Booking an appointment at the Immigration Office

-GUIDE-

- 1. Visit the website: http://oif.gov.hu/
- For selecting *English* language, please click as shown below.



- 2. Scroll down to select **APPOINTMENT BOOKING** and select the *needed case* from the dropdown menu:
- Submission of application for new students
- Biometric data recording for renewal you'll be informed, after submitting your documents online, you will be asked to visit the office



3. This will automatically redirect you to a new page where you are required to provide some *details about your appointment*:

Case category: Submission of application

Biometric data recording

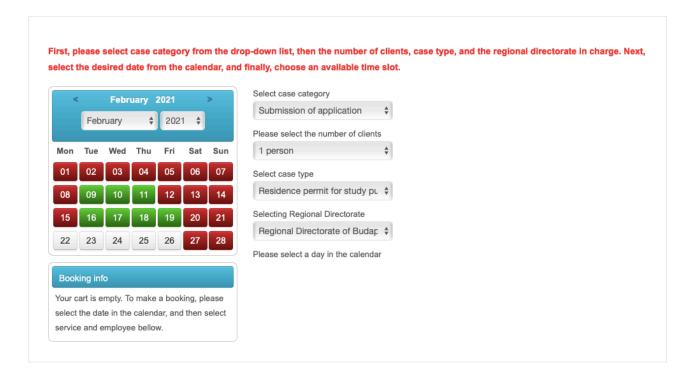
Number of clients: 1 person, if you are going alone

other applicable choices if going with your family

Case type: Residence permit for study purposes

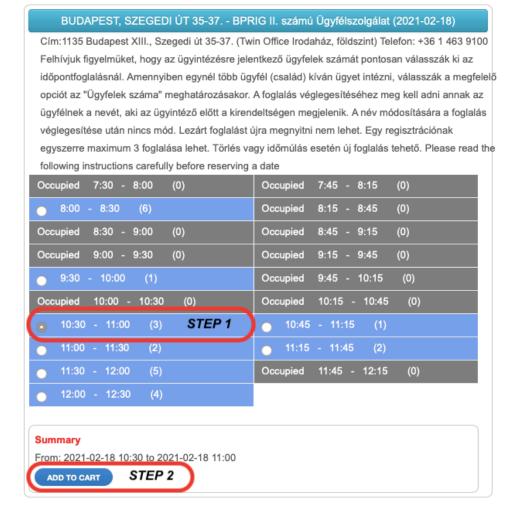
- the only option for you to select!

Regional directorate: Regional Directorate for Budapest and Pest County

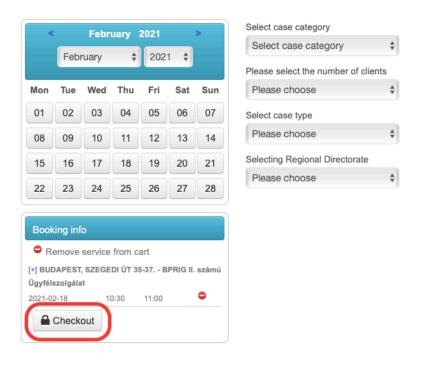


4. After select:

- One of the dates, marked with green colour
- Then scroll down a bit to 'BUDAPEST, SZEGEDI ÚT 35-37. BPRIG II. számú Ügyfélszolgálat'
- STEP 1: select a suitable time for yourself
- STEP 2: after picking the suitable time slot, click 'Add to cart' as shown below:

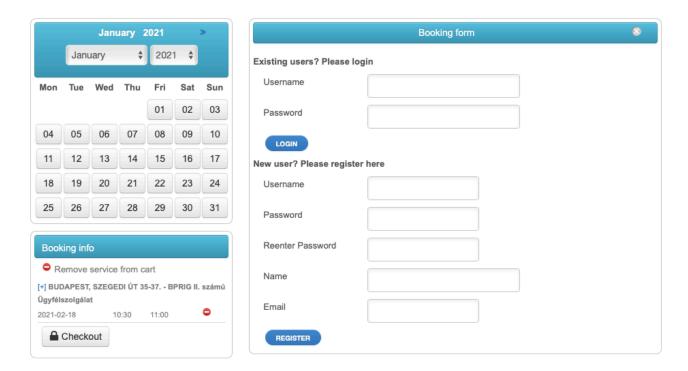


5. This will take you back to the top of the page. Click 'Checkout'.

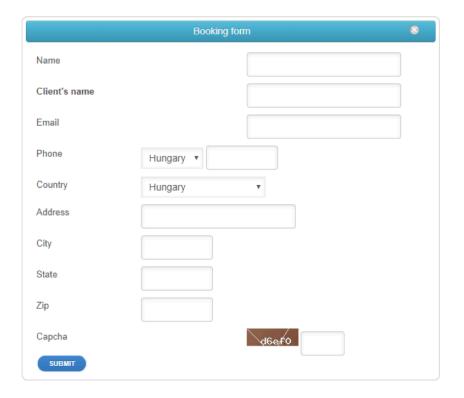


6. You will be redirected to a new page, where you need to register as a new user.

- Please fill out carefully with your personal data.



- 7. Fill in the contact form below and hit submit!
- Phone number: should only contain the digits after the country code, so if your number is +36301231234, you should type 301231234.
- You can leave the 'State' gap blank, if you live in Budapest.



8. The **submit** button will redirect you to the confirmation page.

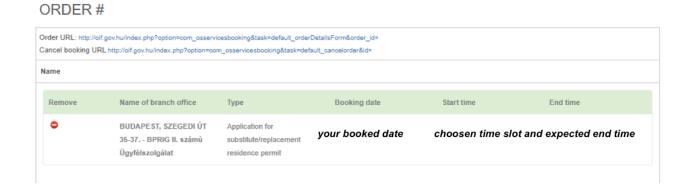
Please double check and if your details are correct - click the '**Confirm**' button! If they are <u>incorrect</u>, clicking the grey cross in the top right corner will take you back to step 5, where you need to hit 'Checkout' again to be able to correct your contact details.



9. The '**Confirm**' button will redirect you to your booking summary page. You can see your *order number* here.

Please take note of the possibility **to cancel** your booking, if you decide not to go in the end.

(Please save the links somewhere, because you have no other means of retrieving them, once you close this page!)



10. When you book an appointment, **be punctual and go there in time!** If something comes up, please *cancel* your booking in time.