

Useful informations

Human Resource Counselling MA programme

FTI

FTI

INSTITUTE OF RESEARCH
ON ADULT EDUCATION AND
KNOWLEDGE
MANAGEMENT

EVERYTHING
THAT IS
HUMAN

TH

STUDENT AFFAIRS
AND REGISTRAR'S
OFFICE



STUDENT UNION PPK

INTERNATIONAL
OFFICE

I ♥
ELTE
PPK

SERVICES

International Office



TO SCAN

Curriculum



Human resource counselling MA



1075. Budapest, Kazinczy utca 23-27.



fti@ppk.elte.hu

Website of the Institute: <https://fti.ppk.elte.hu/en/>



Director of Institute:

Helga DORNER, Habil. Associate Professor
(fti_igazgato@ppk.elte.hu)



Instructor in charge of operational management:
Nóra HEGYI-HALMOS, Assistant Professor
(hegyi.halmos@ppk.elte.hu)



Research groups

Secretariate

E-mail:

fti@ppk.elte.hu

Head Of Secretariate
Renáta LAKOS

Institute Administrator
Fanni FÁBIÁN

Course Administrator
Ildikó OSZLÁNSZKI



Responsible for the programme:

- **Human Resource Counselling MA:** Helga DORNER, Habil. Associate Professor
(fti_igazgato@ppk.elte.hu)

who can turn with your professional or technical questions, not specifically related to the courses.

 1075. Budapest, Kazinczy utca 23-27.

Floor 4. Room:440-442

 fti@ppk.elte.hu

Internship:



Human Resource Counselling MA

Instructor:

Luca Alexa ERDEI

(internship_hr@ppk.elte.hu)

Thesis:

Human Resource Counselling MA



Student Affairs and Registrar's Office



Dávid BARDÓCZKY
administrator

Contact:

registrars.office@ppk.elte.hu,
bardoczky.david@ppk.elte.hu,

Topics:

- enrolment,
- student status certificate,
- tuition and other fees,
- transcript,
- late course enrolment,
- requests to the Academic Committee, requests to the Credit Transfer Committee,
- submission of thesis, certificates/confirmations on behalf of the university.

A kari Tanulmányi Hivatal honlapja:

https://www.ppk.elte.hu/en/student_administration/contact

INTERNATION OFFICE

<https://www.ppk.elte.hu/en/units/nemzetkozi-iroda>



Lilla ÓDOR
international coordinator
MA & SH student coordinator



Responsibilities:

- information regarding the study plan of the academic year,
- academic requirements, students' legal stay in Hungary, Neptun,
- student mobility,
- university services (life management support, equal opportunities, libraries, wifi, housing, health insurance, student card),
- or any personal issues regarding your studies.



Contact: international.office@ppk.elte.hu



In student initiation issues:

- class representation,
- mentor system,
- free time activities,
- scholarship applications.



Students with disabilities or with serious chronic diseases:

Students with disabilities or with serious chronic diseases which make the learning process difficult are entitled to certain support.

To validate the right to use any kind of support, students must be registered as students with disabilities by the disability coordinator of the faculty. The email address of the coordinator is: equal.opp@ppk.elte.hu

More information:

<https://www.ppk.elte.hu/en/equalopportunity>

Services:

Faculty Library

<https://www.ppk.elte.hu/en/library>

Wifi

There is a WIFI system available for ELTE students at the university.

To create your IT user name, which is your Caesar ID at the same time, you can log in to our Online Customer Service with your Neptun code and then set your IT user name and password that will be requested when you want to access ELTE wifi with your device.

<https://www.elte.hu/en/it-support>

Sports opportunities:

<https://www.beac.hu/in-english/>

Restaurants nearby:

- Bors GasztroBár,
- Fat Mama,
- Anyám szerint,
- Hummus Bar,
- Manouche
- Las Vegas,
- Street fodd KARAVÁN

Counselling Centre:

- The university's Counselling Centre provides free individual counselling to all ELTE students, also available in English. There is a possibility for individual or group consultations.
- More information is available on our website <https://ppk.elte.hu/en/counselling>. Register via email: counselling@ppk.elte.hu.
- **Address:** 1071 Budapest, Damjanich Street 41-43. C/114