IBS – INTERNATIONAL BUSINESS SCHOOL
TUITION FEE REGULATIONS
FOR BACHELOR'S DEGREE PROGRAMMES
DELIVERED IN CO-OPERATION WITH THE UNIVERSITY OF BUCKINGHAM
in uniform structure, integrating changes effective from date of approval

These Regulations apply to students of bachelor's degree programmes delivered in co-operation with the University of Buckingham and form part of the student requirement system.

1. §

Students studying at the bachelor's degree programmes of the IBS- International Business School are subject to payment of service fees. The fee paid in return for tuition services is termed as "tuition fee". Students receiving a partial scholarship also participate in the tuition fee payment structure.

At the time of enrolment, IBS enters into an educational contract, in which Parties ascertain the fees, duration of the programme, the schedule of tuition fee payment and other terms and conditions of the programme.

2. §
Structure and payment of fees

1. Tuition fees

Tuition fees are programme fee based or overtime fees. The amount of the tuition fee is specified in EUR. The amount of the tuition fee shall remain unchanged from the enrolment to the end of the studies on the given programme, and its due dates are regulated by § 5 of these regulations.

The tuition fee payment obligation shall be binding for all semesters (spent in education, work experience or in exchange programme).

1/A. Programme fee-based tuition fees

Upon payment of the **programme fee-based tuition fee**, the enrolled student shall be entitled to use all teaching and consultancy services related to the academic programme, and – with regard to the limitations set forth by the Educational and Examination Rules and Regulations, and to the charges related to the payment of tuition fee in Section 2 – shall be entitled to sign up for their modules.

Independently from the programme, other services may be used upon payment of additional fees, such as printing, sports and parking services, student card fees, gown rental fee, fees of the events organised by IBS including the graduation ceremony, extracurricular courses and language courses subject to payment, language exams, penalty forfeit and special procedural fees.

The programme-fee-based tuition fee must be paid in six equal (semesterly) instalments. Students who continue their studies after the 6th semester must pay overtime tuition fees from the seventh semester on.

The programme fees are the following:

For students enrolling between September 2015 and February 2020	19.800 EUR
For students enrolling between September 2020 and February 2025	22.200 EUR
For students enrolling in September 2025 and later	24.000 EUR

1/B. Overtime tuition fees

1/B/1. Students admitted to IBS prior to September 2026

Overtime students admitted prior to September 2026 are required to pay **module-number based tuition fees.** The module number-based tuition fee consists of a **status activation fee** and a **module fee** based on the number of modules taken during module sign-ups.

In the case of **the module-number-based tuition fee payment** all modules signed up for shall be included on the calculation, irrespective of the type of missing assessment(s) (an exam, or also (or only) a coursework mark), or the mode of completion (first take, full retake or referral).

- If the student has not completed the curriculum within the normal BSc programme period and has maximum 10 modules still to complete, the following fees must be paid:
  - **600 EUR** status activation fee upon check-in for the 7th or later semester, plus
  - **200 EUR** sign-up fee per module, due upon each module signed up for (including the Academic Writing Project), irrespective of the type of missing assessment(s) (an exam, or also (or only) a coursework mark), or the mode of completion (full retake or referral)
- If the student has not completed the curriculum within the normal BSc period and has more than 10 modules still to complete – irrespective of the type of missing assessment(s) (an exam, or also (or only) a coursework mark), or the mode of completion (full retake or referral) – then the equivalent of two semesters' fees must be paid in the upcoming academic year.

1/B/2. Students admitted to IBS from September 2026

Overtime students admitted from September 2026 and later are required to pay **credit-number based tuition fees.** The tuition fee consists of a **status activation fee** and a **credit fee** based on the number of credits taken during module sign-ups.

The amounts of these fees are the following:

- The status activation fee is **1000 EUR** due upon check-in for the 7th or later semester
- The credit fee is **110 EUR** per credit, due upon each credit signed up for, up to 30 credits. If the student signs up for more than 30 credits, the credits taken over 30 credits are free of charge.

1/C. Other rules related to tuition fees

Students without a European Union citizenship shall make an initial payment equalling the tuition fee of 2 semesters before their enrolment to IBS.

If the student fails to complete the enrolled modules committed for the given semester, it shall not be entitled to any refund on the tuition fee.

In the case of postponement of studies (passive semester(s) permitted upon request), no tuition fees are charged for the passive period.

If a student's semester becomes passive through failure to check-in or failure to sign up to any modules rather than upon request, and the student has prepaid two semesters of tuition fees at the time of enrolment, the tuition fee prepaid for the second semester will be automatically charged for the passive period.

2. Charges related to payment of the tuition fee

Special procedural fees shall be paid if the student wishes to use a special service, fails to deliver an administrative duty by the deadline set by IBS, or if the student causes IBS to incur additional costs by negligence.

Special procedural fees shall be imposed in the following cases and amounts:

A) Procedural fee due to non-standard payment method or schedule of the tuition fee

All payment methods or schedules deviating from standard methods and schedules shall be subject to the individual permission of the Rector, upon payment of an additional procedural fee, in amount of 5% of the tuition fee. The fee contains the penalty forfeit, banking and postage charges and any administrational additional expenses. Sums in the individual permission must be stated in EUR; if the student wishes to pay in HUF, the conversion rates stated in § 2 Section (5) shall be applied.

B) Late check-in

Students must check in for each semester by the end of the announced check-in period. Upon failure to check in by this period, the following procedural fees must be paid in addition to the tuition fee and also in addition to any fees possibly arising from section A) above:

in the week beginning 4 weeks before the first teaching day	EUR 50
in the week beginning 3 weeks before the first teaching day	EUR 100
in the week beginning 2 weeks before the first teaching day	EUR 150
in the week preceding the first teaching day	EUR 200
from the first teaching day	EUR 250

New students enrolling for their first semester are exempt from late check-in fees.

C) Retake fee

For modules retaken during the programme fee-based period as specified in §2, an additional 200 EUR per module must be paid in addition to the semester tuition fee. Retake fees do not apply to modules retaken for the first time without class attendance (PNR or REF groups). Retake fees must be paid for all first module retakes requiring class attendance (in numbered groups) as well as for all non-first module retakes.

The Retake fee shall apply to students who commence their studies in September 2025 or later. Students who commenced their studies prior to September 2025 are exempt from the module retake fee.

3. Other administrative and service fees

A) Application fee

Students who apply to the programme within an admission procedure under institutional responsibility shall pay a one-off, non-refundable application fee of (currently) 200 EUR. The application fee is not part of the tuition fee. Any changes to the amount of the application fee in respect of the academic year starting in the next calendar year shall be published by IBS on the institution's website by 31 October.

B) Registration fee

Students with non-EU citizenship shall make a one-off registration fee payment of (currently) EUR 1200 at the time of enrolment. The registration fee is not part of the tuition fee. Any changes to the amount of the registration fee in respect of the academic year starting in the next calendar year shall be published by IBS on the institution's website by 31 October.

C) Visa assistance fee

If a student with non-EU citizenship uses the services of a law firm commissioned by IBS to apply for a visa or residence permit, and the application is successful, they are required to pay a visa assistance fee of EUR 1000.

D) Academic misconduct

From the fourth violation of academic regulations recorded in the academic misconduct database, the student must pay an increasing penalty for every additional instance:

- Occasion 4: 100 EUR
- Occasion 5: 200 EUR
- Occasion 6: 400 EUR
- Occasion 7 or later: 800 EUR

E) Issuing a degree certificate in an additional language

If the Student requests a degree certificate in a language other than Hungarian or English, IBS will issue it upon payment of a EUR 200 special procedural fee.

F) Mailing a degree certificate or other document

If the Student does not pick up his/her degree certificate (diploma supplement, transcript) at IBS, the School will send it to the Student by post (registered mail) to Hungary and abroad, free of charge. Mailing by courier is only possible upon the Student's written request and at the Student's own cost.

4. Student loans received by the institution

If the Student wishes to pay the tuition fee out of a student loan that is paid by the creditor directly to the institution, they must submit a request to this effect to request@ibs-b.hu. Upon receipt of the required certificates IBS shall establish/activate the student's legal status for the upcoming semester. If the student loan is not disbursed to the institution for any reason, the student is obliged to pay the tuition fee for the given semester with immediate effect.

5. HUF payment of fees stated in EUR

The tuition fees stated in Euros may also be paid in Hungarian Forints. The HUF equivalents of the semesterly tuition fee instalments, valid for a given semester, shall be published by IBS in the guidelines for registration / check-in, based on the following calculations:

HUF equivalent of tuition fee = Tuition fee in EUR, multiplied by the 6-month average of the currency rate, multiplied by (100% plus the difference between the average HUF and average EUR interest rates for the preceding 6 months)

Definitions:
'Tuition fee in EUR' = the amount as defined in Section (1) of §2 above
'6-month' = the 6 calendar months preceding the semester (1 January – 30 June; 1 July – 31 December)
'Currency rate' = the rate of exchange for which Erste Bank sells Euros for Forints to private persons
'Averaged' = the arithmetic mean of the rates published for each workday
'HUF interest rate' = the prime rate of interest published by the Hungarian National Bank
'EUR interest rate' = 6-month EURIBOR interest rate

3. §

Scholarships, tuition fee reductions

A) IBS STARTER scholarship

A 25% tuition fee discount for the first semester of the BSc course, jointly organised with the University of Buckingham, is available to applicants who have completed the online application form and met the admission criteria, and who

- are aged 18-25 years at the time of enrolment
- - hold a language examination not more than two years old, which is either the IELTS examinations of at least 6.5 points (with partial scores of 6.0 or more) or TOEFL 90 iBT
- - have outstanding school-leaving certificate results, i.e.
    - for foreign national students: passed at least 3 A-levels with at least A/A/B in at least 3 subjects or obtained at least 35 points in the IB International Baccalaureate
    - for Hungarian citizens: passed at least 2 subjects at A-level with a minimum of 70% in at least 2 subjects.

Applications must be submitted with a motivation letter and must include a copy of the language examination certificate and a copy of the school leaving certificate. The Rector decides on the applications and there is no right of appeal.

B) Partial scholarships for students based on their academic results on the bachelor's degree programmes

With regard to the second or later semesters, students with outstanding academic achievement may receive a partial scholarship, in which case IBS shall cover part of their semesterly tuition fee instalment* for one semester. This is possible with the following conditions:

B/1 For students starting their studies in semester 2024-25/2 or before:

Category I: partial scholarship covering 75% of the semesterly tuition fee instalment*	- they have completed all of the modules prescribed for the given semester by the respective standard curriculum - in their modules assessed on a 100-grade scale, the arithmetic average of their module-final marks is at least 79%
Category II: partial scholarship covering 50% of the semesterly tuition fee instalment*	- they have completed all of the modules prescribed for the given semester by the respective standard curriculum - in their modules assessed on a 100-grade scale, the arithmetic average of their module-final marks is at least 76%

** the semesterly tuition fee instalment is one sixth of the programme fee*

B/2 For students starting their studies in semester 2025-26/1 or later:

Category I: partial scholarship covering 100% of the semesterly tuition fee instalment*	- they have completed all of the modules prescribed for the given semester by the respective standard curriculum - in their modules assessed on a 100-grade scale, the arithmetic average of their module-final marks is at least 90%
Category II: partial scholarship covering 75% of the semesterly tuition fee instalment*	- they have completed all of the modules prescribed for the given semester by the respective standard curriculum - in their modules assessed on a 100-grade scale, the arithmetic average of their module-final marks is at least 85%
Category III: partial scholarship covering 50% of the semesterly tuition fee instalment*	- they have completed all of the modules prescribed for the given semester by the respective standard curriculum - in their modules assessed on a 100-grade scale, the arithmetic average of their module-final marks is at least 80%
Category IV: partial scholarship covering 25% of the semesterly tuition fee instalment*	- they have completed all of the modules prescribed for the given semester by the respective standard curriculum - in their modules assessed on a 100-grade scale, the arithmetic average of their module-final marks is at least 75%
Category V: partial scholarship covering 10% of the semesterly tuition fee instalment*	- they have completed all of the modules prescribed for the given semester by the respective standard curriculum - in their modules assessed on a 100-grade scale, the arithmetic average of their module-final marks is at least 70%

** the semesterly tuition fee instalment is one sixth of the programme fee*

The first opportunity to receive partial scholarships is in respect of the second active semester on the basis of the first semester's academic achievement. Students cannot receive a partial scholarship for the semester in the curriculum of which work placement or study abroad are included[1], nor can the academic results of this semester be the basis of partial scholarships for later semesters.

C) Scholarships cannot be combined.

[1] for cohorts starting in September this is the 5th semester; for cohorts starting in February this is the 6th semester.

4. §
Fees related to simultaneous undergraduate studies in two institutions, guest and exchange studies, credit transfer and exemption

1. Simultaneous studies of an IBS student in two higher education institutions

The amount of tuition fee with respect to the students studying at the IBS- International Business School and another higher education institution at the same time shall not be affected by the participation in parallel education.

2. Guest or exchange studies of IBS students in other institutions

Students participating in exchange programmes organised by IBS which, in accordance with international agreement, require no payment of tuition fees in the receiving institution shall pay the relevant semesterly tuition fee instalment for the given semester to IBS.

3. Guest students at IBS

Students in student legal relationship with other higher education institutions participating at the partial education programmes of IBS shall make a payment of 120 EUR per ECTS registered for, unless they study at IBS within the framework of an inter-institutional agreement or student exchange programme.

4. Credit transfer

For students admitted by standard procedure credit-transfer is free of charge.

5. §
Tuition fee payment regulations

1. The tuition fee instalment due for the semester is payable in one amount, by the date of enrolment/check-in.

Tuition fees, which are specified in EUR with regards to the given educational period may also be paid in Hungarian Forints in accordance with the stipulations in § 2 Section (5) above and the information provided at enrolment.

Students who fail to make the payment of the due tuition or registration fees, or fees related to payment of the tuition fee, or have any other financial or administrative debt towards the institution shall not be allowed to enrol / check in for the respective semester, shall not be allowed to apply for examination, and cannot receive their degree. In the case of other debts to IBS (fees listed in Section 2.§ 3 and library fines), IBS shall impose the academic restrictions mentioned above only if the total debt exceeds 200 EUR, except at the commencement of the final semester, by which time Student must clear all debts.

In the case of a default payment exceeding 15 days with regards to an authorised debt against IBS, IBS shall notify the student in writing about the due payment of the tuition within the additional deadline set forth by the notification. If the student within the defined additional deadline fails to make the payment of the payment arrear towards IBS, IBS shall have the right to restrict the provision of academic services to Student, including access to the VLE system (Moodle). Students sanctioned by restriction of academic services are not entitled to having any of their academic grades earned during the semester approved by the examination board, and their partial grades achieved

during the semester prior to the moment of restriction may also be irrevocably lost. Restriction of academic services imposed as a sanction of nonpayment does not discharge any outstanding debts and does not create grounds to reclaim any of the fees already paid for the semester.

2. The tuition fees shall not be claimed back in whole or in part, by taking the following cases into consideration:

a. if a student from the European Union member states prior to the first day of the term time requests the termination of its student legal relationship, or the declaration of the term as a passive term, it shall be entitled to reclaim the full amount of tuition fee.

b. if a student requests a passive semester or the termination of its student contract after the beginning of the semester's term time but within one calendar month of the first day of the term time, the student shall be provided an opportunity to use 80% of tuition fee paid for the given semester to cover part of the tuition fee in a later semester, within 1 calendar year. Only students from the European Union may reclaim tuition fees that have been paid but not used.

c. if a student, after the beginning of the semester's term time, but within one calendar month of the first day of the term time, requests and receives permission for transfer to another academic programme within IBS (with or without claiming passive status on the original academic programme), the tuition fees already paid must be counted against the required fees of the new programme; any difference (if the new programme has a higher fee) must be paid by the student, or (if the new programme has a lower fee) be credited to the student.

d. if a student from outside the European Union, who has enrolled / checked in for the semester, through no fault of their own fails to receive a visa / residence permit and requests termination of their student status, all fees paid for the ongoing and forthcoming semesters except for the application fee shall be refunded. This refund can be claimed until the last day of the given semester.

e. If a student from outside the European Union, who has enrolled / checked in for the first semester,
   - has not received an official visa or residence permit decision by the last day of the coursework period of the first semester of the programme started, or
   - has been denied a visa or residence permit, which would – upon fulfilment of the conditions set out in point (d) – entitle them to a refund under point (d), however they do not wish to use the opportunity,

   they may request deferral to a subsequent semester of the same programme by termination of their student status on their original programme. Acceptance of the request for deferral is subject to the fulfilment of the student's obligations as set out in point (d). If the deferral request is accepted,
   - the student's status as a student on the original programme is terminated with immediate effect
   - the tuition fee obligations for the first semester of the original programme are annulled retroactively, except for the application fee
   - all academic records and marks are deleted from the first active semester of the original programme
   - their status is changed from "enrolled" to "accepted applicant" status for the target semester of the programme indicated in the deferral decision, and they may re-start their studies from the beginning upon re-enrolment.

In the event of deferral and re-enrolment, the student will again be eligible for a refund under point (d) above, provided that they meet the conditions set out therein.
Deferral is possible on no more than one occasion.

f. if a student from outside the European Union has received a visa / residency permit for study purposes but fails to start or continue his/her studies, he/she shall not be entitled to reclaim the tuition fee. The registration fee and the application fee are also non-refundable in this case. Tuition and other fees paid in the admission procedure will be automatically charged in the semester for which the certificates required to obtain the visa or residence permit have been issued.

g. if the student from outside the European Union failing to start or continue his/her studies possesses a residence permit in Hungary unrelated to his/her studies at IBS, he/she shall be entitled to refunds according to a)-b) above. The registration fee and the application fee are non-refundable in this case either.

h. If, due to unavoidable external circumstances (e.g. in connection with regulations related to a pandemic), IBS provides education and assessments (or part of them) in online format instead of services requiring personal presence, the student shall not be entitled to reclaim the tuition fee neither in full nor in part.

i. if IBS terminates the student's contract for the reason of the student violating norms of decent behaviour, causing damage to the interests and the community of IBS, the student shall not be entitled to reclaim the tuition fee. The registration fee and the application fee are non-refundable in this case either.

j. Refunds can only be transferred to the bank account that it was originally transferred from, except if it was transferred from an exchange company – in this case the refund must be processed to the private bank account of the original sender.

3. IBS shall be entitled to ascribe the claims of IBS towards the student in the amount of tuition fee paid by the student (e.g., additional procedural fees, non-paid library obligations, in case of damages caused by the student the enforced amount of indemnification etc.). Accordingly, with reference to the inclusion IBS requests the student to make the payment of the supplementary amount of the tuition fee, generated as a result of the inclusion of the above. Upon failure to do so, IBS shall enforce the legal consequences of the default tuition fee payment or its non-delivery.

Upon dispute of the claim's legal title and/or its amount student shall have the right to turn to the Rector for legal aid.

6. §
Final clauses

This Tuition Fee Regulation was adopted by the Senate in accordance with the Maintainer of IBS in virtue of its resolution No. 4/2026 at the session held on 11 November 2026.

In issues not regulated in these Regulations and the Contract of Education, Hungarian law and legal authority are effective, especially

- the Act on National Higher Education
- the Organisational and Operational Rules and Regulations of International Business School
- The Regulation on the option to request supervision against the decisions made by the instructor / board of examiners

- The Study and Examination Regulations and the Admission Regulations relevant for the bachelor's programmes of the University of Buckingham approved by the Senate of IBS.

Budapest, 11 November 2026

László Láng
President