Dear CEU Community,

We are happy to announce that as of 22nd August 2011, Central European University's new bank card acceptance system in cooperation with CIB Bank is operational at CEU’s Cash Desk (1051-Budapest, Nádor u. 9., Monument Building, basement, next to the café). The service is available during the general Cash Desk opening hours: 
Mon, Wed, Thu: 10:00 a.m. - 12:00 m. and 1:00 p.m. - 3:00 p.m.
Tue: 1:00 p.m. - 3:00 p.m.
Fri: 10:00 a.m. - 12:00 p.m.

Please note that this service can be applied for paying services provided by Közép-európai Egyetem (KEE), the University accredited in Hungary.

Please find below some general information on the service:

1. Security
CIB Bank ensures that all transactions are securely executed. Each transaction is subject to authorization, in the course of which, among other things, the card number, the card expiry date, the availability of the relevant funds and the relevant black lists are checked.

2. Reasons for payment
You could initiate payment for the following reasons:

a. Apostille: if you need an international certification of your diploma which was issued by a public notary, you are kindly requested to turn to the Student Records Office, registry@ceu.edu
b. Conference registration and participation fee
c. Fee for lost CEU locker key
d. Fee for lost CEU ID card
e. Fee for late enrollment and tuition fee payment: please see more information on http://www.ceu.edu/admissions/tuitionandfees/refunds
f. General deposit: please see more information on http://www.ceu.edu/admissions/tuitionandfees/15-16
g. Enrollment fee: please see more information on http://www.ceu.edu/admissions/tuitionandfees/15-16
h. Language course fee: please see more information on http://caw.ceu.edu/Course%20Fee
i. Late registration fee: please see more information on https://sro.ceu.edu/sites/default/files/field_attachment/page/node-1944/student-records-manual-20142015.pdf
j. Printing and photocopying

k. Reader fee for students: for further information you are kindly requested to turn to the Departmental Coordinator involved before making the payment.

l. Summer University course fee: please see more information on [http://summer.ceu.edu/node/215](http://summer.ceu.edu/node/215)

m. Temporary Hungarian Student ID

n. Transcript: please see more information on [http://sro.ceu.edu/](http://sro.ceu.edu/)

o. Tuition fee: please see more information on [http://www.ceu.edu/admissions/tuitionandfees/15-16](http://www.ceu.edu/admissions/tuitionandfees/15-16)

Please note that this bank card acceptance system has not been designed to accept alumni donations: please continue to use [https://dnbweb1.blackbaud.com/OPXDONATE/AddDonor.asp?cguid=D3A25416-1D7E-45E1-A16F-4BB42BB063BA&sTarget=https%3A%2F%2Fdnbweb1.bl&sid=1144DEE6%2DA7D8%2D4F84%2D9150%2DB310D6BB256A](https://dnbweb1.blackbaud.com/OPXDONATE/AddDonor.asp?cguid=D3A25416-1D7E-45E1-A16F-4BB42BB063BA&sTarget=https%3A%2F%2Fdnbweb1.bl&sid=1144DEE6%2DA7D8%2D4F84%2D9150%2DB310D6BB256A) for such purposes.

3. Currencies
Payment can be initiated only in Hungarian forint. Naturally, cards linked to a bank account kept in a currency other than forint can also be used for payment – that is, by any card suitable for purchases, issued by any bank in the world – thus not only by a forint-based bank card. Please consider that in such cases your bank can charge you extra conversion fees or execute the conversion on its own rate.

Conversion of fees determined in other currency than forint is calculated based on the daily exchange rate published on the web-page of the Central Bank of Hungary. ([http://english.mnb.hu/](http://english.mnb.hu/))

4. Accepted bank cards
CIB Bank’s online payment system settles transactions performed by bank cards belonging to the MasterCard and Visa product families. Of the various bank cards suitable for making purchases, the following can be used for initiating transactions:

- [MasterCard](http://www.mastercard.com)
- [MasterCard Electronic](http://www.mastercard.com)
- [Maestro](http://www.mastercard.com)
- [VISA](http://www.visa.com)
- [VISA Electron](http://www.visa.com)
5. Contact information
If you have any comment or issue regarding the new bank card acceptance system, please contact Mariann Ven (VenM@ceu.edu x2260).