CORVINUS UNIVERSITY of BUDAPEST

Student ID

How to obtain a permanent student ID?

How to request a student ID?

STEP 1: obtain NEK identifier

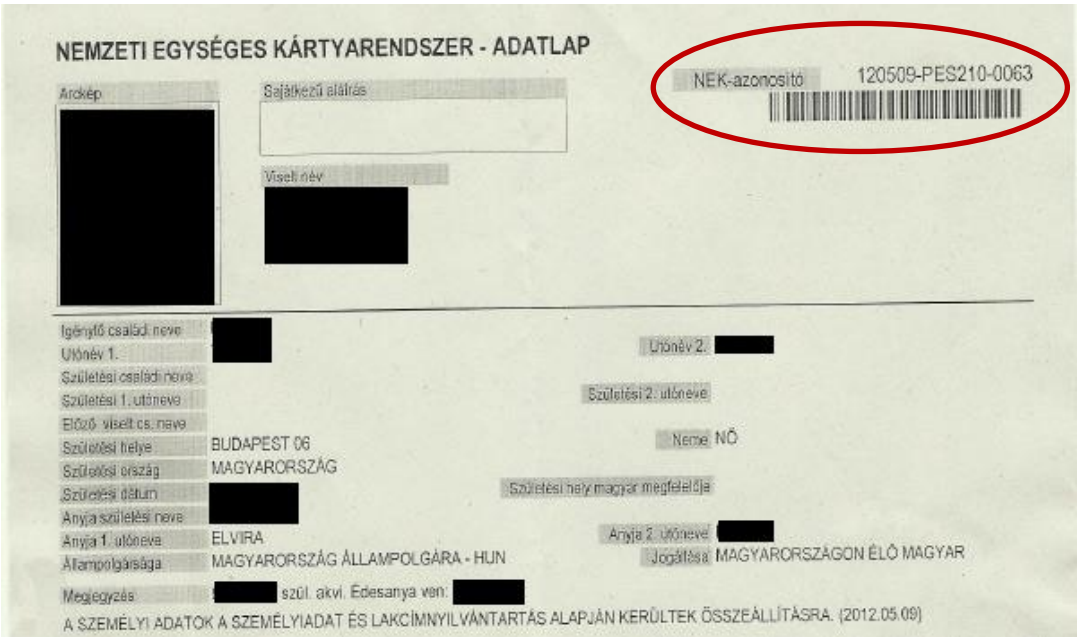
To submit your request you need your **NEK identifier** (NEK is for the Hungarian Unified Card System) which can be obtained at the Governmental Offices (Okmányiroda in Hungarian) free of charge.

Necessary documents for NEK application:

- passport or ID
- residence permit and address card

Select an office and pick the option *diákigazolvány* (= student card).

You will need to have your photo taken and sign an application. You will receive a "**NEK-code**" (circled in red) that you must register in Neptun.



IMPORTANT: **the personal information** (*your name, your mother's maiden name, your birth place*) **have to be exactly the same as in Neptun**. Any difference can cause administration problems which could delay the manufacturing of your permanent Student ID Card.

Your **NEK datasheet** (see for reference) is valid for 5 years and can be used for other applications (if it has been lost then it can be replaced free of charge).

New NEK application is necessary if any of your personal data has been changed or your photo or your signature is expired.

STEP 2: registering the NEK code in Neptun

Your NEK identifier and checking your Neptun data are needed.

Request can be submitted in Neptun:

► Go to NEPTUN –> Menu -> Administration –> Student Card Request

► Register your NEK-code.

► This will be on the right side of the NEK document you receive.

► Enter the numbers and letters only.

► Choose: First Application

► Confirm your permanent address in your home country and save it.

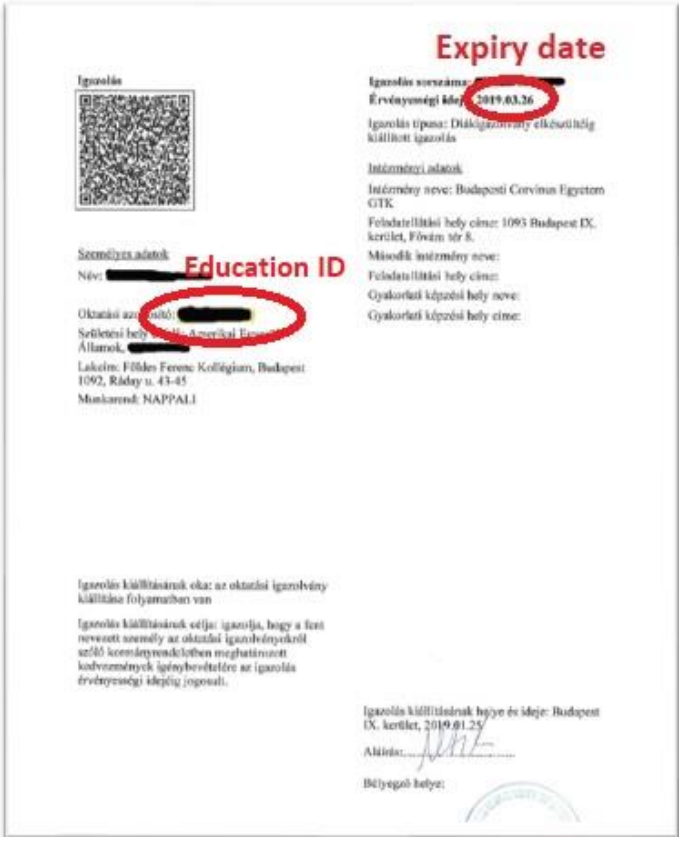
It takes usually a couple of months to have your student-card delivered. Do check meanwhile Neptun for possible error messages. More information here.

STEP 3: apply for temporary student certificate

You can request a temporary student certificate from your Study Coordinator whilst you wait for the permanent card (which takes around 2-4 months).

Note that the university will provide you with a temporary student certificate (which can be used for reduced price public transportation ticket, etc.) **only after you have applied and registered for a permanent student ID**.

The temporary student ID is valid for a **maximum of 60 days**. You should request another one if it expires before your permanent card arrives to the University.



Observations:

- It is **only valid in Hungary**!

- It is issued by Corvinus

- You must **have it with you at all times** in order to use student benefits/discounts (*public transportation pass, movies, gym, restaurants, stc*)

- Request a new temporary student certificate at least 1 week before it expires!

STEP 4: validation of the student ID

When you receive your permanent student ID card, you must get it validated by your Programme Coordinator.

Your student ID card can be validated term by term (each semester) with holographic stickers available during opening hours. The sticker can be received only if it is stuck onto your card by a coordinator after you signed that you received it.

Please note that the sticker can be received only if your term status is active (it'll not be available if it is passive).

Without the sticker your ID is not valid! Pay attention to it as you may get fined on the traffic transportation without it!

DIÁKIGAZOLVÁNY
STUDENT IDENTITY CARD
HUN
KÁRTYASZÁM
CARD NO
1210204295
CSALÁDI ÉS UTÓNÉV
SURNAME AND GIVEN NAME
MINTA
DÓRA VIVIEN
SZÜLETÉSI IDŐ ÉS HELY
DATE AND PLACE OF BIRTH
2006.07.07.
BUDAPEST 12
MUNKAREND
TRAINING METHOD
NAPPALI
AZONOSÍTÓ SZÁM
ID NO. (CODE)
12345678901
ALÁÍRÁS
SIGNATURE
MAGYARORSZÁG

KIBOCSÁTÓ MEGNEVEZÉSE / AUTHORITY
OKTATÁSI HIVATAL
IGAZOLVÁNY KIÁLLÍTÁSÁNAK NAPJA / DATE OF ISSUE
2012.06.12.
ÉRVÉNYESÍTHETŐSÉG ÉVE / MAY BE VALIDATED UNTIL
2020.
European
Youth Card
TANULÓI JOGVISZONYT IGAZOLÓ INTÉZMÉNY / INSTITUTION NAME
JÓKAI MÓR ÁLTALÁNOS ISKOLA, BUDAPEST
KÁRTYA BIRTOKOSÁNAK CÍME / ADDRESS OF CARD HOLDER
1111 BUDAPEST
SZENTGYÖRGYI A. UT 10.
NEK
NEMZETI EGYSÉGES
KÁRTYARENDSZER
MATRICA

20/21
KÜLF
251211
1.félév

20/21
KÜLF
636001
2.félév

21/22
KÜLF
239610
1.félév

21/22
KÜLF
632101
2.félév