

**Policy of the University of Szeged  
on the scoring system, procedural and organizational  
rules of the assessment of dormitory applications**

**Szeged, 2011.**



The Senate of the University of Szeged in accordance with the Act CXXXIX of 2005 on National Higher Education (Article 52.; hereinafter referred to as NHEA), with the Government Decree 51/2007. (III.26.) on higher education students benefits and charges (Article 12. (1), Article 21. (4); hereinafter referred to as Government Decree) and with the Policy of the University of Szeged on student fees, charges and benefits (Article 20.; hereinafter referred to as Policy on Student Fees, Charges and Benefits) - following the opinion of the University Student Benefits, Fees and Charges Committee and the Dormitory Council - determines the scoring system, procedural and organizational rules of the assessment of dormitory applications for the admitted and transferred students of the University of Szeged (hereinafter USZ) as follows:

## **1. § Scope of the policy, eligibility**

- (1) The scope of this Policy covers students establishing student status at the University of Szeged (hence USZ) by participating in full-time state-funded programs under Act CXXXIX of 2005 on National Higher Education and Government Decree 51/2007. (III.26.) on higher education students benefits and charges Article 3. or effective applicable laws and policies. The Policy applies students submitted dormitory application (application) and admitted or transferred applicants of the University of Szeged (hence applicant), who submitted an application for admission to one of the dormitories – except the specialized dormitories – established and/or operated by the USZ, and to student residence not established and/or operated by the USZ (hereinafter referred to as dormitories) under the scope of the Policy on Dormitories of the University of Szeged Article 1. (1). Furthermore, it also applies to dormitories under the scope of the Policy on Dormitories of the University of Szeged Article 1. (1) – except the specialized dormitories – and to university units participating in the procedure under the procedural and organizational rules of the assessment.
- (2) In regard to dormitory placement among students determined in Section 1 who established student status in the 2005/2006 academic year or earlier, only those considered to be state-funded students, whose number of commenced semesters does not exceed the number of semesters of the training program as defined in their training requirements.
- (3) The scope of the policy applies to the followings only if this Policy expressly provides so, with the deviations determined therein:
  - a) non-state-funded full-time students at the USZ;
  - b) state-funded, part-time students at the USZ;
  - (c) students established student status in the 2005/2006 academic year or earlier, whose number of commenced semesters exceeds the number of semesters of the training program as defined in their training requirements.
- (4) In accordance with the Government Decree 51/2007. Article 26. (4), the dormitory placement of non-Hungarian citizen students is organized out of the scope of the Policy on Dormitories of the University of Szeged and this Policy and carried out within the framework of the Márton Áron Specialized Dormitory.

## **2. § Determination of dormitory capacity**

- (1) The number of applicants eligible for dormitory placement is the number of applicants equals to 90% (ninety percent) of the capacity of the given dormitory set forth in Section 3, for

applicants defined in Article 1. (1), collecting the highest points according to the scoring system detailed in Article 3.

(2) The student based on their community work is entitled to dormitory placement up to 10% (ten percent) of the capacity of the given dormitory set forth in Section 3, for those applicants, who applied for dormitories described in Article 1. (1) or (3).

(3) The capacity of the given dormitory is the number reported according to 51/2007. Government Decree Article 32. (1) ab) (hereinafter referred to as capacity).

### **3. § The scoring system**

(1) The applications specified in Article 1. (1) shall be decided on the basis of the scoring system detailed below. The maximum total score is 500 points, which is the sum of points awarded for the student's social situation, study performance, and community work. A maximum of 240 points for the social situation, a maximum of 160 points for the study performance and a maximum of 100 points for the community work may be awarded. The points awarded to the student's community work is the sum of points given for professional, scientific work and community, cultural and sports activities (maximum 50 + 50 points). The schedule of the training and the disadvantaged situation of the applicant shall be taken into account in accordance with Article 4. (9).

(2) The score given for social situation is the same as the score (points) multiplied by a factor 1,2 as determined in Annex 1 of this Policy by the University Student Union in the assessment of the social scholarship. If the student did not apply for the social scholarship in the given semester, or the application was rejected due to a formal mistake or the score was not determined for other reasons, the procedure set forth in Article 4. (7) shall be applied.

(3) The score given for the study performance regarding a student defined in Article 1. (hence a non-freshman applicant defined in Article 1.) is the calculated value according to Annex 2 in terms of adjusted credit indices based on the student's study achievement of the last two active semesters (the student enrolled) before the given semester indicated in the ETR online platform (in case of a student transferred to the USZ verified by other means). The score given for study performance shall not exceed 160 points (one hundred sixty points).

(4) The score given for study performance is the value of the score below multiplied by 0,8

- a) in case of applicant admitted to the USZ (master's program) under Annex 4 of this Policy
- b) in case of applicant admitted to the USZ (non-master's program) under Annex 3 of this Policy.

(5) The score given for the community work of the student is the value according to Annex 5 of this Policy.

### **4. § Admission procedure**

(1) The admission procedure starts with the announcement of the application. The application is announced by the University Student Benefits, Fees and Charges Committee (hereinafter referred to as USBFCC). In parallel, the USBFCC shall inform in writing the Dormitory Committees and draw the attention of the Rector, the Dean of the Faculty concerned and the Faculty Student Union to make a recommendation concerning the decision on 1% (one percent) of the total number of dormitory capacity of the given dormitory in accordance with Article 20. (1) of the Policy on Student Fees, Charges and Benefits until the deadline for the submission of application. For dormitories with a capacity of less than two hundred bed places, the recommendation is the maximum of one person. The Dormitory Committee shall decide on 9% (nine percent) of the total

number of dormitory capacity of the given dormitory; otherwise in the absence of a recommendation from the Rector, the Dean of the Faculty concerned and the Faculty Student Union about the 10% (ten percent) of the (total) dormitory capacity; and in case of partial recommendation about 1%, about the remaining rate of this 1% (not affected by the proposal) shall be decided by the Dormitory Committee under Section 11.

- (2) The non-freshman applicant may submit the application for dormitory placement for the following academic year until the date and time set and published by the University Student Benefits, Fees and Charges Committee, failing this until the 30<sup>th</sup> of April (23:59) via the electronic (online) application system supervised by the University Student Union.
- (3) Freshman master's student, other freshman or transferred student admitted to the University of Szeged shall apply for dormitory placement for the next academic year until the date set and published by the University Student Benefits, Fees and Charges Committee; failing this, within 8 days (9 August, 23:59) from the last day (1 August) of the mandatory written delivery of the decision on admission in the general admission procedure, via the electronic (online) application system supervised by the University Student Union.
- (4) If the applicant has an additional (parallel) student status at the same time, the application for dormitory placement shall be submitted until the date set for non-freshman students. In case of refusal of the application, there is no obstacle to submit the application as a freshman (after admission to another program at the University of Szeged).
- (5) Documents certifying the authenticity of the facts and data indicated in the application shall be submitted with a copy via the electronic (online) application system supervised by the University Student Union (in case of non-freshman students at the beginning of the semester of the submission simultaneously with the submission of social scholarship application).
- (6) Before assessing the applications, the Student's Service Office checks if the applicant (under the form of funding, training period) is entitled to dormitory placement under Article 1. (1) and this Article 4. (10) or only under Article 4. (11).
- (7) The relevant provisions of the policy of the University Student Union on the rules of online application for the regular social scholarship shall govern the verification of the authenticity of the attachments submitted pursuant to Section (5). On condition if the student did not submit an application for the social scholarship, or the application was rejected due to formal mistake, or its score – for other reasons – was not established, the student shall submit (supply) the documents certifying the authenticity of the facts and the data indicated in the application as an attachment to the application for dormitory placement as defined in Section (5), until the deadline specified in Section (1); and the social situation of the student will be assessed based on the documents submitted (supplied) (under the relevant provisions of the policy of the University Student Union on the rules of online application for the regular social scholarship).
- (8) The electronic (online) application system supervised by the University Student Union applies the scores according to Article 3., and then regarding each and every dormitory sets the total score of the applicants of the given dormitory in ascending order.
- (9) In case of equal score, the training schedule shall be considered, and the preference shall be given to the disadvantaged student (who is under the age of 25 years on the day of enrollment, who was under the protection of a notary due to family circumstances, social situation during secondary education, who was receiving regular child protection allowance, or entitled to regular child protection subsidy, or was a child in ward of the state, etc.), and who cannot commence or continue their studies in higher education without dormitory placement under Article 52. (2) of NHEA.
- (10) After the transmission of the ranking set under Section 9 in due time to the relevant Dormitory Committee (in a file compatible with Office Excel 1997) and providing the unique identifiers (passwords, etc.) necessary for the access to relevant application data, the Dormitory Committee shall decide on applications at first instance until the date set and published by the University Student Benefits, Fees and Charges Committee; failing this, until the 15<sup>th</sup> of May in case of non-freshman students or until the 14<sup>th</sup> of August in case of freshman students. In this context, the Dormitory Committee shall admit the applicants with the highest score in the application ranking

and who meets the eligibility criteria (state-funded, full-time student) set forth in Article 1. (1) of this Policy, in accordance with the capacity of the given dormitory: 54% (fifty-four percent) among non-freshman students, 10% (ten percent) among master's freshman students, 22% (twenty-two percent) among other (non-master's) freshman applicants (aggregating the number of non-freshman and freshman applicants in the given academic year, 86%, eighty-six percent of the capacity of the given dormitory).

- (11) In accordance with the deadline and procedure referred to in Section 10, the Dormitory Committee shall decide on dormitory placement based on the community work of the student – taking into account the recommendations under Article 20. (1) of the Policy of the University of Szeged on student fees, charges and benefits to the extent referred to in Section 1 – to the extent of 10% (ten percent) of the capacity of the given dormitory, and in its decision the Committee is entitled to decide on admission of students under Article 1. (1) and Article 1. (3) a), b), c). In this decision, the Dormitory Committee shall take into account the principles set out in Annex 5, however, it may disregard the scoring set out in Annex 5.
- (12) If the Dormitory Committee does not decide in whole or in part about the admission to 10% (ten percent) of the capacity in accordance with Section (11) on the basis of community work, and consequently capacity remains, a dormitory placement shall be granted for those not-admitted applicants, who collected the highest score in the ranking according to Section (8) to the extent of the remaining capacity. In this decision, the Dormitory Committee shall take into account the principles set out in Annex 5, however, it may disregard the scoring set out in Annex 5.
- (13) Under the relevant rules to master's freshman students, in lack of admitted freshman master's students applying for the 10% (ten percent) given dormitory's capacity (remaining capacity for freshman master's applicants), a dormitory placement shall be granted for those not-admitted non-freshman applicants, who collected the highest score in the ranking according to Section (8) to the extent of the remaining capacity.
- (14) After the decision, the Dormitory Committee notifies the applicant about the assessment of the dormitory application. The applicant must be notified in writing if the application is rejected by the Dormitory Committee.
- (15) The student may seek legal remedy against the decision if the decision on the application or its failure (hereinafter referred to as decision) concerns their individual rights or legitimate interest. The student may submit the request for legal remedy, addressed to the Rector, at the Dormitory Committee (where the application was submitted) within 15 days after the decision being delivered, or failing this, after being aware of the decision. The Committee of Student Remedies shall decide on the request for legal remedy submitted by the student.
- (16) The total of 4%, four percent (3% for non-freshman applicants, 1% for freshman applicants) of the dormitory capacity constitutes a "framework" ("vis maior framework"), dedicated for dormitory placement in cases of an unforeseen compelling reason, an unavoidable obstacle, and for a decision reversed (approved application for admission) at second instance by the Committee of Student Remedies.
- (17) According to decision on admission of the Committee of Student Remedies, as defined in Section (16), and in the absence of an unforeseen compelling reason or an unavoidable obstacle, to the extent of the (remaining) capacity determined in Section (16), a dormitory placement shall be granted for those not-admitted applicants, who collected the highest score in the ranking according to Section (8).

## **5. §**

### **Miscellaneous and final provisions**

- (1) The electronic (online) application system supervised by the University Student Union shall mean an online application system called Modulo, available at the following address when this Policy was adopted <https://modulo.etr.u-szeged.hu/modulo/> and operated by the USZ.
- (2) If the applicant studies in an undivided program, the applicant (application) shall be taken into account for the capacity available for non-freshman students.
- (3) In case of a faculty-operated dormitory where according to Article 20. (1) of the policy on student fees, charges and benefits firstly those applicants shall be admitted who study in an undivided program, the number of places available according to Article 4. (10) for non-freshman and freshman master's students are added together (64%, sixty-four percent of the total dormitory capacity of the given dormitory), and shall be considered as places available for non-freshman students.
- (4) If the applicant is a state-funded doctoral student, as a general rule (in case of a "non-freshman doctoral student"), the applicant (application) shall be taken into account for the capacity available for non-freshman students (in case of a self-funded doctoral program, the student shall be taken into account for the 10 % capacity available upon community work under Article 4. (11)) and the deadlines set for non-freshman applicants (applications) are applicable. In case of a state-funded doctoral applicant ("freshman doctoral student") the applicant (application) shall be taken into account for the capacity available for freshman master's students (in case of a self-funded doctoral program, the student shall be taken into account for the 10 % capacity available upon community work under Article 4. (11)) and the deadlines set for freshman master's applicants (applications) are applicable.
- (5) The enforcement of this Policy is carried out in each and every semester by the Student's Service Office of the Directorate-General for Economic and Technical Affairs of the University of Szeged.
- (6) This Policy shall enter into force on the day of its publication. Applications for dormitory placement will be decided under this Policy for the first time in case of non-freshman student applicants of the 2010/2011. academic year (applications submitted under Article 4. (2) until the 30<sup>th</sup> of April 2011).
- (7) After this Policy is entered into force, any former policy provisions contrary to this Policy shall cease to be in effect.
- (8) This Policy was proposed by the University Student Union, and discussed by the Senate of the University of Szeged on its meeting of the 31<sup>st</sup> of January 2011, and adopted by the decision Nr. 28/2011. upon the opinion of the University Student Benefits, Fees and Charges Committee and the Dormitory Committee.

**Dr. Szabó Gábor s. k.**  
**rector**

## Annex 1

### Scores given for the student's (applicant's) social situation

#### I. Scoring system for applicants with family background

##### **1. Income-dependent factors** **max: 100 points**

###### Points given for per capita income

The smallest amount of age-based pension is considered as the lowest per capita net income  
(in 2010: 28,500 Ft) 100 points

Applicant's monthly per capita net income  
+ 1000 Ft -1 point (the score cannot go below 0)

##### **2. Income-independent factors** **max: 80 points**

###### **2.1. Points given for parents/supporter persons**

- |   |           |
|---|-----------|
| a. / dependent orphan or in ward of the state | 35 points |
| b. / for each retired parent                  | 10 points |
| c. / for each parent with disability pension  | 10 points |
| d. / for each unemployed parent               | 10 points |
| e. / single parent                            | 25 points |

###### **2.2. Points given for the number of dependent persons**

Family member of the household with income will not be considered  
(for example grandparent, sibling with income, etc.)

- |  |           |
|--|-----------|
| a. / for each unemployed sibling                                     | 10 points |
| b. / for each under-aged and/or sibling studying in public education | 20 points |
| c. / for each seriously ill or sibling studying in higher education  | 25 points |

###### **2.3. Points given for distance from the residence**

Distance from place of residence to place of education (1 point / 15 km) max: 25 points

##### **3. Subjective points** **max: 20 points**

Points for socially justified circumstances not included in the above scoring  
(high cost of drugs, parent on long-term sick leave, unique,  
difficult family circumstances, special expenses, etc.)

#### II. Scoring system for financially self-sufficient applicants

##### **1. Income-dependent factors** **max: 100 points**

###### Points given for per capita income

The smallest amount of age-based pension is considered as the lowest per capita net income  
(in 2010: 28,500 Ft) 100 points



Applicant's monthly per capita net income  
+ 1000 Ft

-1 point (the score cannot go below 0)

**2. Income-independent factors** **max: 80 points**

**2.1. Points given for parents/supporter persons**

Financially self-sufficient person (one supporter) 25 points

**2.2. Points given for the number of dependent persons**

In case the self-sufficient person has a child, per child 25 points

In case of self-sufficiency due to orphanage or being in ward of the state 35 points

**2.3. Points given for distance from the residence**

distance from place of residence to place of education (1 point / 15 km) max: 25 points

**3. Subjective points** **max: 20 points**

Points for socially justified circumstances not included in the above scoring  
(high cost of drugs, parent on long-term sick leave, unique,  
difficult family circumstances, special expenses, etc.)

## **Annex 2**

### **Scores given to a “non-freshman” student defined in Article 1. for academic performance**

(1) In the course of the dormitory admission procedure above, in case of “non-freshman students defined in Article 1. of this Policy, the study score shall be determined in accordance with the procedure described in Annex I of the Policy on “the Terms and Conditions of the Study Scholarship” (hereinafter referred to as Policy on Study Scholarship ) I, with the following deviations:

(a) Notwithstanding the provisions of Annex 1 point 2. of the policy on study scholarship, the study score shall be calculated in case of every student in the same scholarship pool;

(b) The scores are calculated by the formula described in the Annex I point 3 of the policy on study scholarship (with the formula of simple arithmetic average concerning the last two enrolled semesters according to Article 3. (3)) with the exception that 160 points shall be added for the simple arithmetic average of the highest average of the scholarship pool for the last two enrolled semesters as described in Article 3. (3); 50 points shall be added for the simple arithmetic average of the lowest average of the scholarship pool for the last two enrolled semesters as described in Article 3. (3); the score for the study results between these two values shall be assigned on direct proportionality.

(3) If the student has additional (parallel) student status (one student enrolled in several programs), the value of the study points in the dormitory admission procedure is the simple (arithmetic) average of the separately collected points in the scholarship pools (even after completed training in self-funded programs).

(4) If the applicant is a doctoral student, and “validly completed” (completed according to the relevant policies, etc.) the previous (one) active semester (the student enrolled to the semester) the value of the scores given for the study performance - notwithstanding the above - is 160 points (one hundred and sixty) without a separate calculation.

### Annex 3

#### Scores given for the study performance of the applicant admitted to the University of Szeged (non-master's degree) ("other freshman student")

Admission score („threshold”) per program:	<i>100 points</i>
for <b>480</b> points	<i>200 points</i>
in between (between the “threshold” and 480 points)	<i>between 100 and 200 points linearly</i>

In addition to a value established between 100 and 200 points as above, the following "bonus points" shall be added (based on the student's admission score):

- Between 320-364 points + **25** bonus points
- Between 365-409 points + **50** bonus points
- Between 411-454 points + **75** bonus points
- Between 455-479 points + **90** bonus points

The total score may not exceed 200 points with bonus points.

#### Annex 4

### Scores given for the study performance of the applicant admitted to the University of Szeged (master's degree) ("freshman student on master's program")

Admission score („threshold”) per program:	<i>100 points</i>
for <b>100</b> points	<i>200 points</i>
in between (between the “threshold” and 480 points)	<i>between 100 and 200 points linearly</i>

In addition to a value established between 100 and 200 points as above, the following "bonus points" shall be added (based on the student's admission score):

- Between 80-84 points + **25** bonus points
- Between 85-89 points + **50** bonus points
- Between 90-94 points + **75** bonus points
- Between 95-99 points + **90** bonus points

The total score may not exceed 200 points with bonus points.

**Annex 5**  
**Scores given for community work**

**Scores given for outstanding professional, scientific work**  
**maximum of 50 points**

Outstanding professional, scientific work	In total maximum: <b>50 points</b>
TDK activity (Scientific Students Associations), other professional competition (qualified at local level), professional competition (OTDK- National Conference of Scientific Students Associations Place I-III., international competition), professional publication (including source)	1-35 points
Teacher's assistant	10 points
Other university, dormitory professional activity	1-15 points

**Scores for outstanding community, cultural, and sports activities**  
**maximum of 50 points**

Outstanding community, cultural, and sports activities	In total maximum: <b>50 points</b>
Member of a university, dormitory unprompted group	1-5 points
Leader of a university, dormitory unprompted group	6-10 points
Certified member of a university sports club	5 points
Certified member of NB I, NB II, other sports club	5-10 points
Dormitory Committee member	20 points
Student Union member	20 points
Dormitory Committee secretary	30 points
Student Union president, vice-president	30 points
University, dormitory, cultural, sports event finalist	1-25 points
University, dormitory, cultural, community, sports activity, event organizer	1-25 points