APPLICATION PROCEDURE FOR THE HUNGARIAN STUDENT ID CARD (Free of charge)
(For Students enrolled in programs accredited in USA and Hungary)

Step 1:

Visit a Documentation Office (in Hungarian called Okmanyiroda) in any local government district’s center to record - free of charge - your photograph and signature.

Your passport will be required. In case of EU citizens a Registration and Address Card must be obtained first before visiting this Okmanyiroda.
The nearest office is located in district 5, Erzsébet tér 3.
Opening hours:
- Monday, 7:00 a.m. to 5:00 p.m.
- Tuesday/Thursday, 8:00 a.m. to 6:00 p.m.
- Wednesday, 8:00 a.m. to 8:00 p.m.
- Friday, 8:00 a.m. to 3:00 p.m.

Allow your photo and signature to be recorded, and wait for a sheet (called “Nemzeti Egységes Kártyarendszer (NEK) - Adatlap”), containing a print-out of your recordings. Sign this sheet only AFTER you have double-checked your personal data.

Step 2:

Submit the Data Sheet to Student Life Office, in order to continue the application process.

Step 3:

Request a temporary certificate (valid for 60 days), entitling you to buy the monthly Budapest transportation pass at a reduced rate (3.450 Ft). This certificate is usually ready in 1-2 weeks.

Step 4:

Expect the permanent Hungarian Student Card to be be delivered (within two months) to the same office where your photo was recorded: the Student Life Office will keep you informed on the status of your card.
Students with a permanent address in Hungary, will get the card mailed to their address.

Step 5:

In order to validate this card, obtain each October and March a biannual sticker from the Student Life Office. **Attention !!!** Ticket inspectors will issue a HUF 16.000 fine to anyone who has no valid sticker on this card. The stickers expire on October 31 and March 31, respectively.