

Online Residence Permit Extension Guide for



- Studies

You can do it, just follow these steps: 😊

1. Make a registration
2. Start a new case
3. Fill in the online Application Form
4. Provide info about the purpose of your stay
5. Provide info about your accommodation
6. Upload your documents (some can be uploaded as missing documents later!)
7. Submit
8. Follow-up, upload system generated documents
9. Go for biometric data recording (system generated documents can also be uploaded AFTER biometrics)

What you'll need:

- ✓ Passport
- ✓ Current permit
- ✓ Proof of studies: Student Status Certificate, Transcript of records
- ✓ Accommodation proof: Lease Agreement/ Reservation Confirmation (Dormitory Contract if you have one yet) / Courtesy Agreement for Accommodation ("szívességi lakáshasználati megállapodás")
- ✓ Health insurance: Letter of Award/ Letter of Extension and TAJ card/ health insurance policy
- ✓ Bank statements, Proof of relation to sponsor if needed / Parental Declaration of Financial Support
- ✓ English language certificate /MOI
- ✓ Letter of Apology if needed
- ✓ Proof of payment of the tuition fee and procedural fee

🔒 Step 1: Make a registration

👉 **Tip:** Use a laptop instead of your phone—some parts of the system don't work well on a mobile.

- Go to the official platform: <https://enterhungary.gov.hu/eh/>
- Click the **Sign in** link on top right corner of the welcome page:



WELCOME TO THE ENTER HUNGARY PAGE OF ENTERHUNGARY!

Information on the procedure to follow in the event of a periodic malfunction of the electronic payment system

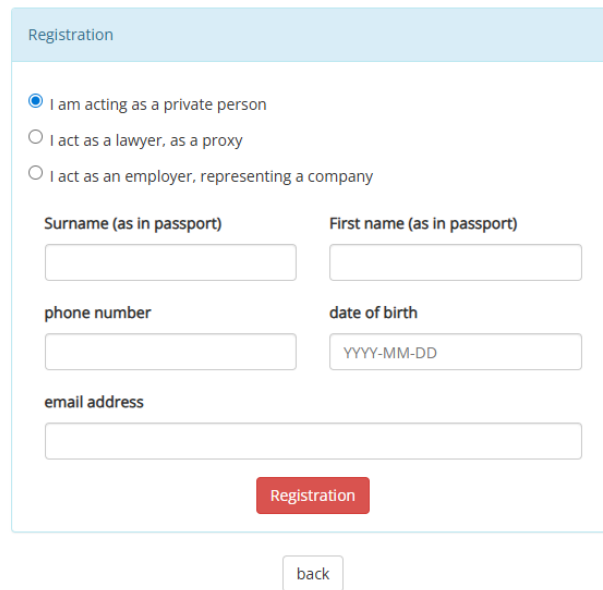
We would like to inform our clients that due to technical malfunctions, it may periodically not be possible to pay the administrative service fee for procedure electronically through EnterHungary electronic administration submission platform (<https://enterhungary.gov.hu>). In case you encounter this problem, please follow the steps below in order to pay the administrative service fee for procedure.

- Click on **Registration**

A screenshot of the login form. It has a green header "Sign in". Below it are two input fields: "identifier / email address" and "Password". There are two buttons: a green "Sign in" button and a white "back" button. At the bottom, there is a blue bar with the text "Don't have an account? Registration »".

- Enter your basic personal data and email address, then click on **Registration**:

enterhungary.gov.hu/eh/register



The screenshot shows a registration form titled "Registration". It has three radio button options: "I am acting as a private person" (selected), "I act as a lawyer, as a proxy", and "I act as an employer, representing a company". Below these are input fields for "Surname (as in passport)", "First name (as in passport)", "phone number", "date of birth" (with a YYYY-MM-DD format), and "email address". A red "Registration" button is at the bottom right, and a "back" button is centered below it.

👉 **Tip:** Check your mailbox for an automated email sent to you to confirm your registration.

- Sign in: Enter your email address and the password at the Sign In page to log into your account.

Step 2: Start your application

- Under the menu “My cases”, press the green “new application” button.

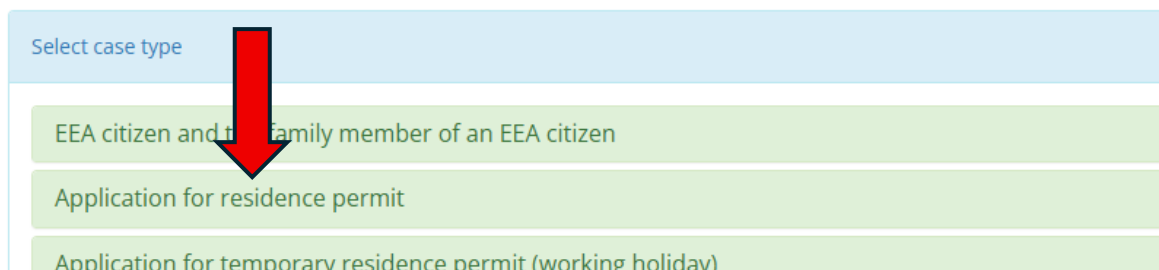
MY CASES

Cases of the recent period

[new application](#)

- Click on „Application for residence permit”

new application



The screenshot shows a dropdown menu titled "Select case type". A red arrow points to the "Application for residence permit" option. Other visible options include "EEA citizen and family member of an EEA citizen" and "Application for temporary residence permit (working holiday)".

- Scroll down and click on „Pursuing studies or student mobility”


reunification on 1 January 2024, and the respective residence permit is still valid, **you can apply for the extension of the r days before the date of expiry of the respective residence permit.**

**Extension of a residence permit is not allowed based on the transitional provisions, only in case of residence permits f


- Guest self-employment
- guest investor
- Seasonal employment
- employment for the purpose of investment
- employment
- residence permit for guest workers
- Hungarian Card
- EU Blue Card
- Intra-corporate transfer and long-term intra-corporate mobility
- Research or long-term mobility of researchers
- National Card
- Pursuing studies or student mobility



Step 3: Fill in the questions of the Application form

 **Tip:** If you are SH/SCYP/Diaspora/Dissertation/FAO Scholarship holder and want to extend your permit: select Yes & Yes
(you are exempt from the procedural fee):

EDIT: APPLICATION FOR RESIDENCE PERMIT

[back](#) 

First application/extension of residence permit

I declare that the procedure is exempt of fee.*:
 yes no

Extension of the residence permit*:
 yes no

number of previous residence permit*:

expiry date of previous residence permit*:

- Fill in your personal data and passport details:

Personal details of the applicant

title:	<input type="text" value="dr. prof."/>	title:	<input type="text" value="dr. prof."/>
Surname (as in passport)*:	<input type="text"/>	First name (as in passport)*:	<input type="text"/>
Surname at birth*:	<input type="text"/>	First name at birth*:	<input type="text"/>
mother's surname at birth*:	<input type="text"/>	mother's first name at birth*:	<input type="text"/>
country of birth*:	<input type="text" value="--please select--"/>	place of birth (locality)*:	<input type="text"/>
date of birth*:	<input type="text" value="YYYY-MM-DD"/>	sex*:	<input type="text" value="--please select--"/>
citizenship*:	<input type="text" value="--please select--"/>	nationality:	<input type="text" value="--please select--"/>
marital status*:	<input type="text" value="--please select--"/>	vocational qualification*:	<input type="text"/>
level of education*:	<input type="text" value="--please select--"/>	occupation before entering Hungary*:	<input type="text"/>

Passport details of the applicant

passport number*:	<input type="text"/>	passport type*:	<input type="text" value="--please select--"/>
place of issue*:	<input type="text"/>	date of issue*:	<input type="text" value="YYYY-MM-DD"/>
expiry date*:	<input type="text" value="YYYY-MM-DD"/>		

- Provide your address in Hungary

👉 **Tip:** the options for type of public place (street/ square,etc.) only appears in Hungarian (Street = utca), check your Lease Agreement/Dormitory Contract for the exact address:

Details of the applicant's accommodation in Hungary the fields of this section can be saved for later usage

postcode*:	<input type="text"/>	town*:	<input type="text"/>
name of public place*:	<input type="text"/>	type of public place*:	--please select--
house number*:	<input type="text"/>	building:	liget
staircase:	<input type="text"/>	floor:	mélyút
door:	<input type="text"/>	legal title of residence*:	orom
			park
			pályaudvar
			part
			pincesor
			rakpart
			sétány
			sikátor
			sor
			sugárút
			tér
			udvar
			út
			utca
			útja
			üdülő_part
			villasor
			tanya

Conditions of comprehensive health insurance

Do you have comprehensive health insurance for the time of your stay in Hungary?*:

Conditions of returning or travelling onward

Upon the expiry of your lawful stay, which country will you return or travel to?*: By what means of transport?:

Do you have the valid, necessary passport?*: Yes No

- Declare that you have a comprehensive health insurance

👉 **Tip:** Options for your health insurance only appear in Hungarian. If you have a TAJ card based on your scholar status or you have a comprehensive private health insurance, select „Rendelkezem Teljes Körű Egészségbiztosítással”

Conditions of comprehensive health insurance

Do you have comprehensive health insurance for the time of your stay in Hungary?*:

Conditions of returning or travelling onward

Upon the expiry of your lawful stay, which country will you return or travel to?*: By what means of transport?:

by what means of transport?:

--please select--

--please select--

Egyéb

Foglalkoztatási Jogviszony Alapján

Rendelkezem Anyagi Fedezettel A Költségek Fedezetére

Rendelkezem Teljes Körű Egészségbiztosítással

- Provide information about leaving Hungary at the end of your stay:

Conditions of returning or travelling onward

Upon the expiry of your lawful stay, which country will you return or travel to?*:

By what means of transport?:

Do you have the valid, necessary passport?*:
 yes no

visa?*:
 yes no

ticket?*:
 yes no

financial coverage?*:
 yes no

your temporary or permanent place of residence before arriving in Hungary*

country*:	<input type="text" value="--please select--"/>	town*:	<input type="text"/>
name of public place:	<input type="text"/>	type of public place:	<input type="text"/>
house number:	<input type="text"/>	building:	<input type="text"/>
staircase:	<input type="text"/>	floor:	<input type="text" value="--please select--"/>
door:	<input type="text"/>		

Do you have a valid document entitling you to reside in another Schengen member state?*:
 yes no

other details

Have you had any refused residence permit applications before?*:
 yes no

Have you been penalised?*:
 yes no

Have you been expelled from Hungary before? If yes, when?*:
 yes no

Are you aware of suffering from HIV/AIDS, hepatitis B, lues, leprosy, typhoid fever infectious diseases requiring treatment, or do you carry the pathogens of HIV, hepatitis B, typhoid fever or paratyphoid fever?*:
 yes no

I declare that my minor child indicated in my passport travels together with me to Hungary.*:
 yes no

👉 Tip: As for your planned duration of your stay, we recommend you add 15-20 days to the end of the last/final exam period as you may need a few extra days to fulfil admin duties

Planned duration and reasons of stay

How long are you applying to stay for?*:

- Provide information for the delivery of the plastic card
 - 👉 **Tip:** Select Applicant requests delivery by post
 - 👉 **Tip:** Select Postal address of the representative (cards must be delivered to university by the regulations)

Receive the issued document at:

email address*: phone number:

Receive the issued document at*:

Applicant will collect the document at the issuing authority. Applicant requests delivery of the document by way of post.

Address of postal delivery:

residence of applicant postal address of representative

- Tick the box to make a declaration

Declaration

I hereby declare that all data indicated in this application and in the appendix/appendices attached/enclosed are true and correct. I understand that submission of false data or information shall result in the refusal of the application.


I hereby declare that I undertake voluntarily departure from the territory of the Member States of the European Union and of other Schengen States to the country indicated in Point 5 (Conditions for return or onward travel)

- a) (to be completed if the application is submitted in Hungary) in case a final decision of refusal is made on my application case for a residence permit, or
- b) in case my residence permit issued based on this application is withdrawn permanently.

[back](#) [Save](#)

- Click Save, then click on Back to access the next pages. Click on Pursuing studies and student mobility to access the page:

APPLICATION FOR RESIDENCE PERMIT, PURSUING STUDIES OR STUDENT MOBILITY, NOTIFICATION OF ACCOMMODATION/CHANGE OF ACCOMMODATION

[back](#) 

Application for residence permit (not completed) **Pursuing studies or student mobility (not completed)**

Notification of accommodation/change of accommodation (not completed) file attachments

[Edit »](#)

First application/extension of residence permit

I declare that the procedure is exempt of fee.*:

yes no

Extension of the residence permit*:

- Click on Edit to be able to fill in this page:

Step 4: Provide information about the purpose of your stay

- Select Continuing Studies

- Fill in information about MATE the following way, regardless of the campus you are studying at:
 - name of the institution: **Hungarian Agriculture and Life Sciences**
 - postal code: **2100**
 - town: **Gödöllő**
 - name of public place: **Páter Károly**
 - type of public place: as utca is not an available option, select **Street**
 - house number: **1.**
 - type of training: (error) so select **Undergraduate training** regardless of your actual level of studies
 - type of training(error): select **Tertiary Graduate Training** regardless of your actual level of studies

The education establishment will receive the document **by way of post** .

name of the institution*:	<input type="text" value="Hungarian University of Agricultur"/>	postcode*:	<input type="text" value="2100"/>
town*:	<input type="text" value="Gödöllő"/>	name of public place*:	<input type="text" value="Páter Károly"/>
type of public place*:	<input type="text" value="Street"/>	house number*:	<input type="text" value="1"/>
building:	<input type="text"/>	staircase:	<input type="text"/>
floor:	<input type="text" value="--please select--"/>	door:	<input type="text"/>

Details of the host institution

name of the institution*:	<input type="text" value="Hungarian University of Agricultur"/>	postcode*:	<input type="text" value="2100"/>
town*:	<input type="text" value="Gödöllő"/>	name of public place*:	<input type="text" value="Páter Károly"/>
type of public place*:	<input type="text" value="Street"/>	house number*:	<input type="text" value="1"/>
building:	<input type="text"/>	staircase:	<input type="text"/>
floor:	<input type="text" value="--please select--"/>	door:	<input type="text"/>
type of training*:	<input type="text" value="Undergraduate Training"/>	type of training*:	<input type="text" value="Tertiary Graduate Education"/>



- Previous studies:

Tip: if your previous studies were secondary education (high school), select: **középfokú képzés**

Previous education level

country*:	--please select--	name of educational institution*:	
postcode:		town*:	
name of public place*:		type of public place:	
house number:		building:	
staircase:		floor:	--please select--
door:		type of training*:	--please select--

What languages do you speak, level of knowledge

- please select--
- felsőfokú alapképzés
- középfokú képzés**

Tip: if your previous studies were bachelor's/master's, select **felsőfokú alapképzés:**

Previous education level

country*:	--please select--	name of educational institution*:	
postcode:		town*:	
name of public place*:		type of public place:	
house number:		building:	
staircase:		floor:	--please select--
door:		type of training*:	felsőfokú alapképzés
Date of obtaining the diploma:	YYYY-MM-DD	name of faculty:	

- As for your English level, select Tertiary:

What languages do you speak, level of knowledge

language:	English	level:	Tertiary
language:	--please select--	level:	--please select--
language:	--please select--	level:	None
			Primary
			Secondary
			Tertiary

Details related to the applicant's subsistence in Hungary

- Select the relevant sponsor of your stay

👉 Tip: if you are sponsored by a family member, your relation must be proved

Details related to the applicant's subsistence in Hungary

your livelihood is provided for by*:

you have savings

other additional income/assets

Applicant


Family Member

- Click on Save, then on Back to access the next page

Step 5: Provide information about your accommodation

- Click on Notification of accommodation/ change of accommodation:

APPLICATION FOR RESIDENCE PERMIT, PURSUING STUDIES OR STUDENT MOBILITY, NOTIFICATION OF ACCOMMODATION/CHANGE OF ACCOMMODATION

[back](#) 

Application for residence permit (not completed) Pursuing studies or student mobility (not completed)

Notification of accommodation/change of accommodation (not completed) [file attachments](#)

[Edit >](#)

details of travel document

travel document number: expiry date of travel document:

Residence permit number:

Details of the applicant's accommodation in Hungary

postcode*: town*:


district: name of public place*:

type of public place*: house number*:

building: staircase:

- Click on Edit to be able to fill it in:

APPLICATION FOR RESIDENCE PERMIT, PURSUING STUDIES OR STUDENT MOBILITY, NOTIFICATION OF ACCOMMODATION/CHANGE OF ACCOMMODATION

[back](#) 

Application for residence permit (not completed) Pursuing studies or student mobility (not completed)

Notification of accommodation/change of accommodation (not completed) [file attachments](#)

[Edit >](#)

details of travel document

travel document number: exoirv date of travel document:

- Fill it in:

details of travel document

travel document number:	<input type="text"/>	expiry date of travel document:	<input type="text" value="YYYY-MM-DD"/>
Residence permit number:	<input type="text"/>		

- Provide your address:

👉 Tip: if you are not the property owner, select tenant!

👉 Tip: If your address has a part named utca: select street as type of public place.

👉 Tip: If you are staying at Buda Campus Dorm (Somogyi Imre Dormitory):

Details of the applicant's accommodation in Hungary the fields of this section can be saved for later usage

postcode*:	<input type="text" value="1118"/>	town*:	<input type="text" value="Budapest"/>
district:	<input type="text" value="11"/>	name of public place*:	<input type="text" value="Szület"/>
type of public place*:	<input type="text" value="Street"/>	house number*:	<input type="text" value="2-18"/>
building:	<input type="text"/>	staircase:	<input type="text"/>
floor:	<input type="text" value="--please select--"/>	door:	<input type="text"/>
legal title of residence:	<input type="text" value="Tenant"/>		

👉 Tip: If you are staying in Gödöllő Dormitory:

Details of the applicant's accommodation in Hungary the fields of this section can be saved for later usage


postcode*:	<input type="text" value="2100"/>	town*:	<input type="text" value="Gödöllő"/>
district:	<input type="text"/>	name of public place*:	<input type="text" value="Páter Károly"/>
type of public place*:	<input type="text" value="Street"/>	house number*:	<input type="text" value="1"/>
building:	<input type="text"/>	staircase:	<input type="text"/>
floor:	<input type="text" value="--please select--"/>	door:	<input type="text"/>
legal title of residence:	<input type="text" value="Tenant"/>		

- Click on Save than click on Back

Step 6: Upload your documents

- Click on File attachments:

APPLICATION FOR RESIDENCE PERMIT, PURSUING STUDIES OR STUDENT MOBILITY, NOTIFICATION OF ACCOMMODATION/CHANGE OF ACCOMMODATION

back 

Application for residence permit (not completed) Pursuing studies or student mobility (not completed)

Notification of accommodation/change of accommodation (not completed) **file attachments**

Please select a document from your storage for all requested attachments, or upload new documents.

- Click the “Upload” link on the respective row:

General documents to be attached		
full copy of valid passport	missing	Upload »
portrait	missing	Upload »
bank account statement for the cover of travel expenses	missing	Upload »
kiskorú kérelmező esetén: a szülő vagy törvényes képviselő teljes bizonyító erejű magánokiratba vagy közokiratba foglalt, magyar vagy angol nyelvű fordítással ellátott nyilatkozata a magyarországi tartózkodásához – a tervezett tartózkodás időtartamára – való hozzájárulásról	missing	Upload »
power of attorney, if any	missing	Upload »

- This will redirect you the file upload page.

STORAGE

The Authority will only receive your documents if you attach them to

Upload document

document type
full copy of valid passport

Name
daughter's passport datasheet

Select file...

* Only images or PDF files are allowed!

Upload

👉 Tip: The document type is already selected and cannot be changed.

- Name your document

👉 Tip: Name your file in a way that it corresponds to the content

- Click on Select file

👉 Tip: If your document has more than one page, merge it into a multi-page pdf file, as as only one file can be uploaded for a given type of document

Click on **Upload** to upload your document to the “Storage”

👉 Tip: From now on, this document is ready to be attached to any of your applications. Without attaching, the Office case workers will not see them. Therefore, after uploading, your browser is redirected back to the file attachments tab of your application.

Yellow backgrounds indicate that you have uploaded documents with that type, but there is not any attached yet to your application. Use the dropdown menu to select one of them to attach. Only these(attached) documents will be visible for the Immigration officers!!!!

⚠️ **Common mistake: although the missing document is uploaded to the storage, not attached to the case. Consequently, due to missing document(s), the application case gets closed without any decision. As a result, you need to go home to apply for a new visa and residence permit.**

💡 Tip: if there are no more rows left to attach your document, upload it to any row left free

General documents to be attached		
full copy of valid passport	missing	Upload »
portrait	missing	Upload »
bank account statement for the cover of travel expenses	missing	Upload »
kiskorú kérelmező esetén: a szülő vagy törvényes képviselő teljes bizonyító erejű magánokiratba vagy közokiratba foglalt, magyar vagy angol nyelvű fordítással ellátott nyilatkozata a magyarországi tartózkodásához – a tervezett tartózkodás időtartamára – való hozzájárulásról	missing	Upload »
power of attorney, if any	missing	Upload »

- **copy of your passport:** upload all pages of your **passport**
- **portrait:** upload an **ID picture**
- **bank account statement to cover travel expenses: upload bank statement**
- „kiskorú kérelmező esetén: a szülő vagy törvényes képviselő teljes bizonyító erejű magánokiratba vagy közokiratba foglalt, magyar vagy angol nyelvű fordítással ellátott nyilatkozata a magyarországi tartózkodásához – a tervezett tartózkodás időtartamára – való hozzájárulásról” – this would be only relevant for you if you are minor (under 18)
- **power of attorney, if any:** this would be only relevant for you if you decide to pay for an immigration lawyer or any person you give authorization to represent your case.

Documents substantiating full coverage of healthcare expenses (submitting one of the listed documents is obligatory as proof of full coverage of healthcare expenses) [Please make sure that you upload all pages of each document.]		
a copy of the social security card issued by the Hungarian authorities	missing	Upload »
health insurance policy (bond) entitling to full health care and document certifying the payment of insurance	missing	Upload »
bank account statement for the cover of the potential healthcare expenses	missing	Upload »

- **a copy of your social security card issued by the Hungarian authorities: upload your TAJ card** if you have any

- *health insurance policy*: **upload** your SH/SCYP/FAO/Diaspora **Letter of Award** (or Letter of Extension –if you requested the extension of your scholar status) . Or upload your private health insurance policy if you are a fee-paying student.
- *bank account statement for the cover of the potential health care expense*: **if** you continue to be a scholar, thus still **eligible for TAJ**, no need to upload a bank statement, except if you start a new study cycle (eg. higher level of studies) in September. You need to have health insurance for the period when you do not have a scholar status (July, August) before starting your new scholarship period. If you apply for a job-seeking permit: have a health insurance valid for at least 6 months.

Documents certifying livelihood (the listed documents shall certify that the applicant and his/her family members have an income or property sufficient for their livelihood, accommodation and travel)		
certificate of scholarship	missing	Upload »
financial institution certificate of a bank account managed by a Hungarian or a foreign bank	missing	Upload »

- *certificate of scholarship*: upload your **Letter of Award**
- *bank statement*: as the monthly allowances provided to scholars does not cover all living costs, you still need to prove that you have other financial resources to make ends meet during your studies. If you are applying for a job-seeker permit, you cannot cover the living cost from the salary of your current job in Hungary. The available financial resources need to cover the cost of accommodation indicated in your Lease Agreement, the price of health insurance indicated in the attached health insurance policy beyond other types of monthly living cost and the price of your trip to home.

Documents substantiating accommodation provision (submitting one of the listed documents is obligatory as proof of accommodation provision) [Please make sure that you upload all pages of each document.]		
szálláshely bejelentőlap	missing	Upload »

- *szálláshely bejelentő lap*: a document named **Notification of Accommodation** will be generated after the submission of your online case. You need to sign and get it signed by your landlord, then upload it here.

Documents substantiating the purpose of stay. [Please make sure that you upload all pages of each document.]		
document in proof of student status	missing	Upload »
admission certificate of the educational institution providing training	missing	Upload »
official language exam certificate confirming language knowledge (if the education is not held in the native language of the applicant)	missing	Upload »
document confirming the payment of the tuition fee	missing	Upload »
document certifying the study progress, issued by the education institute	missing	Upload »

- *proof of your student status*: upload a **Student Status Certificate**
- *admission certificate*: upload your **Letter of Acceptance**
- *language exam certificate*: upload your **English language certificate/MOI**

- Upload a **Proof of payment of the tuition fee**: only if you are fee-paying student
- *documents certifying study progress*: upload a **Transcript of records**
- if you need to upload a Letter of Apology or Support Letter, upload it here:

Optional documents		
other document you consider necessary (1)	missing	Upload »
other document you consider necessary (2)	missing	Upload »
other document you consider necessary (3)	missing	Upload »
other document you consider necessary (4)	missing	Upload »
other document you consider necessary (5)	missing	Upload »

☑ Step 7: Submit

- Double-check everything.
- After everything is done, uploaded, you can submit the case by clicking on **Submit application** at the bottom of the page.



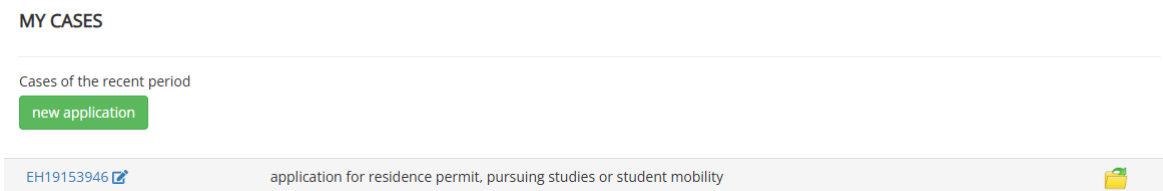
🎉 Done!

👉 Tip: If there are missing documents you will receive a red message saying *“The application does not seem finished, please check the attachments once more.”*

💡 Tip: **Not all documents are mandatory. If you have uploaded everything, you can just skip this warning and press the submit again.**

🔒 Step 8: Follow-up on your online application

- Check the yellow folder for notifications about any missing documents:



- Check the yellow folder for the 3 system generated documents:
 - **Notification of Accommodation:**

You need to sign it, get it signed by your landlord and upload it back to row named as *Szálláshely bejelentő!*

- **Application form**

You need to attach an ID picture and sign it in the framework under the photo and 3 more times: box 10, 11, 12 (acknowledgements).

- **Appendix**

No need to sign, but check it for any mistakes. If you have found any mistakes, print, add correction, upload it back.

Step 9: Visit the Immigration Office for biometric data recording.