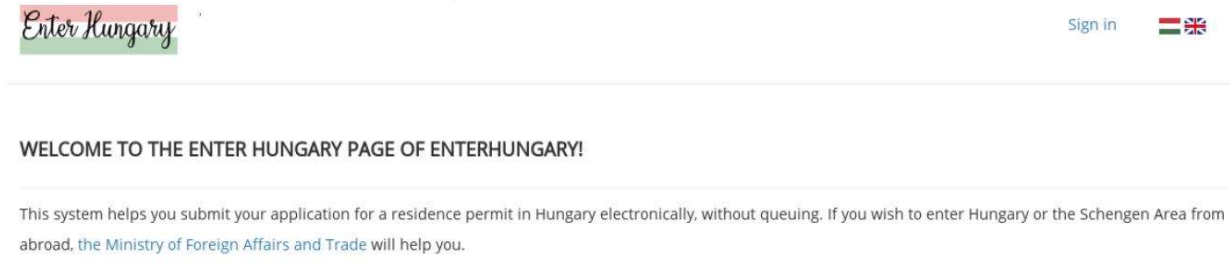


How to Submit an Application on Enter Hungary –

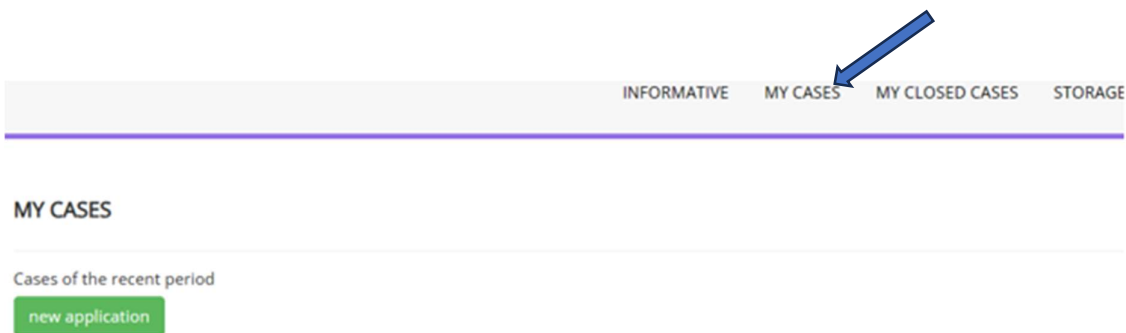
Step-by-Step Guide -

The Immigration Office recommends using the latest version of Firefox or Chrome to access the service.

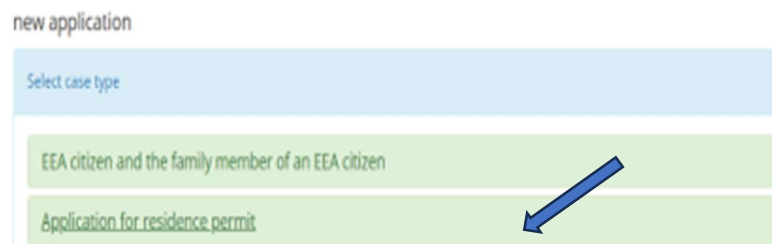
1. Register or Log In to Enter Hungary: <https://enterhungary.gov.hu/>



2. After logging in, choose the 'My Cases' option, then new application



3. Select 'Application for residence permit'



- Guest self-employment
- 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
- Corporate Card
- Pursuing studies or student mobility
- Seeking a job or starting a business
- education/training programme
- Traineeship
- Official
- White Card

- After selecting the 'Pursuing Studies or Student Mobility' case type, a new application will be created for you, and you can start filling in the main form.

Legal basis of the application

Legal basis of the application*:

Continuing Studies

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

Personal details of the applicant

title:

dr. prof.

title:

dr. prof.

Surname (as in passport)*:

First name (as in passport)*:

Surname at birth*:

First name at birth*:

mother's surname at birth*:

mother's first name at birth*:

country of birth*:

--please select--

place of birth*:

date of birth*:

YYYY-MM-DD

no*:

--please select--

citizenship*:

--please select--

nationality:

--please select--

marital status*:

--please select--

vocational qualification*:

level of education*:

--please select--

occupation before entering

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

name of the institution*:

IBS

postcode*:

1031

town*:

Budapest

name of public place*:

Zahony

type of public place*:

Street

house number*:

7

building:

staircase:

floor:

--please select--

door:

The type of public place can be: út, utca, tér – please check your rental contract and write it exactly as shown.

- The last tab, 'File Attachments', is the page where you can upload and attach documents necessary for decision-making.

file attachments

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

[information on the documents to be attached \(employment\) »](#)

General documents to be attached

full copy of valid passport	missing	Upload »
bank account statement for the cover of travel expenses	missing	Upload »
in case of a minor applicant: a statement of the parent or legal guardian of his / her contribution for their stay in Hungary, with Hungarian or English translation, for the duration of the planned stay	missing	Upload »
in case of a proxy: power of attorney issued to the proxy	missing	Upload »
signed application with photo	missing	Upload »

Rows highlighted in red mean you haven't uploaded those documents yet. While uploading documents is not mandatory, we strongly advise you to upload all the documents you have. If anything is missing, the Office will request them from you.

To upload a certain document, click the „Upload” link on the respective row. This will redirect you to 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

The document type is already selected and cannot be changed. Enter an easy-to-understand name for the new document, then click 'Select file...' to choose a file from your computer (or use your smartphone/tablet camera). Tip: If your document has multiple pages, please scan it as a multi-page PDF, since only one file can be uploaded per document .

Click the green „Upload” button to upload the document to your „Storage”.

An application consists of several sheets, organized into 'tabs'. Tabs with unfilled sheets are marked with a red background. Click the 'Edit' button under each tab to fill out all sheets. Don't forget to save each sheet after completing all fields.

Application for residence permit (not completed)

employment (not completed)

Notification of accommodation/change of accommodation (not completed)

file attachments

Edit »

Person filing the application


Person filing the application*: --please select--

document confirming the ownership of the flat	--please select--	Upload »
document confirming the booked and paid accommodation	missing	Upload »
signed datasheet for recording accommodation	--please select--	Upload »
real estate sale and purchase agreement and the copy of the resolution of the local government office or county permitting the acquisition of real estate	--please select--	Upload »

Yellow backgrounds mean you have uploaded documents of that type, but you haven't attached any to your application yet. Please upload the document to attach it. Only attached documents will be visible to the Office staff.

Again, not all documents are mandatory. If you have uploaded everything you need, you can ignore this warning and click submit again.

When finished, save the main sheet of the application by clicking the green ‘Save’ button. Alternatively, you can exit the editor without saving by clicking the yellow ‘Back’ button.



A screenshot of a web form. At the top, there is a light blue header bar. Below it, a white box contains the text "I declare that I will leave the member states of the European Union". At the bottom of the form, there are two buttons: a yellow button labeled "back" on the left and a green button labeled "Save" on the right.

Once you’ve finished, click the green ‘Submit Application’ button at the bottom of the page to send your application.



A screenshot showing three buttons in a row. The first button is green and labeled "submit application". The second button is red and labeled "Delete application". The third button is white with a grey border and labeled "back".

Official procedures require a fee. Under certain conditions, the fee may be waived. Please carefully check if you qualify for an exemption. The fee must be paid before any decision is made. If the payment is missing, the Office will request it through a rectification process. The fee amount is 26,000 HUF

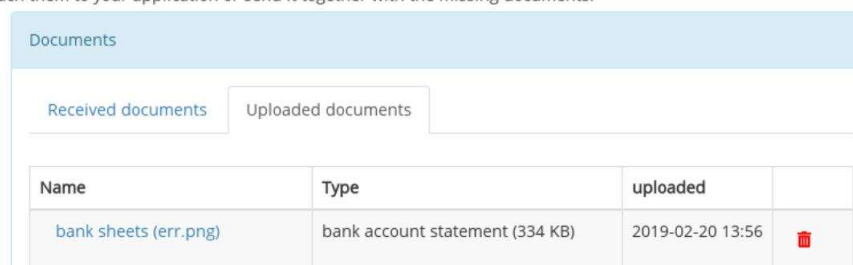
Your application has now been sent to the Office, and you can no longer modify its content.

The Online Payment page will appear, showing the procedure fee in Hungarian Forints. By clicking the payment button, you will be redirected to the secure payment page of OTP BANK. You will have 10 minutes to complete the payment, so we recommend having your card ready in advance.


Additionally, you will receive a notification email informing you that an official document is available in your Enter Hungary account. This is usually an automatic receipt confirming that your application has been received and stored, and is accessible to the Office case workers.

In the ‘Storage’ menu, you can find all your uploaded files as well as any documents you receive from the Office.

attach them to your application or send it together with the missing documents.



A screenshot of a web interface titled "Documents". It has two tabs: "Received documents" and "Uploaded documents". Below the tabs is a table with four columns: "Name", "Type", "uploaded", and an empty column. The table contains one row of data.

Name	Type	uploaded	
bank sheets (err.png)	bank account statement (334 KB)	2019-02-20 13:56	

Note: Applications and uploaded documents are stored in your account using unique encryption. The Enter Hungary system does not use any third-party storage services

Attached to this guide is the application form to complete.

You can see all your applications displayed with different background colors.

MY CASES

Cases of the recent period

[new application](#)

EH265927 Baby Doe announcement of the birth of a child, application for the details of a developing-country child born in the territory of hungary [click to see related documents](#)

EH265520 Fábíusz Csobádi family member of an eea citizen or a hungarian citizen, registration certificate 2019-02-20 14:08 [IGAZOLÁS KÉRELEM RÖGZÍTÉSÉRŐL \(receipt\)](#) 2019-02-20 14:08 [Registration certificate: EH265520 \(application\)](#) 2019-02-20 14:07

[download all documents in one compressed file \(.zip\)](#)

[+ send additional documents](#)

EH265409 Noéla Szuhai application for residence permit, employment, notification of accommodation/change of accommodation 2019-02-20 14:35 [technikai megszakítás \(receipt\)](#) 2019-02-20 14:13 [IGAZOLÁS KÉRELEM RÖGZÍTÉSÉRŐL \(receipt\)](#) 2019-02-20 14:13 [Notification of accommodation/change of accommodation: EH265409 \(application\)](#) 2019-02-20 14:13 [employment: EH265409 \(application\)](#) 2019-02-20 14:13 [Application for residence permit: EH265409 \(application\)](#) 2019-02-20 14:12 [date of submit](#)

[download all documents in one compressed file \(.zip\)](#)

[Delete application](#)

Click on the application number (EHXXXXXX, on the left) to open the form pages.

Red background means the application has not been submitted yet, so you can still edit the forms and add attachments.

White background means the application has been submitted and is in process, but no decision has been made yet. You can still upload additional documents if needed.

Green background means the case is closed and a decision has been made. You can delete the entire application if you no longer need it.

All your uploaded documents are listed under the “Storage” page, in the “Uploaded documents” tab.

If the Office needs more documents to make a decision, you will receive a notification.
A new menu called “TO-DO” will appear, showing a list of documents you need to provide.

EH265409 Submit missing documents (Szuhai, Noéla)

1. signed application with photo:
[upload new document »](#) [click to see detailed explanation](#)

[Save](#)

Click “Upload new document” to add a file (this opens the familiar upload page).
Then go back to the “TO-DO” page, select the correct document from the list, and click “Save.”.