

Bank card acceptance system is operational at CEU's Cash Desk (1051 Budapest, Nádor u. 9., Monument Building, basement).

The service is available during the general Cash Desk opening hours:

Mon - Fri: 10:00 a.m. - 12:00 noon. and 1:00 p.m. - 3:00 p.m.

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

Please find below some general information on the service:

1. Security

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 for example:

- 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
- Conference registration and participation fee
- Fee for lost CEU locker key
- Fee for lost CEU ID card
- Fee for late enrollment and tuition fee payment: please see more information on <https://www.ceu.edu/admissions/funding-fees/tuition-fees/latefees-refunds>
- Late registration fee: please see more information on https://www.ceu.edu/sites/default/files/attachment/basic_page/22225/student-records-manual.pdf
- Enrollment fee: please see more information on <https://www.ceu.edu/admissions/funding-fees/tuition-fees>
- Language course fee: please see more information on <http://caw.ceu.edu/Course%20Fee>
- Reader fee for students: for further information you are kindly requested to turn to the Departmental Coordinator involved before making the payment.

- Summer University course fee: please see more information on <http://summeruniversity.ceu.edu/>
- Transcript: please see more information on <http://sro.ceu.edu/>
- Tuition fee: please see more information on <https://www.ceu.edu/admissions/funding-fees/tuition-fees>
- Printing and photocopying

3. Conversion of Fees

For wire transfers or for online payments you can find the daily exchange rates (ECB - European Central Bank) below in the excel attachment. Always use the most current exchange rate.

https://www.ecb.europa.eu/stats/policy_and_exchange_rates/euro_reference_exchange_rates/html/index.en.html

4. Accepted bank cards

The 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
- MasterCard Electronic
- Maestro VISA
- VISA Electron

5. Contact information

If you have any comment or issue regarding the bank card acceptance system, please contact Tímea Madarász (MadaraszT@ceu.edu x2260).