

Only for non-Hungarian **EEA students** who did the legal residence registration in the Immigration Office (Enter Hungary) completing the Leaving Form

PROCEDURE FOR RETURNING RESIDENCE DOCUMENTS

The aim of this action step is to remove you from the records of Hungarian authorities as a permanent resident to avoid further obligations such as enrollment to the public health care system or paying tax contributions.

(If you would like to continue living in Hungary and keep these documents after graduation, please contact the Student Center at studentlife@ceu.edu so that we can further instruct you.)

We discussed and agreed with the immigration and government officials that we as University Coordinators can return your registration certificates, and subsequently your address cards with appropriate **authorization** and with your **declaration** on leaving the country. No further need for you to visit their offices in person.

Please place all these documents into your envelope:

1. **Registration certificate** (yellow laminated card)
2. **Address card** (red-green laminated card)
3. **Photocopy of your National ID or Passport** (the same you use in the authorization form)
4. **Signed declaration-authorization form** - download the Word document [from OneDrive](#) with your CEU account, relevant parts to be completed are marked in **blue** (**2 printed and signed hard copies - NO electronic signature, please** - of both pages - 4 pages in total)

All required documents can be returned to Residence Center or to the Reception in Nador 15 addressed to the CEU Student Center. **Please make sure you place the original of every document enlisted above into an envelope where your full name is indicated.**

Students currently abroad are requested to send their original documents by mail to:

CEU Student Center, Budapest, Nador utca 9., 1051, Hungary.