

## THE REFUND POLICY OF WEKERLE INTERNATIONAL UNIVERSITY

for international *applicants* and international *students*  
who withdraw, suspend or terminate their studies

(Effective from July 1st, 2025 for an indefinite period of time,  
and for applicants and students for the spring semester of the academic year 2025-  
2026 second)

The purpose of this Refund Policy is to provide guidance on when refunds of registration and tuition fees will be made by Wekerle International University (hereinafter WIU) and on the basis of what criteria they will be calculated. This policy relates to the portion of the registration and tuition fee that is paid directly by the applicants or students, or by a private sponsor or an educational agent.

### Definition of terms:

- (1) An international *applicant* is a foreign citizen who has applied for one of the international programmes of WIU, paid the application fee, the registration fee, and the tuition fee for the first academic year, and electronically declared the acceptance of the Legal Statement, the Terms and Conditions, and the present Refund Policy, all published on WIU's website, by sending their application form to WIU with their own data and documents.
- (2) An international *student* is a foreign citizen who has signed the **student's contract** with WIU.
- (3) Withdrawal of application means that the applicant requests the cancellation of his / her application before the submission of his / her visa request to the Hungarian authorities due to any reason. **It is the applicant's responsibility to prove by a document that his / her visa request had not been submitted before the cancellation of his / her school application.**
- (4) Suspension means that the student temporarily pauses his / her studies at WIU, and notifies the college of this intention of his / hers by October 15<sup>th</sup> during the autumn semester, or by March 15<sup>th</sup> during the spring semester of a given academic year. **International students, however, should be aware that their residence permit for the purpose of study is only valid for periods of their active student status, thus if they suspend their studies, they will immediately be reported to the Immigration Office, and will most probably lose their residence permit unless they are able to justify another purpose of their stay in Hungary to the authorities.**
- (5) Termination means that the student wishes to irrevocably finish his / her studies without earning a degree.



- (6) **All requests must be done in writing** and submitted to the International Student Office.

**Both international applicants and international students are eligible for the reimbursement of their registration, and tuition fees under the conditions specified below. Please, note that no refund is paid to applicants who have been granted the visa.**

- (7) The tuition fee-paying international applicant / student is entitled to a refund of the pre-paid tuition fee according to the following proportions:
- a) 98% of the tuition fee (2% of the first year's tuition fee will be deducted for handling charges)
    - if the school-application is not valid according to the present policy (due to missing documents or other problems);
    - or if the applicant has requested their application to be **withdrawn** by the given date (see point 3);
  - b) 100% of the tuition fee  
After having submitted their visa-requests to the Hungarian authorities, international applicants are only eligible for a refund if their visa request has been rejected through no fault of their own, and they can legitimately prove this (, i.e. a copy of the written decision by the Hungarian National Directorate-General for Aliens Policing, called "Határozat" in Hungarian, must be produced **as well as an official statement issued by the same authority saying that no visa request is in progress on the applicant's behalf**. Please, note that this letter document will be requested by and sent to WIU directly from the Immigration Office.)
  - c) 30% of a semester's tuition fee if the student requests for the semester of study to be **suspended** for a justifiable reason by October 15<sup>th</sup> during the autumn semester, or by March 15<sup>th</sup> during the spring semester of a given academic year, however, **this refund rule can only be applied from the students' second year of studies**.
  - d) 10% of a semester's tuition fee if the student requests the **termination** of study by October 15<sup>th</sup> during the autumn semester, or by March 15<sup>th</sup> during the spring semester of a given academic year, however, **this refund rule can only be applied from the students' second year of studies**.
  - e) After the above stipulated deadlines tuition fees cannot be refunded.
- (8) If an international applicant's visa-application has been rejected by the Hungarian authorities, 150 EUR of the registration fee of 300 EUR, which contains 6 months insurance fee, is refundable.



- (9) The **Legal Assistance** means that the applicant will be provided with legal assistance by the lawyer of WIU, who will preview his / her visa-application form with the relevant supplement and with all supporting documents, then will provide legal advice.
- (10) Citizens from the EU and / or Schengen countries are not required to enter the territory of Hungary with a visa, thus they are not expected to pay the fee for the Legal Assistance.
- (11) Reimbursement of registration and tuition fees is regulated by the Management of WIU. The Management of WIU consists of the President, the Rector, the Director for International Affairs, and the Secretary-General.
- (12) The application fee required for the initiation of the processing of the application documents of the international applicant is not refundable under any circumstances. The application fee must be transferred to WIU by the applicant before he / she begins his / her studies, at the same time as he /she sends in his / her application documents, otherwise his / her application will be considered invalid.
- (13) WIU is held liable to refund the registration and the tuition fee according to the set rates only if the applicant has formally been admitted to WIU, and has received the admission letter in writing (Final Acceptance Letter). Without a valid Final Acceptance Letter, the applicant is not entitled to reimbursement of registration and tuition fees.
- (14) If the applicant is not granted a visa through fault of his / her own, WIU will deduct 5% of the first year's tuition fee from the fees to be refunded.

The applicant or his / her agent must prove that the applicant's visa has been refused by the Hungarian authorities and **that no other level visa procedure is in progress on the applicant's behalf** (see point 7b). The following cases are specifically but not exclusively considered to be the applicant's own faults:

- asking for an interpreter, or perform below the expected level at the visa interview which is conducted in English;
- failing to send the visa-package\* to WIU for the Legal Assistance minimum 2 weeks prior to the visa-interview appointment;
- presenting forged/fake or incomplete/inadequate documents at the visa interview;
- presenting different documents at the visa interview from the ones that were previously presented for the Legal Assistance provided by the lawyer of WIU;
- being absent for the visa interview;
- submitting the visa request in a country where the applicant is not considered to be a legal resident;
- failing to meet the requirements of the Hungarian authorities when required to submit additional documents during the visa process



- **submitting the visa request for a purpose other than study.**

- (15) After personal enrolment, the student is entitled to reimbursement of the tuition fee as specified above in (7) (c) and (d).
- (16) After the arrival of the confirmation from the Hungarian authorities concerning the closing of the applicant's visa-application process (see point 7b), the reimbursement will be transferred within 60 days
- provided that the request has been found justified,
  - and the beneficiary bank details have clearly been indicated.
- (17) The reimbursement of registration and tuition fees to a third party is only possible if a written authorization has been provided by the admitted applicant's / student's for the payment to be transferred to the third party's bank account.
- (18) In the event that a refund is returned to the University due to incorrect bank account information provided by the applicant, any transaction fees and related losses incurred from re-initiating the payment shall be borne solely by the applicant. The University reserves the right to deduct from the refundable tuition fee any losses arising from bank charges and exchange rate fluctuations.
- (19) In cases where risks or issues arise from the applicant's chosen method of payment or from payments made by an authorized third party, the University reserves the right to reasonably delay the refund period in order to safeguard its legitimate interests, and may negotiate with the applicant for special arrangements.
- (20) The University provides legal assistance to review applicants' documents and ensure they meet all formal requirements. Should an applicant choose to decline this service and subsequently receive a visa rejection as a result, the University reserves the right to deduct **5% of the first-year tuition fee**, in accordance with Section (14) of the Refund Policy.

Budapest, 28 Nov, 2025

  
President of WIU  


\*If in doubt concerning the required content of your visa-package, please, consult the local representative of WIU for advice.

