

ALUMNI REGULATION OF THE NATIONAL UNIVERSITY OF PUBLIC SERVICE

In order to establish an institutionalized framework of connection between the National University of Public Service (hereinafter as University) and the graduates, present students, former or present lecturers, teachers, researchers and other employees of the University or of its predecessors as well as other natural or legal persons supporting the University and the Alumni activities, the Senate of the University creates the following regulation.

The Alumni Association of the National University of Public Service

1. §

(1) The University

a) to establish, enhance and reinforce the connection between the University and graduates, former lecturers, teachers, researchers and other employees of the University or of its predecessors, as well as other natural or legal persons and organizations that have come into contact with the University,

b) to carry on the academic spirituality and to enhance the institutional self-identity,

c) to enhance the establishment of connections between graduates and present-day university citizens,

d) to keep academic traditions alive,

e) to support the education of present students,

f) to support the goals and tasks of the University

creates the NUPS Alumni Association (hereinafter as Alumni Association).

(2) The Hungarian name of the NUPS Alumni Association is NKE Alumni Közösség.

Members of the Alumni Association

2. §

(1) The following persons can apply for membership of the Alumni Association:

a) graduates and former lecturers, teachers, researchers and other employees of the University or of its predecessors,

b) present lecturers, teachers, researchers and other employees of the University,

c) full-time students of the University who concluded at least two semesters or in the case of a two-semester programme concluded one semester,

d) international exchange students who conduct exchange studies at the University,

e) natural or legal persons or organization not having legal personality (the latter two hereinafter together as organizations) supporting the University and the Alumni activities thereof as described in 3. § (3), and furthermore also concurs with the aims of the Alumni Association and accepts the conditions laid down by this regulation,

f) persons to whom paragraphs a)-d) do not apply, but who comply with the conditions of an honorary membership as laid down by 3. § (2).

(2) For the purpose of this regulation graduates are those who acquired a student leave certificate in either a bachelor, master, doctoral, postgraduate or advanced vocational programme of higher education of NUPS or of its predecessors. Those who completed an army officer school or an expert level military staff training course or an expert level national security staff training course qualify as graduates as well.

(3) For the purpose of this regulation predecessors are regulated by the annex of this regulation.

3. §

(1) Active membership: the basic form of membership in the Alumni Association, which is established as laid down by 4. § (1)-(3).

(2) Honorary membership: persons to whom 2. § (1) a)-d) apply are entitled to this form of membership if they undertake significant tasks in order to promote or develop professionally the activities or to support the aims of the University and of the Alumni Association. Those are also allowed to apply for this form of membership who do not comply with the conditions provided by 2. § (1) a)-d), but who in their profession perform or performed outstanding activities that are in compliance with the spirituality of the University and who aspire to a membership. For an honorary membership the Alumni Committee makes a proposal for the Rector. The Rector awards a diploma for the honorary member.

(3) Supporter membership: natural persons or organizations are entitled to this form of membership that supports the aims of the Alumni Association with a donation (money or service) the amount of which exceeds 10 000 HUF. The Rector awards a diploma for the supporter member. The forms of the supporter membership are the followings:

a) diamond level supporter of the Alumni Association if the donation is 2 000 000 HUF or more,

b) gold level supporter of the Alumni Association if the donation is 1 000 000 HUF or more,

c) silver level supporter of the Alumni Association if the donation is 500 000 HUF or more,

d) bronze level supporter of the Alumni Association if the donation is 200 000 HUF or more.

(4) The duration of membership:

a) indefinite in the case of active membership, honorary membership and diamond, gold or silver level supporter membership,

b) five years in the case of bronze level supporter membership,

c) one year in all other cases.

(5) Members are entitled to services provided by the Alumni Association as laid down by the Alumni Services Regulation in accordance with 5. § (6).

4. §

(1) Active membership may be initiated by registration. Applicants may register on line or by filling out a registration form on paper and submitting it to the Central Educational Office. In the course of the registration the applicant provides the personal data that is necessary for the identification of the applicant and for the verification of the conditions of establishing a membership as provided by this regulation.

(2) The applicant may only register on the condition of accepting the conditions of membership provided by this regulation and by giving consent to the processing of his or her personal data provided in the course of registration.

(3) The Central Educational Office verifies whether the applicant complies with the conditions of active membership as provided by this regulation. The Central Educational Office informs the applicant about the approval or refusal of the registration within five workdays after its submission. If the applicant requires it, the Central Educational Office provides him or her with an Alumni membership card (hereinafter as membership card).

(4) The provisions of (1)-(3) appropriately apply to honorary and supporter membership as well, though only paper-based registration is available and in the case of an honorary membership it is established by the Rector's decision provided by 3. § (2) and as for the supporter membership, the condition of establishment is the donation as laid down by 3. § (3).

(5) The registration forms, that contain the conditions of establishment and termination of membership, the rights and obligations of the members and the related processing of personal data are created and published by the Central Educational Office.

The Rights and Obligations of Members

5. §

(1) Members are entitled

- a) to participate in the activities of the Alumni Association,
- b) to services provided by the Alumni Association as laid down by the Alumni Services Regulation in accordance with (6),
- c) to come to know the personal data of those Alumni members that gave an explicit consent to disclose these data to other members.

(2) Members are obliged:

- a) to respect the provisions of this regulation,
- b) to inform the Central Educational Office about the change in their registered data,
- c) to abstain from any conduct that is incompatible with the spirituality of the University.

(3) Members are not allowed to misuse their membership and the database of the Alumni Association is allowed to be used solely in accordance with its purpose.

(5) The rights ensuing from the membership may be exercised only personally, representation is excluded excepting organizations as supporter members. In this case the representative of the organization is entitled to exercise membership rights.

(6) In connection with the membership, personal data can be processed solely in accordance with the legislation on personal data protection. The Central Educational Office processes these personal data in accordance with this legislation and with the Personal Data Protection Regulation of the University, in the framework of the members' consents and only in compliance with the aims of the Alumni Association.

(6) The services provided for members of the Alumni Association and the detailed conditions of their provision are regulated by the Alumni Services Regulation. The Alumni Services Regulation is developed by the Central Educational Office and is adopted by the Alumni Committee. The Alumni Services Regulation is published by the Central Educational Office.

Termination of Membership

6. §

(1) Membership is terminated:

- a) if the member quits by his or her declaration to do so, and on the day it is submitted
- b) by the exclusion of the member on the day when the decision on exclusion becomes final,
- c) if the member deceases, or the organization ceases to exist without a successor, on its day,
- d) by the declaration of the member in which he or she asks for the erasure of those personal data which is the condition of the registration in order to verify the membership or he or she otherwise withdraws the consent given to personal data procession, on the day of the declaration,
- e) if the membership was established according to 2. § (1) c) and the student status terminates without the acquisition of a student leave certificate, on the day of the termination of the student status.

(2) The declaration provided by (1) a) and d) shall be made in written form and shall be submitted to the Central Educational Office.

(3) In the case of the termination of membership the concerned party is henceforth not allowed to use the Alumni membership card provided by the University. The membership card shall be submitted to the Central Educational Office together with the declaration resulting in the termination of membership or in other cases in five days from the day of the termination of membership.

(4) Membership can be terminated by exclusion, if the member's conduct is incompatible with the spirituality of the University, or if the member acts counter to the aims of the Alumni Association or misuses his or her membership. The Alumni Committee decides on the exclusion of a member. The concerned member may launch an appeal against the decision on exclusion within fifteen days after its receipt. The appeal shall be submitted to the Central Educational Office addressed to the Rector. The appeal shall be judged by the Rector. Against the Rector's decision there is no place for a further appeal within the University.

The organization and operation of the Alumni Association

7. §

(1) The chairman of the Alumni Association is the Rector.

(2) The Alumni Association is represented by the Rector. The Rector may transfer his or her right of representation to the chairman of the Alumni Committee.

(3) An Alumni Committee operates at the University.

(4) The chairman of the Alumni Committee is the vice rector for education, its secretary is the central Alumni coordinator of the Central Educational Office, its members are delegated by the following persons and departments one each: the deans, the vice rector for science, the vice rector responsible for international affairs, the Students' Union of the University and the Doctoral Students' Union of the University. One member is called upon by the chairman as a member of the Alumni Association. The Alumni administrators of the faculties are invited to the meetings of the Committee.

- (5) The Committee is represented by the chairman.
- (6) The Committee
- a) delivers an opinion on the annual activity plan of the Alumni Association,
 - b) decides on the Alumni Services Regulation,
 - c) makes a proposal on honorary memberships,
 - d) decides on the exclusion of a member,
 - e) makes a proposal on the appeal launched against the decision on the exclusion of a member,
 - f) may make an opinion on any issues regarding the Alumni Association.
- (7) The Committee shall hold a meeting, if it is necessary, at least twice a year. The meeting is summoned by the chairman. The Committee has a quorum, if more than half of the members are present. The Committee makes a decision by a simple majority of the votes. By an equality the chairman's vote shall be conclusive.
- (8) The chairman of the Committee may on reasonable grounds decide upon an electronic voting with the exception of personal issues.
- (9) The order of business of the Committee is endorsed by the Rector.

The Central Educational Office

8. §

- (1) The Central Educational Office is responsible for the tasks regarding the organization and operation of the Alumni Associations as followings:
- a) tasks regarding the establishment and registration of membership in accordance with the relevant legislation and University regulations,
 - b) administrative and organizational tasks of the Alumni Association, assistance to the relevant tasks of the faculties,
 - c) information of the members on the activities of the University and of the Alumni Association and on the services provided to the members and in cooperation with the concerned departments with which the organisation of communication is necessary to ensure a successful operation of the Alumni Association,
 - d) contact and cooperation with and assistance to other Alumni organizations already existing within the University or connected to it,
 - e) the continual extension of the services provided by the Alumni Association and fundraising,
 - f) in cooperation with the concerned departments elaboration of the annual activity plan and the annual budget,
 - g) in cooperation with the concerned departments the elaboration and publication of the Alumni Services Regulation,
 - h) ensures that the donations received by the Alumni Association are used according to the wishes of the donator,
 - i) maintenance and development of the University's Alumni website.
- (2) The central Alumni coordinator of the Central Educational Office is responsible for the coordination of the task detailed in Section (1).

(3) As for the international affairs of the Alumni Association the Central Educational Office acts in cooperation with the Office of International Relations.

(4) The tasks of the central Alumni coordinator are assisted by the Alumni administrators of the faculties.

The financial management of the Alumni Association

9. §

(1) The regulations on the financial management of the University apply to the Alumni Association as well. The operation of the Alumni Committee and of the Alumni Association is ensured by the University.

(2) The payment aimed at supporting the goals of the Alumni Association shall be made to the account of the University with the information of „ALUMNI support”. These payments shall be maintained separately.

Closing provisions

10. §

This regulation was accepted by the 98/2018. (VII. 11.) decision of the Senate. It enters into force after the day of its adoption.

Appendix:

Predecessors of the faculty of Military Science and Officer Training:

- Ludovika Academy (1919-1945)
- Hungarian Defence Forces Kossuth Academy (1947-1948)

Officer training institutions of the various combat arms:

- Bem Anti-Aircraft Artillery Officer School, Budapest (1949-1954)
- Dózsa Infantry/Rifleman Officer School, Pécs (1949-1956)
- Kossuth Artillery Officer School, Budapest (1949-1956)
- Rákosi Armoured Officer School, Tata (1949-1956)
- Táncsics Engineering Officer School, Szentendre (1949-1956)
- Kilián György Aviation Officer School, Szolnok (1949-1957)
- Vasvári Aviation Technician Officer School, Budaörs (1949-1956)
- Zalka Communications Officer School, Budapest (1949-1956)
- Hungarian Defence Forces Logistics School, Budapest (1949-1956)
- Hungarian Defence Forces Automobile and Tractor Officer School, Budapest (1950-1955)
- Hungarian Defence Forces Medical Officer School, Budapest (1950-1953)
- Gábor Áron Artillery Technician Officer School, Budapest (1951-1956)
- Hunyadi Rifleman Officer Training School, Bánhida-Tatabánya (1951-1957)
- Hungarian Defence Forces Cartographer Officer School, Budapest (1951-1954)
- Hungarian Defence Forces Sports Officer School, Budapest (1952-1953)
- Ságvári Logistics Officer School, Budapest (1953-1958)
- Joint Officer School (1957-1967)
- Kossuth Lajos Military College, Szentendre (1967-1996)
- Zalka Máté Military Engineering College (Bolyai Mil. Eng. Col 1990-), Budapest (1967-1996)
- Kilián György Military Aviation College, Szolnok (1967-1996)
- Hungarian Defence Forces Academy (1947-1956)
- Zrínyi Miklós Military Academy (1956-1996)
- Zrínyi Miklós National Defence University (1996-2011)

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Predecessor of the Faculty of Law Enforcement:

- Police College (1971-2011)

Predecessor of the Faculty of Science of Public Governance and Administration:

- Public Administration College (1977-1999)
- Faculty of Public Administration at the Economic and Public Administration University of Budapest (2000-2004).