CORVINUS UNIVERSITY of BUDAPEST

1 February, 2021

STUDYING ABROAD

THE OPPORTUNITY OF A LIFE-TIME

WHAT DOES STUDYING ABROAD MEAN ? WHAT'S IN IT FOR YOU?

Spending a semester or (in some cases, a year) abroad gives you the opportunity to

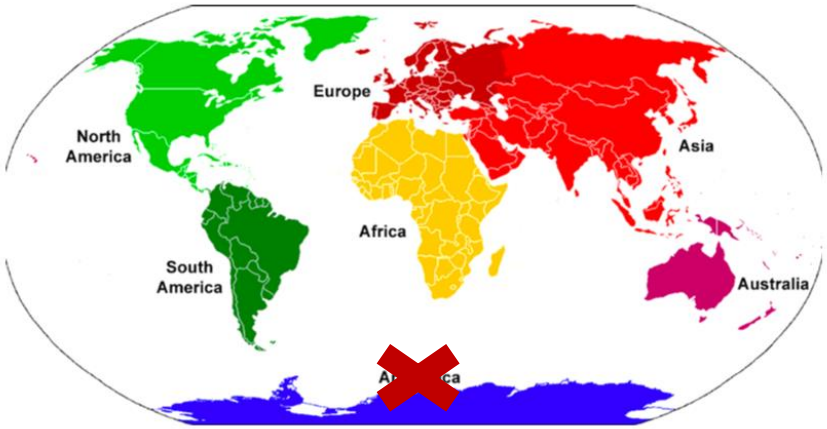
- get to know a new country, a new culture
- experience what education is like at another university
- step out of your „comfort zone" and learn what it is like to be fully responsible for everything in your life
- build an international network of friends (for future personal and for career purposes)
- gain important experience that you will benefit from in your future career.

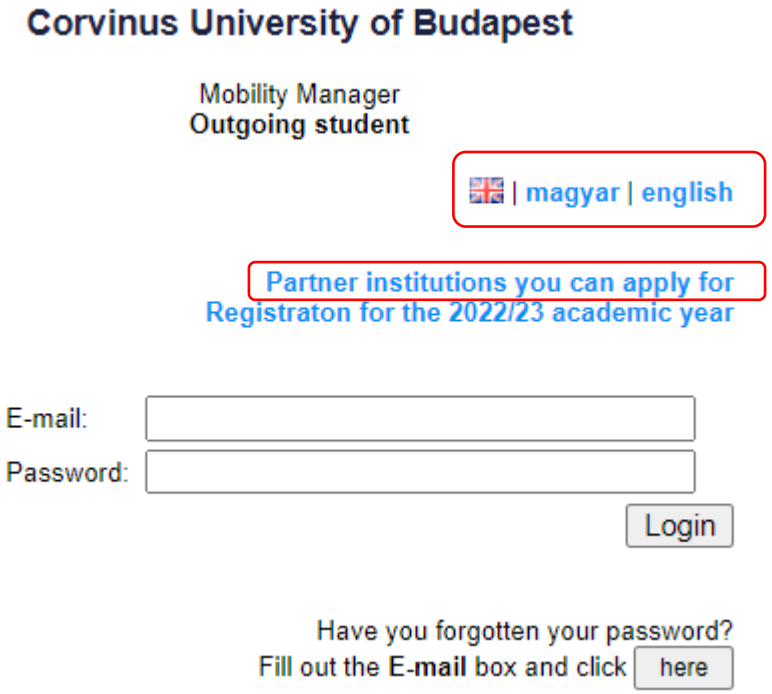
And all this at a point in your life when you are still free of any major obligations and responsibilities.

WHAT DESTINATIONS CAN YOU CHOOSE FROM?

Any continent except the Antarctica

https://corvinus.mobilitymanager.hu/hallgato/





WHAT DESTINATIONS CAN YOU CHOOSE FROM?

https://corvinus.mobilitymanager.hu/hallgato/partnerek.php?Start=1

Partner institutions you can apply for (2022/2023)

|< < 1 /21 > >| Keresés: GO

[304]	Code	Country	Name	Academic field	Program	Bachelor	Master	Doctoral	Language of teaching 1	Language of teaching 2	Remark	Website
1.	A LINZ01	Austria	Johannes Kepler Universität Linz	04.00 Business Studies and Management Sciences;	ERASMUS	✓	✓		angol	német	JKU requires proof of language proficiency in German and/or English (level B2 or higher of the Common European Framework of Reference for Languages (CEFR)*). EXCEPTION: For the Master's programmes General Management and Applied Economics a minimum English level of C1 is required. We accept the following certification: - All internationally recognized language certificates such as TOEFL, Goethe etc. - English or German courses at the required level (B2) as noted in your Transcript of Records - Confirmation issued by your university in regards to your language skills (German OR English) at the required level (B2).	www.jku.at/exchange
2.	A WIEN05	Austria	Wirtschaftsuniversität Wien	04.00 Business Studies and Management Sciences; 04.00 CEMS MIM; 14.30 Economics;	ERASMUS	✓		✓	angol	német		www.wu-wien.ac.at/isc
3.	A WIEN05	Austria	WU (Vienna University of Economics and Business)	14.30 Economics;	ERASMUS		✓		angol	német	Min. English/German C1	
4.	AR BUENAIR01	Argentina	Universidad Torcuato di Tella	04.00 Business Studies and Management Sciences;	BILATERALIS	✓	✓		spanyol	angol		www.utdt.edu www.utdt.edu//ver_contenido.php?id_contenido=1392&id_item_menu=2537 www.utdt.edu/exchange
5.	AU BRISBANE01	Australia	Queensland University of Technology	04.00 Business Studies and Management Sciences;	BILATERALIS	✓			angol		English language requirement: C1	www.studyabroad.qut.edu.au

WHAT YOU SHOULD CONSIDER WHEN CHOOSING YOUR DESTINATION? I.

- There will be many, many applications to the most popular destinations, at the same time, we have fix quotas with each institution on the number of students we can send.

  Germany, France, Great Britain, The Netherlands, Italy

- This does not mean that you cannot apply to these countries, but do take into consideration other destinations, as well.

- Be sure to check the language of instruction (a. language and b. language) at the institutions you choose and check for possible stricter language proficiency requirements.

- Be sure to check what academic field the given institution offers courses in as this is important.

WHAT YOU SHOULD CONSIDER WHEN CHOOSING YOUR DESTINATION? II.

- The furthest destination may not necessarily be the best option for you
- Staying near to Hungary can prove to be just as exciting as travelling to the other side of the globe
- Don’t look only towards the West, remember, an experience in one of Corvinus’s neighboring, Asian, Far-Eastern or South American partner universities may be even more exciting and useful in the long-run (in some places less money gets you further…)
- The number of places per university per semester is given, choosing only from the popular destinations may not be effective…

WHAT YOU SHOULD CONSIDER WHEN CHOOSING YOUR DESTINATION? III.

- **Medium of instruction** – will the courses really be held in English, German, Spanish, etc., i.e. the language you are proficient in (some universities may offer courses in 2 different languages – be sure to check that they offer the courses you need in the language you are proficient in)

- **What subjects will you be able to choose from?** Remember: not all subjects may be available for visiting students.

- **Will you be able to take subjects you can have accredited to your degree program** at Corvinus as core (K) or core elective (KV) ones?

- **Will you be able to cover the accommodation and daily subsistence costs?** Erasmus vs. Bilateral exchange, special needs, social disadvantage

CHOOSING THE SEMESTER FOR YOUR STUDY ABROAD

If you wish to be certain that you will be able to finish your degree program on time:

- Unless your program has a „built-in" study abroad semester window, recommended:
  - Bachelor students: 3rd, 4th or 5th semester
  - Master students: 2nd or 3rd semester

If you're more interested in gaining international experience than in finishing on time:

- Bachelor students: any semester from the 3rd semester onwards
- Master students: any semester from your 2nd semester onwards

HOW MUCH TIME CAN I SPEND ABROAD WITH ERASMUS+?

- Maximum 12 months per study level (study and Erasmus+ internship overall)
- Mininum number of months to be spent abroad:

  On a semester basis: min. 3 months

  On a trimester basis: min. 2 months

HOW MUCH TIME CAN I SPEND ABROAD WITH BILATERAL EXCHANGE?

As much time as you wish, provided

- you keep within the maximum number of semesters available to finish your degree program & you complete at least 2/3rds of the credits at Corvinus
- you meet all other requirements as set out in the Study and Exam Regulations

ERASMUS+ HOW MUCH SUPPORT WILL I GET?

- The monthly scholarship ranges between 470 – 520 EUR /month
- Exact amount depends on the destination country and the exact number of days spent abroad

ADDITIONAL SUPPORT

- Erasmus+ - social need:+ 250 EUR / month
- Erasmus+ - special needs: + ? EUR / month (to be determined by a medical committee based on the possible extra expenses arising from your illness)

IMPORTANT:

- The scholarship amount will <u>not</u> cover all your costs, you will have to supplement the grant from your own pocket!

BILATERAL EXCHANGE - HOW MUCH SUPPORT WILL I GET?

- **Campus Mundi ?** – Will end in June 2022
- **Will it continue in some form or another?**
  Probably yes, but we, too, are waiting for information from TEMPUS Public Foundation.
- **What will the requirements be?**
  This will depend on TEMPUS Public Foundation – you have to wait for the information.
- BUT! **Corvinus study abroad scholarship**

APPLICATION

WHEN

November 8 – 19, 2021

FOR WHEN

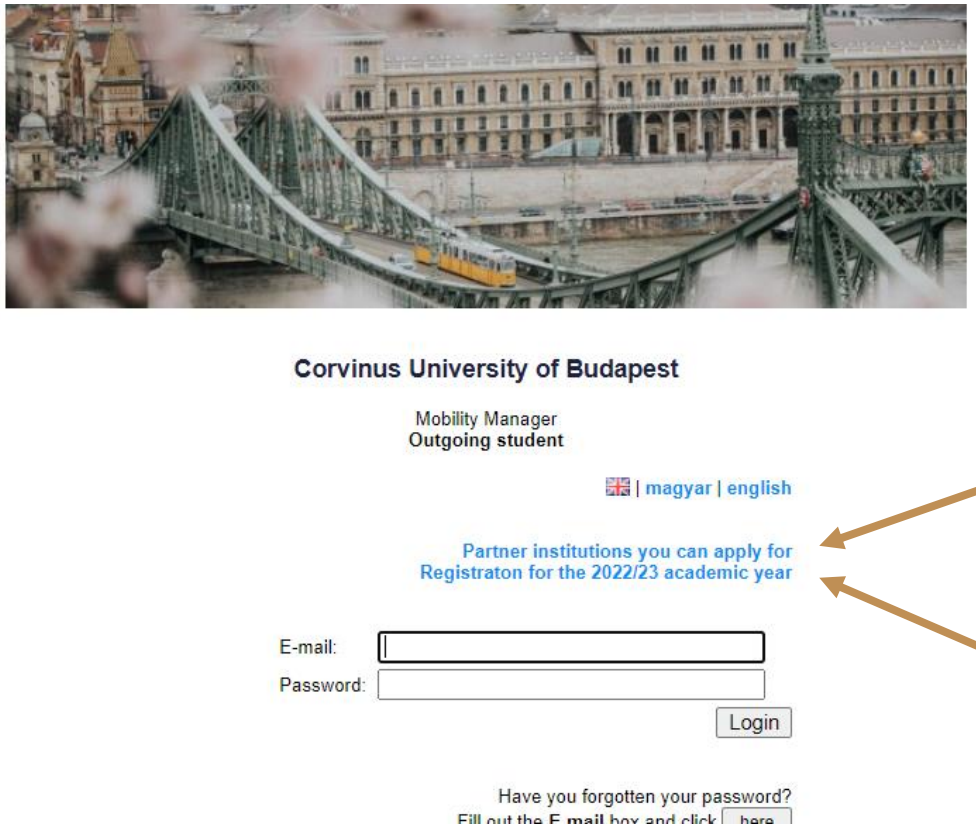
2022 Fall and / or 2023 Spring (*you can apply for both semesters, however, in this case you will first be given a place for just one semester – fall, or if that is full, spring – and if there are any free places left after all the successful applicants have been designated a destination, your request for the second semester abroad will be considered*)

WHERE

In the MOBility system (https://corvinus.mobilitymanager.hu/hallgato/) – a great deal of precise info will be given in the Call for Applications

THE APPLICATION PLATFORM

https://corvinus.mobilitymanager.hu/hallgato/



List of possible institutions you can apply to

Registration for the application platform

APPLICATION PLATFORM – MAIN PAGE

CORVINUS UNIVERSITY of BUDAPEST

KRP/2022/23/001

Period of studies: 2022/23

Logout

| magyar | english

- Information
- Help for submitting an application
- FAQ
- Partner institutions you can apply for
- Personal Data
- Study Data
- Former Erasmus participation
- Foreign language knowledge
- Professional activities
- Social work
- Previous study abroad scholarships
- Choosing foreign institution(s)
- Choosing an institution setting
- Documents
- Checking and submitting
- Check-in-data
- Logout

Dear Applicant,

Welcome to Corvinus University's online application system for a study abroad semester.

If you have any concerns, please contact us via e-mail at: corvinus.erasmus@uni-corvinus.hu In the 'subject' part of the e-mail please be sure to add: Erasmus+ appliction - problem.

Please, fill out the application form only if you meet the requirements set out in the Call for Applications.

Before filling it out, please read **the informative paragraphs under each menu item.**

We also recommend that you read the **FAQ (Frequently Asked Questions)** section.

You will be able to upload your motivation letter, language exams, other professional activities and community work documents under the 'Documents' menu item (max. 20 Mb in total, in color pdf format).

We can only give points for the motivation letter, language exam, professional activity, community work if you have indicated it on the application form and uploaded the certificates / language exams in the 'Documents' menu!

Fields marked with an asterisk (*) must be completed; otherwise the system will not accept the application.

Please give only true and correct information, because entering false information will result in an automatic disqualification from the application process.

Make sure that the application form is **submitted (please press SUBMIT) when totally complete. After SUBMISSION, you will no longer be able to modify the application.** We suggest that you save the application for further references.

Before submitting the application, please read the **Help for submitting an application** menu item.

You can read detailed information regarding the application on the following web page:

MAIN MENUS

IMPORTANT:
Under „Documents” you can upload overall max. 20 Mb. The preferred file type is PDF. *Zipped files will not be accepted*

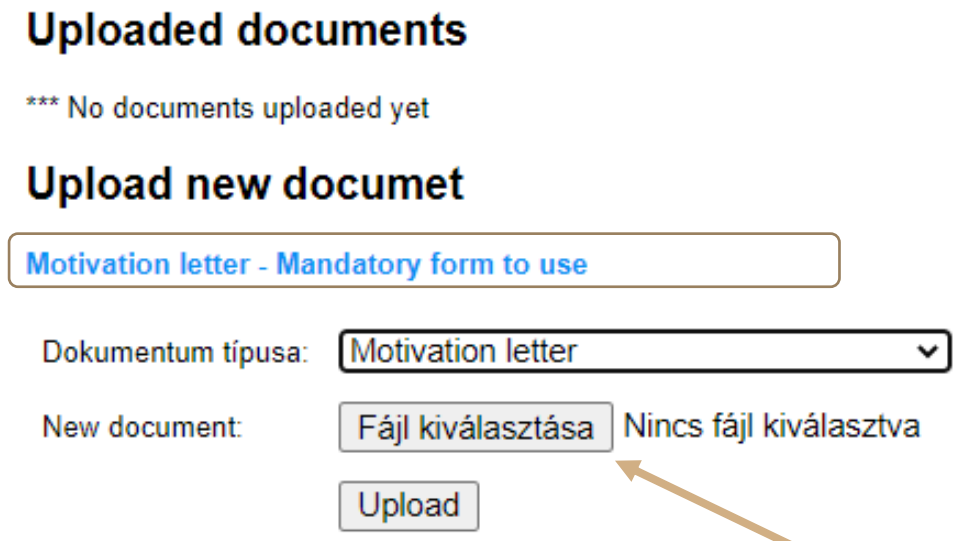
THE VERY LAST STEP, when you are sure your application is fully ready, all documents have been uploaded !!!

Foreign language proficiency exam: Only valid exams can be uploaded till the end of the application period, certificates of future issuing will not be accepted. Only special requirements from the partner can be handed in till the end of the appeal period.

Data to be given

You must upload all foreign language proficiency exams, documents for professional points, motivaltional letter, etc. under **„Documents”.**

MOTIVATIONAL LETTER I



Choose file to upload

You must use the Motivation letter form you can download from under „Documents”.

Download it, fill it in, date it, sign it with a blue pen and upload it. Important: you must use the sample given. **Only motivation letters submitted in the official form will be accepted and evaluated.**

When writing about the institutions, you must use the language of instruction of the given institution, i.e. in the case of a UK university you should write in English, however, if you go to an Italian university where the classes will be taught in Italian, you must write the relevant description in Italian.

MOTIVATION LETTER II

BUDAPESTI CORVINUS EGYETEM

MOTIVÁCIÓS LEVÉL ÉS TANULMÁNYI TERV/ *LETTER OF MOTIVATION AND STUDY PLAN*

ÚTMUTATÓ A KITÖLTÉSHEZ / GUIDELINES

A pályázat elbírálásakor elnyerhető maximum 100 pontból 17-at a motivációs levél minőségére és tartalmára kapható pontok tesznek ki.
Kérjük, a dokumentumot elektronikusan töltse ki! Tájékoztatjuk, hogy a dokumentum több oldalból áll, a kitöltendő cellák szabadon bővíthetők, méretük növelhető.

Max. 17 points can be given out of the max. 100 for the content and quality of the motivation letter. Please fill it in electronically. Please note that the document consists of several pages. Feel free to insert more rows where needed.

AZONOSÍTÓ ADATOK/*DATA FOR IDENTIFICATION*

Név/Name:

Neptun kód/*Neptun code:*

Szak, képzési szint/ *study programme, study level:*

A MEGPÁLYÁZOTT KÜLFÖLDI RÉSZKÉPZÉSHEZ KAPCSOLÓDÓ ADATOK / *DATA REGARDING THE PARTIAL STUDIES YOU ARE APPLYING FOR*

Megpályázott tevékenység/ *activity you are applying for:* külföldi részképzés/ partial studies

(Amennyiben pályázatában több fogadó intézményt jelölt meg, akkor kérjük az első három megadott célintézményhez külön adja meg alább a tanulmányi tervet, mindegyik intézményhez a tanulmányok nyelvén.) / *In case you are applying to several host institutions, please give the study plan separately for the first three institutions, on the respective language of studies.*

1. **Fogadó intézmény neve/** ***Name of the host institution:***
2. **Fogadó intézmény neve/** ***Name of the host institution:***
3. **Fogadó intézmény neve/** ***Name of the host institution:***

BUDAPESTI CORVINUS EGYETEM

MOTIVÁCIÓ / MOTIVATION

Miért az adott intézmény(eke)t választotta? Miként illeszkedik az intézményben elérhető képzés a tanulmányaihoz? ***Kizárólag az első 3 megpályázott intézményre vonatkozóan tölthető ki.***

Why have you chosen the given host institution(s)? How does the mobility connect to your current studies? ***Please fill this in only regarding your first 3 choices.***

1. **Megpályázott intézmény / Institution 1 you are applying to:**
2. **Megpályázott intézmény/ Institution 2 you are applying to:**
3. **Megpályázott intézmény/ Institution 3 you are applying to:**

TANULMÁNYI TERV/MUNKATERV – *STUDY PLAN / WORKING PLAN*

Milyen konkrét célokat kíván a pályázott tevékenységgel elérni?

- teljesítendő kurzusok listája, kreditértéke, ezek kapcsolódása a Corvinus-on folytatott képzési programjához (K, KV vagy szabadon választható tárgy) vagy kutatási terv (PhD-sok esetében);

What are the exact goals you wish to achieve during the mobility?

- *which courses are you planning to take (name and credit value of the courses), their connection to the studies at Corvinus (compulsory, core elective, elective courses), or research plan (for PhD students only).*

1. **Megpályázott intézmény/** ***Institution 1 you are applying to:***
2. **Megpályázott intézmény/** ***Institution 2 you are applying to:***
3. **Megpályázott intézmény/** ***Institution 3 you are applying to:***

Hogyan segíti személyes céljai elérését a külföldi részképzés? Hogyan tudja hasznosítani a pályázott tevékenység során szerzett tudást a hazaérkezése után? Milyen szakmai perspektívákat kínál az Ön

BUDAPESTI CORVINUS EGYETEM

számára a mobilitás? Hogyan segíti a későbbi szakosodást, továbbtanulási orientáció vagy a pályaválasztás alakítását?

How will the partial studies contribute to your personal goals? How can you utilize the knowledge gained during the mobility afterwards? What kind of professional perspectives will the mobility offer for you? How will the mobility help with your future studies, specialisation, choosing a profession?

Kelt/*Date:*

Aláírás/*Signature:*

MOTIVATION LETTER III

- Only motivation letters filled out in the downloadable form, dated and signed with a blue pen will be evaluated and given points.
- The motivation letter must be filled out in the language of studies at the host university of the first 3 universities of your choice. If the language of studies differes in the institutions, please use the relevant language of studies for each.
- We suggest that you be short, precise and to the point when writing the motivation letter. You must show in this letter that you know precisely why you chose the first 3 institutions of your choice, you know what courses you will be able to take there and that you have thought over how the given destination will assist you in your future career. A shorter letter giving details will get you higher points than a longer, but very general one.

FINALIZING YOUR APPLICATION AND SUBMITTING IT

IF you have

- filled out all the required information
- have thought over and double checked the order of your choice of institutions
- have uploaded all the required and available documents (language exams, supporting documents for professional points, motivation letter, etc.)
- have double checked that the documents uploaded do not exceed overall 20 Mb and are absolutely certain that you application is ready:

a) Tick the box next to „I have read, understood and accep the data management information”

b) **CLICK ON the „Submit”** button. **IF you forget to SUBMIT your application, it will not be valid!**

- **VERY IMPORTANT:** Once you have submitted your application, you will not be able to make any changes in it (order of preference of institutions, upload further documents, etc.)

HOW SHOULD I PREPARE MY APPLICATION? I.

DON'T RUSH – The deadline for submission is November 19, 2021

- Check out your options (universities you can apply for, the field of study for which we have an exchange agreement, languages of tuition, other requirements, etc.)
- Read the Call for Applications carefully
- Check the list of courses available at the partner university for exchange students
- When writing the motivation letter, be precise and to the point

HOW SHOULD I PREPARE MY APPLICATION? II.

- Collect carefully all the documents with which you can get extra points
- Check the list of institutions you can apply for in the MOBility system
- Double check the courses open to exchange students at the universities of your choice and see how these fit to your curriculum and/or future plans.
- If you plan to take a core or core elective course abroad, check with the course leader of the given equivalent course at Corvinus
- Should you have any questions, seek out and ask for the advice of your program director
- Read carefully the Study Abroad Regulation and the relevant parts of the Study and Exam Regulations.

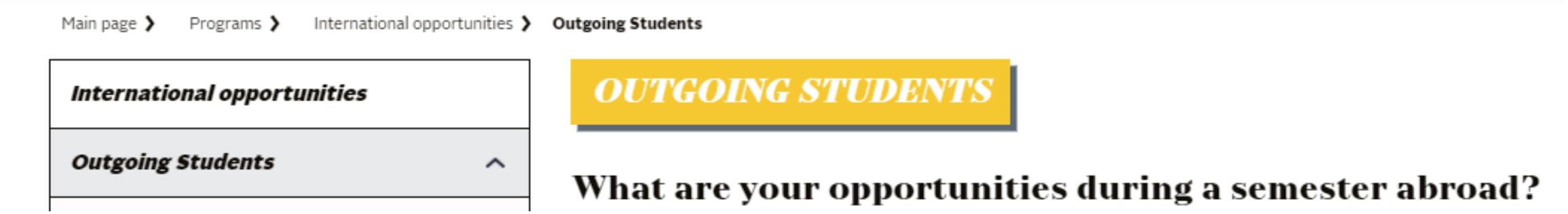
APPLICATION REQUIREMENTS I.

- Scholarship GPA of min. 3.0 (preemptory)
- Valid, min. B2 level foreign language proficiency exam in the language of studies at the partner university (further requirements may apply in the case of some universities – check the comments section in the MOBility!)
- Motivation letter
- Documents to prove eligibility for additional points
  - Any further official and valid foreign language exams (TOEFL, IELTS, TOEIC!!!)
  - Proof of membership / participation in the work of a student organization
  - Proof of participation in professional activities (e.g. teaching assistant, etc.)
  - Etc.

APPLICATION REQUIREMENTS II.

- PhD students applying for a study abroad semester should contact the partner university/universities they wish to apply to, to ensure that they will have a mentor or supervisor to assist them in their research work.

WHERE CAN I FIND INFORMATION? I.



WHERE CAN I FIND INFORMATION? II.

https://www.uni-corvinus.hu/fooldal/kepzes/nemzetkozi-lehetosegek/hallgatoknak/erasmus-reszkepzes/#accordion-item-1003

Kiutazás előkészítéséhez fontos dokumentumok +

Hallgatói élménybeszámolók –

Ausztria +

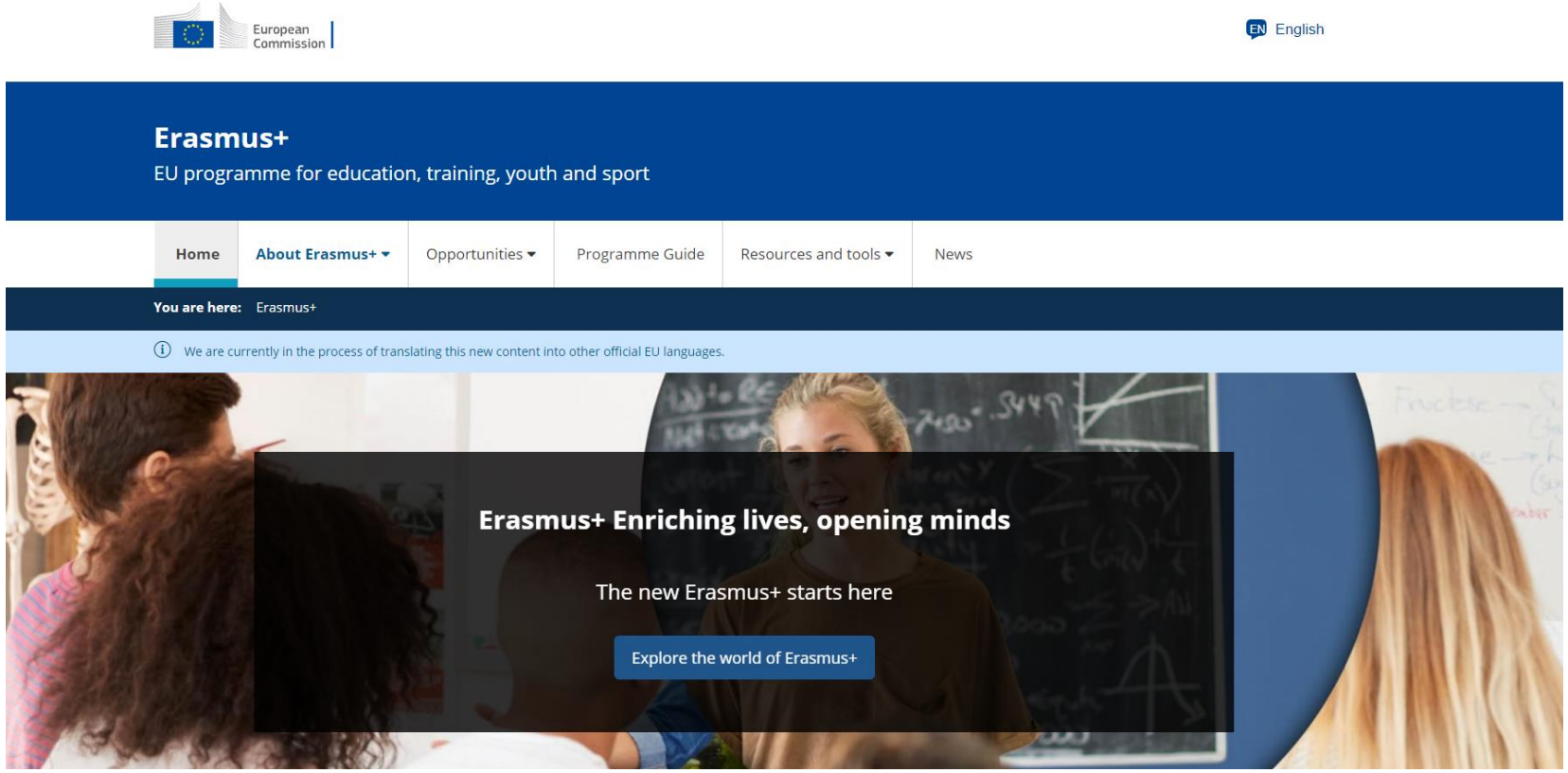
Brazília +

Belgium +

Cyprus +

OFFICIAL SOURCES OF INFORMATION AND TIPS

https://erasmus-plus.ec.europa.eu/



I HAVE APPLIED. WHAT HAPPENS NOW?

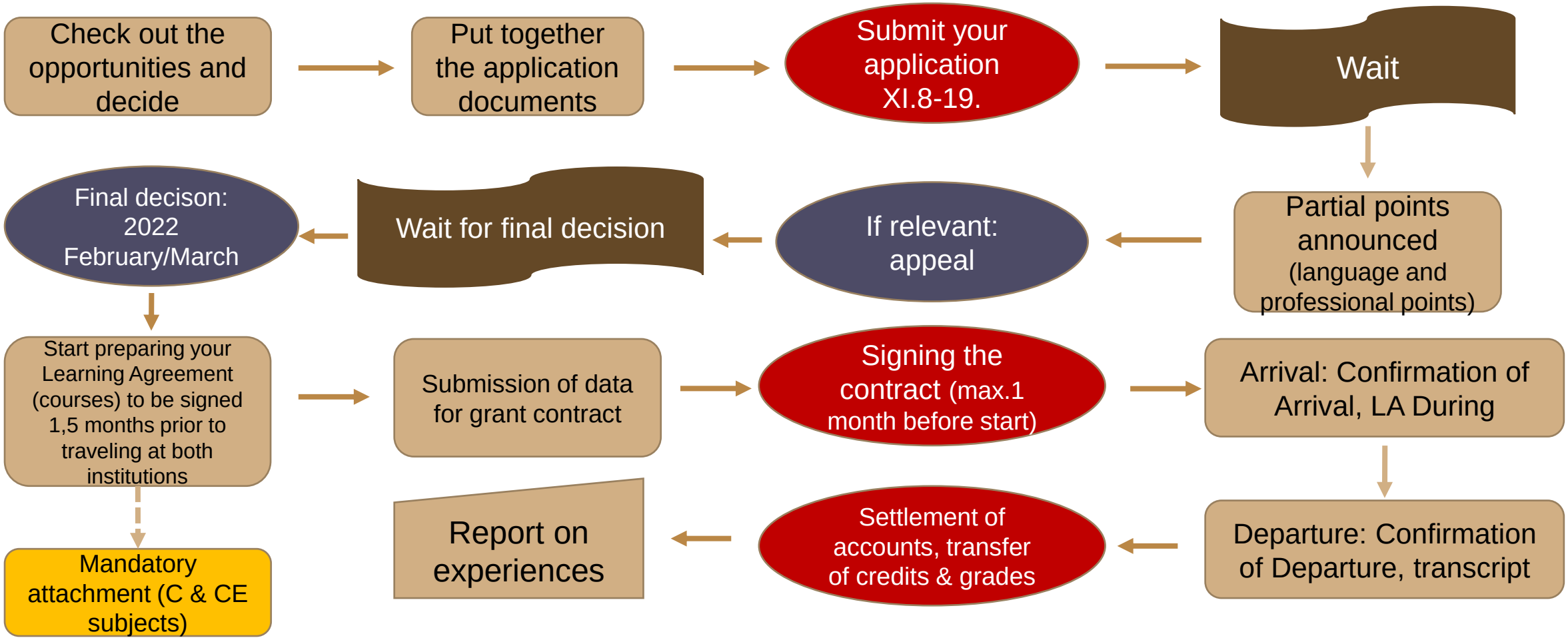
Your application points will calculated:

- Foreign language proficiency
- Professional activities
- Motivation letter
- The scholarship GPA

You will be informed and can appeal the points received (*only those received for foreign language proficiency and the professional activities*).

CORVINUS UNIVERSITY of BUDAPEST

STUDY ABROAD - TASKS



WHEN WILL I KNOW THE FINAL DECISION?

At the end of the fall semester, once all the academic results have been finalized and the scholarship GPA points are available, i.e. **around early to mid-February, you will be informed about the overall number of points you achieved**. Informing you about **the university to which you will be nominated** from among your choices **will take a further 2-3 weeks**.

MY APPLICATION HAS BEEN SUCCESSFUL !
SO WHAT DO I DO NOW?

- https://www.uni-corvinus.hu/main-page/programs/international-opportunities/outgoing-students/erasmus-partial-training/?lang=en

Required documents for arranging your mobility +

THE STUDY ABROAD SEMESTER – I.

- You have to be in „active” status at Corvinus
- You must have all the subjects studied abroad accredited to your degree program (the grades received abroad will be included in your scholarship GPA!)
- You must register for the „Study abroad” subject
- If you are a self-financed student paying a tuition fee, you must pay the tuition fee at Corvinus (however, you are exempt from paying it at the partner institution!)

THE STUDY ABROAD SEMESTER – II.

- You should have at least 21 credits remaining to be completed in the semester in which you go for the study abroad (*internship and Thesis Consultation CANNOT BE COUNTED INTO THIS, nor do any subjects you will take on a reduced curriculum basis*)
- You can take up to max. 4 subjects with reduced curriculum
- If you do not have 21 credits remaining, please check with the Erasmus Office

Ask the Student Mobility Office:

corvinus.erasmus@uni-corvinus.hu

Main Building, Room 153.

Opening hours:

Monday & Wednesday: 13:00 – 16:00 h
Tuesday and Thursday: 09:00 – 12:00 h

Fridays: CLOSED

CORVINUS UNIVERSITY of BUDAPEST

ERASMUS + INTERNSHIP I.

Application is continuously open

Possible both during your studies or after you have finished your studies

Prerequisite: finding a company where you can do the internship

Deadline: at least 1 month before starting the internship AND before finishing your studies!

Erasmus+ scholarship support

Amount: depends on the destination
Social needs extra: 150 EUR/month

CORVINUS UNIVERSITY of BUDAPEST

ERASMUS + INTERNSHIP

Further information:

https://www.uni-corvinus.hu/main-page/programs/international-opportunities/outgoing-students/internship/?lang=en

Contact: corvinus.erasmus@uni-corvinus.hu (in the subject, please indicate „Erasmus+ internship)

Thank you for your attention!