

**Dean's order no 3/2021. (8 June) of the Medical School,
on the procedures of the application to the English-Language training programs (General Medicine,
Dentistry and Biotechnology) offered exclusively for foreign citizens**

The effect of this order

Article 1. The scope of this order shall extend to all the foreign applicants and students taking part in the application procedures of the English-language training programs at the University of Pécs Medical School (hereinafter the Faculty or UPMS).

The English-language programs

Article 2. The UPMS announces self-financed, one-tier master programs in English language in General Medicine and Dentistry, and a master's program in Biotechnology for foreign citizens.

The official names of the courses are:

- One-tier master programs
 - a) General Medicine
 - b) Dentistry
- Master's program
 - c) Biotechnology

Application to the programs

Article 3. (1) Applicants shall apply to the English-language training programs of the UPMS by completing the electronic application form published online by the English Program Committee, submitting the application documents listed on the application form to the English Admissions and Student Service Office and paying the application fee to the University of Pécs, and paying the pre-arranged admission handling fee to the representative agency, if there is one. The application fee shall be determined by the dean until May 15 of the year preceding the admission procedure.

(2) In case of the one-tier programs the prerequisite of the application is the original secondary school leaving certificate or the official copy of it, or a document equivalent to secondary education completion. Admission may only be granted to applicants who are entitled to admission or application to undergraduate medical training in their country of origin. The Committee may request official proof of this fact from the applicant. In case of the Biotechnology MSc, the prerequisite of application is a BSc certificate in a relevant field.

(3) As long as their student status at the UPMS exist, students pursuing studies at any one-tier master foreign language training of the Medical School may not apply for the same one-tier master where they presently are pursuing their studies.

(4) If the student status of a student of a foreign language training of the Medical School has been terminated for disciplinary reasons, they may not apply for admission to any training of the Medical School again. If the student's legal status has been terminated for educational or other reasons indicated in the Code of Studies and Examinations (Annex 5 of the Statutes of the University of Pécs), the application of the student shall be accepted at the earliest two years after the termination of their student status. The Committee may refrain from the latter rule in case of students who, at the time of the termination of their student status, have completed all obligatory courses specified for the first six semesters of their recommended curriculum. The rule described in the second sentence of this paragraph may be refrained from on only one occasion regarding the same student.

(5) One applicant may participate in the same admission procedure – in case of an unsuccessful entrance examination – on three occasions at most.

Article 4. (1) The application deadline shall be determined by the dean. The Faculty must announce the application deadline 30 days prior to it.

(2) The application period for the aforementioned programs lasts from January 15 to June 30.

(3) Outside of the application and admission period, the Faculty provides a pre-registration opportunity to interested parties on their website from July 1 to January 14. At the start of the application period, the English Admission and Student Service Office will email the pre-registered applicants about the opening of admissions.

Admission procedure

Article 5. (1) The Faculty uses a unified online application form for its one-tier programs, available at admissions.medschool.pte.hu during the admission period. The electronic application form (printed, signed and scanned) has to be submitted with the documents listed in (3) via email as .PDF attachments or share links (e.g. Google Drive) to the studentservice.center@aok.pte.hu address within two weeks after filling the online form or until the application deadline, but at least a week before the intended exam date. If the applicant gains admission, they must submit the hard copies of the application form and the documents listed in (3) before the orientation week and matriculation, with proof of tuition fee payment. The hard copies must be the originals or certified copies, with a certified English translation.

(2) Only applicants with English knowledge of at least CEFR B2 can be admitted.

(3) Documents to be submitted with application:

- electronically completed, printed and signed application form;
- passport copy;
- secondary education diploma, or equivalent document (in certified copies, with an English official translation if necessary);
- official transcript of grades from secondary school (in English or with an authorized translation);
- Europass CV with a photo;
- payment receipt of the application fee

(4) The application fee is 200 USD, the admission fee (hereinafter exam fee) is 250 USD for exams organised by the Admissions Office. For exams organised by recruiting agents (abroad), they have the right to determine their own fees. The application and exam fees are non-refundable. Admitted applicants must pay a 220 USD registration fee upon matriculation.

(5) The application fees of the Faculty may be paid via bank transactions to the University, or at the University cashiers. The deadline for paying the application fee is June 30, due to the deadline of submitting the payment receipt is the same date.

(6) Admission to the English-language program may be granted after a successful entrance examination.

(7) The entrance exam is comprised of a written and an oral part, both in English.

The topics of the exam are:

- English language;
- motivation;
- biology;
- chemistry.

The requirements of subjects match up with the secondary education level of Hungarian secondary schools, the list of topics is published on the website.

The maximum score of the written exam is 100 points (20-20 points in technical subjects, 40 in general English and 20 in English terminology).

The decisions about results can be “admitted” and “not admitted”.

(8) The entrance exam can be organised in person or online. Entrance exams taking place in person can be organised by the Admissions Office or by representative agents after discussions with the Committee, according to the dual agreement between the parties. The online written exam takes place on the Neptun Unipoll platform, the oral interview can be held over Skype, Zoom or Microsoft Teams.

(9) The UPMS accepts the BioMedical Admissions Test (hereinafter: BMAT) of the University of Cambridge for applications to its General Medicine and Dentistry programs as the written part of the entrance exam. The BMAT exam is independent of the entrance examination of the UPMS, it has a separate examination fee structure and procedures. While applying to the BMAT examination, the applicants shall request their results to be submitted to the General Medicine or the Dentistry Program of the UPMS. The English Program Committee of the UPMS reserves the right to evaluate the results of the applicants at the BMAT exam, and to decide on the acceptance of the BMAT as the written part of its complex entrance exam or the whole complex examination based on the results of the applicants. The applicants having been granted exemption from the written part shall take an oral examination still at one of the examination dates. The examination fee of this kind of an oral interview is 40 USD.

(10) An exemption from the entrance exam can be given if:

a) if the applicant has a BA or BSC degree in a medicine-related field from a state-recognised higher education institution in their home country and has a CEFR B2 level language certificate in English, or;

b) if the applicant has completed at least one year another medical or science course at university recognised in their home country.

(11) Students of the UP International Studies Center (ISC) can be eligible for an exemption from the entrance exam, if they comply with the following by their final exam in May:

a) have a result at least 70% in every subject in the semester (chemistry, biology, physiology, terminology, language of natural sciences and English);

b) successfully complete 3 tests and the final exam during the semester;

c) only have 10% missed classes with doctor’s notices;

d) get a recommendation from every teacher at the ISC.

(12) The minimum data for the application form is listed in Appendix 1.

(13) Data to be provided in case the applicant applies for an exemption from the entrance exam are listed in Appendix 2.

Article 6. The Faculty uses a unified online application form for its MSc in Biotechnology, available at admissions.medschool.pte.hu during the admission period. The electronic application form (printed, signed and scanned) has to be submitted with the documents listed in (3) via email as .PDF attachments or share links (e.g. Google Drive) to the studentservice.center@aok.pte.hu address within two weeks after filling the online form or until the application deadline, but at least a week before the intended exam date. If the applicant gains admission, they must submit the hard copies of the application form and the documents listed in (3) before the orientation week and matriculation, with proof of tuition fee payment. The hard copies must be the originals or certified copies, with a certified English translation.

(2) Only applicants with English knowledge of at least CEFR B2 can be admitted.

(3) Documents to be submitted with application:

- electronically completed, printed and signed application form;
- passport copy;
- secondary education diploma, or equivalent document (in certified copies, with an English official translation if necessary);
- official transcript certificate from relevant BSc studies (in certified copies, with an English official translation if necessary);
- Europass CV with a photo;
- motivation letter;
- payment receipt of the application fee

(4) The application fee is 200 USD, the admission fee (hereinafter exam fee) is 250 USD for exams organised by the Admissions Office. For exams organised by recruiting agents (abroad), they have the right to determine their own fees. The application and exam fees are non-refundable.

(5) The application fees of the Biotechnology MSc may be paid via bank transactions to the University, or at the University cashiers. The deadline for paying the application fee is June 30, due to the deadline of submitting the payment receipt is the same date.

(6) The prerequisite of admission to the Biotechnology MSc is a successful entrance exam.

(7) The entrance exam is an oral interview in English.

The topics of the exam:

- English language;
- motivational interview;
- biology;
- chemistry.

The requirements of subjects match up with the secondary education level of Hungarian secondary schools, the list of topics is published on the website.

The maximum score of the written exam is 100 points (20-20 points in technical subjects, 40 in general English and 20 in English terminology).

The decisions about results can be "admitted" and "not admitted".

(8) The entrance exam can be organised in person or online. Entrance exams taking place in person can be organised by the Admissions Office or by representative agents after discussions with the Committee, according to the dual agreement between the parties.

(9) The data to be provided for the Biotechnology application form are in Appendix 3.

Article 7. (1) Entrance examinations for the English-language one-tier master or the master's trainings may be held on the premises of the Faculty and at external locations designated by the dean (hereinafter: off-site entrance examination). The examiners are appointed by the English Program Committee.

(2) At the off-site entrance examinations, the lecturer of the Faculty delegated by the dean shall conduct the examination, according to the above.

(3) Based on the results of the oral exam, the examiner will make a suggestion for

- a) the admission of the applicant;
- b) the conditional acceptance of the applicant (the Committee marks attendance at the 3-week Biology-Chemistry-Physics course as the condition for admittance);
- c) waitlisting the applicant (in case there are no more places available but would be admitted if there was a vacancy after a withdrawal);
- d) the dismissal of the applicant.

(4) Based on the suggestions made by the oral examiners, the final decision about the admission of applicants will be made by the Chairman of the English Programme Committee (or by their deputy in their absence).

(5) The Chairman of the English Programme Committee notifies the applicants in a postal letter about their admission results.

(6) The date of the last entrance exam is the 10th day before the start of the semester. After the start of the academic year, no more admissions can be made.

(7) Members of the Entrance Examination Board shall be remunerated. The dean shall enter into contract with the members of the Examination Board based on the proposal of the English Program Committee. The remuneration shall be laid down in the contract.

Health aptitude test

Article 8. (1) The health aptitude test mandatory for the establishment of the student's legal status with the University is conducted during the registration week. If due to the lack of capacities the health examinations cannot be completely conducted for all the freshmen during the registration week, the examinations must be executed as soon as possible after the commencement of the academic year, but by 30 September the latest. In case the times of the examinations are on a weekday of the instruction period, the appointments shall be arranged so that they do not interfere with the times of the obligatory classes of the first year students. Those freshmen whose health aptitude test cannot be conducted during the registration week due to the lack of capacities, shall not be disadvantaged in academic matters because of that.

(2) In case of one-tier master trainings, according to the prescriptions of the Center for Occupational Health and Work Hygiene of the University, the submission of the following documents are necessary during the registration week at the latest, but before the preliminary health aptitude test of the freshmen:

- medical certificate preferably previously completed in the applicant's home country
- chest X-ray result (not older than 1 year)
- vaccination card (showing that the applicant is immunized against Hepatitis B)

- Hepatitis C serology test result
- HIV test result (not older than 3 months)

(3) In case of the Biotechnology master's training, according to the prescriptions of the Center for Occupational Health and Work Hygiene of the University, the submission of the following documents are necessary during the registration week at the latest, but before the preliminary health aptitude test of the freshmen:

- medical certificate preferably previously completed in the applicant's home country
- chest X-ray result (not older than 1 year)
- vaccination card (showing that the applicant is immunized against Hepatitis B)
- Hepatitis C serology test result
- HIV test result (not older than 3 months)
- Full laboratory checkup: including ion levels (Na, K), liver functions (total bilirubin, GOT, GPT, GGT), renal (kidney) functions (carbamid, creatinin), blood sugar levels, blood sedimentation, blood count (haemogramm)

Provisional regulations

Article 9. (1) Certain points of this order are changed with the state of emergency ordered by the Hungarian Government.

(2) Article 5 (1) and Article 6 (1) are amended. Admitted applicants may hand in their application form and relevant documents, including proof of tuition payment during the orientation and registration period. If the applicant is unable to be present in person at the Faculty to hand in their document due to the state of emergency, they may do so when they are able to be present.

(3) Article 5 (8) is amended. During the state of emergency, only online entrance examinations may take place.

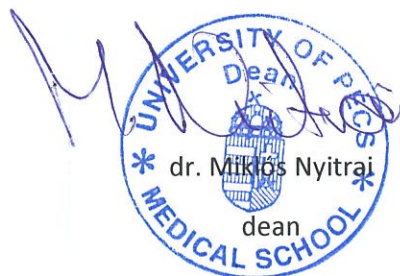
(4) During the state of emergency, notification about admission results are only electronic (via email), there is no postal notification.

(5) If the UP Center for Occupational Health and Work Hygiene is unable to conduct the health aptitude checks due to the state of emergency, matriculated students shall not face educational repercussions.

Final provisions and giving effect to this order

Article 10. (1) The present order comes into effect on June 8, 2021.

(2) With this order coming into effect, the 1(2019 (01.07.)) and 3/2020 (05.19.) Deans's Orders lose effect.



Appendix

Appendix 1.

SZEMÉLYES ADATOK	PERSONAL DATA
Keresztnév	First/given name
Vezetéknév	Surname/family name
Nem	Sex
Családi állapot	Marital status
Születési hely	Place of birth (country, city)
Születési idő	Date of birth
Állampolgárság	Citizenship
Anyanyelv	Mother tongue
Angol nyelvismeret szintje	Proficiency in English
Magyar nyelvismeret szintje	Proficiency in Hungarian
Egyéb nyelvismeret szintje	Proficiency in other languages
Útlevélszám	Passport number
Útlevelet kibocsátó ország	Passport issued by (country)
Útlevel érvényessége	Passport expiry date

ELÉRHETŐSÉGEK	CONTACT DATA
E-mailcím	E-mail address
Skype cím	Skype address
Állandó lakcím	Home address
Mobiltelefonszám	Cell phone
Levelezési cím	Contact address
Veszély esetén értesítendő név, cím, telefonszám, e-mailcím, kapcsolat jellege	ICE - Person to notify in emergency (name, address, telephone, e-mail, relation)
Anyja leánykori vezetékeve	Mother's maiden family name
Anyja foglalkozása	Mother's occupation
Apja teljes neve	Father's full name
Apja foglalkozása	Father's occupation
Magyarországon élő rokonok, kapcsolat foka	Family relations living in Hungary, degree of relation

KÉPZÉSI ADATOK	ACADEMIC RECORD
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Középiskola neve	Name of high school
Középiskolai tanulmányok ideje (kezdés és végzés éve)	Duration of high school studies From - To (year)
Középiskolai tanulmányok hossza	Number of years attended
Középiskolai bizonyítvány száma	Registration number of high school leaving certificate
Érettségi bizonyítvány típusa	Type of degree/certificate
Tantárgyak eredményei (biológia, kémia, fizika, angol) az utolsó tanévben	Last year's grades in Biology, Chemistry, Physics, English
Felsőoktatási intézmény neve*	Name of college/university*
Felsőoktatási tanulmányok ideje (kezdés és végzés éve)*	Duration of studies From - To (year)*
Felsőoktatási tanulmányok hossza*	Number of years attended*
Felsőoktatásban szerzett oklevél száma*	Registration number of degree/certificate*
Felsőoktatásban szerzett oklevél típusa*	Type of (prospective) degree/certificate*
Előkészítő tanulmányok (helye, ideje, intézmény neve, eredménye)*	Preparatory courses (place, date, name of the institution, grade)*

*To be filled if relevant

Appendix 2.

FELVÉTELI VIZSGA ALÓLI MENTESSÉG KÉRVÉNYEZÉSE	APPLICATION FOR THE EXEMPTION FROM THE ENTRANCE EXAM
Felsőoktatási intézmény neve	Name of college/university
Felsőoktatási tanulmányok ideje (kezdés és végzés éve)	Duration of studies From - To (year)
Felsőoktatási tanulmányok hossza	Number of years attended
Felsőoktatási tanulmányok szakiránya	Field specification of studies
Felsőoktatásban szerzett oklevél száma	Registration number of degree/certificate/transcript
Felsőoktatásban szerzett oklevél típusa	Type of (prospective) degree/certificate
Nemzetközileg elfogadott B2 szintű angol nyelvvizsga neve	Name of internationally recognized B2 level English language examination
Nemzetközileg elfogadott B2 szintű angol nyelvvizsga pontja	Points at the internationally recognized B2 level English language examination

Appendix 3.

SZEMÉLYES ADATOK	PERSONAL DATA
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Keresztnév	First/given name
Vezetéknév	Surname/family name
Nem	Sex
Családi állapot	Marital status
Születési hely	Place of birth (country, city)
Születési idő	Date of birth
Állampolgárság	Citizenship
Anyanyelv	Mother tongue
Angol nyelvismeret szintje	Proficiency in English
Magyar nyelvismeret szintje	Proficiency in Hungarian
Egyéb nyelvismeret szintje	Proficiency in other languages
Útlevélszám	Passport number
Útlevelet kibocsátó ország	Passport issued by (country)
Útlevel érvényessége	Passport expiry date

ELÉRHETŐSÉGEK	CONTACT DATA
E-mailcím	E-mail address
Skype cím	Skype address
Állandó lakcím	Home address
Mobiltelefonszám	Cell phone
Levelezési cím	Contact address
Veszély esetén értesítendő név, cím, telefonszám, e-mailcím, kapcsolat jellege	ICE - Person to notify in emergency (name, address, telephone, e-mail, relation)
Anyja leánykori vezetéknéve	Mother's maiden family name
Anyja foglalkozása	Mother's occupation
Apja teljes neve	Father's full name
Apja foglalkozása	Father's occupation
Magyarországon élő rokonok, kapcsolat foka	Family relations living in Hungary, degree of relation

KÉPZÉSI ADATOK	ACADEMIC RECORD
Középiskola neve	Name of high school
Középiskolai tanulmányok ideje (kezdés és végzés éve)	Duration of high school studies From - To (year)
Középiskolai tanulmányok hossza	Number of years attended

Középiskolai bizonyítvány száma	Registration number of high school leaving certificate
Érettségi bizonyítvány típusa	Type of degree/certificate
Tantárgyak eredményei (biológia, kémia, fizika, angol) az utolsó tanévben	Last year's grades in Biology, Chemistry, Physics, English
Felsőoktatási intézmény neve	Name of college/university
Felsőoktatási tanulmányok szakiránya	Field specification of studies
Felsőoktatási tanulmányok ideje (kezdés és végzés éve)	Duration of studies From - To (year)
Felsőoktatási tanulmányok hossza	Number of years attended
Felsőoktatásban szerzett oklevél száma	Registration number of degree/certificate
Felsőoktatásban szerzett oklevél típusa	Type of (prospective) degree/certificate