

# Payment Guide for ELTE ePay – ELTE Confucius Institute

To successfully complete a payment in the ELTE Confucius Institute’s online payment system, please follow the steps below.

## 1. Accessing the Payment Platform

Visit the official ELTE electronic payment website:


 <https://epay.elte.hu>

Check the boxes:

- “I have read and hereby accept the SimplePay privacy notice.”
- “I have read and hereby accept the ELTE privacy notice.”

Then click the “Start shopping” button.

### INFORMATION



① Information      ② Selecting items      ③ Billing data      ④ Overview      ⑤ Payment confirmation

Welcome to the official payment platform of Eötvös Loránd University! This portal is intended for external individuals and organisations who wish to use the services provided by the various organisational units of the University and wish to pay the related fees online, quickly and securely.

What fees can be paid here?

- Admission examination fees
- Conference and event fees
- Course and other training fees (e.g. preparatory, summer university, adult education)
- Research and professional services fees (e.g. complex exams, habilitation)
- Room rental fees
- Other university services fees (e.g. brochures, certificates)

(For the complete list of services and their fees, please step forward to “Selecting items”.)

Payment rules

- Only payments in the same currency (EUR or HUF) can be made during a given purchase process.
- For identification purposes, only one person’s items should be included in a given purchase process. If multiple persons are being charged, a separate purchase process per person should be initiated.
- Confirmation of the payment and the invoice will be sent by e-mail to the address provided during the process, so please take extra care to provide the correct data.

I have read and hereby accept the SimplePay privacy notice.

I acknowledge the following personal data stored in the user account of Eötvös Loránd University (Egyetem tér 1-3., Budapest, H-1053) in the user database of epay.elte.hu will be handed over to SimplePay PLC, and is trusted as data processor. The data transferred by the data controller are the following: name/company, billing address, phone number, e-mail address. The nature and purpose of the data processing activity performed by the data processor in the SimplePay Privacy Policy can be found at the following link:

[SimplePay privacy policy](#)

I have read and hereby accept the ELTE privacy notice.

[ELTE privacy notice](#)

[Start shopping](#)

## 2. Selecting the Item

On the next page, enter the following information:

- **Faculty (organisational unit):** Confucius Institute
- **Payment title:** language course or language exam

- **Number of items:** enter the number of items you wish to pay for
- **Piece price:**
  - Prices for our modular language courses can be found [\[here\]](#)
  - Prices for language exams can be found [\[here\]](#)
  - For private or special courses, please contact us at: [office@konfuciusz.elte.hu](mailto:office@konfuciusz.elte.hu)

If you wish to apply a **discount code**, please contact us at [office@konfuciusz.elte.hu](mailto:office@konfuciusz.elte.hu)

- Information on available discounts is available [\[here\]](#).

Then click the **“To the cart”** button.

In the **Cart Summary**, verify the amount is correct:

- If correct, click **“Next”**
- If you wish to correct the amount, click **“Delete”**, then re-enter the details

## SELECTING ITEMS

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Information   **Selecting items**   Billing data   Overview   Payment confirmation

Faculty (organisational unit) <input type="text" value="Start typing"/>	Payment title <input type="text"/>	Subtitle <input type="text"/>	<h3 style="text-align: center;">CART SUMMARY</h3> <p>language exam fee x1 Confucius Institute HUF 10,000 per item</p> <p><b>HUF 10,000</b> <span style="float: right;">🗑</span></p> <hr/> <p>Summary (gross) <span style="float: right;">HUF 10,000</span></p>
* Number of items <input type="text" value="1"/>	Piece-price <input type="text"/>	Currency <input type="text"/>	
Discount code <input type="text"/>	Total price (gross) <input type="text"/>	Currency <input type="text"/>	

Back
To the Cart
Next

### 3. Providing Billing Data

Please complete the billing details accurately (fields marked with \* are required):

- *Name of the client:*\* Enter the name of the person for whom the payment is being made (i.e., the course or exam participant)
- *Email address:*\* Confirmation will be sent here
- *Phone number*
- *Name on the invoice:*\* Name to be shown on the invoice
- **If you are paying as a company**, check “Paying as a company”
- *\*Tax number (required for companies only)*
- *\*Country*
- *\*Post code*
- *\*City*
- *\*Street address*
- *\*House number*

#### Note:

- For **language courses**, please enter the course name (e.g., A1.1) and code (e.g., 2025/25); for **private courses**, indicate “private course”
- For **exams**, list the exam name(s) and level(s) (e.g., HSK 3 + HSKK 1)

## BILLING DATA

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 Information — Selecting items — **Billing data** — Overview — Payment confirmation

\* The name of the client

\* E-mail  Phone number

\* Name on the invoice   Paying as a company

\* Country  \* Post code  \* City  \* Street address  \* House number

Notice

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### CART SUMMARY

language exam fee x1  
Confucius Institute  
HUF 10,000 per item  
**HUF 10,000**

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**Summary (gross) HUF 10,000**

[Go to payment](#)

If all information and the amount in the Cart Summary are correct, click the **“Go to payment”** button.

On the **Overview** page, review the data and click **“Pay”**.

If you find any errors or forgot to add an item, click **“Back”** and repeat the steps.

## OVERVIEW

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 Information — Selecting items — Billing data — **Overview** — Payment confirmation

Orders

PAYMENT TITLE	AMOUNT IN CART	PRICE
language exam fee Confucius Institute	1	HUF 10,000
<b>Total</b>	<b>1</b>	<b>HUF 10,000</b>

**The data of the client**

Name: John Smith  
E-mail: valami@valami.hu

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**Data on the invoice**

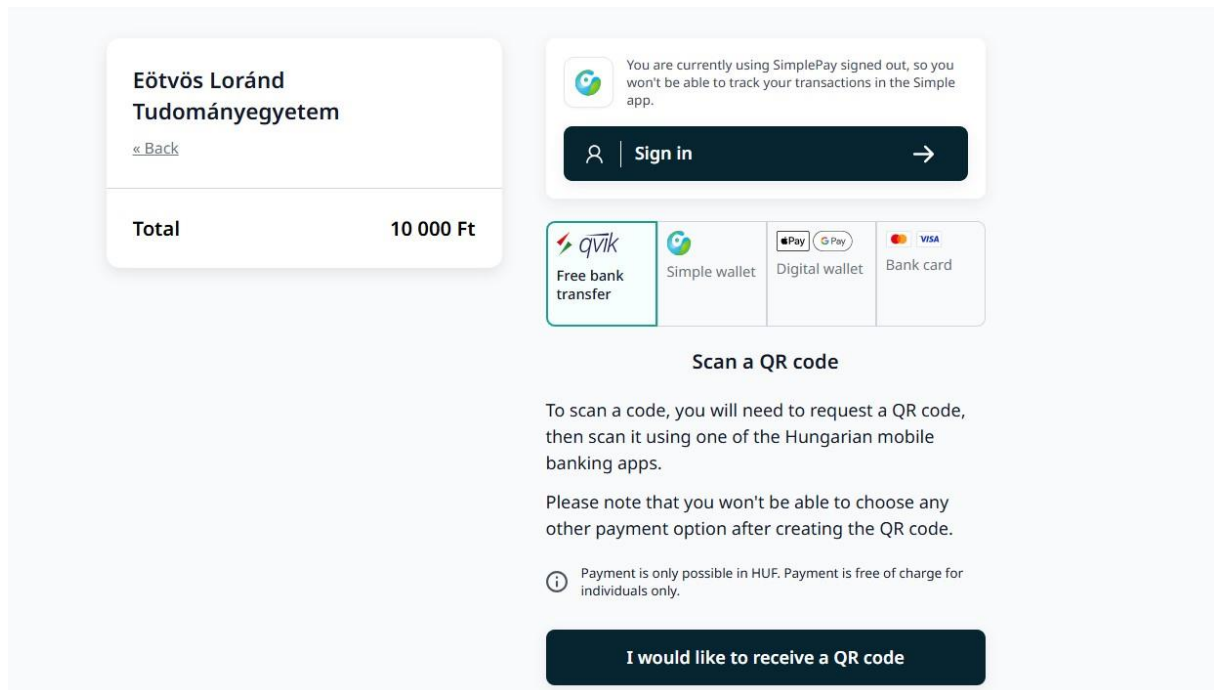
Name on the invoice: John Smith  
Address on the invoice: Hungary 1088 Budapest Múzeum krt. 4/F

[Pay](#)

## 4. Selecting Payment Method

The following payment methods are available:

- SimplePay
- Qvik free bank transfer
- Simple Wallet
- Apple Pay
- Google Pay
- Bank card payment (Visa, Mastercard, etc.)



## 5. Completing the Payment

Once you've selected the payment method, follow the on-screen instructions and enter the required payment information.

## 6. Payment Confirmation

You will receive an electronic confirmation and invoice via email. Please keep this confirmation!

### ! Important Information

- Payments are only valid if made through the e-pay platform.
- Cancellations or refunds after payment are only possible by special request and in accordance with the institute's policies.

In such cases, please write to: [office@konfuciusz.elte.hu](mailto:office@konfuciusz.elte.hu)

- For technical issues, contact:

[epay@elte.hu](mailto:epay@elte.hu) or [office@konfuciusz.elte.hu](mailto:office@konfuciusz.elte.hu)

## Contact – ELTE Confucius Institute

- **Email:** [office@konfuciusz.elte.hu](mailto:office@konfuciusz.elte.hu)
- **Phone:** +36 1 411 6500 / 5401

- **Address:** 1088 Budapest, Múzeum körút 4/F, I. floor, room 16
- **Website:** <https://www.konfuciuszintezet.hu>