

**Call for Applications**  
**for Public Affairs I. Scholarship**  
**for the students of the University for**  
**the month of**  
**July in the second semester of the**  
**2021/2022 academic year**

**Corvinus University of Budapest**  
**hereby announces a call for applications**  
**pursuant to Article 31 (2) (a)**  
**and Annex 1 of the Student Compensation and Allowance Policy, Student Re-**  
**quirements Part 4**

**for Public Affairs I. Scholarship**

**available for the students of the University in the month of July in the**  
**second semester of the 2021/2022 academic year**  
based on their activity in May 2022 – June 2022

- (1) The Public Affairs Scholarship I. is a financial benefit that supports and encourages the performance of outstanding university public activities or the achievement of a significant cultural achievement.
- (2) The Public Affairs Scholarship is a one-time, fixed amount scholarship that may be applied for once a month.
- (3) The Public Affairs Scholarship I. may be applied for by students studying daytime (delivery) in Bachelor programmes, a two-cycle or a single-cycle master programmes, having an active student status at the time of submission of the application and are not members of the Presidency as defined in the Statutes of the Student Union.
- (4) Students are not entitled to submit an application if
  - a) attending a specialisation programme or foreign exchange programme (guest student status),
  - b) participating in preparatory course programmes;
  - c) students who cover their programme cost from other scholarships (Stipendium Hungaricum Scholarship, Diaspora Higher Education Scholarship programme, as well as those whose employer takes over the payment of the programme cost, etc.).
- (5) A scholarship may be awarded to a student who performs outstanding public activities, in particular:
  - a) performs student interest representation tasks primarily as a representative of the Student Union, or
  - b) has achieved a significant cultural achievement and thereby contributes to enhancing the reputation of the University, or
  - c) supports the enhancement of the reputation of the University through its other activities.

- (6) In the case of Public Affairs Scholarship I, the scope of activities and their evaluation criteria may be applied for:
- a) Activities in the Student Union:
    - aa) Tasks related to operational implementing bodies:

Core activities related to the current position in the organization of Corvinus Student Union, that represent the official interests of the students of Corvinus University, are included in this scope of activities. For example, but not limited to: consultations, communication, administration, operational tasks, project coordination, administration.
    - ab) Tasks related to representative boards:

Includes activities that can be evaluated at student board or committee sessions. The types of activities include, but are not limited to, chairing, presentation, minutes keeping, participation. Other activities carried out in the Student Union, which are not covered by the above categories, may also be covered, such as tasks carried out as a delegate of the institute/department, other administrative tasks, participation in discussions, representation of the Corvinus SU.
  - b) Activities conducted outside the Student Union:
    - ba) Event organisation (organization, management):

Participation in the organization and arranging a university event (conference, lecture, reception, camp, other student events) for the students of the University.
    - bb) Increasing the reputation of the University (not through event organization)

Activities that increase the reputation of the University cover activities in the course of which the name of the University is displayed or published. For example, a successful sports competition and work in a project led or supervised by a university organisational unit.
  - c) Work on a project led or supervised by a university organisational unit:

Work in university internal projects (e.g., specialised development, “Inner World” project)
  - d) Activity bonus for public activities:

The Public Affairs Evaluation Board (hereinafter referred to as (hereinafter referred to as "the Board")) may allocate it if the applicant does not reach the cut-off score in the given category(s), but his or her activity justifies awarding a score over the maximum.
- (7) The application and its annexes must be submitted through Neptun (hereinafter referred to as: The application and its annexes shall be submitted through Neptun (hereinafter referred to as Neptun), on the form called “**Közéleti Ösztöndíj I. 2021/2022/2 - július**”. The call for applications is available on the University website.
- (8) Application submission period: **4 July, 2022, 10:00 a.m. to 8 July, 2022, 12:00 p.m.**

- (9) The application form shall specify the activity carried out during the month(s) concerned. This must be done in the application established in Neptun on the interface designed for it. Failure to do so will result exclusion from the call in the given month.
- (10) No correcting deficiencies or application for justification is available. In the case of an incomplete application, the Commission shall rate the given activity at 0 points.
- (11) It is not possible to submit an application with an activity performed for remuneration within the framework of an employment relationship and/or otherwise awarded within the framework of such an employment relationship. Where a student submits an application for such activity, the Board shall evaluate that activity named in the application to 0 points.
- (12) If the content of the application has been submitted earlier in a public affairs scholarship application procedure, the Board shall evaluate the given activity to 0 points.
- (13) Only activities carried out in the two (2) months preceding the launch of the call for applications may be taken into account in the evaluation of the application. If the applicant indicates also an activity carried out in earlier months, this will not invalidate the application, but such activities will be disregarded in the evaluation.
- (14) Points can be awarded only one time per activity. An activity may be included only once per application.
- (15) The review and prioritisation of applications shall be carried out by the Board. The Committee shall, within its powers of giving opinion, verify the conformity of the form and content with the call for the application and evaluate the activity carried out by the applicant on the merit.
- (16) In accordance with the Student Discipline and Compensation Policy, the Evaluation Board shall initiate disciplinary proceedings against the applicant if false data or facts are detected in the application, or if there is a reasonable suspicion thereof.
- (17) The Committee shall propose the eligibility or the non-eligibility of the applicant for the scholarship, in the first case specifying the amount of the proposed scholarship. In case of rejection, reasoning for such rejection must be provided.
- (18) The Vice-Rector for Education shall decide on the award of the scholarship.
- (19) The student will be notified of the results of the application through Neptun.
- (20) The evaluation criteria of the scholarship is included in the Annex to the Call for applications.
- (21) Appeals must be submitted through Neptun to the Student Appeals Committee.

Budapest, 1st July, 2022

Réka Franciska Vas, PhD sgd.  
Vice-Rector for Education

## Annex

### Public Affairs Scholarship evaluation method

Activities in the Student Union	Points	Signer of the certificate
<b>Tasks related to operational implementing bodies</b>		
Head of Division tasks or activity at the Student Social Committee (Head of Division/working group)	0-90 p	Head of the Student Council
Coordinator/Desk Officer tasks in the division	0-50 p	Head of the Student Council
Project manager tasks in the division	0-30 p	Head of the Student Council
Division/ working group member tasks	0-30 p	Head of the Student Council
Non-divisional ad hoc project tasks	0-30 p	Head of the Student Council
<b>Tasks related to representative boards</b>		
Delegate meeting (attendance, chairing, presentation, minutes, other)	0-20 p	Head of the Student Council
Supervisory Committee (attendance, chairing, presentation at the meeting, keeping minutes, ad hoc tasks)	0-50 p	Head of the Student Council
University committees, other bodies (verbal admission committees, Public Affairs Evaluation Board, other)	0-40 p	Head of the Student Council
Other outstanding representative activities (Student Union representation, negotiations, other)	0-30 p	Head of the Student Council
Delegated tasks in institutes/departments (communication with institutes and departments)	0-20 p	Head of the Student Council
<b>Activities conducted outside the Student Union</b>	<b>Points</b>	<b>Signer of the certificate</b>
Event organisation (organization, management)	0-40 p	In the case of activities in Corvinus organisational units, the head of the organisational unit, in other cases the Head of the Student Union
Increasing the reputation of the University (not through event organization)	0-20 p	In the case of activities in Corvinus organisational units, the head of the organisational unit, in other cases the Head of the Student Union
Work on a project led or supervised by a university organisational unit	0-50 p	Head of a Corvinus organisational unit
<b>Activity bonus for public activities</b>		
Activity bonus for public activities	0-50 p	-

- a) Points can be awarded only one time per activity.
- b) It is not possible to apply with an activity that the student has performed under an employment contract, student employment contract or an agency contract, for which he/she has received some kind of (material, financial) consideration.
- c) Activity bonuses can only be added for one activity per application.