted rules of references and citations must be observed. If plagiarism is suspected in a thesis or Dharma Works Collection, disciplinary proceedings may be initiated against the author.

2.1.5.2.7. One or more supervisors assist the student in preparing the thesis or the Dharma Works Collection. A supervisor may be a College instructor, a research fellow, or another College or non-College employee or contracted expert.

2.1.5.2.8.1. The student selects the thesis topic in consultation with the supervisor. The supervisor is responsible for posting the topic in Neptun. The student applies for the posted topic in Neptun in the manner specified in the announcement published on the College's website and by uploading the required attachments (topic selection). The supervisor accepts the student's topic selection in Neptun by indicating support.

2.1.5.2.8.2. Candidates propose the substantive components of the Dharma Works Collection, which are professionally evaluated by the Dharma Council; where necessary, it formulates amendments. The collection must be compiled on the basis of the approved proposal, including any additions, according to the schedule set out in Annex 1.

2.1.5.2.9. Between selection of the thesis topic and the date of the final examination,

- a) at least 6 months must elapse in bachelor's and higher education vocational training,
- b) at least 12 months must elapse in master's programmes

2.1.5.2.10. The supervisor may set a longer deadline as a condition for accepting thesis supervision.

2.1.5.2.11.²³ The thesis topic and the thesis supervisor shall be approved in writing, within 1 month, by the head of the academic unit responsible for the degree programme. The student shall send the thesis draft to the thesis supervisor one month before the official thesis submission deadline; the supervisor shall, within fourteen days of receipt of the draft, prepare and send detailed feedback to the student. The student, having incorporated the thesis supervisor's feedback, shall by the end of the month—i.e., by and including the day of the official thesis submission deadline—upload the thesis to Neptun and submit it in paper form.

2.1.5.2.12. The Scientific Council may also designate a thesis referent from among the College's instructors and research staff, whose task is to inform students on questions related to preparing the thesis.

2.1.5.2.13. The student is entitled to change the thesis topic, but between the time of the change and the date of the final examination,

- a) at least 4 months must elapse in bachelor's and higher education vocational training,
- b) at least 10 months must elapse in master's programmes.

If necessary, the programme leader may extend this period to the period specified in paragraph 2.1.5.2.9.

²² The title of Chapter 2.1.5.2, as well as points 2.1.5.2.1-2.1.5.2.9, 2.1.5.2.17-2.1.5.2.22, and 2.1.5.2.25, were amended by paragraph (1) of Section 2 of "Modification to DGBB Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement", adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

²³ Amended by the Senate in Resolution No. 36/2025. (07.10.) of 10 July 2025.

2.1.5.2.14. In the case of a second and any further change of topic, and after the termination of student status, the College is not obliged to provide a supervisor.

2.1.5.2.15.²⁴ The thesis may be written and defended in Hungarian or in English. The student must indicate the language choice in the thesis topic selection notification. Subsequent modification of the language choice is possible only with the permission of the head of the organisational unit responsible for education for the programme.

2.1.5.2.16. In master's programmes, a sample chapter of the thesis—amounting to at least one quarter of the thesis's minimum length—must be submitted to the supervisor at least three months before the submission deadline; the supervisor shall evaluate it and send one copy of the evaluation to the student and one to the Academic Affairs Office.

2.1.5.2.17. The student must submit the thesis or the Dharma Works Collection to the Academic Affairs Office by the deadline and in the number of copies specified in the announcement published on the College's website, in the form prescribed there (including electronic submission in Neptun), bound or with its pages securely fastened; the Office registers it and forwards it to the head of the organisational unit responsible for education for the programme.

2.1.5.2.18. The thesis or Dharma Works Collection is assessed by one or more experts (opponents) appointed by the head of the organisational unit responsible for education for the programme. The student is entitled to submit a reasoned written request to the programme leader for the designation of another opponent. The programme leader decides on the request at their discretion and issues a reasoned decision—allowing or rejecting the request—against which there is no appeal or possibility of re-application.

2.1.5.2.19. The student must defend the thesis or the Dharma Works Collection before a committee. The committee's evaluation must be attached to the thesis.

2.1.5.2.20. In accordance with the programme and learning outcome requirements or the curriculum, the committee may be the final examination committee or a separate committee designated to evaluate the thesis or Dharma Works Collection. If the defence takes place before the final examination committee, the programme leader designates the committee and the Academic Affairs Office organises the defence. A separate committee designated to evaluate the thesis or Dharma Works Collection is invited directly by the head responsible, or—on their authorisation—by the head of the organisational unit to which the thesis was submitted. In this case, the head of the organisational unit concerned organises the work of the committee. The Dharma Works Collection may be defended only before a separate committee composed exclusively of members who also meet the requirements determined by the Dharma Council.

2.1.5.2.21. The thesis or Dharma Works Collection is assessed by the committee specified in paragraph

2.1.5.2.20 using a five-grade scale. The grade is signed by the chair of the committee.

2.1.5.2.22. The defence of the thesis or Dharma Works Collection is public.

2.1.5.2.23. A paper that has won a grand prize or first prize at the National Scientific Students' Association Conference or another professional competition may be accepted with distinction by the head of the organisational unit responsible for education for the programme without further review, provided it meets the content and formal requirements applicable to a thesis.

2.1.5.2.24.²⁵ The requirements completed in the Master's Programme in Buddhist Studies at Mahachulalongkornrajavidyalaya University (MCU) are recognised by the College under the inter-institutional agreement, provided that they are completed by the student within the framework of the MCU's operation in Hungary implemented in cooperation with the College—falling under the Agreement promulgated by Act LXV of 2018 and qualifying as training under point 2.1.1.6. of the Study and Examination Regulations—and/or are equivalent under the credit transfer rules. In view of this, a *MCU Master of Arts Program in Buddhist Studies* (International Program) thesis that is graded in parallel under the institutional cooperation in Hungary shall also be deemed a graded thesis in the DGBC Master's Programme in Buddhist Dharma; in this respect, the provision in point 2.1.5.2.3. shall not apply. The grades shall be equated as follows:

- a) 95–100 (A = 4.00) corresponds to: "excellent" (5),
- b) 90–94 (A– = 3.67) corresponds to: "good" (4),
- c) 85–89 (B+ = 3.33) corresponds to: "satisfactory" (3),
- d) 80–84 (B– = 3.0) corresponds to: "pass" (2), and
- e) 0–79 (F = 0) corresponds to: "fail" (1).

2.1.5.2.25. Following the defence, one bound paper copy of each thesis and Dharma Works Collection is transferred by the Academic Affairs Office to the Specialised Library of Dharma Gate Buddhist College, which

²⁴ Amended by: Section 1 of "Amendment to DGBC Study and Examination Regulations for the acceptance of theses in English", adopted by the Senate in Resolution No. 23/2021. (11.11.) of 11 November 2021.

²⁵ Amended by: Section 2 a of "Amendment to DGBC Study and Examination Regulations for the acceptance of theses in English", adopted by the Senate in Resolution No. 23/2021. (11.11.) of 11 November 2021.

preserves and processes it as part of the library holdings. The Academic Affairs Office transfers the digital copies of accepted theses to the Library for archiving.

2.1.5.3. The final examination

2.1.5.3.1. The components of the final examination are defined by the qualification requirements (programme and learning outcome requirements).

2.1.5.3.2. The final examination may be taken during a final examination period. The final examination period coincides with the examination period. The Rector may decide otherwise.

2.1.5.3.2.1. Within student status, the final examination may be taken in the examination period following the award of the final certificate, and after the termination of student status it may be taken in any examination period within five years, in accordance with the applicable training requirements. After the lapse of five years from the termination of student status, no final examination may be taken.

2.1.5.3.2.2. The five-year limit set out in point 2.1.5.3.2.1. does not apply to programmes under the rules preceding the NFTV (see 2.1.1.2.). For programmes under point 2.1.1.2. c), the procedure set out in point 2.2.3.1.1. shall apply.

2.1.5.3.3. Registration for the final examination may be made in Neptun no later than three months before the start of the final examination period.

2.1.5.3.4. A student may register for the final examination who has obtained the final certificate or is expected to obtain it by the start of the final examination at the latest.

2.1.5.3.5. A student may take the final examination who

- a) has obtained the final certificate (absolutorium),
- b) has no outstanding payments in respect of self-financing, tuition fee, cost reimbursement, damages, or other fees and charges, has no library fines, and has returned the College's inventoried items,
- c) has submitted the thesis or Dharma Works Collection by the deadline and it has received at least a "pass" grade.²⁶

2.1.5.3.6. The final examination must be taken before a committee [2.1.5.5].

2.1.5.3.7. The committee evaluates the final examination at a closed meeting using a five-grade scale. In the overall evaluation of the final examination, the defence of the thesis or Dharma Works Collection counts for two thirds and the Buddhist comprehensive examination for one third.²⁷

2.1.5.4. Repeating an unsuccessful final examination²⁸

2.1.5.4.1. If the thesis or Dharma Works Collection is graded "fail", the student must prepare a new thesis or Dharma Works Collection—after the approval procedure set out in points 2.1.5.2.7–2.1.5.2.16 for a thesis, and in Annex 1 for a Dharma Works Collection. In this case, the time limit specified there does not apply. In the case of a repeated thesis or Dharma Works Collection, the student may register for the next final examination period at the earliest.

2.1.5.4.2. The topic of the previous paper may also be designated as the thesis topic by decision of the head of the organisational unit responsible for education for the programme, and a Dharma Works Collection proposal approved by the Dharma Council may be implemented by adding any missing elements and correcting or replacing erroneous ones.

2.1.5.4.3. If the student receives a "fail" grade at the final examination, a new thesis or Dharma Works Collection need not be prepared, but the final examination must be repeated. This may take place at the earliest in the next final examination period.

2.1.5.4.4. The fee for repeating the final examination and related procedural matters are governed by the Tuition and Benefits Regulations.

2.1.5.5. The final examination committee

2.1.5.5.1. The final examination committee has a chair and at least two further members. The committee must be composed so that at least one member is a university or college professor or associate professor, and at least one member is either not employed by the College or is an instructor of another programme of the College. The

²⁶ Amended by: paragraph (2) of Section 2 of the "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

²⁷ Amended by: paragraph (2) of Section 2 of the "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement" adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

²⁸ Chapter 2.1.5.4, points 2.1.5.4.1–2.1.5.4.3, were amended by paragraph (3) of Section 2 of "Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement", adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

chair of the final examination committee must be at least a college associate professor.

2.1.5.5.2. On the recommendation of the organisational unit responsible for education for the programme and with the agreement of the Scientific Council, the Rector appoints, for a period of three years and no later than three months before the beginning of the final examination period, the persons who may be invited to serve on the final examination committee.

2.1.5.5.3. Only a person invited by the Rector may participate in conducting final examinations. An expert who is not employed by the College must accept the invitation in writing.

2.1.5.5.4.²⁹ If the thesis defence takes place before the final examination committee, the supervisor and—if not the same person—the evaluator (opponent) must be invited to the final examination with the right to speak. The Dharma Works Collection may be defended only before a final examination committee composed of members who, in addition to the conditions set out in points 2.1.5.5.1–2.1.5.5.3, also meet the requirements determined by the Dharma Council.

2.1.5.5.5. Minutes must be kept of the final examination; this is the task of the designated academic administrator. The minutes of the final examination shall include

- a) the student's name and student identification number,
- b) the name of the programme,
- c) the date of the final examination, the titles of its parts, and their evaluations,
- d) the names, instructor identification numbers, and signatures of the members of the final examination committee,
- e) the title of the thesis (dissertation),
- f) the names and instructor identification numbers of the thesis (dissertation) supervisor and reviewer,
- g) the date of the thesis (dissertation) defence,
- h) the questions asked,
- i) the final evaluation and grade of the final examination.

2.1.5.6. The diploma

2.1.5.6.1. On the basis of a successful final examination, the College issues the diploma to the student—in Hungarian and English, in the form and manner prescribed by law—within thirty days of presentation of the document certifying the language examination. The date of issuing the certificate of entitlement to the diploma must precede the date of issuing the diploma.

2.1.5.6.2. If the diploma cannot be issued because the student has not presented the document certifying the language examination, the College³⁰—at the student's request—issues a certificate which does not certify a qualification or a degree, but attests to the successful completion of the final examinations.

2.1.5.6.3. Depending on the content of the decision, students with special needs who have been exempted by a final decision of the special committee (2.2.4.2.) from the obligation to present the document certifying the language examination, in view of a disability verified by an expert opinion, are exempted from this obligation. Exemption from the language examination or from a part or level thereof also applies to a former student with a disability who has passed the final examination and whose student status has been terminated but who has not fulfilled the language examination requirement necessary to obtain the qualification.

2.1.5.6.4. [repealed].

2.1.5.6.5. The diploma is signed by the chair of the final examination committee (or, if prevented, the programme leader) and the Rector (or, in the case of a programme delivered at the headquarters, the Vice-Rector for Education; in the case of an off-site location, the head of the organisational unit responsible for education for the programme). Before issuance, the Academic Affairs Office prepares an authenticated copy of the diploma, which is an annex to the registry sheet. Delivery of the document must be acknowledged on a delivery-and-receipt record.

2.1.5.6.6. The diploma certifies the acquisition of the degree and qualification.

2.1.5.6.7. The classification of the diploma—taking into account the assessments of the thesis and the oral part of the final examination in a ratio of 4:1—is based on the average calculated to two decimal places:

- outstanding, if the average is 5.00,
- excellent, if the average is 4.51–4.99,
- good, if the average is 3.51–4.50,
- satisfactory, if the average is 2.51–3.50,
- pass, if the average is 2.00–2.50.

2.1.5.6.8. A candidate is awarded a diploma with honours who achieves at least “excellent” in the final

²⁹ Amended by: paragraph (4) of Section 2 of the “Amendment to DGBC Study and Examination Regulations to introduce the Dharma Works Collection as an alternative closing requirement” adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023.

³⁰ Amended by: Senate Resolution No. 4/2012. (03.08.)

examination, whose thesis and all comprehensive examinations are graded “excellent”, and whose average of all other examinations and practical marks is at least 4.51.

2.1.5.6.9. At the student’s request—and upon payment of the fee prescribed in the Student Tuition and Benefits Regulations—a diploma may also be issued in a language other than those specified in paragraph 2.1.5.6.1., with the appropriate application of the rules set out in point 2.1.5.6.5.

2.1.5.6.10. [repealed].

2.1.5.7. The diploma supplement

2.1.5.7.1. The diploma supplement must be issued free of charge alongside the diploma, in Hungarian and English, in the form and manner prescribed by law, with the appropriate application of the rules set out in point 2.1.5.6.5.

2.1.5.7.2. At the student’s request—and upon payment of the fee prescribed in the Student Tuition and Benefits Regulations—the diploma supplement may also be issued in a language other than those specified in the previous paragraph, with the appropriate application of the rules set out in point 2.1.5.6.5.

2.1.5.7.3. The purpose of the diploma supplement is to facilitate for third parties—primarily foreign stakeholders—the understanding of the knowledge and competences attested by the diploma.

2.1.5.7.4. Rules for handling blank diploma and diploma supplement forms

2.1.5.7.4.1. The diploma and diploma supplement forms are paper-based security documents issued by the Office and bearing unique serial numbers produced by printing; therefore, after coordination with the printing house, the Academic Affairs Office records the blank diploma and diploma supplement forms—from the start of receipt until the final discontinuation of issuance—in accordance with the rules for accountable forms and keeps them in a secure place, in such a way that only the competent academic administrators have access to them.

2.1.5.7.4.2. The Academic Affairs Office immediately records in the register specified in 2.1.5.7.1. the data of spoiled and replaced diploma and diploma supplement forms, then prepares a disposal report at the time and in the manner specified in the College’s Records Management Policy, and destroys the spoiled or replaced copies. The Academic Affairs Office immediately draws up a record on blank diploma or diploma supplement forms that are lost, stolen or destroyed, and records it in the register.

2.1.5.7.5. Duplicate diploma; issuing a new diploma

2.1.5.7.5.1. Upon request, for a diploma lost, stolen or destroyed after delivery, the Academic Affairs Office issues a duplicate on the prescribed form. The duplicate is identical in content to the authenticated copy kept as an annex to the registry sheet and also contains the statutory duplicate clause and authentication. The rules for recording duplicates are the same as those for recording diplomas. When issuing a further duplicate of the same diploma, the same procedure applies as for issuing the first duplicate.

2.1.5.7.5.2. The Academic Affairs Office—ex officio or upon request—withdraws and destroys a diploma issued with errors, corrects the error on the registry sheet (supplementing and re-authenticating the registry sheet) and re-issues the diploma on the prescribed form on the basis of the corrected registry sheet. The diploma contains the statutory correction clause and authentication. If a new diploma is issued and the change affects the content of the diploma supplement, the diploma supplement is also re-issued—while withdrawing and destroying the previous diploma supplement.

2.1.5.7.5.3. Within fifteen days following the issuance of the new diploma or diploma supplement, the Academic Affairs Office reports to the Education Office the data of diplomas, diploma supplements and blank forms destroyed, lost, stolen or destroyed as set out in 2.1.5.7.4.2–2.1.5.7.5.2.

2.2. Procedural rules

2.2.1. The rules for first-instance procedures in student affairs are set out in Chapter 2 of the General Student Procedural Code.

2.2.2. The rules for second-instance (remedial/appeal) procedures in student affairs are set out in Chapter 3 of the General Student Procedural Code.

2.2.3. Transitional provisions for students who commenced their studies before 1 September 2006, under Act LXXX of 1993

2.2.3.0.1. The provisions of these Regulations—subject to the exceptions set out in the following paragraph—apply to all students of the College, regardless of when their student status commenced.

2.2.3.0.2-2.2.3.0.14. [repealed].

2.2.3.1. Transitional provisions for students who commenced their studies after 1 September 2006, under Act CXXXIX of 2005

2.2.3.1.1. Programmes commenced under Act CXXXIX of 2005 on Higher Education (hereinafter: the 2005 Higher Education Act) must—within continuous training—be completed with unchanged professional requirements and examination system, issuing the same diploma and certificate.

2.2.4. On academic accommodations for students with special needs and the academic support provided by the College

2.2.4.1. Students with disabilities—particularly those with mobility impairments, hearing impairments, visual impairments, speech impairments, psychological developmental disorders, and autism (hereinafter: students with special needs)—must be provided with preparation and examination adapted to the disability, and must be provided assistance to enable them to fulfil the obligations arising from their student status. Where justified, they must be exempted—partially or fully—from studying certain subjects or parts of subjects or from assessment obligations, and, for certain subjects, an easier closing form ensuring equal opportunities may be determined for them. Where necessary, they must be exempted from the language examination or from a part or level thereof. The period of support may be extended by up to four semesters. In examinations, extended preparation time must be ensured; in written assessments, the use of aids—particularly a typewriter or a computer—must be allowed; where necessary, a written assessment must be replaced by an oral one or an oral assessment by a written one. Exemptions granted under this paragraph may be provided only in connection with the circumstance underlying the exemption and may not lead to exemption from the fundamental academic requirements necessary to obtain the qualification attested by the diploma.

2.2.4.2. The chair of the ad hoc College committee established to determine assistance, exemptions and accommodations (hereinafter: the special committee) is the Director of Academic Affairs; its members are the Secretary-General, a student with special needs invited by the Student Representation for the full duration of their student status, and the disability coordinator [2.2.4.4]. On the basis of medical, health and forensic expert opinions, and in the procedure regulated in these Regulations and in the General Student Procedural Code, the special committee decides on the accommodations due to students with disabilities and on applications for partial or full exemption from academic obligations.

2.2.4.3. Against a decision of the special committee rejecting an application, the student may submit an appeal to the Student Appeals Committee within 15 days. If the student's appeal seeks to supplement the decision of the special committee, that request is decided by the special committee, after which the student is asked whether they wish to maintain the appeal or, in view of the supplementary decision, withdraw it.

2.2.4.4. The College shall designate an institutional coordinator responsible for the affairs of students with special needs—selected from among instructors, other employees, and, in exceptional cases, students, who have higher education qualifications and disability-related competences or professional experience. The coordinator assists students with special needs in exercising the rights and fulfilling the obligations arising from student status and performs the tasks specified by law. The Rector appoints the coordinator after consulting the special committee(s).

2.2.4.5. At the student's request—and after consulting the College coordinator responsible for students with special needs—the special committee designates a personal assistant.

2.2.4.6. Students may make sound recordings of lectures; however, these may be used only for their own studies. The instructor must be notified in advance of the making of a recording.

2.2.4.7. Preparation time in examinations. At the request of a student with a disability, the instructor or the examining committee shall extend the preparation time in written and oral examinations by at least 30% compared to the time established for students without special needs, even in the absence of a separate decision of the special committee.

2.2.4.8. Rules for establishing and certifying disability

2.2.4.8.1. An expert opinion certifying the type and extent of the disability, its permanent or temporary nature, or special educational needs must be attached in simple copy to the application for accommodation or exemption. The expert opinion must be attached at enrolment if it was issued prior to enrolment.

2.2.4.8.2. An expert opinion is suitable to support the application if

- a) where the applicant's disability or special educational need also existed during secondary education: it was issued by the County (Budapest) Pedagogical Service Institution or its unit acting as a county or national expert committee;a) where the applicant's disability or special educational need also existed during secondary education: it was issued by the County (Budapest) Pedagogical Service Institution or its unit acting as a county or national expert committee;
- b) where the disability was established later: it was issued by the ELTE National Practice Pedagogical Service.

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2.2.4.8.3. The disability established in the expert opinion determines, for the student concerned, the specific accommodations and exemptions that may be granted under the law³¹. In the absence of an expert opinion, the application is rejected without substantive examination.

2.2.4.8.4. Paper-based certificates of disability and the final paper-based decisions of the special committee must be submitted to the Academic Affairs Office for recording in the Neptun system and in FIR and for storage in the student's dossier. All other paper-based documents must be stored in the Rector's Office in the special committee procedural dossier.

2.2.4.8.5. Depending on the type and extent of the disability, the personal and technical assistance and services provided by the College or otherwise available to the student with a disability, and the special notes or substitute materials and other technical tools facilitating preparation, are provided by the disability coordinator or the chair of the special committee in line with the actual needs of active College students with disabilities and within the material and human resources available at the College for this purpose—coordinated with the Rector and the Director of Finance.

2.2.5. Data processing, data protection

2.2.5.1. Data processing, data protection

2.2.5.1.1. Legal basis for data processing; obligation to report changes in data

2.2.5.1.1.1. The College keeps records of the personal and special category data that are indispensable

- a) for the proper operation of the institution,
- b) for the exercise of the rights and fulfilment of the obligations of applicants and students,
- c) are necessary for the organization of education and research,
- d) for the exercise of the rights and fulfilment of the obligations of applicants and students,
- e) are necessary for maintaining records as defined by legislation,
- f) are essential for determining, assessing, and verifying eligibility for benefits provided by legislation and the College's regulations,
- g) for the purpose of graduate career tracking.

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2.2.5.1.1.1.1 In data processing, the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council (27 April 2016) on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation – GDPR), of Act CXII of 2011 on the Right of Informational Self-Determination and on Freedom of Information, of Act CCIV of 2011 on National Higher Education (NFTV), of the College's Data Protection and Data

³¹ See Section 62 of Government Decree 87/2015. (IV. 9.) on the implementation of certain provisions of Act CCIV of 2011 on National Higher Education.

Management Policy (AASZ), and of its IT and Security Policy (ITSZ) must be fully complied with.

2.2.5.1.1.2. The processing of the personal data specified in point 2.2.5.1.2. is necessary for the College's public-interest/public-authority performance of higher education and adult education activities and takes place on a [GDPR Article 6(1)(e)] legal basis.

2.2.5.1.1.3. For processing data other than the personal data specified in point 2.2.5.1.2. for one or more specific purposes, the prior consent of the data subject, given in the knowledge of detailed information on the data processing, is required [GDPR Article 6(1)(a)].

2.2.5.1.1.4. The data subject must report any change to any of the data they have provided to the Academic Affairs Office within 8 (eight) days. A person who fails to report a change is liable for any damage caused under the rules of civil law, and the consequences set out in the College's regulations may also be applied to them.

2.2.5.1.2. Scope of data that may be processed, the purpose and duration of processing

2.2.5.1.2.1. The scope of personal data that may be processed by the College under law, the purpose and duration of processing, and the conditions for the transfer of the data recorded are defined by Annexes 3–6 of the NFTV and by Section 21 of Act LXXVII of 2013 on Adult Education.

2.2.5.1.3. Data protection information

2.2.5.1.3.1. A data protection notice complying with the rules set out in point 2.2.5.1.1.1 must be published on the College's website.

2.2.5.1.3.2. [repealed].

2.2.5.1.4. Provisions relating to electronic study records systems

2.2.5.1.4.1. In accordance with the applicable legislation, the College records, in suitable IT software, in the Neptun study and records system (in short: Neptun), students' personal and special category data related to student status, to the establishment and fulfilment of benefits, accommodations and obligations, and to their studies and examinations, as well as the data on instructors, researchers and teachers that must be reported to the higher education information system (FIR).

2.2.5.1.4.2. Except where otherwise provided by legislation or regulations, the College handles students' applications via Neptun's application-handling module.

2.2.5.1.4.3. From the 2017/2018 academic year onwards, the College records students' payment obligations and payments via Neptun's "collection account" module.

2.2.5.1.4.4. Neptun records must be kept up to date by Neptun administrators. The following must be recorded in Neptun without delay:

- A) notification to the College of personal data and of any changes thereto (as evidenced by documents);
- B) status data upon the establishment, change or termination of legal relations, as evidenced by documents;
- C) decisions related to the training programme, curriculum and courses and any changes thereto, after they have been set down in writing

2.2.5.1.4.5. Certificates issued in connection with a student's studies (including certificates of student status, certificates of issuing the final certificate [absolutorium], certificates attesting successful completion of the final examination where no diploma can be issued due to non-fulfilment of language requirements, and certificates attesting the issuing of the diploma³²) are issued by the Academic Affairs Office as documents with unique serial numbers, on the basis of the registry sheet data, and are then recorded in Neptun. Authentication of such documents is performed by the competent academic administrator as set out in point 2.1.3.4.2.

2.2.5.1.4.6. The institutional regulations for the Neptun study and records system are set out in a Rector's instruction. The Rector designates and authorises the Neptun administrators.

2.2.5.1.4.7. For FIR purposes, the Rector authorises the person who maintains contact with the Education Office and authenticates the institution's data submissions with an electronic signature (FIR contact). The FIR contact's details and authorisation must be sent to the Office within fifteen days.

2.2.5.1.4.8. The FIR contact must report to FIR:

- a) the student's personal data, status data and training data (in particular: programme, mode of study, language, training location, funding form) within fifteen days from the establishment of student status;
- b) the personal data and status data of persons employed as instructors, researchers or teachers—within fifteen days from the establishment of the legal relationship;

³² Forms specified by Annex 9 of the NHEA implementing decree.

- c) changes in the personal and status data referred to in points a)–b), and changes in students’ training data (in particular: programme, mode of study, language, training location, funding form, reclassification, extension of supported period)—within fifteen days of their occurrence; in the case of changes in personal data: within fifteen days of their notification; and, where the change is based on a decision, within fifteen days of that decision becoming final;
- d) the data of certificates, diplomas, diploma supplements issued after the completion of higher education studies, and the doctoral degrees awarded, no later than fifteen days from their issuance.

2.2.6. Final and Entry-into-Force Provisions

2.2.6.0.1. The Rector may issue a study procedures code and a Tuition-and-benefits procedures code setting out the technical rules for handling and administering matters falling under these Regulations.

2.2.6.0.2. The representation of the Student Government exercised a right of consent upon the adoption of these Regulations.

2.2.6.0.3. In the present Study and Examination Regulations,

a) the new or amended study and examination requirements defined in Chapters 2.1.3–2.1.5 of the consolidated text adopted on 6 July 2017 (SER 2017) may be applied to students who, from the 2017/2018 academic year,

b) the new or amended study and examination requirements defined in Chapters 2.1.3–2.1.5 of the consolidated text adopted on 3 December 2020 (SER 2020)—insofar as they were not included in the training programme (curriculum) adopted by the Senate before 1 September 2020—may be applied to students who, from the 2021/2022 academic year,

commence their studies, and to those who commenced earlier but, by choice, prepare under the new or amended study and examination requirements (phased implementation).

2.2.6.0.4. For the purposes of applying paragraph 2.1.3.11.8.1., the following may be taken into account from the first (autumn) semester of the 2010/11 academic year: the number of courses taken, the number of attempts to obtain grades, the amount of uncompleted credits, and the number of courses taken but not completed.

2.2.6.0.5. Subject to the limitation in point 2.2.6.0.3., the College’s Academic Affairs Office, Rector’s Office, other bodies, office-holders, employees, as well as its instructors and students must apply the rules of SER 2017 from 7 July 2017.

2.2.6.0.6. Subject to the limitation in point 2.2.6.0.3. b), the College’s Academic Affairs Office, Rector’s Office, other bodies, office-holders, employees, as well as its instructors and students must apply the rules of SER 2020 from 4 December 2020. From the same date, any new or amended study and examination requirements more favourable to students may also be applied.

2.2.6.0.7. The text of SER 2017 was adopted by the Senate in Resolution No. 34/2017. (07.06.) of 6 July 2017.

2.2.6.0.8. The text of SER 2020 was drafted within the revision cycle regulated in Chapter 4 (“Further development of regulations”) of the Organisational and Operational Regulations, coordinated with the leadership, the bodies concerned, staff, the Student Representation and the maintainer; the final text was adopted by the Senate in Resolution No. 34/2020. (12.03.) of 3 December 2020.

2.2.6.0.9.³³ The provision adopted on 11 November 2021 in point 2.1.5.2.15. concerning the choice of the language of the thesis and its defence shall also apply to thesis topic selections already in progress at the time of its entry into force, with the proviso that, for topic selections already submitted and accepted, Hungarian shall be presumed to be the chosen language unless the student requests authorisation from the head of the organisational unit responsible for education for the programme to choose English. The head of the organisational unit responsible for education for the programme may waive compliance with the deadlines set out in point 2.1.5.2.13. if the request is submitted by 22 November 2021.

2.2.6.0.10. This amendment to the Study and Examination Regulations³⁴ must—effective as of the day of its adoption—be incorporated into the text of the Study and Examination Regulations. The consolidated Study and Examination Regulations signed by the Rector and the Vice-President of the Student Representation constitutes Appendix 13 to the Senate minutes. This amendment was adopted by the Student Representation on 6 May 2021 and by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

2.2.6.0.11. This amendment to the Study and Examination Regulations³⁵ must—effective as of the day of its adoption—be incorporated into the text of the Study and Examination Regulations. The consolidated Study and Examination Regulations signed by the Rector and the President of the Student Representation constitutes

³³ Amended by: paragraph (1) of Section 3 of “*Amendment to DGBC Study and Examination Regulations for the acceptance of theses in English*”, adopted by the Senate in Resolution No. 23/2021. (11.11.) of 11 November 2021.

³⁴ Amended by: paragraph (2-3) of Section 4 of the “*Amendment to the DGBC Study and Examination Regulations for the phased introduction of the e-index from the 2021/2022 academic year*”, adopted by the Senate in Resolution No. 12/2021. (05.27.) of 27 May 2021.

³⁵ Amended by: paragraph (2-3) of Section 3 of “*Amendment to DGBC Study and Examination Regulations for the acceptance of theses in English*”, adopted by the Senate in Resolution No. 23/2021. (11.11.) of 11 November 2021.

Appendix 2 to the Senate minutes. This amendment was adopted by the Senate in Resolution No. 23/2021. (11.11.) of 11 November 2021.

2.2.6.0.12. The present amendment to the Study and Examination Regulations, the Student Tuition and Benefits Regulations, the General Student Procedural Code and the Admissions and Transfer Regulations³⁶ must—effective as of the day of its adoption—be incorporated into the texts of the regulations concerned. The consolidated Study and Examination Regulations and the Student Tuition and Benefits Regulations signed by the Rector and the Vice-President of the Student Representation constitute Appendices 2 and 3 to the Senate minutes; the consolidated Admissions and Transfer Regulations and the General Student Procedural Code signed by the Rector constitute Appendices 4 and 5. This amendment was adopted by the Senate in Resolution No. 2/2022. (04.07.) of 7 April 2022.

2.2.6.0.13.³⁷ *The amendment of the Study and Examination Regulations introducing the Dharma Works Collection as an alternative closing requirement must—effective as of the day of its adoption—be incorporated into the text of the Study and Examination Regulations. The consolidated Study and Examination Regulations signed by the Rector and the President of the Student Representation constitutes Appendix 2 to the Senate minutes.*

2.2.6.0.14. *The rules introduced by the amendment to the Study and Examination Regulations—adopted by the Senate in Resolution No. 27/2023. (10.05.) of 5 October 2023—to introduce the Dharma Works Collection as an alternative closing requirement shall be applied on a phased basis, first to students commencing their studies in the 2023/2024 academic year.*

2.2.6.0.15. *In the autumn semester of the 2023/2024 academic year, students with student status in the higher education vocational training programme “Buddhist Lifestyle Advisor Assistant” are entitled to submit and defend a Dharma Works Collection, provided that they notify the Dharma Council using the designated form by 31 October 2023 at the latest and the Dharma Council approves it on that basis.*

2.2.6.0.16. *Students who commenced their studies in the 2022/2023 academic year, in any mode of study of the bachelor’s programme in Buddhist Studies, are entitled to submit and defend a Dharma Works Collection, provided that they notify the Dharma Council using the designated form by 31 October 2023 at the latest and the Dharma Council approves it on that basis.*

Dated at Budapest, on 10 July 2025.

Gábor Karsai rector

Dated at Budapest, on 10 July 2025.

Barnabás Rákász
Chair of the DGBC
Student Representation

³⁶ The Senate, by its Resolution No. 2/2022. (04.07.) of 7 April 2022, adopted the “Amendment of the DGBC Student Requirements System”. “due to the launch of the Mánfa correspondence programme in the 2022/2023 academic year” subsections (1)–(2) of Section 5.

³⁷ Chapter 2.2.6 was supplemented with points 2.2.6.0.13–2.2.6.0.16 by subsection (1) of Section 4 of the “Amendment of the DGBC Study and Examination Regulations for the introduction of the alternative final requirement of the Dharma Creation Collection”, adopted by the Senate by its Resolution No. 27/2023. (10.05.) of 5 October 2023.