# গণপ্রজাতন্ত্রী বাংলাদেশ সরকার মাধ্যমিকওউচ্চশিক্ষাবিভাগ শিক্ষা মন্ত্রণালয় বৃত্তি ও প্রকৌশল বিশ্ববিদ্যালয় শাখা www.shed.gov.bd

न१-७१.००.००००.०४०.२४.००५.२७-७५७

তারিখ: ২৯ কার্তিক, ১৪৩০ ১৪ নভেম্বর, ২০২৩

#### বিজ্ঞপ্তি

বিষয়: The Stipendium Hungaricum Scholarship Programme for 2024-2025.

হাজেরির Stipendium Hungaricum Scholarship Programme 2024-2025 এর আওতায় Undergraduate, Master's, Doctoral & Nuclear Energetics প্রোগ্রামে উপযুক্ত প্রার্থী নির্বাচনের জন্য আবেদন আহবান করা হচ্ছে। হাজেরির সংশ্লিষ্ট কর্তৃপক্ষ এবং মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ কর্তৃক প্রদন্ত Link-এ আলাদা আলাদাভাবে অনলাইন আবেদন করার পাশাপাশি আবেদন ও যাবতীয় শিক্ষাগত যোগ্যতার সনদ, মার্কশিট, পুলিশ ক্লিয়ার্যান্স সার্টিফিকেটসহ অন্যান্য কাগজপত্রের হার্ডকপি মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ, শিক্ষা মন্ত্রণালয়, বাংলাদেশ সচিবালয়-এ জমা দিতে হবে।

হাঙ্গেরির উক্ত বৃত্তির জন্য আবেদন করার ক্ষেত্রে কতিপয় উল্লেখ্যযোগ্য বিষয়:

- ১.০ কোর্সসমূহ: Undergraduate, Master's, Nuclear Energetics & Doctoral প্রোগ্রাম (ডক্টরাল প্রোগ্রামে আবেদনের জন্য Host University-এর Supervisor এর Statement of Acceptance আবেদনের সঙ্গে Attach করতে হবে এবং আবেদন Submit করার পূর্বে <a href="http://www.stipendiumhungaricum.hu">http://www.stipendiumhungaricum.hu</a> এই Website ভিজিট করতে হবে)। উল্লেখ্য, মোট ১৪০ টি বৃত্তির মধ্যে Nuclear Energetics-এ (Undergraduate/Master's/Doctoral পর্যায়ে) ৩০টি বৃত্তি সংরক্ষিত থাকবে।
  - ১.১ ন্যূনতম বয়স: ৩১ আগস্ট, ২০২৪ তারিখ বয়স ১৮ (আঠারো) হতে হবে; অর্থাৎ প্রার্থীর জন্মতারিখ ৩১ আগস্ট, ২০০৬ বা তার পূর্বে হতে হবে। (ব্যতিক্রম: Dance Study Programmes.)
  - ১.২ প্রার্থীর আবেদনের সকল সনদপত্রের সত্যায়িত কপি সংযুক্ত করতে হবে (সাময়িক সনদপত্র গ্রহণযোগ্য নয়);
  - ১.৩ অনলাইন আবেদন করার সর্বশেষ তারিখ: ১৫ জানুয়ারি, ২০২৪;
  - 5.8 হাঙ্গেরি কর্তৃপক্ষের কাছে অনলাইন আবেদন করার লিংক: http://apply.stipendiumhungaricum.hu/
  - ১.৫ বাংলাদেশ সরকারের মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ, শিক্ষা মন্ত্রণালয়ে অনলাইন আবেদন করার লিংক: <a href="http://103.4.145.251:3030/">http://103.4.145.251:3030/</a>
  - ১.৬ বৃত্তির যাবতীয় বিষয় ও আবেদন প্রক্রিয়া সম্পর্কে হাঙ্গেরি থেকে প্রেরিত কাগজপত্রাদি এসাথে সংযুক্ত আছে (পৃষ্ঠা: ৩-৫৩)।
  - ১.৭ শিক্ষা মন্ত্রণালয়ের Online লিংকটি ১৫ জানুয়ারি, ২০২৪ বিকাল ৪.০০টা পর্যন্ত খোলা থাকবে।
- ২.০ বৃত্তির আওতায় প্রাপ্য সুবিধাদি বিষয়ে এসাথে সংযুক্ত Stipendium Hungaricum-Study in Hungary এর ৪ অনুচ্ছেদ মনোযোগ সহকারে পড়ার জন্য অনুরোধ করা হলো।
  - ২.১ হাজেরির বিভিন্ন শহরের জীবনযাত্রার ব্যয় জানার জন্য লিংক
    <a href="http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html">http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html</a>
  - ২.২ হাঞ্জেরির Tempus Public Foundation এর Online Application System-এ আবেদনপত্র Submit করতে হবে। এ বিষয়ে বিস্তরিত জানার জন্য সংযুক্ত Guidelines-এর 3.4.1 Application to Tempus Public Foundation অংশটি পড়ে নিতে হবে।
  - ২.৩ Host Institute সহ যাবতীয় তথ্যের জন্য সংযুক্ত Guidelines-এর সূচি অনুসারে পড়ে নিতে হবে।

- ৩.০ আবেদনপত্রের Hard Copy সচিবালয়ের ২নং গেইট সংলগ্ন অভ্যর্থনা কক্ষে সকাল ১০টা থেকে বিকাল ৩.৩০টা পর্যন্ত জমা প্রদান করা যাবে। খামের উপর প্রেরক, প্রাপক, আবশ্যিকভাবে ID/Tracking Number এবং Program-এর নাম (Undergraduate/Master's/ Doctoral/Nuclear Energetics) উল্লেখ করতে হবে। হার্ডকপি মন্ত্রণালয়ে জমাদানের শেষ তারিখ ১৬ জানুয়ারি ২০২৪ বিকাল ৩.০০ টা।
- 8.০ প্রার্থী মনোনয়নের ক্ষেত্রে Language Proficiency (English) ওপর গুরুত দেওয়া হবে। আন্ডারগ্রাজুয়েট পর্যায়ে অপেক্ষাকৃত কম বয়সী আবেদনকারীদের অগ্রাধিকার প্রদান করা হবে।
- ৫.০ বিশেষভাবে উল্লেখ্য, কোনো প্রার্থী একাধিক প্রোগ্রামে আবেদন করলে তার আবেদন বাতিল বলে গণ্য হবে। অর্থাৎ আন্ডারগ্রাজুয়েট/ মাস্টার্স/ ডক্টরাল/ Nuclear Energetics যে কোনো একটি প্রোগ্রামের জন্য আবেদন করা যাবে। এ ছাড়া, পূরণকৃত তথ্যছক ও ক্যাটাগরি অনুযায়ী প্রযোজ্য সার্টিফিকেট/মার্কশিট ও অন্যান্য যাবতীয় ডকুমেন্টের হার্ডকপি এবং পুলিশ ক্লিয়ার্যান্স সংগ্রহপূর্বক তার হার্ডকপি মন্ত্রণালয়ে ২ নং গেইটের সংশ্লিষ্ট বক্স ব্যতীত অন্য কোনো গেইটে জমা দিলে কোনো আবেদন বিবেচনা করা হবে না।
- ৬.০ অসম্পূর্ণ আবেদন গ্রহণযোগ্য নয়।
- প্রার্থীদের প্রাথমিক বাছাই ও চূড়ান্তকরণের ক্ষমতা এ সংক্রান্ত কমিটি সংরক্ষণ করে।

মোছা: রোখছানা বেগম) উপসচিব

ফোনঃ +৮৮ ০২২২৩৩৯০৬৭২

ই-মেইল: ds\_stp@moedu.gov.bd

নং-৩৭.০০.০০০০.০৮০.২৫.০০১.২৩-৩৬৩

তারিখ: ২৯ কার্তিক ১৪৩০ ১৪ নভেম্বর ২০২৩

# অনুলিপি/ কার্যার্থে (জ্যেঙতার ক্রমানুসারে নয়):

- সিনিয়র সচিব, কারিগরি ও মাদ্রাসা শিক্ষা বিভাগ, শিক্ষা মন্ত্রণালয় ঢাকা (বিজ্ঞপ্তিসহ উক্ত বৃত্তি সংক্রান্ত সকল কাগজপত্রাদি মন্ত্রণালয়ের ওয়েবসাইটে প্রচারের অনুরোধসহ)।
- ২. সচিব, বিজ্ঞান ও প্রযুক্তি মন্ত্রণালয়, ঢাকা (বিজ্ঞপ্তিসহ উক্ত বৃত্তি সংক্রান্ত সকল কাগজপত্রাদি মন্ত্রণালয়ের ওয়েবসাইটে প্রচারের অনুরোধসহ)।
- ৩. চেয়ারম্যান, বাংলাদেশ বিশ্ববিদ্যালয় মঞুরী কমিশন, শের-ই-বাংলা নগর, আগারগাঁও, ঢাকা। (বিজ্ঞপ্তিটি বহল প্রচারের অনুরোধসহ)।
- 8. চেয়ারম্যান, আনবিক শক্তি কমিশন, ঢাকা (বিজ্ঞপ্তিসহ উক্ত বৃত্তি সংক্রান্ত সকল কাগজপত্রাদি তাঁদের ওয়েবসাইটে প্রচারের অনুরোধসহ)।
- অতিরিক্ত সচিব (বিশ্ববিদ্যালয়), মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ, শিক্ষা মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৬. মন্ত্রীর একান্ত সচিব, শিক্ষা মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা (মাননীয় মন্ত্রীর সদয় অবগতির জন্য)।
- উপমন্ত্রীর একান্ত সচিব, শিক্ষা মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা (মাননীয় উপমন্ত্রীর সদয় অবগতির জন্য)।
- সচিবের একান্ত সচিব, মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ, শিক্ষা মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা।
- ৯. সিস্টেমস অ্যানালিস্ট, আই.সি.টি.সেল, মাধ্যমিক ও উচ্চ শিক্ষা বিভাগ, শিক্ষা মন্ত্রণালয়, বাংলাদেশ সচিবালয়, ঢাকা (বিজ্ঞপ্তিসহ উক্ত বৃত্তি সংক্রান্ত সকল কাগজপত্রাদি শিক্ষা মন্ত্রণালয়ের ওয়েবসাইটে প্রচারসহ কলেজ এবং বিশ্ববিদ্যালয়সমূহের গ্রুপ মেইলে প্রদানের অনুরোধ জানানো হলো)।

(মোছা: রোখছানা বেগম) উপসচিব

# Government of the People's Republic of Bangladesh Secondary & Higher Education Division Ministry of Education

# Primary Information Form

01.	Applicant's name:
02.	Name of the Program applied for:
03.	Father's Name:
04.	Mother's Name:
05.	Gender:
06.	Date of Birth & Age:
07.	National ID (attach photocopy, if any):
08.	Passport Number (attach photocopy of the relevant pages, if any):
09.	Police Clearance Certificate: Yes/No (if yes, attach copy):
10.	Nationality:
11.	Permanent Address:
12.	Contact Address:
13.	E-mail:
14.	Contact Number:
15.	Proposed Subject/ Field of Interest:
16.	Language Proficiency (Submit certificate, if any):
	IELTS/ TOEFL/ Others Score

	17	Particulars of Examinations	Passed (Submi	t photocopies of certificates &	marksheets):
--	----	-----------------------------	---------------	---------------------------------	--------------

Examinations	Institutions &	Grade/ Class/ Division	% of the marks
	year of passing		obtained

If applicable, submit the following for Masters & PhD. Program.

- 18. Present Working Place (Attach proof):
- 19. Job Title/ Designation:
- 20. Experience (attach certificate):
- 21. Special Training (attach certificate):
- 22. Proposed Research Title:
- 23. Publications (Give title only):
- Statement of Acceptance by a Supervisor of the host University of Hungary, in case of Doctoral Program submitted.
- (N.B. Please attach one passport size recent photo & a list of the documents).

#### Attach a list of the submitted documents:





Work of St.

Subject:

Stipendium Hungaricum Call for

Applications 2024-2025

**Contact Person:** 

Ms Kitti Németh

(kitti.nemeth@tpf.hu; +3612371300 /

175)

Date:

26.10.2023

Registry number:

SH-00726-001/2023

Mst. Rokhsana Begum
Deputy Secretary
Scholarship and Engineering Universities Section, Secondary and Higher Education Division, Ministry of Education
ds\_stp@moedu.gov.bd

Dear Mst. Rokhsana Begum,

We are pleased to inform you about the opening of the new Stipendium Hungaricum Call for Applications for studies starting in the academic year 2024-2025. Please find the Call for Applications attached. Please note that the Call is also available on our official website: www.stipendiumhungaricum.hu

According to the schedule of the application process, the most important deadlines are the following:

15 January 2024 – application deadline to Stipendium Hungaricum

28 February 2024 – deadline of sending the nomination list to Tempus Public Foundation.

The opening of the DreamApply online application system for SH applicants is expected in the middle of November; you will be notified about it. You will also receive a guide that helps you to navigate in the application system.

By the end of January 2024 TPF will proceed with the technical check of the submitted applications and the list of eligible candidates will be sent to you. Sending Partners will be requested to send us the list of candidates nominated to the scholarship no later than 28 February 2024. Please note that the deadline for the nomination is strict, we are unable to accept the nomination list after this date.

Please note that in order to be able to exploit the total number of scholarship quota our partners are required to add a list of reserve students to the nomination list – if it is possible based on the number of incoming applications. Please be informed that the total number of nominees is 200% of the quota set in the MoU. In case the number of applications does not reach 200% of the quota, the sending party have the option not to set up a candidate list. In this case all applicants are considered as nominees and all of them will take part in the institutional evaluation.

Based on the mentioned timeframe, prospective applicants will have two months to collect all the required documents and submit their application. The main changes in this year's Call for Applications are the following:

INTERNATIONAL CO-OPERATION PROGRAMMES | TRAINING | INFORMATION CENTRE







- The application deadline is 15 January 2024, 2 pm (Central European Time).
- Applicants for the STEM+ fields of study are given priority during the allocation.
- The self-financed students need to be recommended by their Hungarian host universities where they are studying at the time of application. The recommendation letter from the Hungarian Host Institution must be submitted by the applicants to the online system until 15 March.
- Applications will be considered only if the applicant is nominated. Exceptions are made for applicants who previously achieved first, second or third place at the National Scientific Student Conference and who receive automatic nomination with the unique consent of the minister responsible for foreign policy.

In order to gain a Scholarship Holder status, approved applicants must accept their scholarship and consent to the Operational Regulations of the programme in the online application system within the time frame written in the notification e-mail (this is within one week after receiving the notification e-mail about the application decision, but it can be a shorter period) but no later than 1 August 2024.

Please note, that you will also be able to consult the submitted documents of all candidates via the Dream Apply online application system. To enter, you are required to use the same login/password that you have received during the last selection period.

We would highly appreciate your kind assistance in promoting the Stipendium Hungaricum scholarship opportunity through your network. The website to download our foreign language brochures for this purpose will be sent to you shortly.

Should you have any questions, please do not hesitate to contact us. We are available via email, skype or phone to help you.

Thank you for your cooperation.

Yours sincerely,

Mr. Gábor Dobos

Director for Internationalisation of Higher Education

Stipendium Hungaricum Programme

#### Copy to:

- Embassy of Hungary, New Delhi mission.del@mfa.gov.hu; consulate.del@mfa.gov.hu
- Hilda Farkas, Counsellor for science and technology Embassy of Hungary in New Delhi hilda.farkas@mfa.gov.hu
- Magyarország Újdelhi Nagykövetségének Irodája, Dakka Mr. Sándor Oltean Consul -Sandor.Oltean@mfa.gov.hu

INTERNATIONAL CO-OPERATION PROGRAMMES | TRAINING | INFORMATION CENTRE





# **Call for Applications**

for bachelor's, master's, one-tier master's, non-degree programmes, and postgraduate specialist training courses

2024/2025



-	The Stipendium Hungaricum Scholarship Programme5
	1.1. Mission of the Programme
	1.2. Available Scholarship Types6
	1.2.1. Study Levels6
	1.2.2. Study Modes
	1.3. Provisions Covered by the Scholarship
2	2. Eligibility8
	2.1. Eligible Sending Partners
	2.2. Non-eligibility9
	2.3. Available Host Institutions and Study Programmes
	2.4. Order of Selected Study Programmes
	2.5. Language of Study Programmes
	2.5.1. Studies in English or Other Foreign Languages
	2.5.2. Studies in the Hungarian Language
	2.5.6. Hungarian as a foreign language
	2.6. Preparatory Courses and foundation semester/year
3	3. The Application Process13
	3.1. Application Timeline
	3.2. Application Documents to be submitted to Tempus Public Foundation
	3.2.1. Basic Application Documents
	3.2.2. Additional Documents for Art and Music Applicants
	3.2.3. Additional documents for self-financed applicants who wish to continue their studies with the scholarship
	3.3. Missing Documents
	3.4. Submitting the Application
	3.4.1. Application to Tempus Public Foundation
	3.4.1. Application to Tempus Public Foundation
	3.4.2. Application to the Sending Partners
	3.4.2. Application to the Sending Partners
	3.4.2. Application to the Sending Partners

3.6. Acceptance of the Scholarship	22
3.6.1. Acceptance of Scholarship for Approved Scholarship Holders	23
3.6.2. Acceptance of Scholarship for Conditionally Approved Scholarship Holders	23
4. The Students at Risk Subprogramme	. <b>2</b> 3
4.1. Mission of the Subprogramme	23
4.2. The differences between the application process of the subprogramme and the main programme	23
5. Studying in Hungary	. Z4
5.1. Visa Applications	24
5.2. Arrival and Enrolment	24
5.3. Rights and Obligations	25
4.3.1. Operational Regulations, GDPR and Student Contract	25
5.3.2. Staying in Hungary	26
5.3.3. Other Scholarships and Double Financing	26
5.3.4. Termination of Scholarship Status	26
6. Contact Details	. 27
7. Annexes	. 28



# 1. The Stipendium Hungaricum Scholarship Programme

# 1.1. Mission of the Programme

The Stipendium Hungaricum Scholarship Programme was launched in 2013 by the Hungarian Government with the aim of providing opportunities for international students to pursue their higher education studies in Hungary. The programme's core mission is to increase the number of international students in Hungary and encourage Hungarian higher education institutions to attract top international students.

The scholarship programme is managed by the Ministry of Foreign Affairs and Trade and co-ordinated by Tempus Public Foundation. The programme is based on bilateral educational cooperation agreements signed between the Ministries responsible for education in the sending countries/territories and Hungary. Currently, more than 90 Sending Partners are engaged in the programme on 5 different continents, and the programme's geographical scope is widening each year.

The scholarship program offers both full degree and partial study opportunities in the three-cycle degree structure (bachelor's, master's and doctoral programmes), mostly in the English language; however, other foreign language study programmes are also available in the framework of the Stipendium Hungaricum Scholarship Programme. Students can also apply for a one-year Hungarian language preparatory training course, following which they can pursue their higher education studies in the Hungarian language.

Stipendium Hungaricum scholarship holders are encouraged to focus on their academic advancement during their stay in Hungary, as all their tuition fees are covered, and their accommodation and living costs are supported as well. Upon finishing their studies, a European degree in hand provides graduates with a wide range of opportunities in the global job market.

During the past decade, the Stipendium Hungaricum scholarship programme has become a brand in its own right, demonstrating Hungary's commitment to supporting international education and cultural exchange. The programme's success is a testament to the quality and competitiveness of Hungarian higher education and the country's commitment to science diplomacy.

Hungary has significantly increased its international development commitments through the programme, making it a valuable tool for promoting development and growth in partner countries. The programme has also enabled Hungary to provide support and opportunities for students affected by the war in Ukraine through the Students at Risk sub-programme, showing its flexibility and adaptability in a time of need.

The programme plays a crucial role in strengthening bilateral relations not only between Hungary and partner countries but also between higher education institutions. Additionally, the programme allows students to showcase Hungary's cultural heritage and promote cultural exchange between nations.

Since 2013, the number of Stipendium Hungaricum scholarship holders has grown significantly, at the same time increasing the ratio of self-paying international students in Hungarian universities. Between 2013 and 2019, the ratio of international students studying in Hungarian higher education institutions has doubled, and the ratio of Stipendium Hungaricum scholarship holders among them has quadrupled. As a result, the number of study programmes taught in foreign language(s) has tripled in Hungarian universities since 2015.

3

The number of Stipendium Hungaricum applicants and awardees is continuously increasing, as well as the number of available scholarship places. In 2023, more than 57,000 applications were received, and nearly 4,500 scholarships were awarded, showing that since its launch, the Stipendium Hungaricum scholarship has become a programme of excellence.

# 1.2. Available Scholarship Types

#### 1.2.1. Study Levels

Stipendium Hungaricum scholarships are available for bachelor's, master's, one-tier master's, doctoral, non-degree programmes (preparatory courses) and postgraduate specialist training courses. Please note that this Call for Application is for bachelor's, master's, one-tier master's, non-degree programmes and postgraduate specialist training courses only. Please find the Call for Applications for the doctoral level here.

**Important note:** applications are only accepted for bachelor's, master's, one-tier master's, non-degree programmes and postgraduate specialist training courses OR doctoral programmes; therefore, please consider carefully your selected programme(s).

Available Scholarship Types		Duration		Qualifications at the end of the programme		Available study
		full time	partial (exchange)	full time	partial (exchange)	modes
Bachelor programmes		2-4 years	1 or 2 semesters	BA or BSc degree	certificate of completion	full degree and partial (exchange)
Degree programmes		1.5-2 years	1 or 2 semesters	MA or MSc degree	certificate of completion	full degree and partial (exchange)
	One-tier master programmes	5-6 years	1 or 2 semesters	MA or MSc degree	certificate of completion	full degree and partial (exchange)
Non-degree programmes <sup>1</sup>	Preparatory course in Hungarian language	1 year	-	certificate	-	full degree
	Postgraduate specialist training courses	1 -2 years	1 or 2 semesters	certificate	certificate	full degree and partial (exchange)

#### Note about one-tier master's programmes and postgraduate specialist training courses:

In the Hungarian education system, one-tier master's programmes cover both the bachelor and the master level of studies; therefore, it is an undivided master's programme that results in a master's degree. These one-tier programmes are offered in specific study fields such as general medicine, pharmacy, dentistry, architecture, law, veterinary surgery, forestry engineering, etc.

<sup>&</sup>lt;sup>1</sup> Please see section 2.6. for details about preparatory and specialisation courses



Postgraduate specialist training courses provide the opportunity to obtain a specialized qualification after a bachelor's or master's degree. Preparatory courses are not available for postgraduate specialist training courses.

#### 1.2.2. Study Modes

Both full degree and partial (exchange) study modes are available in accordance with the relevant bilateral educational cooperation agreement. Full degree programmes lead to a bachelor's, master's or doctoral degree. One-year programmes do not lead to a degree but provide a preparatory course before a degree programme.

Partial (exchange) studies are one or two semester long exchange studies. If the partial (exchange) studies are part of the student's degree studies in their sending higher education institutions, those who apply for partial (exchange) studies must be registered and have student status at a higher education institution operating outside of Hungary. In this case, applicants can only apply to those study levels they are attending in their sending, home institutions (i.e., doctoral level).

In case partial studies are not part of the student's degree studies in their sending higher education institutions, a student status at a higher education institution operating outside of Hungary is unnecessary.

Partial (exchange) studies are available for up to one academic year, must be completed by 30 June and cannot be extended.

Please be <u>extra cautious</u> when selecting your preferred study programmes in the online application system as most of the study programmes are offered as both full degree and partial study programmes; therefore, those programmes appear twice. Please make sure that you select the programme marked with the study mode you desire because it is impossible to change the study mode after the application deadline.

#### 1.3. Provisions Covered by the Scholarship

#### > Tuition-free education

- exemption from the payment of tuition fee

#### Monthly stipend

 non-degree, bachelor's, master's and one-tier master's level: monthly amount of HUF 43,700 (cca EUR<sup>2</sup> 110) contribution to the living expenses in Hungary for 12 months a year until the completion of studies

#### > Accommodation contribution

free dormitory place (depending on institutional capacity) or a contribution of HUF 40,000/month to accommodation costs for the whole duration of the scholarship period (Please note that if the student does not live in the dormitory, the HUF 40,000/month is a contribution to that rental costs, and in bigger cities — especially in the capital city — this contribution would not cover the full amount of rental costs.)

#### Medical insurance

 health care services according to the relevant Hungarian legislation (Act LXXX of 1997, national health insurance card) and supplementary medical insurance for up to HUF 65,000 (cca EUR 170) a year/person

<sup>&</sup>lt;sup>2</sup> The HUF/EUR exchange rate used in the call for application is of 24<sup>th</sup> October 2023



Please bear in mind that these provisions are **only a contribution** to the living expenses of the Scholarship Holders. It means that it **does not fully cover all the living costs, and the students need to add their own financial resources** to cover all living expenses in Hungary. All applicants are highly advised to check the expected living expenses both in Hungary and the city that they wish to live in before applying; please do check our Cost of Living Calculator by clicking here: <a href="http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html">http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html</a>

# 2. Eligibility

# 2.1. Eligible Sending Partners

The Stipendium Hungaricum Programme is based on effective bilateral educational cooperation agreements between the Hungarian Ministry of Foreign Affairs and Trade or its legal predecessor as regards the Stipendium Hungaricum Scholarship Programme, the Ministry of Human Capacities, and the partner's Ministry responsible for higher education. Applications will be considered eligible only if the responsible authorities of the Sending Partner nominate the applicant.

For full time programmes, students can apply from the following Sending Partners: Arab Republic of Egypt, Argentine Republic, Belize, Bosnia and Herzegovina, Democratic Republic of São Tomé and Príncipe, Democratic Republic of the Congo, Democratic Socialist Republic of Sri Lanka, Federal Democratic Republic of Ethiopia, Federal Republic of Nigeria, Federative Republic of Brazil, Georgia, Ibero-American General Secretariat (eligible member states: Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Ecuador, El Salvador, Mexico, Peru, Uruguay, Venezuela), Islamic Republic of Iran, Islamic Republic of Pakistan, Japan, Kingdom of Cambodia, Kingdom of Morocco, Kingdom of Thailand, Kurdistan Regional Government/Iraq, Kyrgyz Republic, Lao People's Democratic Republic, Lebanese Republic, Malaysia, Mongolia, Montenegro, Oriental Republic of the Uruguay, Pacific Alliance (member states: Chile, Colombia, Mexico and Peru), State of Palestine, People's Democratic Republic of Algeria, People's Republic of Bangladesh, Republic of Burundi, People's Republic of China, Republic of Albania, Republic of Angola, Republic of Azerbaijan, Republic of Belarus, Republic of Botswana, Republic of Cabo Verde, Republic of Chile, Republic of Colombia, Republic of Costa Rica, Republic of Cuba, Republic of Ecuador, Republic of Ghana, Republic of India, Republic of Indonesia, Republic of Iraq, Republic of Kazakhstan, Republic of Kenya, Republic of Korea, Republic of Kosovo, Republic of Liberia, Republic of Maldives, Republic of Mali, Republic of Moldova, Republic of Namibia, Republic of North Macedonia, Republic of Panama, Republic of Peru, Republic of Rwanda, Republic of Serbia, Republic of Seychelles, Republic of Sierra Leone, Republic of Singapore, Republic of South Africa, Republic of the Marshall Islands, Republic of the Philippines, , Republic of Tajikistan, Republic of Turkey, Republic of Uganda, Republic of Uzbekistan, Republic of Yemen, Russian Federation, Saint Lucia, Socialist Republic of Vietnam, State of Eritrea, State of Israel, State of Kuwait, Sultanate of Oman, Syrian Arab Republic, Taiwan, The Hashemite Kingdom of Jordan, Tunisian Republic, Turkmenistan, Ukraine, United Arab Emirates, United Mexican States, United Republic of Tanzania.

For partial (exchange) study programmes and for postgraduate specialist training courses, students can apply from the following Sending Partners: Arab Republic of Egypt, Argentine Republic, Belize, Bosnia and Herzegovina, Democratic Republic of São Tomé and Príncipe, Democratic Republic of the Congo, Democratic Socialist Republic of Sri Lanka, Democratic Republic of Ethiopia, Federal Republic of Nigeria, Federative Republic of Brazil, Georgia, Ibero-American General Secretariat (eligible member states: Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Ecuador, El Salvador, Mexico, Peru, Uruguay, Venezuela), Islamic Republic of Pakistan, Japan, Kingdom of Cambodia, Kingdom of Morocco,

88

Lao People's Democratic Republic, Lebanese Republic, Malaysia, Mongolia, Montenegro, Oriental Republic of the Uruguay, People's Republic of Bangladesh, People's Republic of China, Republic of Albania, Republic of Angola, Republic of Azerbaijan, Republic of Burundi, Republic of Belarus, Republic of Botswana, Republic of Cabo Verde, Republic of Chile, Republic of Colombia, Republic of Costa Rica, Republic of Cuba, Republic of Ghana, Republic of India, Republic of Indonesia, Republic of Iraq, Republic of Iran, Republic of Kenya, Republic of Korea, Republic of Kosovo, Republic of Liberia, Republic of Maldives, Republic of Maldives, Republic of Moldova, Republic of North Macedonia, Republic of Panama, Republic of Peru, Republic of Rwanda, Republic of Seychelles, Republic of Sierra Leone, Republic of Singapore, Republic of the Marshall Islands, Republic of the Philippines, Republic of South Africa, Republic of Turkey, Republic of Uganda, Republic of Uzbekistan, Republic of Yemen, Russian Federation, Saint Lucia, , State of Eritrea, State of Israel, State of Kuwait, Sultanate of Oman, Syrian Arab Republic, Taiwan, Tunisian Republic, Turkmenistan, Ukraine, United Arab Emirates, United Mexican States, United Republic of Tanzania, The Hashemite Kingdom of Jordan.

Please note that the programme is implemented through direct cooperation with the responsible authorities of the Sending Partner. The application has no additional costs; therefore, we highly suggest not to apply through any agencies.

# 2.2. Non-eligibility

Applications will not be considered in the following cases:

- Hungarian citizens (including those with dual citizenships), stateless persons, refugees, protected individuals, asylum-seekers, admitted individuals, migrants, settled persons, and those who do not fall within the scope of Section 39 (1) a) of the Higher Education Act
  - Please note that this requirement is not only for applicants but for Scholarship Holders as well; it means that, e.g., if you obtain Hungarian citizenship or refugee status during your studies in Hungary, you automatically lose your scholarship status.
- Applicants with citizenship different from the sending country/territory. For example, only Brazilian citizens can apply through the Brazilian Sending Partner,
- Applicants born after 31 August 2006 (= applicants under 18 years old as of 31 August 2024 except applicants applying for Dance study programmes,
- > Applicants applying for a doctoral programme within the SH programme in the same application round,
  - Those applicants who are registered self-financed / fee-paying students of a Hungarian higher education institution at the time of the application deadline AND who are applying for a study level below their self-financed studies. It means that self-financed master students of a Hungarian higher education institution cannot apply for bachelor studies.
- > Those former Stipendium Hungaricum Scholarship Holders who were awarded scholarships for full degree studies and who
  - are now re-applying for full degree or partial (exchange) studies in the same cycle or lower level of education (non-degree studies, bachelor, master, one-tier master level)
     (therefore, those Stipendium Hungaricum Scholarship Holders can apply for the programme who wish to continue their studies at a higher level of education, e.g., bachelor Scholarship Holders can apply for master studies!)
  - or who are now re-applying for the programme for any cycles of education while they still have a scholarship status at the time of application (unless they withdraw their

former scholarship before the application deadline) and will not receive their degree until 31 August 2024

- or who have postponed the start date of their scholarship studies and did not withdraw their scholarship before the current application deadline.
- Those former Stipendium Hungaricum Scholarship Holders who were awarded scholarships for partial (exchange) studies and who
  - are now re-applying for partial (exchange) studies in the same cycle or lower level of education (non-degree studies, bachelor, master, one-tier master level) (therefore, those Stipendium Hungaricum Scholarship Holders <u>can</u> apply for a higher level of education, e.g. former bachelor Scholarship Holders can apply for master partial (exchange) studies if they are now master students in their home countries!)
- Those former Stipendium Hungaricum Scholarship Holders who were awarded scholarships in the 2021/22, 2022/23 or 2023/24 application round, but after accepting their scholarship, did not travel to Hungary and did not start their studies, nor did they notify Tempus Public Foundation of this fact until 31 August. This clause also applies to those former Stipendium Hungaricum Scholarship Holders who have postponed their scholarship awarded in the 2022/23 application round but did not travel to Hungary and did not start their studies next year, nor did they notify Tempus Public Foundation of this fact until 31 August.

Please note that it is only possible to re-apply for full degree scholarship studies in the same education cycle if the former Stipendium Hungaricum Scholarship Holder was previously awarded partial (exchange) studies. Even in this case, the length of the full degree scholarship shall be reduced by the length of the previous partial (exchange) studies.

#### Important note for self-financed students already studying in Hungary:

Those applicants who are **registered self-financed** / **fee-paying students** of a Hungarian higher education institution at the time of the application deadline <u>AND</u> who are now applying for the same study level are only eligible to apply for the Stipendium Hungaricum programme if

- > they are recommended by their Hungarian host universities where they are studying at the time of application, AND
- if their cumulative, corrected sum average ("összesített korrigált kreditindex") is higher than the students' average performance in the particular study programme ("szakátlag").

For example, self-financed master students enrolled in Hungary can apply to continue their studies with the scholarship on the same master level only if they are recommended by their university and their cumulative, corrected sum average is above average. Please see further details about the optional application documents in Section 3.2.3. of the Call for Application.

Applicants for the Students at Risk Subprogramme are requested to read carefully point 4. which contains the special conditions applicable to them.

#### 2.3. Available Host Institutions and Study Programmes

At these levels, 30 Hungarian higher education institutions are engaged in the Stipendium Hungaricum Programme for the 2024/2025 academic year, with about 800 study programmes in foreign languages (taught mainly in the English language). Study programmes are generally available in the English and Hungarian languages, with some programmes offered in German and French as well.

The available study programmes and Host Institutions are accessible in the online application system (https://apply.stipendiumhungaricum.hu/).

Please note that you can only apply for these study programmes within the framework of the Stipendium Hungaricum Scholarship Programme.



Applicants are eligible to apply only for those scholarship types and study fields that are determined in the educational cooperation programmes in effect between Hungary and the specific Sending Partner. Please see the full list of available study fields regarding your sending country here: <a href="https://stipendiumhungaricum.hu/partners/">https://stipendiumhungaricum.hu/partners/</a>

Applicants who are citizens of a country that has entered into a cooperation agreement with Hungary both independently and as part of a larger alliance may choose any framework but may only apply for the courses included in the given framework.

# 2.4. Order of Selected Study Programmes

In addition to the first choice of study programme, there is an opportunity to apply for an additional, second study programme. Therefore, each applicant can apply for **up to <u>TWO</u> different study programmes, in order of preference.** These two study programmes can be both at the same Host Institution and different Host Institutions; it is the applicants' decision.

The order of preference is essential. During the application process, the first selection and examination procedure will be conducted for the study programmes selected as the applicants' primary choices. These primary choices will be considered first, and then, only the remaining free places will be filled with those applicants who are not approved for their primary choice of programmes. In this way, the chances of receiving the scholarship are relatively higher for the study programmes selected as primary choices because there are more free places at that time.

Please note that the applicant cannot change the selected programmes (including the study language and the study mode!) and the order of preference after the application deadline! We strongly advise all applicants to carefully check the <u>minimum entry requirements</u> of the study programmes and take time to decide on the order of the two programme preferences. We also highly encourage the applicants to increase their chances of receiving the scholarship by applying for not only one but two study programmes in total.

# 2.5. Language of Study Programmes

Applicants are eligible to apply only if they meet the minimum language criteria set by the chosen Host Institution. Please visit the online application system (<a href="https://apply.stipendiumhungaricum.hu/">https://apply.stipendiumhungaricum.hu/</a>) to see the exact language criteria for each study programme!

	Study programmes		Study programmes taught in the Hungarian language					
Study	taught in English and other foreign languages		applicants with at least an intermediate (B2) level of Hungarian language knowledge		applicants with basic or no Hungarian language knowledge			
modes	minimum level of knowledge	language preparatory year	minimum level of knowledge	language preparatory year	minimum level of knowledge	language preparatory year		
Full degree studies	level of degree English		lish ficiency ermined none determined by he Host	certificate is	level of English proficiency determined by the Host Institution, usually basic level	yes, obligatory one-year Hungarian language preparatory course		
Partial (exchange) studies	Institution		Institution	uploaded	not available	not available		



#### Note about language choice in the online application system:

By default, the online application system lists the study programmes as foreign language programmes. However, if you wish to start your studies at a full degree programme in Hungarian language, you need to answer the "Would you like to perform your studies in Hungarian at the selected full degree programme?" question on the application form with "Yes, I would like to perform my studies in Hungarian at the selected full degree programme." If you select this, you can only be considered for the full degree selected programme in the Hungarian language; therefore, please be cautious when filling out the online application form. If you apply for a Preparatory course in Hungarian language, please select the following answer: "No, I would not like to study in Hungarian at my full degree programme."

#### 2.5.1. Studies in English or Other Foreign Languages

Students shall have a level of proficiency in the language of education as required by the Host Institution. The applicants must directly apply for the study programmes in the online application system.

#### 2.5.2. Studies in the Hungarian Language

Those applicants who wish to study in the Hungarian language must have a sufficient language level. A copy of the proof of Hungarian as a foreign language knowledge must be uploaded as part of the application in the online system. The level of Hungarian language skills will be tested during institutional entrance examinations. Please note that if you apply only to Hungarian study programmes directly but fail the language test, you cannot be admitted anywhere.

Those applicants whose language skills are insufficient to complete their studies in Hungarian shall complete an obligatory one-year preparatory language course before starting their degree courses. For this, the applicants are usually required to have at least a basic level of English proficiency. In the online application system, applicants must apply directly for the preparatory course (NOT for the degree programme they wish to start after the language preparatory year). To see all Hungarian language preparatory courses and entry requirements, please check the online application system (https://apply.stipendiumhungaricum.hu/)

#### 2.5.6. Hungarian as a foreign language

In the first year of their studies, Scholarship Holders must attend the course "Hungarian as a foreign language" offered by the host university and pass an exam at the end of the second semester (except Scholarship Holders studying in the Hungarian language). Scholarship holders who do not attend the course will not be able to receive the monthly stipend (mentioned at 1.3.). The monthly stipend for students who take the course but fail to pass the exam will be reduced to 30,000 HUF/month.

#### 2.6. Preparatory Courses and foundation semester/year

Besides full degree programmes, full-time non-degree programmes are also available within the programme, in certain cases, for up to one year. Please read this section if you are applying for study programmes in the field of Music, Engineering or Computer Science and Information Technology.

Preparatory courses are non-degree programmes before starting a bachelor- or master-level degree programme at a Host Institution (both with a scholarship).

Regarding the preparatory courses, applicants can ONLY apply for Hungarian language preparatory programmes. Even these preparatory courses can ONLY be applied for if the student wishes to continue his/her degree studies at a Hungarian language programme after the preparatory year. After completion, it is not possible to continue the studies in English or other foreign languages. Please see Section 2.5.2. for further details about this.

However, ONLY in the case of English language full degree study programmes in the fields of Engineering and Music and Dance or Computer Science and Information Technology during the institutional entrance examination process and based on the professional evaluation of the applicant, the Host institutions have the right to decide to admit the applicant for a foundation semester/year before they can start their full degree programmes. It is only available for a foundation semester/year before bachelor and master-level programmes in Engineering, Music or Computer Science and Information Technology. Therefore, applicants cannot directly apply for a foundation semester/year in English; it is always the Host Institutions' decision whether a professional preparation year is necessary.

# 3. The Application Process

# 3.1. Application Timeline



# 3.2. Application Documents to be submitted to Tempus Public Foundation

#### PLEASE CLICK HERE TO ACCESS THE CHECKLIST FOR THE APPLICATION DOCUMENTS

Tempus Public Foundation requires no hard copies of any of these documents at the time of application. The Sending Partners might require hard copies. Please check their requirements.

- > See Section 3.2.1. for application documents that need to be uploaded by all applicants.
- > See Section 3.2.2. for additional documents that must be uploaded only by Art and music applicants.
- > See Section 3.3. for the list of application documents that may be uploaded after the deadline.

# 86

#### 3.2.1. Basic Application Documents

All of the following documents are compulsory and must be submitted to the online application surface by all applicants by 15 January 2024, 2 p.m., except for the medical certificate, which must be submitted by the nominated applicants only by 15 April.

Please note that only files with a maximum size of 4 MB can be uploaded to the system.

Application Documents	Detailed Requirements	Required to be uploaded by
Online application form	<ul> <li>the applicants must fill out and save all requested information on the online application form in English</li> <li>a recent photo of the applicant (taken not earlier than 2 years before the submission of the application)</li> <li>those who apply for partial (exchange) studies must clearly state the length (indicated in months) and start date (September or February) of the studies they apply for.</li> </ul>	all applicants
Motivation Letter	- minimum 1 page, typed in Times New Roman 12-point letters - written in the language of the selected study programme or Hungarian	all applicants
Proof of language proficiency and translations in the language of the selected study programme or Hungarian	<ul> <li>scanned copy of the original proof of language proficiency, with a minimum level determined by the Host Institution AND its translation</li> <li>see section 2.5. for further details</li> <li>in case the student has completed his/her previous level of studies in the language of the selected study programme, proof can be uploaded about the fact that the language of education was the same as the language of the study programme that the applicant is now applying for</li> <li>translations must only be attached if the copy of the original document is not in the language of the selected study programme or Hungarian</li> </ul>	all applicants
School certificates <u>and</u> their translations in the language of the selected study programme or Hungarian	<ul> <li>bachelor-level full-time programmes: scanned copy of the original secondary school graduation certificate or equivalent AND its translation</li> <li>master-level full-time programmes: scanned copy of the original bachelor's degree certificate or equivalent AND its translation</li> <li>one-tier master level full-time programmes: scanned copy of the original secondary school graduation certificate or equivalent AND their translations</li> <li>non-degree, Hungarian language preparatory programmes: scanned copy of the secondary school graduation certificate AND its translation</li> <li>partial (exchange) study programmes (if the partial studies are part of the student's degree studies in their sending higher education institutions): scanned copy of the original certificate about student status issued by the current higher education institution where the applicant is registered in, the document must certify that the student status is expected to exist during the partial studies as well AND its translation</li> <li>translations must only be attached if the copy of the original document is not in the language of the selected study programme or English</li> </ul>	all applicants
Transcript of Records and its	- copy of the original transcript of records regarding all academic semesters or school years completed during previous studies (at the	all applicants



translations in the language of the selected study programme or Hungarian	highest level of education that the student has participated in) AND its translation  - translations must only be attached if the copy of the original document is not in the language of the selected study programme or Hungarian	
Copy of Identification Document	<ul> <li>provided that the applicant already has a passport, a scanned copy of the passport's data page should be uploaded</li> <li>in case the applicants do not yet have a passport, they should upload a scanned copy of their national ID card</li> <li>that page must be uploaded which contains both the personal data and the photograph of the applicant</li> </ul>	all applicants
Acceptance of Statement for Application in the online system	<ul> <li>all applicants need to accept the "Statement for Application" (see Operational Regulations of the Stipendium Hungaricum Programme (Rights and Obligations, Scholarship Agreement section)</li> <li>Annex 2 for a sample)</li> <li>the statement can only be accepted in the online system; therefore, scanned and signed copies should not be uploaded</li> <li>the statement appears in the online application system after registration – all applicants need to click on accepting it to be able to submit their applications</li> </ul>	all applicants
Medical Certificate	Mandatory only for the applicants nominated by the Sending Partners - scanned copy of a medical certificate of satisfactory health condition - certificates must be issued and signed by a physician to declare the medical condition of the applicant (according to the diseases listed on the form) - the certificate must be recently issued. It means that the date of issue on the document cannot be earlier than 1 November 2023 must be submitted by 15 April (the nominated applicants must submit the medical certificate; however, it is possible to upload it from the beginning of the application period) Scholarship holders will participate in universities' medical examinations upon their arrival.	all applicants

All documents that cannot be obtained or produced in the language of the selected study programme or Hungarian must be translated, and the translations must be submitted together with a copy of the original document.

Please note that, under the General Data Protection Regulation (GDPR) in European Union law, you need to give your consent regarding data protection and accept our Privacy Policy in order to be able to submit your application. These consents appear in the system after registration as well as the Privacy Policy – that is also Statement for Application (sample)

Annex 3.

#### 3.2.2. Additional Documents for Art and Music Applicants

Besides the documents listed in Section 3.2.1, applicants applying for Arts and/or Music studies must also upload the following documents. Art and Music applicants must submit the following documents via the online application system by 15 January 2024, 2 p.m.



Application Documents	Detailed requirements	Required to be uploaded by
Portfolio	photographs of three works of art/sketches (indicating the date of creation)	applicants of study programmes in the field of Arts
Audio Portfolio	audio track of three works (indicating the date of the creation)	applicants of study programmes in the field of Music

Please note that only files with a maximum size of 4 MB can be uploaded to the system. If the size of the art portfolio or the audio portfolio is larger than 4 MB, please upload a document containing the link(s) from which the portfolio file(s) can be downloaded.

# 3.2.3. Additional documents for self-financed applicants who wish to continue their studies with the scholarship

Those applicants who are registered self-financed / fee-paying students of a Hungarian higher education institution at the time of the application deadline AND who are now re-applying for the same study level are only eligible to apply for the Stipendium Hungaricum programme in cases listed in Section 2.2. about non-eligibility.

Apart from the requirements about the average performance of the applicant, they need to be recommended by their Hungarian host universities where they are studying at the time of application. Therefore, we recommend that all of these applicants contact their universities and discuss whether the university wishes to recommend them for the scholarship.

If you are recommended, please request a recommendation letter from the Hungarian Host Institution and upload it to the online application system by 15 March 2024.

#### 3.3. Missing Documents

All documents listed in Section 3.2. are **mandatory** application documents. However, certain documents are accepted to be uploaded even after the application deadline, **provided that** the applicant could not obtain the document by the application deadline.

In this case, the applicants must upload a signed declaration stating that they will obtain and upload the missing document(s) by 1 August 2024 at the latest. Please note that Tempus Public Foundation provides no form for the declaration; it can be written by the Applicant. No missing document will be accepted if the declaration is not uploaded by 15 January 2024, 2 p.m. and/or if the missing documents are not uploaded by 1 August 2024; thus, such applications will be rejected automatically.

The following missing documents can be submitted after the application deadline but no later than 1 August 2024.

Which documents can	Who can upload these documents as missing documents?	What	must	be	What	must
be uploaded as missing	Who can upload these documents as missing documents?	uploaded	until	15	be upl	oaded
documents?	missing documents:	January 2024, 2 p.m.	until	1		

				August 2024(TBC)?
School certifica tes and their translati ons	high school certificate	only applicants registered for the last semester of their secondary school studies	declaration signed by the applicant	high school graduation certificate
	bachelor degree certificate	only applicants registered for the last semester of their bachelor programme	declaration signed by the applicant AND high school certificate and translation	bachelor degree certificate
	master degree certificate	only applicants registered for the last semester of their master's programme	declaration signed by the applicant AND bachelor's degree with translation	master degree certificate
Certificate of language proficiency		only applicants awaiting their language test results at the time of application	declaration signed by the applicant	certificate of language proficiency
Copy of passport	f the valid	only applicants awaiting their passports to be issued	declaration signed by the applicant AND a copy of the national ID	copy of passport

# 3.4. Submitting the Application

#### 3.4.1. Application to Tempus Public Foundation

All applications shall be submitted through the online application system of Tempus Public Foundation. After registration, the applicants can access the application system and upload the required documents. Applications should be submitted; only saved applications will not be considered. Please note that no applications will be accepted without the online submission and after the deadline. No hard copies are required. A guide for the online system will be available to download from the <a href="https://www.stipendiumhungaricum.hu">www.stipendiumhungaricum.hu</a> website.

The deadline for submitting the complete application: 15 January 2024, 2 p.m. (Central European Time)

The online application system can be reached here: apply.stipendiumhungaricum.hu

All applicants are highly advised to carefully read our Application "Dos and Don'ts" document (please <u>click here</u> to access) as well as the Privacy Policy (see Statement for Application (sample) Annex 3) that they need to consent to in order to submit the application.

Registering with an e-mail address that works properly and that the applicant reads frequently is strongly recommended. In case there is a change in the address – including during the study period in Hungary – the host institution and Tempus Public Foundation should be immediately informed and be provided with the new e-mail address by the applicant/scholarship holder. It is always the responsibility of the applicant and the student to manage his/her e-mail account and read the letters regularly. Tempus Public Foundation is not responsible for the malfunctioning of the registered e-mail

**ا** 

account. Please avoid using, for example, a Hotmail or a Yahoo account because, in that case, letters from Tempus Public Foundation usually go to the Spam folder. We strongly advise you not to give your current institutional e-mail address, which may change after the start of your scholarship.

The information provided on the application – including the study programmes and their order of preference – cannot be changed after the application deadline. By applying, the applicant declares that all information provided in the online application system of Tempus Public Foundation – including the content of all uploaded documents – is true and correct to the best of their knowledge and belief. The applicant can withdraw his application in the DA system at any stage of the procedure. However, this decision is final; there is no possibility to cancel the withdrawal.

#### 3.4.2. Application to the Sending Partners

All applications shall also be submitted to the responsible authority of the Sending Partner. Each Sending Partner might have different deadlines and requirements for submitting the application material. Applicants are strongly advised to contact the responsible authority at their Sending Partner as soon as possible and inquire about the exact procedures. For contact details of the responsible authority of the Sending Partner, please visit our website or click here.

The responsible authority of the Sending Partner will review and pre-select the applications. A nomination list, including a reserve list, will be forwarded to Tempus Public Foundation by the Sending Partner until the end of February 2024. **Applications will be considered only if the applicant is nominated.** No other applications will be considered.

Exceptions are made for applicants who previously achieved first, second or third place at the National Scientific Student Conference and who receive automatic nomination with the unique consent of the minister responsible for foreign policy.

#### 3.4.3. Flow Chart of Application Process

Please note that the dates are indicative.



November 2023 - December 2023 applicants read and understand all details of the Call for Application 2024-2025 and prepare all application documents

3.



November 2023 - December 2024 applicants get in touch with the iding Partners about their selection procedure



until the deadline given by the Sending Partner applicants submit the application to the Sending Partners (if applicable)



second half of January 2024

technical check of the applications by Tempus Public Foundation , eligible applications are forwarded to the Sending Partners



until 15th January 2024, 2 pm

applicants submit the application documents to the online surface of Tempus Public Foundation and click on "submit" button



November 2023 - January 2024

applicants read the guide of Tempus Public Foundation to the online application system (available on website)



until the end of February 2024

the Sending Partner pre-selects the submitted applications and sends a nomination and a reserve list to Tempus Public Foundation



15 March 2024

submission deadline of the recommandaton letter (for selffinanced students only)



middle of March 2024

the nominated applicants are forwarded to the Host Institutions for the admission process



end of May 2024

the Host Institutions forward the result of the admission process to Tempus Public Foundation



mid-March - end of May 2024

the Host Institutions select the appliants who meet the minimum entry requirements and inform them about the details (date and method) of the examination, exams start



until 15th April 2024

submitting the medical certificate



end of May - beginning of June 2024
Tempus Public Foundation allocates
the admitted applicants based on the
application preferences, the entrance
exam results, the capacities of the
Host Institutions, and the educational
cooperation agreements



middle/end of June 2024 the Board of Trustees of Tempus Public Foundation makes a decision about the applications



from the end of June 2024 applicants are informed about the final resuls by Tempus Public Foundation



July - August 2024

prospective students start their visa application procedure and organise their travel to Hungary



until 1st August 2024 successful applicants accept their scholarship in the online system (if relevant, any missing documents are also uploaded)



#### 3.5. Selection Procedure

# 3.5.1. First Round of Selection: technical check and the nomination of Sending Partner (January-February 2024

Applications that are only saved in the online system but not submitted will be automatically rejected. The applications successfully submitted to Tempus Public Foundation's online application system are checked first. It is called a technical check, done by the Tempus Public Foundation. During this step, we check the basic eligibility criteria, for example, the age, citizenship, and previous scholarships, and check if the applicant has applied for a scholarship type and/or study programme that is available within the framework of the programme and that is available for the applicants of the particular sending country/territory. Also, we will formally check if the required documents are uploaded in the application system and if the Statement for Application is accepted. However, the Host Institution checks whether the uploaded files and their quality can be accepted and whether these documents meet their entry requirements.

Applicants will be automatically rejected during the technical check if they:

- do not successfully submit their application in the online system until 15 January 2024
- are Hungarian citizens, hold Hungarian dual citizenship, or are persons granted a refugee status, enjoying temporary protection, admitted for subsidiary protection or granted humanitarian protection,
- have a citizenship that is different from the sending country/territory they apply through,
- were born after 31 August 2006 (except those applying for Dance study programmes),
- have submitted multiple applications
- > have submitted applications from more than one account registered to our system
- have submitted multiple applications with more than one sending partner
- do not accept the Statement for Application (please see Operational Regulations of the Stipendium Hungaricum Programme (Rights and Obligations, Scholarship Agreement section)
- Annex 2 for a sample) in the online system, or they
- > are former Stipendium Hungaricum Scholarship Holders or self-financed students at a Hungarian higher education institution in cases described in Section 2.2. about non-eligibility.
- were awarded the Stipendium Hungaricum scholarship for the 2021/22, 2022/23 or the 2023/24 academic year, but after accepting their scholarship, did not travel to Hungary and did not start their studies, nor did they notify Tempus Public Foundation of this fact until 31 August
- have postponed their scholarship awarded in the 2022/23 application round, but did not travel to Hungary and did not start their studies next year, nor did they notify Tempus Public Foundation of this fact until 31 August
- provided any false information during the application process

These eligible and successfully submitted applications are forwarded to the responsible authorities of the Sending Partners for review and pre-selection. The Sending Partners determine the exact methods and guidelines of the Sending Partners' selection. After the selection decision of the Sending Partner, a nomination list, including a reserve list, will be issued and forwarded to Tempus Public Foundation by the Sending Partner until 28 February 2024. Exceptions are made for applicants of the Republic of Korea whom the partner does not nominate. In their case, with the help of experts, the TKA creates the ranking after evaluating the applications based on the content of motivation letters.

طو

Applicants can only apply through sending countries/territories of their nationality. Sending Partners can only nominate applicants with the same citizenship. Only nominated applicants will be considered for the second round of selection: the institutional evaluation.

#### 3.5.2. Second Round of Selection: the institutional evaluation (March-May 2024)

The application materials of the nominated applicants (including the reserve list) are forwarded to the Host Institutions for professional evaluation. The institutions will also run a formal check first to see if all the documents submitted by the applicants meet the requirements of the Call for Applications and the minimum entry requirements of the selected study programme(s).

Applicants with valid, formally correct applications meeting the minimum entry requirements can proceed to the institutional entrance examinations. Each applicant can participate in up to two institutional entrance examinations – in accordance with their submitted applications.

The exact date and method of the entrance examination vary by institution. Each applicant will be individually informed about further details (e.g., date of examination) directly by their selected Host Institution(s).

As applicants can apply for up to two study programmes, **institutional examinations are conducted in two rounds**.

- 1. Applications for the first selected study programmes are considered first by the universities. The examination process for the first selected programmes can be expected between 18 March and 30 April 2024; however, the dates are indicative.
- 2. Applications for the second selected study programmes are considered afterwards. The examination process for the second selected programmes can be expected between 18 March and 20 May 2024; however, the dates are indicative.

Depending on the selected Host Institutions' schedule of examinations, there may be no entrance examinations for the second study programme selected by the applicant – in case the applicant is already approved for the scholarship for the first selected study programme. The scholarship status of a student admitted to a higher year of the given course is only valid for the remaining duration of the program.

Note for applicants for Medical programmes: the field of Medical studies is one of the most competitive study fields in the Stipendium Hungaricum Programme due to the very high number of applications and the limited number of scholarship places. As a result, most of the Host Institutions are expected to fill all their medical scholarship places during the examination of those who applied for their programme as a first choice. Consequently, applicants for Medical programmes can expect that the Host Institutions will not consider them if the programme is selected only as a second choice.

The applicants are evaluated on a 100-point scale. The final examination results and the examination points given by the Host Institutions are then forwarded to Tempus Public Foundation.

Important note: the required minimum is 56 points (on a 100-point scale). No applicants shall receive a scholarship offer with an examination result below 56 points.



#### 3.5.3. Allocation of Admitted Applicants (May-June 2024)

Tempus Public Foundation is responsible for the allocation of the applicants. For all countries participating in the programme, the allocation of the applicants and the selection of Scholarship Holders depend on the allocation principles described in the programme's Operational Regulations (see Annex 1). In general, the principles the decision is made by are the following:

- 1. the content of the relevant bilateral agreement in effect between Hungary and the Sending Partner,
- the capacity (minimum and maximum number of available places) of the university's specific study programme (you can check it in the online application system: https://apply.stipendiumhungaricum.hu/),
- 3. the preference order of the selected study programmes on the application form (please read Section 2.4 carefully),
- 4. the examination results (100 points maximum) given by the Host Institutions, and the points based on the ranking order of the Sending Partners' nomination lists

Apart from these, to support student diversity, the number of eligible applicants from the same country may be limited in the case of certain study programmes due to the limited number of places offered in the Stipendium Hungaricum programme (e.g. medical programmes). Applicants for the STEM+ fields of study are given priority during the allocation.

Applicants can receive one of the following statuses:

- approved Scholarship Holder, or
- conditionally approved Scholarship Holder (in case any missing documents need to be uploaded) or
- approved on the waiting list (can only be approved if Scholarship Holders withdraw), or
- rejected.

The application of a person identified by the competent national security services as a potential risk can be rejected by the Board of Trustees of the Tempus Public Foundation.

The applicants will be informed about the application results around the end of June 2024 (please see the timeline in Section 3.4.3). Please note that applicants can expect only one information e-mail from Tempus Public Foundation about the results. Depending on the allocation results, applicants can expect this letter anytime throughout June and July; therefore, we ask for your patience. Please note that we cannot reply to individual requests asking for the results, and all applicants will be informed via the online system.

#### 3.6. Acceptance of the Scholarship

Those who do not accept their scholarship until the deadlines below are automatically considered withdrawn from the scholarship.

Applicants who are awarded the scholarship shall not receive Scholarship Holder status if they:

- withdraw from the scholarship in writing (sent to both Tempus Public Foundation and the Host Institution) or via the application system, or
- fail to upload their missing application documents by 1 August 2024 or

- > fail to accept their scholarship until the given deadline or
- > do not hold a secondary school graduation certificate until 1 August 2024 or
- > withdraw their data protection (GDPR) consents, or
- provide false information during the application process.

#### 3.6.1. Acceptance of Scholarship for Approved Scholarship Holders

To gain a Scholarship Holder status, approved applicants must accept their scholarship and consent to the Operational Regulations of the programme (see **Annex 1** for the Operational Regulations) in the online application system within the time frame written in the notification e-mail (usually this is within two weeks after receiving the notification e-mail about the application decision, but it can be a shorter period) **but no later than 1 August 2024.** 

#### 3.6.2. Acceptance of Scholarship for Conditionally Approved Scholarship Holders

If the applicant is conditionally approved because they have any missing documents that could be uploaded after the application deadline, all these missing documents need to be uploaded via the online system immediately after receiving all documents (and after receiving the notification about the conditional status), and no later than 1 August 2024. Please see details in Section 3.3. about missing documents.

Conditionally approved Scholarship Holders must accept their scholarship and consent to the Operational Regulations of the programme (see Annex 1 for the Operational Regulations) in the online application system within the time frame written in the notification e-mail (usually this is within two weeks after receiving the notification e-mail about the application decision, but it can be a shorter period) but no later than 1 August 2024.

# 4. The Students at Risk Subprogramme

This paragraph applies only to applicants from Ukraine.

# 4.1. Mission of the Subprogramme

The Students at Risk Subprogramme is an addition to the Stipendium Hungaricum Scholarship Programme, supervised by the Ministry of Foreign Affairs and Trade and managed by the Tempus Public Foundation. Its goal is to assist students and doctoral candidates whose studies or research have been interrupted by war, catastrophe, prosecution, etc.

# 4.2. The differences between the application process of the subprogramme and the main programme

Due to the special situation of the applicants, the application procedure differs in some points from the application of the main programme. These are the following:

Eligibility: The scholarship is available for those who meet all of the following criteria:
 ➤ who are citizens of Ukraine (including dual citizenship and all statuses listed in point 2.2, except for those with Hungarian citizenship. Ukrainian-Hungarian dual citizens cannot apply!)

Applicants under the age of 18 will not be rejected, but please note that parental (legal guardian) consent will be required to enrol, sign a scholarship contract, etc.

Non-eligibility:

The rule under which scholarship holders who do not cancel their accepted application and do not arrive in Hungary are excluded from applying for three years cannot be applied to applicants for this subprogramme.

- 2. Application documents: All applicants need to accept and sign the "Statement for Application". The statement should be made on the form provided: download <u>Annex 4</u>, which contains the form that should be used.
  - Uploading a medical certificate is not necessary.
- 3. Selection procedure: The applications that pass the technical check are forwarded to the selected Host Institution (without the nomination of the Sending Partner).

# 5. Studying in Hungary

Any possible changes in the entry and enrolment system due to unforeseen reasons will be posted on our website: <a href="https://stipendiumhungaricum.hu/">https://stipendiumhungaricum.hu/</a>. Please consult the website regularly.

#### 5.1. Visa Applications

You are requested to **start your visa application process immediately** after receiving the positive decision about the scholarship. Officially, it may take 30 days until a visa is issued. You need to contact the competent consular office to apply for a visa to Hungary. For more information, please visit the website of the Hungarian Ministry of Foreign Affairs and Trade (https://konzinfo.mfa.gov.hu/en and the Directorate-General for Aliens Policing (http://oif.gov.hu/index.php?lang=en).

Please note that the citizens of some countries do not need a visa to enter Hungary due to the Visa Waiver Agreements. At the time of writing, these countries include Albania, Argentina, Brazil, Bosnia and Herzegovina, Chile, Costa Rica, Colombia, Georgia, Israel, Japan, Malaysia, Marshall Islands, Mexico, Moldova, Montenegro, North Macedonia, Panama, Peru, Republic of Korea, Saint Lucia, Serbia, Seychelles, Singapore, Taiwan, Ukraine, United Arab Emirates and Uruguay — as well as the passport of the special administrative territory of Hong Kong and Macao.

Please make sure to visit the Consular Services website for up-to-date information about your country: <a href="https://konzinfo.mfa.gov.hu/en/visa-free-travel-hungary">https://konzinfo.mfa.gov.hu/en/visa-free-travel-hungary</a>

<u>This</u> decree provides information on the conditions for exempting scholarship recipients from the obligation to pay the administrative service fee. (

Please note that the Scholarship Holder status does not automatically guarantee a visa.

#### 5.2. Arrival and Enrolment

We highly recommend that all applicants visit our Study in Hungary website (<a href="www.studyinhungary.hu">www.studyinhungary.hu</a>) for detailed information about life and education in Hungary. As mentioned in Section 1.3, please also check the expected living expenses with our <a href="cost of Living Calculator">Cost of Living Calculator</a>.

Scholarship Holders must inform the Stipendium Hungaricum coordinator of their Host Institution (please see contact details on our website) about their expected arrival date 30 – but not less than 15 – days before arrival.

Successful applicants are expected to make their travel arrangements to Hungary – no financial provisions will be provided for travel expenses by the Hungarian side. Under current legislation, Scholarship Holders are entitled to be exempt from paying any fees related to their admission to Hungary. No visa, administrative services or additional contribution is given to family members or accompanying persons.

Please note that the Stipendium Hungaricum Scholarship Programme does not fully cover all upcoming costs of the Scholarship Holder. It means that the students need to add their own financial resources in order to cover all living expenses in Hungary. All applicants are highly advised to check the expected living expenses both in Hungary and the city that they wish to live in before applying; please do check our Cost of Living Calculator by clicking here: <a href="http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html">http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html</a>

Scholarship Holders are expected to obtain their visa, arrive in Hungary and **register at the Host Institution no later than 30 September 2024** (for study programmes starting in the Autumn Semester) – or the date set by the Host Institutions. The applicant who is granted the scholarship must enrol to the Host Institution in the semester in which she/he was granted admission.

In principle, it is **not possible to postpone the start of the scholarship studies** to another semester or academic year — except for very special, unforeseeable, force majeur cases described in the Operational Regulations, with the special approval of Tempus Public Foundation. Therefore, in principle, if the Scholarship Holder does not enrol until 30 September 2024 or the date set by the Host Institutions, she/he will be automatically excluded from the scholarship programme.

Please note that Scholarship holders will participate in medical examinations organized by universities upon their arrival (it is free of charge for Scholarship Holders).

# 5.3. Rights and Obligations

#### 4.3.1. Operational Regulations, GDPR and Student Contract

The Operational Regulations of the Stipendium Hungaricum Programme bind all Scholarship Holders. Please make sure to read it carefully in Annex 1. The following text contains extracts from the Operational Regulations; however, all Scholarship Holders must read the full text of the regulations.

Scholarship Holders must sign a scholarship contract with the Host Institution, including study-related details and the rights and obligations of the Scholarship Holders (see sample <u>on our website</u> or at the end of the Operational Regulations).

The Stipendium Hungaricum scholarship contributes to the living costs of the Scholarship Holder only; therefore – within the programme's framework – visa-related assistance, additional allowance and administrative services are not provided for any accompanying people or family members. The legal entity of the scholarship contract is exclusively the Scholarship Holder and the Host Institution.

02

The Scholarship Holders are expected to follow the regulations of the Host Institution and continue their studies in good faith, to the best of their abilities, in order to meet the academic requirements of the study programme and thus finish the programme successfully. By accepting the scholarship, the Scholarship Holders agree to participate in the alumni system of the programme that supports the maintenance of relationships with the Scholarship Holders and facilitates the flow of information – such as the alumni website, alumni events and surveys about the satisfaction of students, career monitoring, and the evaluation of research activities.

Please note that the Scholarship Holder students generally complete 30 credits in a semester; therefore, we suggest registering for courses with at least 30 credits in total. Please also note that if the Scholarship Holder does not complete at least 18 credits on average during the last two semesters with an active student status (36 credits in total), their scholarship status shall be terminated.

Please note that the Operational Regulations of the Stipendium Hungaricum Programme can be subject to change, and the Scholarship Holders are bound by the prevailing regulations at any given time.

Please note that, under the General Data Protection Regulation (GDPR) in European Union law, all applicants need to give consent regarding data protection and accept the Privacy Policy (see Annex 3) in order to be able to apply. These consents appear in the online application system after registration.

#### 5.3.2. Staying in Hungary

Scholarship Holders are obliged to live and study in Hungary; therefore, they are not allowed to live habitually in any other country during the study period. Otherwise, their scholarship holder status will be terminated.

#### 5.3.3. Other Scholarships and Double Financing

Considering that the aim of the Stipendium Hungaricum Scholarship is to support higher education studies in Hungary, if the scholarship holder receives another scholarship that aims to support studies outside Hungary for more than 30 days, the Stipendium Hungaricum Scholarship agreement will be terminated. Considering Professional programs related to studies (conferences, study trips, etc.) with a maximum duration of 30 days can also be supported within the framework of other scholarship programs (e.g. Erasmus +, CEEPUS). The European Solidarity Corps is an exception, as it is not compatible with studies for scholarship holders.

Applicants are also not eligible to receive the Stipendium Hungaricum scholarship if they have another concurrent scholarship from the Hungarian central budget for studies in Hungary. If the Scholarship Holder was awarded more than one scholarship, she/he must choose one and withdraw from the other. However, the Host Institutions can provide additional financial support for the students on a social, performance-related, or other basis.

Under the regulations of Government Decree 51/2007. (III. 26.), Scholarship Holders are entitled to be awarded the National Higher Education Scholarship ("nemzeti felsőoktatási ösztöndíj")

#### 5.3.4. Termination of Scholarship Status

The details and cases when the scholarship status is terminated are listed in the Operational Regulations of the programme (see Section IV. of Annex 1). It is important to highlight that—after the consultation with Tempus Public Foundation and in case the university does not have other interior regulations about this—the Host Institution has the right to terminate the scholarship status of the student if the student does not complete at least 18 credits on the average during the last two semesters (in total 36 credits) when she/he had an active student status.

Under the Operational Regulations of the programme, the scholarship status is terminated if

- the Host Institution terminates the student status of the Scholarship Holder,
- the Scholarship Holder does not complete at least 18 credits on average during the last two semesters with an active student status,
- the Scholarship Holder withdraws from the scholarship in writing (sent to both Tempus Public Foundation and the Host Institution),
- after accepting his/her scholarship, the scholarship holder does not travel to Hungary and does not start his/her studies (if he/she does not notify Tempus Public Foundation of this fact, he/she cannot apply in the next 3 years)
- the Scholarship Holder had obtained their degree (or completed their non-degree studies) at the study programme supported by the scholarship,
- the scholarship holders have used up all their awarded scholarship semesters and have not submitted an extension request; or if they are not entitled to an extension,
- the Scholarship Holder does not fulfil their obligation to participate in medical screenings and their additional obligations set out in the healthcare protocol, or he is deemed unfit during the obligatory medical examination,
- the Scholarship Holder does not comply with the regulations of the programme regarding the obligation of living habitually in Hungary,
- the Scholarship Holder obtains Hungarian citizenship (including those with dual citizenships), is a stateless person, refugee, protected individual, asylum-seeker, admitted individual, migrant, settled person, or obtains any other status that does not fall within the scope of Section 39 (1) a) of the Higher Education Act
- as a result of institutional disciplinary or criminal proceedings against the scholarship holder, the scholarship holder is expelled, and for this reason, the Public Foundation asks the host institution to terminate the scholarship status,
- in any other cases described in the Operational Regulations of the programme in effect.

#### 6. Contact Details

Please visit our <u>www.stipendiumhungaricum.hu</u> and <u>www.studyinhungary.hu</u> websites for more details about the programme and Hungarian higher education and for frequently asked questions. Please contact Tempus Public Foundation's Directorate for Internationalisation of Higher Education in one of the following ways in case you need further information.

Contact Tempus Public Foundation		
Website of the Programme	www.stipendiumhungaricum.hu	
Frequently Asked Questions	<u>click here</u>	
Skype	"stipendiumhungaricum"	



E-mail	stipendiumhungaricum@tpf.hu
Phone	+36-1-236-5040
Facebook	https://hu-hu.facebook.com/studyinhungaryofficial/
Information about Hungary	www.studyinhungary.hu
Costs of Living calculator	click here

Contact the Hungarian higher education institutions				
Contact details of institutional coordinators	click here (below Study Finder)			
Details of available study programmes	click here and see the study fields here			

Contact the local authorities of the Sending Partners				
Contact details of national coordinators at the sending countries/territories	click here			

#### 7. Annexes

Annex 1

Operational Regulations of the Stipendium Hungaricum Programme (Rights and Obligations, Scholarship Agreement section)

Annex 2

Statement for Application (sample)

Annex 3

**Privacy Policy** 

Annex 4

Statement for Application for the Student at Risk subprogramme (sample)

Please note that the Call for Applications of the Stipendium Hungaricum Programme can be subject to change in the future; therefore, we suggest that all applicants follow our website and social media accounts.





# **Call for Applications**

for doctoral programmes

2024/2025



1. The Stipendium Hungaricum Scholarship Programme .	4
1.1. Mission of the Programme	
1.2. Available Scholarship Types	
1.2.1. Study Levels	
1.2.2. Study Modes	
1.3. Provisions Covered by the Scholarship	(
2. Eligibility	<del>(</del>
2.1. Eligible Sending Partners	
2.2. Non-eligibility	
2.3. Supervisor	
2.4. Available Host Institutions and Study Programmes	
2.5. Order of Selected Study Programmes	9
2.6. Language of Study Programmes	
2.6.1. Studies in English or Other Foreign Languages	1
2.6.2. Studies in the Hungarian Language	
3. The Application Process	11
3.1. Application Timeline	
3.2. Application Documents to be submitted to Tempus Public Foundation	
3.2.1. Basic Application Documents	12
3.2.2. Additional Documents for Art Applicants	14
3.2.3. Additional documents for self-financed applicants who wish to continue the the scholarship	
3.3. Missing Documents	15
3.4. Submitting the Application	15
3.4.1. Application to Tempus Public Foundation	15
3.4.2. Application to the Sending Partners	16
3.4.3. Flow Chart of Application Process	16
3.5. Selection Procedure	18
3.5.1. First Round of Selection: technical check and the nomination of Sending P February 2024)	
3.5.2. Second Round of Selection: the institutional evaluation (March - May 202	4)19
3.5.3. Allocation of Admitted Applicants (May-June 2024)	19
3.6. Acceptance of the Scholarship	20

3.6.1. Acceptance of Scholarship for Approved Scholarship Holders	20
3.6.2. Acceptance of Scholarship for Conditionally Approved Scholarship Holders	21
4. The Students at Risk Subprogramme	21
4.1. Mission of the Subprogramme	21
4.2. The differences between the application process of the subprogramme and the main programme	21
5. Studying in Hungary	22
Any possible changes in the entry and enrolment system due to unforeseen reasons will be on our website: https://stipendiumhungaricum.hu/. Please consult the website regularly	
5.1. Visa Applications	22
5.2. Arrival and Enrolment	22
5.3. Rights and Obligations	23
5.3.1. Operational Regulations, GDPR and Student Contract	23
5.3.2. Staying in Hungary	24
5.3.3. Other Scholarships and Double Financing	24
5.3.4. Termination of Scholarship Status	24
6. Contact Details	25
7 Annayas	25



# 1. The Stipendium Hungaricum Scholarship Programme

# 1.1. Mission of the Programme

The Stipendium Hungaricum Scholarship Programme was launched in 2013 by the Hungarian Government with the aim of providing opportunities for internationalstudents to pursue their higher education studies in Hungary. The programme's core mission is to increase the number of international students in Hungary andencourage Hungarian higher education institutions to attract top internationalstudents.

The scholarship programme is managed by the Ministry of Foreign Affairs and Trade, and co-ordinated by Tempus Public Foundation. The programme is based on bilateral educational cooperation agreements signed between the Ministries responsible for education in the sending countries/territories and Hungary. Currently more than 80 Sending Partners are engaged in the programme on 5 different continents, and the programme's geographical scope is widening each year.

The scholarship program offers both full-degree and partial study opportunities in the three cycle degree structure (bachelor's, master's and doctoral programmes), mostly in the English language, however, other foreign language study programmes are also available in the framework of the Stipendium Hungaricum Scholarship Programme. Students can also apply for a one-year Hungarian language preparatory training course, following which they can pursue their higher education studies in Hungarian language.

Stipendium Hungaricum scholarship holders are encouraged to focus on their academic advancement during their stay in Hungary, as all their tuition fees are covered, and their accommodation and living costs are supported as well. Upon finishing their studies, a European degree in hand provides graduates with a wide range of opportunities in the global job market.

During the past decade, the Stipendium Hungaricum scholarship programme has become a brand in its own right, demonstrating Hungary's commitment to supporting international education and cultural exchange. The programme's success is a testament to the quality and competitiveness of Hungarian higher education and the country's commitment to science diplomacy.

Hungary has significantly increased its international development commitments Through the programme, making it a valuable tool for promoting development and growth in partner countries. The programme has also enabled Hungary to provide support and opportunities for students affected by the war in Ukraine through the Students at Risk sub-programme, showing its flexibility and adaptability in a time of need.

The programme plays a crucial role in strengthening bilateral relations not only between Hungary and partner countries but also between higher education institutions. Additionally, the programme allows students to showcase Hungary's cultural heritage and promote cultural exchange between nations.

Since 2013, the number of Stipendium Hungaricum scholarship holders has grown significantly, at the same time increasing the ratio of self-paying international students in Hungarian universities. Between 2013 and 2019, the ratio of international students studying in Hungarian higher education institutions has doubled, and the ratio of Stipendium Hungaricum scholarship holders among them has quadrupled. As a result, the number of study programmes taught in foreign language(s) has tripled in Hungarian universities since 2015.

The number of Stipendium Hungaricum applicants and awardees is continuously increasing, as well as the number of available scholarship places. In 2023, more than 57,000 applications were received and nearly 4500 scholarships were awarded, showing that since its launch, the Stipendium Hungaricum scholarship has become a programme of excellence.

#### 1.2. Available Scholarship Types

#### 1.2.1. Study Levels

Stipendium Hungaricum scholarships are available for bachelor's, master's, one-tier master's, doctoral, non-degree programmes (preparatory courses) and postgraduate specialist training courses. Please note that this Call for Application is for doctoral programmes only. Please find here the Call for Applications for bachelor's, master's, one-tier master's, non-degree programmes and postgraduate specialist training courses here.

**Important note:** applications are only accepted for bachelor's, master's, one-tier master's, non-degree programmes and postgraduate specialist training courses OR for doctoral programmes; therefore please consider carefully your selected programme(s).

Available	Scholarship	Duration		Qualifications at the end of the programme		Available
Types		full time	partial (exchang e)	full time	partial (exchange)	study modes
Degree programmes	Doctoral programmes	2+2 years	1 or 2 semesters	doctoral degree	certificate of completion	full degree and partial (exchange)

#### Note about doctoral programmes:

In Hungary, the duration of doctoral programmes is 8 semesters. Doctoral programmes are divided into two different phases: the first phase (4 semesters) is for professional training and research, while the second phase (4 semesters) is for research and dissertation. At the end of the first 4 semesters, doctoral students are obliged to take a complex exam, where the educational and research progress of the student is evaluated. Doctoral students can only continue with the second phase of their studies upon the successful completion of the complex exam. The amount of the monthly stipend is different is the two phases of doctoral programmes. Please see section 1.3 about financial details and section 3.1. about the details of application for doctoral programmes.

#### 1.2.2. Study Modes

Both full degree and partial (exchange) study modes are available, in accordance with the relevant bilateral educational cooperation agreement. Full-degree programmes lead to a doctoral degree.

Partial (exchange) studies are one or two semester long exchange studies. If the partial (exchange) studies are part of the student's degree studies in their sending higher education institutions, those who apply for partial (exchange) studies must be registered in and have a student status at a higher



education institution operating outside of Hungary. In this case, applicants can only apply to those study levels they are attending in their sending, home institutions (i.e.: doctoral level).

In case partial studies are not part of the student's degree studies in their sending higher education institutions, a student status at a higher education institution that operates outside of Hungary is not needed.

Partial (exchange) studies are available for up to one academic year, must be completed by 30 June and cannot be extended.

Please be <u>extra cautious</u> when selecting your preferred study programmes in the online application system as most of the study programmes are offered as both full-degree and partial study programmes; therefore, those programmes appear twice. Please make sure that you select the programme marked with the study mode of your desire, because it is impossible to change the study mode after the application deadline.

#### 1.3. Provisions Covered by the Scholarship

#### > Tuition-free education

exemption from the payment of tuition fee

#### Monthly stipend

 doctoral level: according to the current Hungarian legislation, the monthly amount of scholarship is HUF 140,000 (cca EUR<sup>1</sup> 365 for the first phase of education (4 semesters) and HUF 180,000 (cca EUR 470) for the second phase (4 semesters) - for 12 months a year, until completion of studies. Please see details in section 1.2.1.

#### Accommodation contribution

free dormitory place (depending on institutional capacity) or a contribution of HUF 40,000/month to accommodation costs for the whole duration of the scholarship period (Please note that if the student does not live in the dormitory, then the HUF 40,000/month is a contribution to that rental costs, and in bigger cities – especially in the capital city – this contribution would not cover the full amount of rental costs.)

#### Medical insurance

 health care services according to the relevant Hungarian legislation (Act LXXX of 1997, national health insurance card) and supplementary medical insurance for up to HUF 65,000 (cca EUR 170) a year/person

Please bear in mind that these provisions are **only a contribution** to the living expenses of the Scholarship Holders. It means that it **does not fully cover the living costs** and the students need to add their own financial resources in order to cover all living expenses in Hungary. All applicants are highly advised to check the expected living expenses both in Hungary and in the city that they wish to live in before applying; please do check our Cost of Living Calculator by clicking here: <a href="http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html">http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html</a>

# 2. Eligibility

<sup>&</sup>lt;sup>1</sup> The HUF/EUR exchange rate used in the call for application is of 24<sup>th</sup> October 2023

### 2.1. Eligible Sending Partners

The Stipendium Hungaricum Programme is based on effective bilateral educational cooperation agreements between the Hungarian Ministry of Foreign Affairs and Trade or its legal predecessor as regards the Stipendium Hungaricum Scholarship Programme, the Ministry of Human Capacities, and the partner's Ministry responsible for higher education. Applications will be considered eligible only if the responsible authorities of the Sending Partner nominate the applicant..

For full time programmes, students can apply from the following Sending Partners: Arab Republic of Egypt, Argentine Republic, Belize, Bosnia and Herzegovina, Democratic Republic of São Tomé and Príncipe, Democratic Republic of the Congo, Democratic Socialist Republic of Sri Lanka, Federal Democratic Republic of Ethiopia, Federal Republic of Nigeria, Federative Republic of Brazil, Georgia, Ibero-American General Secretariat (eligible member states: Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Ecuador, El Salvador, Mexico, Peru, Uruguay, Venezuela), Islamic Republic of Iran, Islamic Republic of Pakistan, Japan, Kingdom of Cambodia, Kingdom of Morocco, Kingdom of Thailand, Kurdistan Regional Government/Iraq, Kyrgyz Republic, Lao People's Democratic Republic, Lebanese Republic, Malaysia, Mongolia, Montenegro, Oriental Republic of the Uruguay, Pacific Alliance (member states: Chile, Colombia, Mexico and Peru), State of Palestine, People's Democratic Republic of Algeria, People's Republic of Bangladesh, People's Republic of China, Republic of Albania, Republic of Angola, Republic of Azerbaijan, Republic of Belarus, Republic of Botswana, Republic of Burundi, Republic of Cabo Verde, Republic of Chile, Republic of Costa Rica, Republic of Colombia, Republic of Cuba, Republic of Ecuador, Republic of Ghana, Republic of India, Republic of Indonesia, Republic of Iraq, Republic of Kazakhstan, Republic of Kenya, Rethiolllepublic of Korea, Republic of Kosovo, Republic of Liberia, Republic of Maldives, Republic of Mali, Republic of Moldova, Republic of Namibia, Republic of North Macedonia, Republic of Panama, Republic of Peru, Republic of Rwanda, Republic of Serbia, Republic of Seychelles, Republic of Sierra Leone, Republic of Singapore, Republic of South Africa, Republic of the Sudan, Republic of the Philippines, Republic of Tajikistan, Republic of the Marshall Islands, Republic of Turkey, Republic of Uganda, Republic of Uzbekistan, Republic of Yemen, Russian Federation, Saint Lucia, Socialist Republic of Vietnam, State of Eritrea, State of Israel, State of Kuwait, Sultanate of Oman, Syrian Arab Republic, Tajikistan, Taiwan, The Hashemite Kingdom of Jordan, Tunisian Republic, Turkmenistan, Ukraine, United Arab Emirates, United Mexican States, United Republic of Tanzania.

For partial (exchange) study programmes, students can apply from the following Sending Partners: Argentine Republic, Belize, Bosnia and Herzegovina, Democratic Republic of São Tomé and Príncipe, Democratic Republic of the Congo, Democratic Socialist Republic of Sri Lanka, Democratic Republic of Ethiopia, Federal Republic of Nigeria, Georgia, Ibero-American General Secretariat (eligible member states: Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Ecuador, El Salvador, Mexico, Peru, Uruguay, Venezuela), Islamic Republic of Pakistan, Japan, Kingdom of Morocco, Lao People's Democratic Republic, Lebanese Republic, Malaysia, Montenegro, Oriental Republic of the Uruguay, People's Republic of Bangladesh, People's Republic of China, Republic of Albania, Republic of Angola, Republic of Azerbaijan, Republic of Botswana, Republic of Burundi, Republic of Cabo Verde, Republic of Chile, Republic of Colombia, Republic of Costa Rica, Republic of Cuba, Republic of Ghana, Republic of Indonesia, Republic of Kenya, Republic of Korea, Republic of Kosovo, Republic of Liberia, Republic of Maldives, Republic of Mali, Republic of Moldova, Republic of North Macedonia, Republic of Panama, Republic of Peru, Republic of Rwanda, Republic of Seychelles, Republic of Sierra Leone, Republic of Singapore, Republic of the Marshall Islands, Republic of the Philippines, Republic of South Africa, Republic of Uganda, Republic of Uzbekistan, Republic of Yemen, Russian Federation, Saint Lucia, State of Eritrea, State of Israel, State of Kuwait, Sultanate of Oman, Syrian Arab Republic, Taiwan, The Hashemite Kingdom of Jordan, Tunisian Republic, Turkmenistan, Ukraine, United Arab Emirates, United Mexican States, United Republic of Tanzania.

Please note that the programme is implemented through direct cooperation with the responsible authorities of the Sending Partner. The application has no additional costs; therefore, we highly suggest not to apply through any agencies.

#### 2.2. Non-eligibility

Applications will not be considered in the following cases:

- Hungarian citizens (including those with dual citizenships), stateless persons, refugees, protected individuals, asylum-seekers, admitted individuals, migrants, settled persons, and those who do not fall within the scope of Section 39 (1) a) of the Higher Education Act
  - Please note that this requirement is not only for applicants but for Scholarship Holders as well; it means that, e.g., if you obtain a Hungarian citizenship or a refugee status during your studies in Hungary, you automatically lose your scholarship status.
- Applicants with citizenship different from the sending country/territory. For example, only Brazilian citizens can apply through the Brazilian Sending Partner,
- Applicants applying for bachelor's, master's, one-tier master's and non-degree programmes within the SH programme in the same application round,
- Those former Stipendium Hungaricum Scholarship Holders who were awarded scholarships for full degree studies and who
  - are now re-applying for full degree or partial (exchange) studies in the same cycle of education (doctoral level) (therefore, those Stipendium Hungaricum Scholarship Holders can apply for the programme who wish to continue their studies at a different cycle of education, e.g. master's student Scholarship Holders can apply for doctoral studies!)
  - or who are now re-applying for the programme for any cycles of education while they still have a scholarship status at the time of application (unless they withdraw their former scholarship before the application deadline) and will not receive their degree until 31 August 2024
  - or who have postponed the start date of their scholarship studies and did not withdraw their scholarship before the current application deadline.
- Those former Stipendium Hungaricum Scholarship Holders who were awarded scholarships for partial (exchange) studies and who
  - are now re-applying for partial (exchange) studies in the same cycle of education (doctoral level) (therefore, those Stipendium Hungaricum Scholarship Holders can apply for a different cycle of education, e.g. former master's student Scholarship Holders can apply for doctoral partial (exchange) studies if they are now doctoral students in their home countries).
- Those former Stipendium Hungaricum Scholarship Holders who were awarded the scholarship in the 2021/22,2022/23 or 2023/24 application round, but after accepting their scholarship, did not travel to Hungary and did not start their studies, nor did they notify Tempus Public Foundation of this fact until 31 August. This clause also applies to those former Stipendium Hungaricum Scholarship Holders who have postponed their scholarship awarded in the 2022/23 application round but did not travel to Hungary and did not start their studies next year, nor did they notify Tempus Public Foundation of this fact until 31 August.

Please note that it is only possible to re-apply for full degree scholarship studies in the same education cycle if the former Stipendium Hungaricum Scholarship Holder was previously awarded scholarship for

partial (exchange) studies. Even in this case, the length of the full degree scholarship shall be reduced by the length of the previous partial (exchange) studies.

#### Important note for self-financed students already studying in Hungary:

Those applicants who are **registered self-financed** / **fee-paying students** of a Hungarian higher education institution at the time of the application deadline <u>AND</u> who are now applying for the same study level are only eligible to apply for the Stipendium Hungaricum programme if they are recommended by their Hungarian host universities where they are studying at the time of application.

Based on the above, self-financed PhD students enrolled in Hungary can apply to continue their studies with the scholarship only if they are recommended by their university. Please see further details about the optional application documents in Section 3.2.3. of the Call for Application.

Applicants for the Students at Risk Subprogramme are requested to read carefully point 4. which contains the special conditions applicable to them.

#### 2.3. Supervisor

Some doctoral schools request students applying for their doctoral programmes to have a supervisor at the Host Institution, who, in the case of the successful application process, will undertake the supervising of the student's doctoral education and research activities within the frameworks of the doctoral programme chosen by the applicant. In case it is required by the doctoral programme you are applying for, a statement of acceptance issued by the supervisor must be attached to the application. Please make sure whether the doctoral programme you are applying for requires a statement of acceptance. Naturally, if you choose two courses that require a statement of acceptance, two different statements signed by two different professors must be attached to the application.

#### 2.4. Available Host Institutions and Study Programmes

At doctoral level, 21 Hungarian higher education institutions are engaged in the Stipendium Hungaricum Programme for the 2023/2024 academic year, with more than 200 study programmes, taught mainly in English; further programmes taught in Hungarian are also available for applicants with suitable proficiency.

The available study programmes and Host Institutions are available in the online application system (https://apply.stipendiumhungaricum.hu/). Please note that you can only apply for these study programmes within the frameworks of the Stipendium Hungaricum Scholarship Programme.

Applicants are eligible to apply only for those scholarship types and study fields that are determined in the educational cooperation programmes in effect between Hungary and the specific Sending Partner. Please see the full list of available study fields regarding your sending country here: https://stipendiumhungaricum.hu/partners/.

Applicants who are citizens of a country that has entered into a cooperation agreement with Hungary both independently and as part of a larger alliance may choose any framework but may only apply for the courses included in the given framework.

### 2.5. Order of Selected Study Programmes

In addition to the first choice of study programme, there is an opportunity to apply for an additional, second study programme. Therefore, each applicant can apply for **up to <u>TWO</u> different study programmes, in order of preference.** These two study programmes can be both at the same Host Institution and different Host Institutions; it is the applicants' decision.

The order of preference is essential. During the application process, the first selection and examination procedure will be conducted for the study programmes selected as the applicants' primary choicesThese first primary choices will be considered first and then, only the remaining free places will be filled with those applicants who are not approved for their primary choice of programmes. In this way, the chances of receiving the scholarship are relatively higher for the study programmes selected as primary choices because there are more free places at that time.

Please note that the applicant cannot change the selected programmes (including the study language and the study mode!) and the order of preference after the application deadline! We strongly advise all applicants to carefully check the <u>minimum entry requirements</u> of the study programmes and take time to decide on the order of the two programme preferences. We also highly encourage the applicants to increase their chances of receiving the scholarship by applying for not only one but two study programmes in total.

#### 2.6. Language of Study Programmes

Applicants are eligible to apply only if they meet the minimum language criteria set by their chosen Host Institution. Please visit the online application system (<a href="https://apply.stipendiumhungaricum.hu/">https://apply.stipendiumhungaricum.hu/</a>) to see the exact language criteria for each study programme.

Study modes	Study programmes taught in English and other foreign languages		Study programmes taught in the Hungarian language				
			applicants with at least an intermediate (B2) level of Hungarian language knowledge		applicants with basic or no Hungarian language knowledge		
	minimum level of knowledge	language preparatory year	minimum level of knowledge	language preparatory year	minimum level of knowledge	language preparatory year	
Full degree studies	level of English proficiency determined by the Host	none	level of Hungarian proficiency determined by the Host	none if the language certificate is	level of English proficiency determined by the Host Institution, usually basic level	yes, obligatory one-year Hungarian language preparatory course	
Partial (exchange) studies	Institution		Institution	uploaded	not available	not available	

#### Note about language choice in the online application system:

By default, the online application system lists the study programmes as foreign language programmesHowever, if you wish to start your studies at a full degree programme in Hungarian language, you need to answer the "Would you like to perform your studies in Hungarian at the selected full degree programme?" question on the application form with "Yes, I would like to perform my studies in Hungarian at the selected full degree programme." If you select this, you can only be considered for the full degree selected programme in the Hungarian language, therefore please be cautious when filling out the online application form. If you apply for a Preparatory course in Hungarian



language, please select the following answer: "No, I would not like to study in Hungarian at my full degree programme."

#### 2.6.1. Studies in English or Other Foreign Languages

Students shall have a level of proficiency in the language of education as required by the Host Institution. The applicants must directly apply for the study programmes in the online application system.

#### 2.6.2. Studies in the Hungarian Language

Those applicants who wish to study in the Hungarian language must have sufficient language level. A copy of the proof of Hungarian as a foreign language knowledge must be uploaded as part of the application in the online system. The level of Hungarian language skills will be tested during institutional entrance examinations. Please note that if you apply only to Hungarian study programmes directly, but fail the language test, you cannot be admitted anywhere.

Those applicants whose language skills are insufficient to complete their studies in Hungarian shall complete an obligatory one-year preparatory language course before starting their degree courses. For this, the applicants are usually required to have at least a basic level of English proficiency. In the online application system, applicants must apply directly for the preparatory course (NOT for the degree programme they wish to start after the language preparatory year). To see all Hungarian language preparatory courses and entry requirements, please check the online application system (https://apply.stipendiumhungaricum.hu/)

## 3. The Application Process

## 3.1. Application Timeline



## 3.2. Application Documents to be submitted to Tempus Public Foundation

#### PLEASE CLICK HERE TO ACCESS THE CHECKLIST FOR THE APPLICATION DOCUMENTS!

Tempus Public Foundation requires no hard copies of any of these documents at the time of application. The Sending Partners might require hard copies. Please check their requirements.

- > See Section 3.2.1. for application documents that need to be uploaded by all applicants.
- > See Section 3.2.2. for additional documents that must be uploaded only by Art applicants.
- See Section 3.3. for the list of application documents that may be uploaded after the deadline.



#### 3.2.1. Basic Application Documents

All of the following documents are compulsory and must be submitted to the online application surface by all applicants by 15 January 2024, 2 p.m., except for the medical certificate, which must be submitted by the nominated applicants only by **15 April**.

If applicants can not upload the statement of supervisor until **31 January 2024**, they are required to upload a declaration to the relevant task directly. In the statement applicants need to declare that they will upload the statement of supervisor until **15 March 2024**.

Please note that only files with a maximum size of 4 MB can be uploaded in to the system.

Application Documents	Detailed Requirements
Online application form	<ul> <li>the applicants must fill out and save all requested information on the online application form in English language</li> <li>a recent photo of the applicant (taken not earlier than 2 years before the submission of the application)</li> <li>those who apply for partial (exchange) studies must clearly state the length (indicated in months) and start date (September or February) of the studies they apply for</li> </ul>
Motivation Letter	- minimum 1 page, typed in Times New Roman 12-point font size letters - written in the language of the selected study programme or Hungarian
Proof of language proficiency and translations in the language of the selected study programme or Hungarian	<ul> <li>scanned copy of the original proof of language proficiency, with a minimum level determined by the Host Institution AND its translation</li> <li>see section 2.5. for further details</li> <li>in case the student has completed his/her previous level of studies in the language of the selected study programme, proof can be uploaded about the fact that the language of education was the same as the language of the study programme that the applicant is now applying for</li> <li>translations must only be attached if the copy of the original document is not in the language of the selected study programme or Hungarian</li> </ul>
School certificates and their translations in the language of the selected study programme or Hungarian	<ul> <li>scanned copy of the original master degree certificate or equivalent AND its translation, partial (exchange) study programmes (if the partial studies are part of the student's degree studies in their sending higher education institutions): scanned copy of the original certificate about student status issued by the current higher education institution where the applicant is registered in, the document must certify that the student status is expected to exist during the partial studies as well AND its translation</li> <li>translations must only be attached if the copy of the original document is not in the language of the selected study programme or in English</li> </ul>
Research Plan	<ul> <li>minimum 2 pages, typed in Times New Roman 12 point font size letters, written in the language of the selected study programme</li> <li>The work plan must indicate the resources used, the document is checked by the universities for plagiarism</li> </ul>
Letter of Recommendation	- a signed Letter of Recommendation from the applicant's former or current academic tutor or supervisor, who has a scientific degree and has an insight into the professional work of the applicant, the letter of recommendation must be written in the language of the selected study programme or in Hungarian



Statement of the Supervisor (if required by the proposed Doctoral School, see section 2.3.)	<ul> <li>a statement by the supervisor at the proposed Host Institution declaring that the supervisor undertakes to supervise the student' work within the doctoral programme (if required by the doctoral school)</li> <li>the Statement of the Supervisor (if required) must be uploaded until 15 March 2024</li> <li>declaration is required to be uploaded until 31 January 2024 (if the Doctoral School requires a Statement of Supervisor)</li> </ul>
Transcript of Records and its translations in the language of the selected study programme or Hungarian	<ul> <li>copy of the original transcript of records regarding all academic semesters or school years completed during previous studies (in the highest level of education that the student has participated in) AND it translations</li> <li>translations must only be attached if the copy of the original documen is not in the language of the selected study programme or Hungarian</li> </ul>
Copy of Identification Document	<ul> <li>provided that the applicant already has a passport, a scanned copy of the passport's data page should be uploaded</li> <li>in case the applicant does not yet have a passport, they should upload a scanned copy of their national ID card</li> <li>the page must be uploaded that contains both the personal data and the photograph of the applicant</li> </ul>
Acceptance of Statement for Application in the online system	<ul> <li>all applicants need to accept the "Statement for Application" (please see Annex 2 for a sample)</li> <li>the statement can only be accepted in the online system, therefore scanned and signed copies should not be uploaded</li> <li>the statement appears in the online application system after registration – all applicants need to click on accepting it to be able to submit their applications</li> </ul>
Medical Certificate	<ul> <li>Mandatory only for the applicants nominated by the Sending Partner scanned copy of a medical certificate of satisfactory health condition</li> <li>-certificates must be issued and signed by a physician to declare the medical condition of the applicant (according to the diseases listed or the form)</li> <li>- the certificate must be recently issued. It means that the date of issue on the document cannot be earlier than 1 November 2023.</li> <li>must be submitted by 15 April (the nominated applicants must submit the medical certificate, however it is possible to upload it from the beginning of the application period</li> <li>Scholarship holders will take part in medical examinations organize by universities upon their arrival.</li> </ul>

All documents that cannot be obtained or produced in the language of the selected study programme or in Hungarian must be translated and the translations must be submitted together with a the copy of the original document.

Please note that under the General Data Protection Regulation (GDPR) in European Union law, you need to give your consents regarding data protection and accept our Privacy Policy in order to be

able to submit your application. These consents appear in the system after registration as well as the Privacy Policy – that is also Statement for Application (sample)

Annex 3.

All applicants of doctoral programmes are required to visit <a href="http://www.doktori.hu">http://www.doktori.hu</a> before they submit their application. The website provides information about the Hungarian doctoral schools, available research fields and research topics as well as the possible supervisors of doctoral students in English and Hungarian language. Proposed research topics for aspiring doctoral students are available at <a href="http://www.doktori.hu/index.php?menuid=115&lang=EN">http://www.doktori.hu/index.php?menuid=115&lang=EN</a>.

Doctoral applicants are also required to contact their chosen Host Institutions and doctoral schools in advance in order to discuss the available research topics in the institution as well as the possible supervisors for those topics. All students applying for a doctoral programme must have a supervisor at their selected Host University. The list of Stipendium Hungaricum coordinators at the Host Institutions is available at <a href="https://stipendiumhungaricum.hu/study-finder/">https://stipendiumhungaricum.hu/study-finder/</a>. These pieces of information need to be considered when preparing the application materials (e.g. research plan) and whilst choosing a doctoral programme and research area.

#### 3.2.2. Additional Documents for Art Applicants

Besides the documents listed in Section 3.2.1, applicants applying for Arts studies must also upload the following documents. Art and Music applicants must submit the following documents via the online application system by 15 January 2024, 2pm.

Application Documents	Detailed requirements	Required to be uploaded by
Portfolio	photographs of three works of art / sketches (indicating the date of creation)	applicants of study programmes in the field of Arts

Please note that only files with a maximum size of 4 MB can be uploaded in to the system. If the size of the portfolio is larger than 4 MB, please upload a document containing the link(s) from which the portfolio file(s) can be downloaded.

# 3.2.3. Additional documents for self-financed applicants who wish to continue their studies with the scholarship

Those applicants who are registered self-financed / fee-paying students of a Hungarian higher education institution at the time of the application deadline AND who are now re-applying for the same study level are only eligible to apply for the Stipendium Hungaricum programme in cases listed in Section 2.2. about non-eligibility.

Apart from the requirements about the average performance of the applicant, they need to be recommended by their Hungarian host universities where they are studying at the time of application. Therefore, we recommend that all of these applicants contact their universities and discuss whether the university wishes to recommend them for the scholarship.



If you are recommended, please request ask for a recommendation letter from the Hungarian Host Institution and upload it in to the online application system by 15 March 2024.

#### 3.3. Missing Documents

All documents listed in Section 3.2. are mandatory application documents. However, certain documents are accepted to be uploaded even after the application deadline, provided that the applicant could not obtain the document by the application deadline.

In this case, the applicants must upload a signed declaration stating that they will obtain and upload the missing document(s) by 1 August 2024 at the latest. Please note that Tempus Public Foundation provides no form for the declaration, it can be written by the Applicant No missing document will be accepted if the declaration is not uploaded by 15 January 2024, 2 p.m. and/or if the missing documents are not uploaded by 1 August 2024; thus such, applications will be rejected automatically.

The following missing documents can be submitted after the application deadline but no later than 1 August 2024

Which documents can be uploaded as missing documents?	Who can upload these documents as missing documents?	What must be uploaded until 15 January 2024, 2 p.m.?	What must be uploaded until 1 August 2024?
Master degree certificate (and translation)	only applicants registered for the last semester of their master programme	declaration signed by the applicant AND bachelor degree with translation	master degree certificate
Certificate of language proficiency	only applicants awaiting their language test results at the time of application	declaration signed by the applicant	certificate of language proficiency
Copy of the valid passport	only applicants awaiting their passport to be issued	declaration signed by the applicant AND a copy of the national ID	copy of passport

## 3.4. Submitting the Application

#### 3.4.1. Application to Tempus Public Foundation

All applications shall be submitted through the online application system of Tempus Public Foundation. After registration, the applicants can access the application system and upload the required documents. **Applications should be submitted**; only saved applications will not be considered. Please note that no applications will be accepted without the online submission and after the deadline. No hard copies are required. A guide for the online system will be available to download from the <a href="https://www.stipendiumhungaricum.hu">www.stipendiumhungaricum.hu</a> website.

The deadline for submitting the complete application: 15 January 2024 2 p.m. (Central European Time)



#### The online application system can be reached here: apply.stipendiumhungaricum.hu

All applicants are highly advised to carefully read our Application "Dos and Don'ts" document (please <u>click here</u> to access) as well as the Privacy Policy (see Statement for Application (sample)

Annex 3) that they need to consent to in order to submit the application.

Registering with an e-mail address that works properly and that the applicant reads frequently is strongly recommended. In case there is a change in the address – including during the study period in Hungary – the host institution and Tempus Public Foundation should be immediately informed and be provided with the new e-mail address by the applicant/scholarship holder. It is always the responsibility of the applicant and the student to manage his/her e-mail account and to read the letters regularly. Tempus Public Foundation is not responsible for the malfunctioning of the registered e-mail account. Please avoid using for example a Hotmail or a Yahoo account because in that case letters from Tempus Public Foundation usually go to the Spam folder.

The information provided on the application — including the study programmes and their order of preference — cannot be changed after the application deadline. By applying, the applicant declares that all information provided in the online application system of Tempus Public Foundation — including the content of all uploaded documents —istrue and correct to the best of their knowledge and belief. The applicant can withdraw his application in the DA system at any stage of the procedure. However, this decision is final; there is no possibility to cancel the withdrawal.

#### 3.4.2. Application to the Sending Partners

All applications shall also be submitted to the responsible authority of the Sending Partner. Each Sending Partner might have different deadlines and requirements for submitting the application material. Applicants are strongly advised to contact the responsible authority at their Sending Partner as soon as possible and inquire about the exact procedures. For contact details of the responsible authority of the Sending Partner, please visit our website or click here.

The responsible authority of the Sending Partner will review and pre-select the applications. A nomination list, including a reserve list will be forwarded to Tempus Public Foundation by the Sending Partner until the end of February 2024. Applications will be considered only if the applicant is nominated. No other applications will be considered. Exceptions are made for applicants who previously achieved first, second or third place at the National Scientific Student Conference, and who receive automatic nomination with the unique consent of the minister responsible for foreign policy.

#### 3.4.3. Flow Chart of Application Process

Please note that the dates are indicative.



November 2023 - December 2023 applicants read and understand all details of the Call for Application 2024-2025 and prepare all application documents



November 2023 - December 2023 applicants get in touch with the Sending Partners about their selection procedure



until the deadline given by the **Sending Partner** 

applicants submit the application to the Sending Partners (if applicable)



second half of January 2024

technical check of the applications by Tempus Public Foundation , eligible applications are forwarded to the Sending Partners



until 15th January 2024, 2 pm

applicants submit the application documents to the online surface of Tempus Public Foundation and click on "submit" button



November 2023 - January 2024

applicants read the guide of Tempus Public Foundation to the online application system (available on website)



until the end of February 2024

the Sending Partner pre-selects the submitted applications and sends a nomination and a reserve list to Tempus Public Foundation



until 15th March 2024 Statement of the Supervisor (if required by the proposed Doctoral School)



middle of March 2024

the nominated applicants are forwarded to the Host Institutions for the admission process



mid-March- end of May 2024

the Host Institutions select the appliants who meet the minimum entry requirements and inform them about the details (date and method) of the examination, exams start



until 15th April 2024 submitting the medical certificate



15 March 2014

submission of the recommendation letter (for self-financed students only)



end of May 2024

the Host Institutions forward the result of the admission process to Tempus Public Foundation



end of May - beginning of June 2024

Tempus Public Foundation allocates the admitted applicants based on the application preferences, the entrance exam results, the capacities of the Host Institutions, and the educational cooperation agreements



middle/end of June 2024 the Board of Trustees of Tempus Public Foundation makes a decision about the applications



July - August 2024

prospective students start their visa application procedure and organise their travel to Hungary



until 1st August 2024 successful applicants accept their scholarship in the online system (if relevant, any missing documents are also uploaded)



from the end of June 2024 the applicants are informed about the final resuls by Tempus Public Foundation



#### 3.5. Selection Procedure

# 3.5.1. First Round of Selection: technical check and the nomination of Sending Partner (January-February 2024)

Applications that are only saved in the online system, but not submitted, will be automatically rejected. The applications successfully submitted to Tempus Public Foundation's online application system are checked first. It is called a technical check, done by the Tempus Public Foundation. During this step, we check the basic eligibility criteria; for example the age, citizenship and the previous scholarships, and check if the applicant has applied for a scholarship type and/or study programme that is available within the framework of the programme and that is available for the applicants of the particular sending country/territory. Also, we will formally check if the required documents are uploaded in the application system and if the Statement for Application is accepted. However, the Host Institution checks whether the uploaded files and their quality can be accepted and whether these documents meet their entry requirements.

Applicants will be automatically rejected during the technical check if they

- > do not successfully submit their application in the online system until the 15 January 2024
- are Hungarian citizens, hold Hungarian dual citizenship or are persons granted a refugee status, enjoying temporary protection, admitted for subsidiary protection or granted humanitarian protection,
- > have a citizenship that is different from the sending country/territory they apply through,
- have submitted multiple applications with more than two study programmes
- > have submitted applications from more than one account registered to our system
- have submitted multiple applications with more than one sending partner
- do not accept the Statement for Application (please see Annex 2 for template) in the online system,
- are former Stipendium Hungaricum Scholarship Holders or self-financed students at a Hungarian higher education institution in cases described in Section 2.2. about non-eligibility,
- were awarded the Stipendium Hungaricum scholarship for the 2021/22, 2022/23 or the 2023/24 academic year, but after accepting their scholarship, did not travel to Hungary and did not start their studies, nor did they notify Tempus Public Foundation of this fact until 31 August,
- have postponed their scholarship awarded in the 2022/23 application round, but did not travel to Hungary and did not start their studies next year, nor did they notify Tempus Public Foundation of this fact until 31 August.
- have provided any false information during the application process.

The eligible and successfully submitted applications are forwarded to the responsible authorities of the Sending Partners for review and pre-selection. The Sending Partners determine the exact methods and guidelines of the Sending Partners' selection. After the selection decision of the Sending Partner, a nomination list - including a reserve list - will be issued and forwarded to Tempus Public Foundation by the Sending Partner until 28 February 2024. Exceptions are made for applicants of the Republic of Korea Korea whom the partner does not nominate. In their case, with the help of experts, the TPF creates the ranking after evaluating the applications based on the content of the motivation letters.

Applicants can only apply through sending countries/territories of their nationality. Sending Partners can only nominate applicants with the same citizenship. Only nominated applicants will be considered for the second round of selection: the institutional evaluation.

#### 3.5.2. Second Round of Selection: the institutional evaluation (March - May 2024)

The application materials of the nominated applicants (including the reserve list) are forwarded to the Host Institutions for professional evaluation. The institutions will also run a formal check first to see if all the documents submitted by the applicants meet the requirements of the Call for Applications and the minimum entry requirements of the selected study programme(s).

Applicants with valid, formally correct application meeting the minimum entry requirements can proceed to the institutional entrance examinations. Each applicant can participate in up to two institutional entrance examinations – in accordance with their submitted applications.

The exact dates and methods of the entrance examination vary by institution. Each applicant will be individually informed about further details (e.g. date of examination) directly by their selected Host Institution(s).

As applicants can apply for up to two study programmes, the institutional examinations are conducted in two rounds.

- Applications for the first selected study programmes are considered first by the universities.
   The examination process for the first selected programmes can be expected between 18 March and 30 April 2024; however, the dates are indicative.
- 2. Applications for the **second selected study programmes** are considered afterwards. The examination process for the second selected programmes can be expected between 18 March and 20 May 2024; however, the dates are indicative.

Depending on the selected Host Institutions' schedule of examinations, there may be no entrance examinations for the second study programme selected by the applicant – in case the applicant is already approved for the scholarship for the first selected study programme.

The scholarship status of a student admitted to a higher year of the given course is only valid for the remaining duration of the program.

The applicants are evaluated on a 100-point scale. The final examination results and the examination points given by the Host Institutions are then forwarded to Tempus Public Foundation.

Important note: the minimum score that is required to be achieved is 56 points (on a 100-point scale). No applicants shall receive a scholarship offer with an examination result below 56 points.

#### 3.5.3. Allocation of Admitted Applicants (May-June 2024)

Tempus Public Foundation is responsible for the allocation of the applicants. For all countries participating in the programme, the allocation of the applicants and the selection of Scholarship Holders depend on the allocation principles described in the programme's Operational Regulations (see Annex 1).. In general, the principles the decision is made by are the following:

- 1. the content of the relevant bilateral agreements in effect between Hungary and the Sending Partner,
- the capacity (minimum and maximum number of available places) of the university's specific study programme (you can check it in the online application system: https://apply.stipendiumhungaricum.hu/,
- 3. the preference order of the selected study programmes on the application form (please read Section 2.4 carefully),

4. the examination results (100 points maximum) given by the Host Institutions and the points based on the ranking order of the Sending Partners' nomination lists.

Apart from these, to support student diversity, the number of eligible applicants from the same country may be limited in the case of certain study programmes due to the limited number of places offered in the Stipendium Hungaricum programme (e.g. medical programmes). Applicants for the STEM+ fields of study are given priority during the allocation.

Applicants can receive one of the following statuses:

- > approved Scholarship Holder, or
- > conditionally approved Scholarship Holder (in case any missing documents need to be uploaded) or
- > approved on the waiting list (can only be approved if scholarship holders withdraw), or
- rejected.

The application of a person identified by the competent national security services as a potential risk can be rejected by the Board of Trustees of the Tempus Public Foundation.

The applicants will be informed about the application results around the end of June 2024 (please see the timeline in Section 3.4.3). Please note that applicants can expect only one information email from Tempus Public Foundation about the results. Depending on the allocation results, applicants can expect this letter anytime throughout June and July; therefore we ask for your patience. Please note that we cannot reply to individual requests asking for the results and all applicants will be informed via the online system.

### 3.6. Acceptance of the Scholarship

Those who do not accept their scholarship until the deadlines below are automatically considered withdrawn from the scholarship.

Applicants who are awarded the scholarship shall not receive a Scholarship Holder status if they:

- > withdraw from the scholarship in a written form (sent to both Tempus Public Foundation and the Host Institution) or via the application system, or
- > fail to upload their missing application documents by1 August 2024, or
- > fail to accept their scholarship until the given deadline, or
- withdraw their data protection (GDPR) consents, or
- provided false information during the application process.

#### 3.6.1. Acceptance of Scholarship for Approved Scholarship Holders

To gain a Scholarship Holder status, approved applicants must accept their scholarship and consent to the Operational Regulations of the programme (see **Annex 1** for the Operational Regulations) in the online application system within the time frame written in the notification e-mail (usually this is within two weeks after receiving the notification e-mail about the application decision, but it can be a shorter period) **but no later than 1 August 2024.** 

#### 3.6.2. Acceptance of Scholarship for Conditionally Approved Scholarship Holders

If the applicant is conditionally approved because they have any missing documents that could be uploaded after the application deadline, all of the missing documents need to be uploaded via the online system immediately after receiving all documents (and after receiving the notification about the conditional status), and no later than 1 August 2024. Please see details in Section 3.3. about missing documents.

Conditionally approved Scholarship Holders must accept their scholarship and consent to the Operational Regulations of the programme (see Annex 1 for the Operational Regulations) in the online application system within the time frame written in the notification e-mail (usually this is within two weeks after receiving the notification e-mail about the application decision, but it can be a shorter period) but no later than 1 August 2024.

### 4. The Students at Risk Subprogramme

This paragraph applies only to applicants from Ukraine.

### 4.1. Mission of the Subprogramme

The Students at Risk Subprogramme is an addition to the Stipendium Hungaricum Scholarship Programme, supervised by the Ministry of Foreign Affairs and Trade and managed by the Tempus Public Foundation. Its goal is to assist students and doctoral candidates whose studies or research have been interrupted by war, catastrophe, prosecution etc.

# 4.2. The differences between the application process of the subprogramme and the main programme

Due to the special situation of the applicants, the application procedure differs in some points from the application of the main programme. These are the following:

- 1. Eligibility: The scholarship is available for those who meet all of the following criteria:
  - who are citizens of Ukraine (including dual citizenship, and all statuses listed in point 2.2, except for those with Hungarian citizenship. Ukrainian-Hungarian dual citizens cannot apply!) Non-eligibility: The rule under which scholarship holders who do not cancel their accepted application and do not arrive in Hungary are excluded from applying for three years, cannot be applied to applicants for this subprogramme.
- 2. Supervisor: applicants for the subprogramme do not need to have a supervisor when submitting application.
- 3. Application documents: All applicants need to accept and sign the "Statement for Application". The statement should be made on the form provided: download <u>Annex 4</u>, which contains the form that should be used.
  - The statement of the supervisor does not need to be submitted.
  - Uploading a medical certificate is not necessary.
- 4. Selection procedure: The applications that pass the technical check are forwarded to the selected Host Institution (without the nomination of Sending Partner).



### 5. Studying in Hungary

Any possible changes in the entry and enrolment system due to unforeseen reasons will be posted on our website: https://stipendiumhungaricum.hu/. Please consult the website regularly.

#### 5.1. Visa Applications

You are requested to **start your visa application process immediately** after receiving the positive decision about the scholarship. Officially, it may take 30 days until a visa is issued. You need to contact the competent consular office to apply for a visa to Hungary. For more information please visit the website of the Hungarian Ministry of Foreign Affairs and Trade (https://konzinfo.mfa.gov.hu/en) and the Directorate-General for Aliens Policing (http://oif.gov.hu/index.php?lang=en).

Please note that the citizens of some countries do not need a visa to enter Hungary due to the Visa Waiver Agreements. At the time of writing, these countries include: Albania, Argentina, Brazil, Bosnia and Herzegovina, Chile, Costa Rica, Colombia, Georgia, Israel, Japan, Malaysia, Marshall Islands, Mexico, Moldova, Montenegro, North Macedonia, Panama, Peru, Republic of Korea, Saint Lucia, Serbia, Seychelles, Singapore, Taiwan, Ukraine, United Arab Emirates and Uruguay — as well as the passport of the special administrative territory of Hong Kong and Macao.

Please make sure to visit the Consular Services website for up-to-date information about your country: <a href="https://konzinfo.mfa.gov.hu/en/visa-free-travel-hungary">https://konzinfo.mfa.gov.hu/en/visa-free-travel-hungary</a>.

<u>This</u> decree provides information on the conditions for exempting scholarship recipients from the obligation to pay the administrative service fee.

Please note that the Scholarship Holder status does not automatically guarantee a visa.

#### 5.2. Arrival and Enrolment

We highly recommend that all applicants visit our Study in Hungary website (<a href="www.studyinhungary.hu">www.studyinhungary.hu</a>) for detailed information about life and education in Hungary. As mentioned in Section 1.3, please also check the expected living expenses with our <a href="www.studyinhungary.hu">Cost of Living Calculator</a>.

Scholarship Holders must inform the Stipendium Hungaricum coordinator of their Host Institution (please see contact details on our website) about their expected arrival date 30 – but not less than 15 – days before arrival.

Successful applicants are expected to make their travel arrangements to Hungary – no financial provisions will be provided for travel expenses by the Hungarian side. Under with current legislations, Scholarship Holders are entitled to be exempt from the paying any fees related to their admission to Hungary. No visa, administrative services or additional contribution is given to family members or accompanying persons.

Please note that the Stipendium Hungaricum Scholarship Programme does not fully cover all upcoming costs of the Scholarship Holder. It means that the students need to add their own financial resources



in order to cover all living expenses in Hungary. All applicants are highly advised to check the expected living expenses both in Hungary and the city that they wish to live in before applying; please do check our Cost of Living Calculator by clicking here: http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html

Scholarship Holders are expected to obtain their visa, arrive in Hungary and **register at the Host Institution no later than 30 September 2024** (for study programmes starting in the Autumn Semester) – or the date set by the Host Institutions. The applicant who is granted the scholarship must enrol to the Host Institution in the semester in which they were granted admission.

In principle, it is **not possible to postpone the start of the scholarship studies** to another semester or academic year — except for very special, unforeseeable, force majeur cases described in the Operational Regulations, with the special approval of Tempus Public Foundation. Therefore, in principle if the Scholarship Holder does not enrol until 30 September 2024 — or the date set by the Host Institutions, they will be automatically excluded from the scholarship programme.

Please note that Scholarship holders will participate in medical examinations organized by universities upon their arrival (it is free of charge for Scholarship Holders).

#### 5.3. Rights and Obligations

#### 5.3.1. Operational Regulations, GDPR and Student Contract

The Operational Regulations of the Stipendium Hungaricum Programme bind all Scholarship Holders. Please make sure to read it carefully in Annex 1. The following text contains extracts from the Operational Regulations; however, all Scholarship Holders must read the full text of the regulations.

Scholarship Holders must sign a scholarship contract with the Host Institution including study-related details and the rights and obligations of the Scholarship Holders (see sample <u>on our website</u> or at the end of the Operational Regulations).

The Stipendium Hungaricum scholarship contributes to the living costs of the Scholarship Holder only; therefore – within the programme's framework – visa-related assistance, additional allowance and administrative services are not provided for any accompanying people or family members. The legal entity of the scholarship contract is exclusively the Scholarship Holder and the Host Institution.

The Scholarship Holders are expected to follow the regulations of the Host Institution and continue their studies in good faith, to the best of their abilities, in order to meet the academic requirements of the study programme and thus finish the programme successfully. By accepting the scholarship, the Scholarship Holders agree to participate in the alumni system of the programme that support the maintenance of relationships with the Scholarship Holders and facilitates the flow of information – such as the alumni website, alumni events and surveys about the satisfaction of students, career monitoring and the evaluation of research activities.

Please note that the Operational Regulations of the Stipendium Hungaricum Programme can be subject to change, and the Scholarship Holders are bound by the prevailing regulations at any given time.

Please note that, under the General Data Protection Regulation (GDPR) in European Union law, all applicants need to give consents regarding data protection and accept the Privacy Policy (see Annex 3) in order to be able to apply. These consents appear in the online application system after registration.

#### 5.3.2. Staying in Hungary

Scholarship Holders are obliged to live and study in Hungary; therefore, they are not allowed to live habitually in any other country during the study period. Otherwise their scholarship holder status will be terminated.

#### 5.3.3. Other Scholarships and Double Financing

Considering that the aim of the Stipendium Hungaricum Scholarship is to support higher education studies in Hungary, if the scholarship holder receives another scholarship that aims to support studies outside Hungary for more than 30 days, the Stipendium Hungaricum Scholarship agreement will be terminated. Considering Professional programs related to studies (conferences, study trips, etc.) with a maximum duration of 30 days can also be supported within the framework of other scholarship programs (e.g. Erasmus +, CEEPUS). The European Solidarity Corps is an exception as it is not compatible with studies for scholarship holders. Scholarship holders in doctoral programmes can stay abrod for academic purposes of a maximum duration of 2x1 semester for the two phases of the doctoral programme.

Applicants are also not eligible to receive the Stipendium Hungaricum scholarship if they have another concurrent scholarship from the Hungarian central budget for studies in Hungary. If the Scholarship Holder was awarded more than one scholarship, they must choose one and withdraw from the other. However, the Host Institutions can provide additional financial support for the students on a social, performance-related, or other basis.

Under the regulations of Government Decree 51/2007. (III. 26.), Scholarship Holders are entitled to be awarded the National Higher Education Scholarship ("nemzeti felsőoktatási ösztöndíj")

#### 5.3.4. Termination of Scholarship Status

The details and cases when the scholarship status is terminated are listed in the Operational Regulations of the programme (see Section IV. of **Annex 1**).

Under the Operational Regulations of the programme, the scholarship status is terminated if

- the Host Institution terminates the student status of the Scholarship Holder...
- the scholarship holder withdraws from the scholarship in a written form (sent to both Tempus Public Foundation and the Host Institution),
- ➤ after accepting his/her scholarship, the scholarship holder does not travel to Hungary and does not start his/her studies (if he/she does not notify Tempus Public Foundation of this fact, he/she cannot apply in the next 3 years

- 16
- the scholarship holder had obtained their degree at the study programme supported by the scholarship,
- the Scholarship Holder does not comply with the regulations of the programme regarding the obligation of living habitually in Hungary,
- the Scholarship Holder does not fulfil their obligation to participate in medical screenings, and their additional obligations set out in the healthcare protocol, or he is deemed unfit during the obligatory medical examination,
- the scholarship holder obtains Hungarian citizenship (including those with dual citizenships), a stateless person, refugee, protected individual, asylum-seeker, admitted individual, migrant, settled person, or obtains any other status that does not fall within the scope of Section 39 (1) a) of the Higher Education Act
- as a result of institutional disciplinary or criminal proceedings against the scholarship holder, the scholarship holder is expelled, and for this reason the Public Foundation asks the host institution to terminate the scholarship status,
- in other cases described in the Operational Regulations of the programme in effect.

#### 6. Contact Details

Please contact our <u>www.stipendiumhungaricum.hu</u> and <u>www.studyinhungary.hu</u> websites for more details about the programme and Hungarian higher education and for frequently asked questions. Please contact Tempus Public Foundation's Directorate for Internationalisation of Higher Education in in one of the following ways in case you need any further information.

	Contact Tempus Public Foundation
Website of the Programme	www.stipendiumhungaricum.hu
Frequently Asked Questions	<u>click here</u>
Skype	"stipendiumhungaricum"
E-mail	stipendiumhungaricum@tpf.hu
Phone	+36-1-236-5040
Facebook	https://hu-hu.facebook.com/studyinhungaryofficial/
Information about Hungary	www.studyinhungary.hu
Costs of Living calculator	click here

Contact the Hungarian h	nigher education institutions
Contact details of institutional coordinators	click here (below Study Finder)
Details of available study programmes	click here and see the study fields here

Contact the local authorities	es of the Sending Partners	
Contact details of national coordinators at the sending countries/territories	<u>click here</u>	

#### 7. Annexes

Annex 1

Operational Regulations of the Stipendium Hungaricum Programme (Rights and Obligations, Scholarship Agreement section)

Annex 2

Statement for Application (sample)

Annex 3

**Privacy Policy** 

Annex 4

Statement for Application for the Student at Risk subprogramme (sample)

Please note that the Call for Applications of the Stipendium Hungaricum Programme can be subject to change in the future, therefore we suggest all applicants to follow our website and social media accounts.

# সূচনা (Introduction)

এই ডকুমেন্টটি মূলতো ফরেন স্কলারশিপ এর এপ্লিকেন্ট (Applicant) ইউজার দের জন্যে সরবরাহকৃত। এই ম্যানয়ুালটি সিস্টেমের সক্ষমতা এবং বৈশিষ্ট্যগুলির একটি বিবরণ, এবং ব্যবহারের জন্য বিস্তারিত নির্দেশাবলী প্রদান করে। এই ম্যানয়ুালটিতে আমরা যথাসম্ভব গ্রাফিক্স ব্যবহার করেছি।

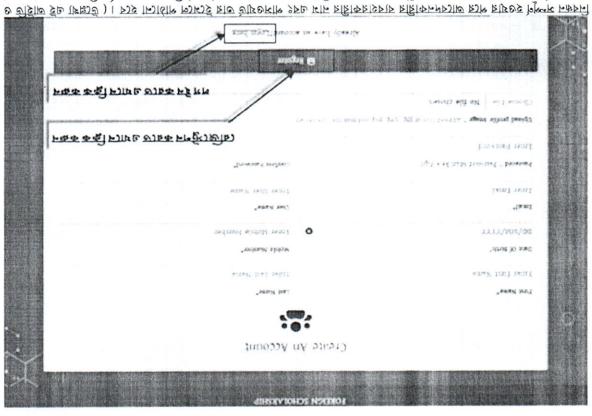
#### কম্প্যাটিবল ওএস(Compatible OS)

- ০ উইভোজ ১০/৮/৭
- ০ লিনাক্স ২০.৪
- ০ ম্যাক.ওএস ১২.৫.১

#### কম্প্যাটিবল ব্রাউজার (Compatible Browser)

# রেজিন্ট্রেশন (Registration)

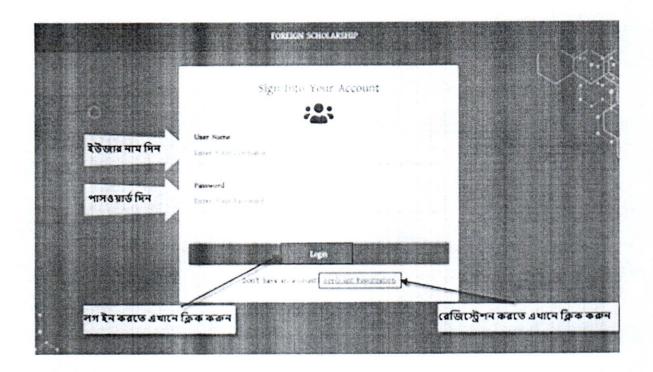
নতুন ইউজার এর জন্য প্রথমে আপনার কম্পিউটারে ইপটল করা যেকোনো ব্রাউজার যেমন ইন্টারনেট এক্সপ্লোরার ট, মোজিলা ফায়ারফক্স 🕥, গুগল ক্রোম তিঅথবা অন্য কোন ব্রাউজার ওপেন করুন। ব্রাউজার ওপেন হওয়ার পর ব্রাউজার এর অ্যাড়েস বারে http://103.4.145.251:3030 ওয়েব ইউআরএলটি টাইপ করুন। এখানে আপনাকে একাউন্ট তৈরী করতে ইউজার এর সকল তথ্য দিয়ে রেজিস্টার বাটন এ ক্লিক করুন। পূর্বে একাউন্ট তৈরী করে থাকলে লগইন বাটন এ ক্লিক করুন।



যাবে) পাসোয়ার সংরক্ষণ রাখতে হবে। পরবতীতে অন্য কোন বৃত্তির আবেদনের ক্ষত্রেও এই আইডি ও পাসোয়ার ভবিষ্যতে ব্যবহার করা নিব্যান সম্পূর্ণ প্রেমণ বার্থিক গ্রেমণারায় প্রব্যাবদার বার্থিক শাবিদানের ক্রেমণারাজ বার্থিক ব্যবহার করা

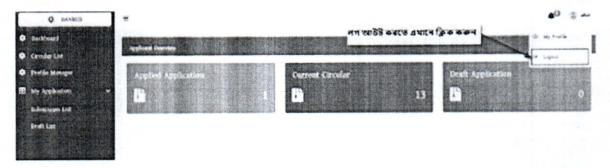
# नश ह्न (Login) - Applicant User

এখানে আপনাকে প্রথমেই অবশাই একটি ভ্যালিড ইউজার আইডি এবং পাসওয়ার্ড দিয়ে লগ ইন করতে হবে। ইনপুট ফিল্ডে আপনার ইউজার নেম এবং পাসওয়ার্ড দিন এবং লগ ইন (LOGIN) বাটনে ক্লিক করুন।



# ড্যাশ বোর্ড(Dashboard)

- ০ লগ ইন করার পর প্রথমে ড্যাশবোর্ড (Dashboard) এর নিচের ইমেজের মত উইন্ডো দেখতে পাবেন। লগ আউট করার জন্য লগ আউট (Log Out) বাটনে এ ক্লিক করুন।
- এপ্লিকেন্ট ব্যবহারকারীরা ''অ্যাপ্লায়েড এপ্লিকেশন, কারেন্ট সার্কুলার, ডাফট এপ্লিকেশন' 'নামের তিনটি বাটন দেখতে পাবেন।
   "অ্যাপ্লায়েড এপ্লিকেশন, কারেন্ট সার্কুলার, ডাফট এপ্লিকেশন" বাটনে ক্লিক করলে এপ্লিকেন্ট ব্যবহারকারীকে অ্যাপ্লায়েড এপ্লিকেশন, কারেন্ট সার্কুলার, ডাফট এপ্লিকেশন ইন্টারফেসে নিযে যাবে।



# সার্কুলার লিস্ট (Circular List)

- সমস্ত সার্কুলার লিস্ট টেবিলে দেখতে পাবেন।
- ্ সার্কুলার লিপ্ট দিয়ে সার্চ করার জন্য প্রথমে সার্চ প্যানেলে (Search Panel) ক্লিক করুন। প্রয়োজনীয় সার্কুলার ইনফরমেশন লিখুন। এরপর সার্চ বাটনে ক্লিক করুন।

এখান থেকে লিস্ট পোজ এ যেতে ভিউ সাকুলার লিস্ট বটন এ ক্লিক করুন।

PER BELLE ANTER THE BEST STOPE

ত প্রীক কার বাদিক। ( Profile Manager অপশনে শিয়ে পূর্বেই প্রোফাইল তৈরী করা যায়)

 এ প্রতিশ্বা উদ্দিক করা নাটে ক করুন। দ্রাফ ক করে নাটান ক্রিফ করে পাববাহি

 এপ্রাই করা যাবে।

 একাই করা বাবে।

 একাই করা করে বাবিদ্ধানী করি করে বাবিদ্ধানী করি করে বাবিদ্ধানী করে বাবিদ্ধানী করে বাবিদ্ধানী করে বাবিদ্ধানী করি বাবিদ্ধানী করি বাবিদ্ধানী করি বাবিদ্ধানী করি বাবিদ্ধানী করে বাবিদ্ধানী করি বাব

। চ্যত্ত নপত ভ্যৈত্বর্তী বীক্চ তদে হছ্যবী হব্যনি হপ হাহক কন্দ্রী দ্যবাদ হবি। দেহুক কন্দ্রী দর্যাদ (W9IV) হবি। হবি হাহাদ ০

০ এপ্লিকেট 'এপলাই'বটন এ ক্লিক করার পর নিচের ছবির মত উইভোতে একটি (Online Application Form) কৰ্ম আসবে।

০ দিচের ছবির ইনপুট ফিল্ড গুলো পূরণ করে এপলাই (Apply) বাটনে ক্লিক করুন। Profile তৈরী না থাকলে profile



০ সার্কুলার ডিয়েটের পর এগ্রিকেন্ট র সার্কুলার এ এগ্লাই করার জন্যে,  $\gamma_{qo}$ লার চিন্দু দে ত্ত্তির বাব

০ সাকুলার তথ্য ভিউ করতে ভিউ (View) বাটনে ক্লিক করুন।



# প্রোফাইল ম্যানেজার (Profile Manager)

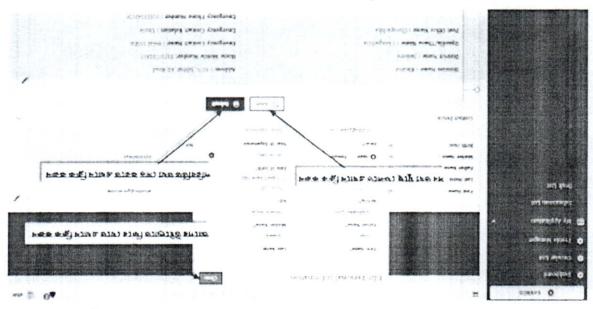
- ০ এখানে আপনি এপ্লিকেন্ট এর সকল তথ্য দেখতে পারবেন।
- ০ এপ্লিকেন্ট এর তথ্য এডিট করতে এডিট (Edit) বাটনে ক্লিক করুন



আগের চিত্র থেকে এডিট বাটনে ক্রিক করার পর নিচের চিত্রের মত একটি উইন্ডো ওপেন হবে। এখান থেকে আপনার যেই তথ্য
 এডিট করা প্রয়োজন সেটি এডিট করতে পারবেন। প্রয়োজনীয় তথ্য পরিবর্তন করার পর আপনাকে আপডেট (Update)

विदिन क्रिक कराए श्रित (अपि करांत धना।

। নুহুক কল্লী ন্যবাদ লপ্যানাক তথ্য হাক্টা ত্যাভ্যইর্ভ হোগাল যাক্ষাল আরম ভার্বা বাদ তার্নক বর্ত্তী।



# (My Application)

(jaid noisaimdu2) জন্ম দশ্মিদাদ

(তিমাপ বাল্যনর চ্যাকাত ক্র্যনীপি দ্বস্যাত)

- ে Submission Lisiz কৰা দাশকাপ্ৰাচ তকু ব্যাসাদ চন কৰা প্ৰাপ্তিক দাশতে পারবেন।
- ০ সাবসিশন লিস্ট্রন। এরপর সাচ করার জন্য রথমে সাচ প্যানেলে (Search Panel) ক্লিক করুন। প্রয়োজনীয় সাবসিশন ইনফরমেশন লিখুন। এরপর সাচ বাটনে ক্লিক করুন।
- ।দুহুক কন্দ্রী দর্যাচ (W9IV) ইত্রী ত্যাধ্যু দেক্র্রান্ত্রী হ্লচ দাশ্ক্যাপ্লীয় ০



০ ডিটেলস পেজে গিম্বে ব্যবহারকারী আগ্লিকেশন ডাউনলোড বোতাম পাবেন এবং এর তথ্য দেখতে পাবেন। ট্রোকিং নবরসহ)



০ আবেদন্টি প্রিন্ট করতঃ প্রিন্ট কপিসহ চাহিত সকল হার্ডকপি ডকুমেন্টস বিজ্ঞপ্তিতে প্রদত্ত ঠিকানায় জমা দিতে হবে।

# ড়াফট লিস্ট (Draft List)

- এখানে আপনি এপ্লিকেন্ট এর ড্রাফট এ সেভ করা এপ্লিকেশন এর লিস্ট দেখতে পারবেন।
- ॰ ড্রাফট লিস্ট দিয়ে সার্চ করার জন্য প্রথমে সার্চ প্যানেলে (Search Panel) ক্লিক করুন। প্রয়োজনীয় ড্রাফট ইনফরমেশন লিখুন। এরপর সার্চ বাটনে ক্লিক করুন।
- ॰ এপ্লিকেশন এর ডিটেইলস দেখতে ভিউ (View) বাটনে ক্লিক করুন এবং এপ্লিকেশন এর তথ্য এডিট করতে এডিট (Edit) বাটনে ক্লিক করুন।
- ॰ এডিট (Edit) বাটনে ক্লিক করলে এপ্লিকেন্টকে (Online Application Form) ফর্ম ইন্টারফেসে নিযে যাবে।
- ॰ ড্রাফট বাটনে ক্লিক করলে পরবর্তীতে এডিট করে পুনরায্ এপ্লাই করা যাবে সরাসরি এপলাই(Apply) বাটন।



# scholar.banbeis@gmail.com ত্রামি ফরম পূরণ সম্পাজিত কোন সমসার জন্য ই-মেইল:

অর্বী সমাধানের জন্য এই নম্বরে যোগাযোগ কর্ন -

नन्द०९४८०६८० 'द

०८८४८८५०५८० १