Pázmány Péter Catholic University

R E C T O R

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INSTRUCTIONS OF THE RECTOR
(15/2020)
in consolidated version with the Instruction of the Rector 3/2021 of 16 March 2021

on Pázmány Péter Catholic University Action Plan
for organizing higher education during crises

In light of Government Decree 478/2020 of November 3 on the announcement of an emergency situation, the rules pertaining to higher education set out in Government Decree 484/2020 of November 10 on the second phase of protective measures put in place during the emergency situation, and the industry recommendations for organizing higher education training during the emergency situation, as issued on November 12, 2020 by the Secretariat of State for Higher Education, Innovation, and Vocational Training of the Ministry for Innovation and Technology, I hereby enact the following action plan for the Pázmány Péter Catholic University (hereinafter: University):

1. Creating an environment safe from the aspect of health

1.1. Persons who exhibit symptoms of the COVID-19 coronavirus or who detected such symptoms on themselves (coughing, difficulty in breathing, shortness of breath, fever, chills, muscle pain, sore throat, recurring difficulty in tasting or smelling, queasiness, vomiting, diarrhea) in any of the three days prior may not enter the University.

1.2. Only those persons may enter the University whose body temperature does not exceed the value specified by the national health officer. Body temperature shall be checked upon entry. The competent employee of the Operations Department is responsible for taking such measurements; failure to do so qualifies as a violation of the epidemiological protection requirements. If the body temperature of the examined person exceeds the value specified by the national health officer, access to the building will be denied.

1.3. Any university citizen (employees and students) who has come into close contact with any person shown to be infected by the coronavirus (a person with a positive COVID-19 test who has not yet been declared recovered) may not enter the University for 10 days from the time of last contact, even if they observe no symptoms on themselves. In this case, notification has to be provided in accordance with the rules of procedure specified by the various organizational units, including the date of contact. Annex 7 to the Coronavirus-related Rules of Procedure published by the National Public Health Center (hereinafter: NNK) (available at the link below) defines close contact: https://www.nnk.gov.hu/attachments/article/567/7_sz_mell%C3%A9klet_kontaktuskutat%C3%A1s_2020.06.11.pdf. The rules pertaining to close contact do not have to be applied if all parties involved wore appropriate protective equipment (gloves and masks) during the physical contact or when staying in the same room.

1.4. All persons at the University or any institution maintained by the University are obligated to adhere to the following rules of hygiene:

a) a medical, work safety, textile, or other mask that continuously covers the nose and mouth (hereinafter: mask) must be worn at all times both outdoors and indoors;
b) all persons shall keep a minimum distance of 1.5 meters between them;
c) hands must be washed with suitable frequency, and the hand disinfectant dispensers installed by the University have to be used;
d) the rules for coughing and sneezing must be followed (available on the NNK website: https://www.nnk.gov.hu/index.php/koronavirus-tajekoztato/534-coronavirus-disease-covid-19-faq
e) rooms occupied by persons have to be aerated or ventilated with suitable frequency.

1.5. Virucidal hand disinfectant dispensers are available at all University entrances. The security service ensures dispensers are used by all persons who wish to enter the University. During opening hours, the Operations Department shall check whether disinfectant is available every hour and shall ensure that disinfectant is always available. If the dispenser breaks down or the disinfectant runs out between the checks, the security service shall promptly inform the competent Operations Department employee.

1.6. High-touch surfaces shall be disinfected before the building is opened and continuously during opening hours (at least every two hours) by the Operations Department. High-touch surfaces include especially door handles, elevator buttons, switches, handles, entrance and restroom door surfaces, water faucets, microphones in classes or used for lectures, remote controls, and keyboards.

1.7. When refilling and servicing coffee and vending machines, their operators are obligated to issue a written statement certifying disinfection of the machine on behalf of the Operations Department, specifying the exact time, the type of disinfectant used, and the name of the responsible person.

1.8. Rooms open to persons shall be continuously ventilated during opening hours.

1.9. After performing maintenance on air conditioning units, the parties performing maintenance are obligated to issue a written statement certifying disinfection of the machine on behalf of the Operations Department, specifying the exact time, the type of disinfectant used, and the name of the responsible person.

1.10. The University shall install posters and floor stickers at the entrances to buildings and in heavily-trafficked internal areas to call attention to the threat of infection and on prevention – with special regard to the contents of Annex 2 to this Action Plan. The house rules of the various buildings will be posted at entrances. The Action Plan in connection with the epidemiological situation is available on the University website and is posted at building entrances.

1.11. If a suspicion of infection arises at the University or any of its institutions, the following alert protocol shall be followed: the person suspected of being infected or the detecting person shall inform the security service, who shall notify the Dean's Office of the respective faculty and the Head of the Operations Department about the suspicion. The Operations Department staff shall immediately isolate the person in question, who shall be required to report to his/her general practitioner. (Foreign students are required to report to their designated general practitioner.) The necessary measures shall be taken on the basis of the rules of procedure provided by the National Public Health Center (hereinafter: NNK).

2. General rules of digital education

2.1. Teaching at the University, thus also including contact hours and testing, will take place with the use of digital education solutions. In the course of the above, contact between teachers and students shall be maintained without a personal presence, using remote access.

2.2. The descriptions of the applications primarily recommended for use in digital education shall be published on the University website (https://ppke.hu/oktatas/digitalis-oktatas and https://tavoktatas.ppke.hu/info and https://ppke.hu/en/for-our-students/information-on-digital-learning).

2.3. The teacher competent for the course shall inform the students taking the course of the conditions for obtaining a signature and fulfilling the subject, if those have undergone any changes as compared to the conditions specified at the start of the semester due to the transition to digital education. No conditions may be introduced that result in any disproportionate difficulties for students as compared to the conditions in place for personal attendance.

2.4. In doctoral programs, complex examinations, research (home) defenses, and public defenses may be held via digital channels only, with the use of applications that enable participants to simultaneously transmit both images and audio.

2.5. Habilitation subject lectures and scientific exams may be held using video conference applications that support the simultaneous transmission of the images and voices of participants, if the competent faculty habilitation committee feels that university-level teaching and presentation skills can be assessed in the given field using such tools.

3. Student research activities and practice periods

3.1. Neither students (doctoral students) nor external persons may visit the University's libraries. The research activities of students can be pursued using the databases available online.

3.2. Student work performed independently and necessary for preparing theses, doctoral dissertations, or other academic works may be performed in strict observance of the special hygiene rules (compulsory use of masks, a distance of at least 1.5 meters between persons, hands washed with soap and water or disinfected with an alcoholic disinfectant at least before starting laboratory work, and regular ventilation) and the limit on the number of occupants based on pre-registration. The equipment and surfaces used have to be regularly cleaned with the use of a virucidal surface disinfectant. The competent dean or the person designated for such task by the competent dean shall be responsible for ensuring the above conditions.

3.3. The practice periods required for the training provided by the University may not be held in a manner that requires personal attendance at the University. Students may participate in individual practice periods at external practice locations if it is ensured that both the participating student and the supervisor or other person strictly observe the special hygiene rules (compulsory use of masks, a distance of at least 1.5 meters between persons, hands washed with soap and water or disinfected with an alcoholic disinfectant at least before starting the practice period, and regular ventilation). The practice period supervisor shall be required to treat the continuous assurance of the correct use of personal protective equipment as a priority task. The practice period supervisor or the person appointed by such supervisor shall disinfect the equipment used during the course of the practice using a virucidal disinfectant, unless the equipment would suffer damages as a result. The effective higher education sectoral recommendations and the University's action plan pertaining to the health crisis have to be sent to the institutions offering the practice periods. The practice period may be organized only in locations that can guarantee the proper virus protection conditions.

4. Student administration

4.1. Students can take care of administrative tasks primarily online. If the given case cannot be expediently managed online, the head of the competent organizational unit may allow the student to appear in person, requiring compliance with the special hygiene rules. The surfaces used during the course of administration requiring personal attendance have to be regularly disinfected.

4.2. Any applications to be submitted by means other than the Neptun system shall be considered valid if sent by the applicant from the email address recorded in the Neptun system to the official email address of the organizational unit designated for the receipt of such application, if the specified form is used. Where a form requires a prior opinion from a teacher or a head of an institution, such preliminary opinion shall be accepted if submitted by email, on condition that the person providing the opinion sends the opinion directly to the organizational unit designated for the receipt thereof.

4.3. The University will provide the protective equipment (plexiglass walls, masks, etc.) necessary for employees working in positions that require personal contact with people.

4.4. In the interest of the safe organization of educational administrative matters that are the competence of the faculty Registrar's Offices, an electronic scheduling system has been developed and launched within the Neptun system.

5. Rules for dormitory operations

5.1. As a general rule, students using dormitories are obligated to vacate and remove all personal belongings from those by November 23, 2020.

5.2. Contrary to the general rule, the following may stay in dormitories:

a) Hungarian students from outside the country's borders,
b) foreign citizen students participating in foreign-language training, and
c) students officially quarantined in the dormitory, separately from the persons with whom they share a household.

5.3. The rector or the deputy rector appointed by the rector may, for reasons due special equity, at the student's request and based on individual consideration, also allow other students to stay in the dormitory. Special equity may be granted especially if

a) the student is proven as participating in voluntary epidemiological work,
b) the student's family member or a person sharing a household with the student is in official home quarantine at the student's permanent residence and the student is unable to provide for residence separated from such family member or the person with whom (s)he shares a household in any other manner,
c) personal attendance is essential for the doctoral student's research activity.

5.4. The request for the decision on equity shall include the student's name and Neptun code, and shall be emailed to the University Rector's Office (rekthiv@ppke.hu). Suitable justification has to be provided for the application, and the documents in support of the circumstances listed as the reasons therefor have to be attached.

5.5. With the exception of students in quarantine, only healthy persons who do not exhibit the symptoms of the new coronavirus infection and who feel healthy may stay in dormitories. Students must undergo a suitably documented pre-triage (questionnaire (see Annex 2) and body temperature measurement) every day while staying in the dormitory. Any persons who exhibit they symptoms shall be immediately isolated.

5.6. When placing the students who stay in the dormitory, the epidemiological factors have to be taken into account. Spots are allocated by taking the aspects of economical operation into account, with students assigned individual rooms as far as possible.

5.7. Students in the dormitory may not form in groups. Students in the dormitory may not receive visitors or guests. Guests may not stay in vacated places either.

5.8. The use of masks is required in the dormitory; only students living in their own rooms may remove their masks while in their own rooms. As far as possible, a protective distance of 1.5 m shall be kept in the entire dormitory area. Occupants shall keep the rules of social distancing at all times in all common areas (such as kitchens, healthcare rooms, bathrooms, restrooms).

5.9. The number of furnishings in rest areas and in the outdoor and indoor common areas has to be decreased to a minimum. Social areas (kitchens, laundry rooms, study rooms, TV rooms, etc.) may be used only to the extent absolutely necessary, with special attention to the special epidemiological rules of hygiene and the house rules. Compliance with the rules shall be checked at least twice a day.

5.10. The dormitory staff performs the special cleaning and disinfection required in the common rooms. Virucidal hand disinfectant dispensers have to be installed at dormitory entrances and in social rooms, which have to be regularly filled up. The hand disinfectant must be used when entering the dormitory. The occupants of the rooms remain responsible for cleaning and disinfecting their own rooms. In your own interest, we ask that you aerate and disinfect the room frequently.

5.11. The following alert protocol shall be followed in case of a suspicion of infection: the person suspected of being infected or the detecting person shall inform the security service, who shall notify the dormitory officer and the Head of the Operations Department about the suspicion. The dormitory officer shall immediately isolate the student in the room designated for quarantine, and the student shall also be required to report to his/her general practitioner. (Foreign students are required to report to their designated general practitioner.) The necessary measures shall be taken on the basis of the rules of procedure provided by the National Public Health Center (hereinafter: NNK).

5.12. Care for students placed in quarantine shall be organized in accordance with the epidemiological rules.

6. Rules for holding events

6.1. Group events involving personal attendance may not be held. Conferences, workshops, open days, etc. may only be held online.

6.2. If possible, panel sessions necessary for the customary functioning of the University have to be held online. The president of the University or faculty-level permanent, temporary, or ad hoc committee may decide, at his or own discretion, on convening sessions of the given committee not requiring personal attendance and on ordering electronic decision-making. If considered necessary by the leader entitled to convene the panel session, the session may, in especially justified cases, be held in a manner requiring personal attendance. However, the possibility to participate remotely using online tools shall be provided in this case as well, and special care shall be devoted to adhering to the rules pertaining to developing an environment that is safe from the aspect of healthcare and to disinfecting the tools and surfaces used.

7. Sports facilities and sports activities

7.1. Students may not use the University's gyms and sports facilities. No sports events may be organized at the University.

7.2. Both leisure-time sports activities and those required from students by the curriculum may be performed only outside, as individual sports activities that do not require contact.

7.3. In case of symptomless COVID-19 infections certified with a positive test, we recommend at least 2-4 weeks and, in case of COVID-19 infections accompanied by symptoms, at least 4-6 weeks of physical rest and avoiding competition and recreational sports. The guidelines issued by the National Institute for Sports Medicine on October 28, 2020 are governing regarding returning to sports activities: http://www.osei.hu/images/stories/osei/munkatarsaknak/10.28.COVID-Sportba-val-visszatrs.pdf, with

special regard to the health inspections specified therein and to following the principal of graduation when returning to sports.

7.4. External persons may use the University's sports facilities only if they qualify as professional athletes under the act on sports. They are obligated to provide proof of such standing to the reception service by way a competition license valid at the time of entry, stamped "allowed to participate in sports." The party renting the area or the duly authorized representative thereof is obligated to complete the form attached as Annex 4 upon each entry.

7.5. The rooms used for sports events (gyms, dressing rooms, etc.) shall be disinfected and aerated after each group.

8. The special rules applicable to foreign students treated equivalent to Hungarian citizens and to foreign students without Hungarian citizenship and not treated equivalent to Hungarian citizens (hereinafter jointly: foreign students)

8.1. The order on the special rules for the entry into Hungary and the health examinations of students with dual citizenship, students without Hungarian citizenship, and students with student status at non-Hungarian higher education institutions (Annex 3) shall apply to foreign students.

9. Miscellaneous provisions

9.1. The Rector shall create an Epidemiological Workgroup to coordinate the tasks related to handling the health crisis. The main tasks of the Workgroup:

a) coordinating prevention, risk mitigation, and preparation at the level of the University,
b) making recommendations for the necessary measures and updating and modifying the action plan,
c) the continuous performance of the tasks specified in the action plan and checking such performance,
d) planning and preparations prior to possible official measures put in place,
e) coordinating the implementation of executive decisions,
f) coordinating the implementation of the decisions of external authorities.

The members of the Epidemiological Workgroup include the Head of the Operations Department, the Head of the Education and Registrar's Office, and one person delegated by each of the faculty's deans.

9.2. In the interest of implementing digital education in a manner as effective as possible, the Rector shall create a Distance Learning Workgroup, the main tasks of which are:

a) making recommendations for the measures to be implemented in connection with digital (distance) learning,
b) coordinating the tasks of digital (distance) learning at the level of the University,
c) making recommendations for the approval or amendment of rules in connection with digital (distance) learning.

The Distance Learning Workgroup shall be led by the Deputy Rector for Education and its members shall be one person delegated by each of the Education and Registrar's Office, the IT Department, and the faculties.

9.3. If a University citizen finds any other University citizen who fails to keep the epidemiological safety requirements, a written report may be submitted to any security service, including the name of the infringing person and the circumstances of the violation.

9.4. A violation of the requirements pertaining to epidemiological protection may result in disciplinary proceedings in the case of students and in the employer taking appropriate action in the case of employees.

10. Entry into effect:

10.1. With the exception of points 3.1-3.4, these Instructions of the Rector shall enter into effect as of their promulgation.

10.2. Points 3.1-3.4 shall enter into effect on the day when the minister responsible for higher education publishes the authorization issued for the application of the rules specified therein. The University website shall provide information of the fact of such publication and the time thereof without undue delay. [The authorization issued and published: 18.11.2020.]

10.3. Concurrently to the entry into effect of these Instructions of the Rector, Instructions of the Rector 11/2020 of July 9 on the rules for accessing Pázmány Péter Catholic University and in connection with epidemiological protection shall lapse.

10.4. Concurrently to the entry into effect of these Instructions of the Rector, Pázmány Péter Catholic University's action plan issued for organizing higher education during the health crisis and last amended on November 6, 2020 shall lapse.

11. Annexes

Annex 1: Privacy Policy pertaining to the organization of the health crisis
Annex 2: Student questionnaire (for pre-triage)
Annex 3: The order on the special rules for the entry into Hungary and the health examinations of students with dual citizenship, students without Hungarian citizenship, and students with student status at non-Hungarian higher education institutions
Annex 4: Statement on the use of gyms by professional athletes

Dr. Géza Kuminetz
rector

Annex 1

Pázmány Péter Catholic University
Privacy Policy pertaining to the organization of the health crisis

1. General provisions and contact information

The present Privacy Policy (hereinafter: Policy) pertains to the personal data that Pázmány Péter Catholic University (hereinafter: University) collects and processes about you.

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Website: www.ppke.hu

2. Legislation governing data processing

- Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (the General Data Protection Regulation or GDPR)
- Act CXII of 2011 on Informational Self-Determination and Freedom of Information (hereinafter: Information Act)
- Act V of 2013 on the Civil Code (hereinafter: Civil Code)
- Act CLIV of 1997 on Health
- Government Decree 283/2020 of June 17 on the introduction of epidemiological preparedness

3. The purpose of data processing

The purpose of data processing is to protect the lives, health, property, and legal certainty of the persons participating in higher education; to guarantee the continuity of higher education and the stability of the University's operation; and to prevent the continued spread of the coronavirus pandemic.

4. The legal basis for processing

In the case of the data processing purpose indicated in point 3, under Article 6(1)(d) of Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (the General Data Protection Regulation or GDPR), processing is necessary in order to protect the vital interests of the data subject or of another natural person.

5. The sphere and processing of processed data

Data processing
a) takes place in the cases specified in the document entitled "The Pázmány Péter Catholic University's action plan for organizing higher education during the health crisis" (points 5 and 8) and pertains to the personal data provided when completing the questionnaire included in the annex thereto;
b) pertains to the status of being "under observation" or in "official in home quarantine", as reported in the compulsory COVID data report submitted to the Ministry for Innovation and Technology; to the status of "COVID infected" as proven by a PCR test ("positive PCR test"); to the start and end dates of such statuses ("closed COVID status"); and to the primary place of work or study, respectively, of the Data Subject.

The questionnaire specified in point a) is included in Annex 2 to the Pázmány Péter Catholic University's action plan for organizing higher education during the health crisis.

6. The duration of data processing

The University shall process the personal data of the data subjects specified in point 5.a) for the duration specified in Government Decree 283/2020 of June 17 on the introduction of epidemiological preparedness.
Of the Data Subject's data specified in point 5.b), the University processes the data pertaining to the status of being "under observation" or in "official in home quarantine" and to "closed COVID status" for 30 days and to COVID positive patients ("positive PCR test") for 60 days. Data shall be erased on a weekly basis.

7. Persons with access to the data; processors

Personal data are processed by University employees with the suitable authorization.

8. The rights of data subjects regarding data processing

8.1 The right to request information

By way of the contacts specified in point 1, you may request information from the University as regards

- the personal data it processes,
- the legal grounds for processing,
- the purpose of processing,
- the sources of processing,
- the term of processing,
- as well as the persons to whom, at what time, on the basis of which pieces of legislation, and to which personal data the University grants access or transferred such data.

The University shall fulfil your request within 30 days at latest by way of a letter sent to the address you specify.

8.2 The modification (rectification) and deletion of data

By way of the contact information specified in point 1, you may request, in writing, the modification (rectification) of any personal data which are inaccurate and the supplementation of any missing personal data.

By way of the contact information specified in point 1, you may request, in writing, the erasure of your personal data if the purpose of data processing is no longer valid, if the data subject withdraws consent, if the duration of the retention of the data has expired, and if ordered by a court or authority.
The Data Controller shall inform you and all parties to whom the data it had previously forwarded for the purposes of data processing of such rectification or erasure. Notification is not required if it does not violate the rightful interest of the data subject in light of the purpose of processing.

The Data Controller shall not erase the data if the processing of the data is required for the submission, enforcement, or protection of legal claims

8.3 Blocking of data

By way of the contacts specified in point 1, you may request, in writing, that the Data Controller block (restrict) your personal data if:

- you contest the accuracy of the personal data (in which case the restriction pertains to the period during which the Data Controller verifies the accuracy of the data);

- the processing is unlawful but you oppose the erasure of the personal data and request the restriction of their use instead;
- the purpose of data processing is no longer valid, but you need the data for the submission, enforcement, or protection of legal claims.

Such block (restriction) shall remain in effect for the term for which storage is required according to the reason you provided. Personal data shall, with the exception of storage, only be processed with your consent or for the establishment, exercise or defense of legal claims or for the protection of the rights of another natural or legal person or for reasons of important public interest. The Data Controller will inform you in advance of lifting the restriction you requested.

9. Possibilities for legal remedy

If your rights have been violated or if you disagree with the Data Controller's decision, you may file a complaint at the National Authority for Data Protection and Freedom of Information:

Name: Nemzeti Adatvédelmi és Információszabadság Hatóság [Hungarian National Authority for Data Protection and Freedom of Information]
Registered seat: 1125 Budapest, Szilágyi Erzsébet fasor 22/c
Postal address: 1530 Budapest, Pf. 5.
Phone: (+36-1) 391 -1400
Fax: (+36-1) 391 -1410
Email: ugyfelszolgalat@naih.hu

If your rights have been violated or if you disagree with the Data Controller's decision, you may seek direct legal remedy against the Data Controller within 30 days of the communication of the decision in question, by turning to the court of law with jurisdiction at the Data Controller's registered seat or at your home or place of residence. Such legal cases are reviewed by courts of law in expedited procedures.

If you would like more information in addition to that included in the Privacy Policy, please contact us using the contact information provided in point 1.
If you have any comments or complaints regarding the processing of your personal data or if you would like to receive information on the processing of your data, you can contact us at dpo@ppke.hu.

10. Security of personal data

The Data Controller shall institute technical and organizational measures that ensure the protection of data processing and that provide a level of protection in accordance with the level of risk associated with data processing, and shall select the IT tools and operate those in a manner that guarantees that the processed data:

- is available to the authorized persons (availability);
- is authentic and authenticated (authenticity of data processing);
- has not been changed (data integrity);
- is accessible only to the authorized persons and is protected against unauthorized access (data confidentiality)

The processed data are kept in a reliable, dedicated server environment with a high level of availability. Physical protection is ensured by round-the-clock protection, an electronic access control system, and a camera surveillance system.

11. Reservation of rights

The Controller maintains the right to amend the Privacy Policy. This may especially take place if required by law. Changes to data processing may not result in the processing of personal data for purposes other than those set out herein. The Controller shall publish the relevant information on its website 15 days prior.

Annex 2

Questionnaire

Neptun code:

1. Have you experienced any of the following new symptoms during the past three days:
   • fever (37.5°C);
   • headache, discomfort, weakness, muscle pain;
   • dry cough, difficulty in breathing, shortness of breath, rapid breathing;
   • sore throat, loss of smell/taste,
   • queasiness, vomiting, diarrhea?
2. In the past 14 days, have you come into contact with any patients who have been shown to suffer from a coronavirus infection?
3. In the past 14 days, have you come into contact with any persons who have been placed in an official quarantine with suspicion of a coronavirus infection?
4. Have you been to a foreign country or received guests arriving from a foreign country in the course of the past 14 days?
5. In the past 14 days, have you come into contact with any persons who suffered from a fever, cough, or shortness of breath?

I furthermore acknowledge that during the course of data processing, the Pázmány Péter Catholic University always proceeds in line with the provisions of Act CXII of 2011 on Informational Self-Determination and Freedom of Information and of Regulation 2016/679 of the European Parliament and of the Council (GDPR).

Budapest, ... month ..... day ..... year

Annex 3

Order on the special rules for the entry into Hungary and the health examinations of students with dual citizenship, students without Hungarian citizenship, students with student status at non-Hungarian higher education institutions, and employees

Effective: September 8, 2020

I. General rules

1. Within 24 hours of entering Hungary, the student is obligated to contact the higher education institution at which (s)he is a student and to appear at the accommodation specified in the authorization.

2. The higher education institution shall issue the certificate
   - 2.2 under *Annex 3/a*, for all dual citizens with a student status at a Hungarian higher education institution and for students who are not Hungarian citizens,
   - 2.3 under *Annex 3/b*, for the travel to Hungary for the purposes of a student mobility program (courses, practice period, or short study trip) of a student with student status at a foreign higher education institution

for the purposes of travelling to Hungary.

3 The data of the student in question that are not personal data (passport number, number of other travel document, and citizenship) will be verified by way of entry into the central uniform online interface developed by the National Police Headquarters for the purposes of verification.

II. The rules pertaining to the entry and the health examinations of foreign students treated as equivalent to Hungarian citizens

Under Government Decree 408/2020 of August 30 on travel restrictions during the period of epidemiological preparedness (hereinafter: Government Decree), those persons shall be treated equivalent to Hungarian citizens who have a permission to remain which is valid for more than 90 days and was issued by the immigration authority under any legal title for the purposes of staying in Hungary, or who have a residence permit (visa type D), and who present such document upon entry.

1. When entering Hungary from abroad, the student may be subjected to a health inspection, which the student is obligated to bear.
2. If the health inspection determines a suspicion of infection, the student will be placed in the quarantine specified by the competent epidemiological authority or, if such does not pose an epidemiological risk, in official home quarantine.
3. If the health inspection does not determine any suspicion of infection and

a) the student has a Hungarian domicile or place of residence, the student will be placed in quarantine for 14 days, and
b) the student does not have a Hungarian domicile or place of residence, the student will be placed in the quarantine specified by the competent epidemiological authority for 14 days, which may be at the dormitory/student hostel if such meets the rules applicable to home quarantine, i.e. the person placed in quarantine can be totally isolated (with the use of a communal block reserved exclusively for the room).

4. The epidemiological authority shall register the person placed in official home quarantine and the competent police body will regularly check compliance with the quarantine rules.
5. A violation of the obligation of quarantine will result in termination of the student's student status.
6. If the student travels to Hungary at least 14 days prior to enrolment, the student may decide to spend the 14-day quarantine imposed by the authority or the official home quarantine in quarantine per se, or, at the student's request, the student may opt to take two separate biological SARS-CoV-2 tests taken at least 48 hours apart but within 5 days, in line the technical health rules. A test performed in a Member State part of the Schengen Area, the USA, or Canada, the results of which the student certifies with a Hungarian or English document, shall be taken into consideration as the first SARS-CoV-2 PCR test. The student's higher education institution shall participate in organizing the molecular biology test and it shall be performed by the healthcare higher education institution designated as having regional jurisdiction. Public transport may not be used to access the testing site. The student has to make an appointment and arrive wearing a mask.
7. If the two separate molecular biology tests prove that the SARS-CoV-2 coronavirus could not be identified in the student's body as at the time of testing, the student shall be provided exemption from under the quarantine by the epidemiological authority competent for issuing the provisions ordering the quarantine.
8. The student may commence his/her studies at the higher education institution if, based on the Government Decree and these rules of procedure, it can be determined that the student has met the conditions of the 14-day quarantine obligation or has two negative SARS-CoV-2 PCR tests.
9. If students have the possibility, it is recommended that they undergo the two SARS-CoV-2 coronavirus tests as soon as possible.
10. If the tests show the presence of the SARS-CoV-2 coronavirus in the student's body, the student shall proceed as per the current rules of procedure issued by the National Public Health Centre.

III. The rules pertaining to the entry and the health examinations of foreign students without Hungarian citizenship and not treated as equivalent to Hungarian citizens

1. Students not treated as equivalent to Hungarian citizens may, upon request, be granted exemption by the police body with regional jurisdiction at the planned place of entry into Hungary, allowing them to enter Hungary.
2. Students may submit the application in person or via an authorized representative; all applications shall be submitted electronically at www.ugyintezes.police.hu. The procedure is free of charge.
3. The police body may authorize entry if the applicant proves that the purpose of entry is the performance of study or examination-related obligations incurred on the basis of an existing student status, as proven by a certificate issued by the educational institution.
4. When entering Hungary, the student may be subjected to a health inspection, which the student is obligated to bear.
5. If the health inspection determines a suspicion of infection, the student will be denied entry to Hungary.
6. If the health inspection does not determine a suspicion of an infection, the student will be placed in the quarantine specified by the competent epidemiological authority for 14 days, which may be at the dormitory/student hostel if such meets the rules applicable to home quarantine, i.e. the person placed in quarantine can be totally isolated (with the use of a communal block reserved exclusively for the room). The epidemiological authority shall register the person placed in official home quarantine.
7. The epidemiological authority shall register the person placed in official home quarantine and the competent police body will regularly check compliance with the quarantine rules.
8. A violation of the obligation of quarantine will result in termination of the student's student status.
9. If the student travels to Hungary at least 14 days prior to enrolment, the student may decide to spend the 14-day quarantine imposed by the authority or the official home quarantine in quarantine per se, or, at the student's request, the student may opt to take two separate biological SARS-CoV-2 tests taken at least 48 hours apart but within 5 days, in line the technical health rules. A test performed in a Member State part of the Schengen Area, the USA, or Canada, the results of which the student certifies with a Hungarian or English document, shall be taken into consideration as the first SARS-CoV-2 PCR test. The student's higher education institution shall participate in organizing the molecular biology test and it shall be performed by the healthcare higher education institution designated as having regional jurisdiction. Public transport may not be used to access the testing site. The student has to make an appointment and arrive wearing a mask.
10. If the two separate molecular biology tests prove that the SARS-CoV-2 coronavirus could not be identified in the student's body as at the time of testing, the student shall

be provided exemption from under the quarantine by the epidemiological authority competent for issuing the provisions ordering the quarantine.

11. The student may commence his/her studies at the higher education institution if, based on the Government Decree and these rules of procedure, it can be determined that the student has met the conditions of the 14-day quarantine obligation or has two negative SARS-CoV-2 PCR tests.
12. If the tests show the presence of the SARS-CoV-2 coronavirus in the student's body, the student shall proceed as per the current rules of procedure issued by the National Public Health Centre.

IV. Rules pertaining to commuters

1. Citizens of the Republic of Croatia, the Republic of Slovenia, the Republic of Austria, the Slovak Republic, Ukraine, Romania, and the Republic of Serbia, including the Hungarian citizens living in those countries, may enter Hungary for no more than 24 hours and for a distance of no more than 30 kilometers from the border.
2. The person thus staying in Hungary is obligated to remain within 30 kilometers of the state border and is obligated to leave Hungary within 24 hours of entry.
3. Hungarian citizens who reside within 30 kilometers of the border may, when returning from the areas of the countries listed in point 1, enter Hungary without any restrictions imposed upon them if the duration of their stay abroad did not exceed 24 hours and they did not venture more than 30 kilometers from the border in the neighboring country.

V. Rules pertaining to business trips and trips for economic purposes

1. If the purpose of travelling abroad from Hungary is a business trip or a trip for economic purposes the fact of which the Hungarian citizen provides proof of when returning to Hungary, such Hungarian citizen may enter the territory of Hungary without any restrictions.
2. If the purpose of travelling to Hungary is a business trip or a trip for economic purposes the fact of which the foreign citizen provides proof of when entering Hungary, such foreign citizen may enter the territory of Hungary without any restrictions.
3. If any doubt arises regarding the veracity of the reason upon the entry of the person in question, the general rules of the Government Decree shall apply to both Hungarian and foreign citizens.

Annex 3/a

IGAZOLÁS / CERTIFICATE
(STUDY PROGRAMME)

Igazolom, hogy / Hereby I certify that:

Név / Name: **«Family_name», «Given_names»**
Állampolgárság / Citizenship: **«Nationality»**
Szül. idő és hely/ Date and place of birth: **«Date_of_birth»**, **«CityTown_of_birth», «Country_of_birth»**
Anyja neve / Mother's name: **«Mother's_family_name», «Mother's_given_names»**
Útlevél/egyéb úti okmány száma / Passport/ other travel document number: **«Passport_number»**
Útlevél/egyéb úti okmány lejárati dátuma / Passport, other travel document expiry date: **«Passport_Expiry»**
Felvételt nyert / Admitted to: **«Program_name»**
Tanév / Academic year: **2020/2021.**
Ösztöndíjprogram, ha releváns / Scholarship programme, if relevant:

A képzés a 2020/2021-es tanév első félévében indul, az oktatás 2020. szeptemberben veszi kezdetét. A hallgató megfelelő nyelvtudással rendelkezik a szak sikeres elvégzéséhez, korábbi tanulmányai megfelelnek a szak által támasztott bemeneti követelményeknek, illetve a hallgató tandíjfizetési kötelezettségeinek eleget tett.

The academic year of 2020/21 starts in September 2020. The student has the necessary language skills to successfully complete his/her studies. The student's former studies are in accordance with the course's entrance requirements and the student has paid the required amount of tuition fee.

A felsőoktatási intézmény adatai / Higher Education Institution:
Név / Name: ***EGYETEM NEVE***

Cím / Address: ***EGYETEM CÍME***

Telefonszám / Phone number: ***EGYETEM TELEFONSZÁMA***

E-mail cím / E-mail address: ***EGYETEM EMAIL CÍME***

Beutazást követő SARS-CoV-2 teszt helyszíne/ Address of SARS-CoV-2 testing site due after the student's arrival in Hungary:

A hallgató elérhetőségei / Contact information of the student (E-mail, Telefonszám / Phone number):
«Primary_email» **«Local_phone»** **«Mobile_phone»**

Kelt / Date:

Magyarországi cím (kollégiumi elhelyezés esetén az intézmény, magánszállás esetén a hallgató kézzel tölti ki az intézményi aláírást követően) / Address in Hungary (in case of dormitory to be filled by the higher education institution, in case of private accommodation to be fill by the student by hand after the certificate had been signed by the higher education institution):
Magyarországi cím / Address in Hungary:
Város / City: _____ Irányítószám, Cím / Address: _____
_____
_____

A Magyarországra történő belépés helye és időpontja/Place and date of entering Hungary:

_____

A tartózkodási helyről a Magyarországra történő belépés útvonala (tranzitországok felsorolása)/List of transit countries from the place of residence to Hungary:

_____

Tudomásul veszem és elfogadom a nem magyar állampolgárságú felsőoktatási hallgatókra vonatkozó magyarországi felsőoktatási Covid19-eljárásrendet / I confirm that I understand and agree to proceed with the Hungarian Covid-19 procedure for international higher education students.

Hallgató aláírása / Signature of student: _____

Dátum / Date of agreement: _____

Annex 3/b

IGAZOLÁS / CERTIFICATE
(LEARNING MOBILITY)

Igazolom, hogy / Hereby I certify that:

Név / Name: **«Family_name», «Given_names»**
Állampolgárság / Citizenship: **«Nationality»**
Szül. idő és hely/ Date and place of birth: **«Date_of_birth»**, **«Town_of_birth», «Country_of_birth»**
Anyja neve / Mother's name: **«Mother's_family_name», «Mother's_given_names»**
Útlevél/egyéb úti okmány száma / Passport/ other travel document number: **«Passport_number»**
Útlevél/egyéb úti okmány lejárati dátuma / Passport, other travel document expiry date: **«Passport_Expiry»**
Tanulási célú mobilitási program[1] / Learning mobility program: **«Program_name»**
Tanév / Academic year: **2020/2021.**
Ösztöndíjprogram, ha releváns / Scholarship programme, if relevant:

A tanulási célú mobilitás a 2020/2021-es tanévben valósul meg. A tanulási célú mobilitásban részt vevő hallgató megfelelő nyelvtudással rendelkezik a tanulási mobilitás sikeres teljesítéséhez.

The learning mobility will take place in the 2020/2021 academic year. The student participating in the learning mobility has adequate language skills to successfully complete the learning mobility.

A küldő felsőoktatási intézmény adatai / Sending Higher Education Institution (HEI):
Név / Name: **«HEI name»**
Cím / Address: **«HEI address»**

Telefonszám / Phone number: **«HEI phone number»**

E-mail cím / E-mail address: **«HEI e-mail address»**

A fogadó felsőoktatási intézmény adatai / Host Higher Education Institution (HEI):
Név / Name: **«HEI name»**
Cím / Address: **«HEI address»**

Telefonszám / Phone number: **«HEI phone number»**

E-mail cím / E-mail address: **«HEI e-mail address»**

Beutazást követő SARS-CoV-2 teszt helyszíne/ Address of SARS-CoV-2 testing site due after arrival in Hungary:

A mobilitásban részt vevő hallgató elérhetőségei / Contact information of the mobile student (E-mail, Telefonszám / Phone number):
«Primary_email» **«Local_phone»** **«Mobile_phone»**

Kelt / Date:

[1]tanulási célú mobilitás: a tartózkodási országtól eltérő országba való, tanulmányi, képzési, illetve nem formális vagy informális tanulási célú tényleges átköltözés; ez megvalósulhat szakmai gyakorlatok, tanulószerződéses gyakorlati képzések, ifjúsági csereprogramok, önkéntesség, tanítás, illetve szakmai továbbképzési tevékenységekben való részvétel formájában, és ide tartozhatnak még olyan tevékenységek, mint a fogadó ország nyelvén folytatott előkészítő képzés, valamint a küldő, fogadó és a képzést követő tevékenységek (Az Európai Parlament és a Tanács 1288/2013/EU Rendelete / learning mobility means moving physically to a country other than the country of residence, in order to undertake study, training or non-formal or informal learning; it may take the form of traineeships, apprenticeships, youth exchanges, volunteering, teaching or participation in a professional development activity, and may include preparatory activities, such as training in the host language, as well as sending, hosting and follow-up activities (Regulation (EU) No 1288/2013 of the European Parliament and of the Council)

Magyarországi cím (kollégiumi elhelyezés esetén az intézmény, magánszállás esetén a hallgató kézzel tölti ki az intézményi aláírást követően) / Address in Hungary (in case of dormitory to be filled by the higher education institution, in case of private accommodation to be fill by the student by hand after the certificate had been signed by the higher education institution):

Magyarországi cím / Address in Hungary:

Település / Settlement: _____ Irányítószám /Zip code

Cím / Address: _____

_____

A Magyarországra történő belépés helye és időpontja/Place and date of entering Hungary:

_____

_____

A tartózkodási helyről a Magyarországra történő belépés útvonala (tranzitországok felsorolása) / List of transit countries from the place of residence to Hungary:

_____

_____

Tudomásul veszem és elfogadom a nem magyar állampolgárságú felsőoktatási hallgatókra vonatkozó magyarországi felsőoktatási Covid19-eljárásrendet / I confirm that I understand and agree to proceed with the Hungarian Covid-19 procedure for international higher education students.

Hallgató aláírása / Signature of student: _____

_____

Dátum / Date of agreement: _____

_____

Annex 4

Statement on the use of gyms by professional athletes

In light of the provisions of Section 4 (3) and (4) of Government Decree 484/2020 of November 10 on the second phase of protective measures put in place during the emergency situation (hereinafter: Government Decree), according to which

- (3) With the exception under paragraph (4), team sports are prohibited in public areas, publically accessible areas, and sports fields, thus especially football, ice hickey, handball, basketball, and volleyball;
- (4) The protective measure under paragraph (3) shall not apply to the practice and sports events held for athletes who qualify as professional athletes under the act on sports,

I, the undersigned, as the lessee of the Pázmány Péter Catholic University's gym located at Szentkirályi utca 26 (hereinafter: Property), hereby declare:

1. I have familiarized myself with the provisions of the Government Decree, will fully comply with the provisions thereof, and will ensure compliance with the participants of the occupation I am organizing in the Property.
2. I undertake the obligation to use the Property only for the practice or sports events held for athletes who qualify as professional athletes under the act on sports.
3. I undertake the obligation to ensure that only healthy persons who do not exhibit any symptoms of the coronavirus infection will participate in the occupations I organize in the Property.
4. If I violate the obligations undertaken in points 1-3 or the provisions of the Government Decree, or the participants of the occupation I organize are in violation of those, I assume responsibility for all personal and material damages incurred as a result as well as for all consequences under criminal law and civil law.

Dated: Budapest, month: ……. day: …….., 2020

_____

Lessee

As witnesses whereof:

Witness 1

Witness 2

Name: _____

Name: _____

Address: _____

Address: _____

Signature:

Signature: