Budapest, 05.06.2024

Dear Mohd Taha Arfat,

We are happy to inform you that you have been accepted to International Business School for the [BSc] Business Management with Marketing programme on condition that you pay the relevant tuition and registration fees. You can finalize your acceptance and secure your place at IBS by completing the payment. **Please note that we cannot keep your place unless you pay the tuition fee within the payment deadline.**

English Testing
You are exempt from our English testing.

Enrolment Details
When you enroll at IBS before the programme starts, **you will need to present the originals** of the following documents:

- High school leaving certificate (with official translation to English)
- English language / Medium of Instruction certificate
- 2 passport size ID photos
- Your residence permit or other documents that allows you to stay in the territory of Hungary.

Residence Permit
In order to be able to apply for a **residence permit** (type D visa) you must pay the tuition fee and the registration fee declared in your invoice. In addition, you must have a proof of accommodation in Hungary. There is a residence hall available on- campus, for details please check our website. Once you have transferred the tuition and the registration fees to our account we will issue a Visa Support Certificate and Letter for the residence permit application. Please, check all the details of the application procedure in your home country.

For the residence permit application the Hungarian Consulate will want to see original ID and school documents, **you will need to present bank statements going back to several months of either your, your spouse's or parents' bank account. Bank accounts of other relatives or companies will not be accepted. There is no fix amount required but around 8000 Euro should be accepted, coming from a regular income**. In the interview you should be able to give information about why you chose IBS, what you know about Hungary, Budapest, the programme you are applying for, accommodation in one of the residence halls, how you are going to cover your expenses, if you have any relatives in Hungary etc.

Refund Policy for the February 2025 intake
- **Once you have received the admission certificates of IBS for the visa application, you are entitled for a refund only if your visa is refused and you email the refusal document to IBS. No other excuse for a refund is accepted.**
- In case your visa is granted we CANNOT refund you the tuition fee and the registration fee in any circumstances.
- **Once you have received your visa, you are not allowed to defer your intake.**
- If your visa is rejected and you have not enrolled yet, the **full amount of your paid fees** is refundable with the **exception of EUR 400**.
- If your visa is rejected after you have already enrolled, you may reclaim the full amount of your paid tuition fees **until 16 May** with the **exception of EUR 400** on condition that you have attended classes and submitted all your assignments online as required by the programme regulations until the date of your visa refusal. Instead of a refund you may request deferral to the next intake **with the same conditions**. EUR 400 will be charged for your first semester even if deferral is granted.
- **If you have enrolled but do not receive the visa decision up to 16 May, you can ask IBS to defer you to the next intake on condition that you have attended classes and submitted all your assignments online as required by the programme regulations, but EUR 400 will still be charged for your first semester**.
- If you have arrived in Hungary but regularly fail to show up on your classes, your student status and your residence permit will be suspended. In this case you will be asked to leave the country within 8 days and your tuition fee will NOT be

refunded.
• If you decide to leave Hungary or to transfer to another school, the tuition fee will NOT be refunded.
• Please note that we can refund the fee only to the same bank account that you transferred it from due to strict financial regulations!

Health Insurance

Please note that you will receive a short term visa (type D) to Hungary to enter and pick up your residence permit. In order to do so, you will need to have a health insurance, which you will receive at IBS from the appointed insurance company, once you have arrived in Hungary.

You will need to pay for your health insurance cash in Hungarian Forints after arrival in IBS (HUF 110,000 for 12 months). After your arrival in Hungary you will need to pick up your residence permit at the Immigration Office in Budapest, for which you will have only 30 days from the day of entering the country.

DISCLAIMERS

1. The programme will only start if there is a sufficient number of enrolments.
2. All programme contents are indicative, and are subject to change.
3. There is a final enrolment deadline for all degree programmes. If you receive your visa after that date, you will automatically be registered for the next intake. However, if you insist on travelling to IBS, you can enroll only to the International University Foundation programme, the fee of which will be deducted from your payment.
4. Admissions, payments, visas and enrolments are linked to specific programmes, therefore the student's programme can only be changed with IBS's permission.
5. IBS reserves the right to re-test the student's language competence upon arrival, regardless of earlier tests or language certificates presented. Students not meeting the minimum language requirements will be admitted to the International University Foundation Programme.
6. Students deciding to withdraw their application to a programme after receiving a visa are not entitled to a refund of the tuition fee.
7. Only those students can stay at the on-campus Residence Hall who have paid their Residence Hall fees.
8. IBS does not take any responsibility for any information about visa issues and has no influence on the visa process.
9. The IBS representatives all over the world are allowed to promote the IBS programmes, however, they are not entitled to make admission or scholarship promises.
10. All tuition fees must be paid directly to IBS in Euros either to the following EUR bank account number: HU18 11600006 00000000 64744777 ; Swift code: GIBAHUHB
or by bank card. No IBS representative can claim tuition fee payment.
11. IBS intends to launch all programmes on campus with face-to-face classes, with a temporary online-study option offered to those students who are still waiting for their visas. In the case of programmes where the number of students who are able to attend classes face-to-face is very low, IBS reserves the right to offer classes online only. Being offered only online classes does not create grounds for refund claims under any circumstance.

Please find the academic calendar here:
www.ibs-b.hu/programmes/academic-calendars

For all other information please contact us at info@ibsbudapest.com or by phone: +36-1-588-8613.
We look forward to welcoming you at IBS soon.

Kindest regards,

I|B|S INTERNATIONAL BUSINESS SCHOOL
Záhony utca 7., Budapest 1031, Hungary

László Lendvai

Head of Marketing and Admissions