**TAJ Number Request**

**If you are a student with Hungarian Governmental Scholarship** **offered by the Minister of Education in Hungary (**e.g.; Stipendium Hungaricum, Scholarship Programtme for Christian Young People, Hungarian Diaspora Scholarship), you are entitled to enjoy health care services in Hungary and to have a social security card (“TAJ card”).

With the **TAJ card** (the card for Hungary’s national health insurance scheme), scholarship holders are publicly ensured and they are able to access public healthcare for free, not just emergency or urgent care. Scholarship holders can request the public health insurance card (TAJ card) online on the official homepage of the **Quaestura Office** at ELTE (1053 Budapest V, Egyetem tér 5) or in person at the Customer Service of **National Health Insurance Fund of Hungary Office - NEAK** (1139 Budapest, Teve utca 1/C).

**Description of points**

2. Collecting Documents

***TAJ-card request sheet*** - please fill the Request sheet beforehand

***Authorization document***, in which you authorize Quaestura Office to request and to receive your card (two witnesses needed, who will sign the document).

***Letter of Award***

***Passport pages*** that include your personal data.

***Residence permit*** - both sides

***Accommodation reporting form*** - both sides, only after the Regional Directorate of the National Directorate-General for Aliens Policing has validated it. Address:1135 Budapest XIII., Szegedi út 35-37., Ground Floor (Twin Office Center)

Students from ***Albania, Northern Macedonia, Montenegro, Serbia or Turkey*** have to attach two more documents to the request:

* **E-104 form** filled and stamped by the health insurance authority of your home country issued less than 1 month ago. If you do not have this document you have to fill the **Request sheet for E-104**. You have to fill in all the lines written in blue. You have to fill the form with a pen, using capital letters.
* a **Declaration** about you holding or not holding health insurance in other countries

3. Applying for TAJ number

This step can only be started if the student is in Hungary and has all the necessary documents in his/her possession. The students may submit their application for Taj number to Quaestura Office ([qter.elte.hu](file:///\\afs\elte.hu\org\nkmo\Stipendium_Hungaricum\2020-2021\háttéranyagok\Taj-igénylés_ábra\qter.elte.hu)), or may initiate the application process by him/herself at NEAK Customer Service.

In the latter option, please write an e-mail to the Quaestura Office to ask for a student status certificate and authorization from them, as you will need to bring these documents with you to NEAK. These can be picked up in person at Quaestura Office.

4. Generating the TAJ number – the process

* The NEAK generates a number
* TAJ number will be given to the Quastura Office and be registered by them in the Neptun system (this can be checked in the Personal Data menu). Please note that at this time, the number is not yet valid.
* Your eligibility will be reported to the Office of Education, who will forward the report to NEAK (National Health Insurance Fund Management). In this way, you will be entitled to the TAJ number.
* Thereafter, the NEAK Office will validate your TAJ number

If you do not apply for a TAJ card through the Quaestura Office, but directly at NEAK Customer Service:

Please bring the document containing your completed TAJ number and the documents required for the application to the Quaestura Office so they can record all the necessary data in the Neptun system! Note, that the TAJ number will remain invalid until the required data are recorded and the TAJ card will not be issued!

For more information, please contact Quaestura Office website: [qter.elte.hu](mailto:qter.elte.hu) or you can write an email to [quaestura@elte.hu](mailto:quaestura@elte.hu).