

PANNÓNIA

ösztöndíjprogram

CORVINUS UNIVERSITY OF BUDAPEST
CALL FOR APPLICATION
UPON THE REGULATION FOR PARTICIPATION
IN STUDY ABROAD
to support an internship abroad
for the second semester of the academic year 2024/2025

§ 1 Subject of the application

This call sets out the conditions for the award of a scholarship to support the participation in a pre-degree internship abroad for students at Corvinus University of Budapest.

§ 2 Legal and regulatory background to the call for application

The general rules for participation in mobility programmes are set out in the Regulations for Participation in Study Abroad at Corvinus University of Budapest (hereinafter referred to as the "University") (in particular Section 10 of the Regulation on Study Abroad).

In addition to the provisions of the previous paragraph, the following regulations and other provisions apply to the Pannónia Scholarship Programme: the Programme Implementation Guide, the Grant Agreement between Corvinus University of Budapest and Tempus Public Foundation.

The rules for the award of credits are set out in the Study and Examination Regulations (later referred as SER § 53-57 §), and the rules for compulsory professional practice are set out in the Study and Examination Regulations (§ 58 and Annex 2)

§ 3 The aim of the call for application

The aim of the programme is that a period spent in a foreign organisation will help you to acquire the skills needed in the labour market and to get to know the economic and social culture of the host country. A work placement is a study-related, curricular or elective placement abroad of a minimum duration of 2 months and a maximum duration of 6 months.

§ 4 Eligible applicants

Corvinus University of Budapest students pursuing a bachelor's, master's or master's degree can apply by:

1. students studying under the Stipendium Hungaricum and Diaspora scholarship programmes are not eligible to apply;
2. at least one (1) completed semester at Corvinus in the course of study concerned at the time of starting the mobility.

Students who study in more than one course at the same time must indicate in their application which course they are applying for the mobility programme from and only the results of the course they have chosen will be taken into account in the assessment of their application.

§ 5 Minimum application requirements

- A minimum of **B2 level** in the working language of the internship applied for. If the working language of the proposed placement is English and the student is studying in an English language course, it is not necessary to present a B2 level complex English language examination.
- The student **has an active student status at** the Corvinus University of Budapest **during** the internship **mobility**.
- **The existence of a host site for an internship abroad** that meets the University's criteria (Annex 2 of the SER).

NOTE: It is up to the student to choose the host placement.

§ 6 Period and method of submission of applications

Application submission period:

Between 14 March 2025 (10:00) and 28 March 2025 (14:00).

How to apply

Application is to be submitted via the Neptun study system by the P511 application form and the required documents.

Mandatory application material (in PDF format):

- **Europass CV in Hungarian + the working language of the internship.**
- **Language examination certificate(s)/document(s) proving language proficiency.** In the working language of the internship minimum B2 level, complex (oral + written) knowledge of a foreign language is required. If the working language of the proposed placement is English and the student is studying in an English language course, it is not necessary to present a B2 level complex English language examination.
- **Letter of Acceptance** from the placement site, using the template provided by the University (available [here](#) on the website)

ATTENTION: Applicants who provide false or untrue information or make false or untrue declarations during the application procedure will be disqualified

§ 7 The organiser of the call and the department responsible for the evaluation

In the Pannónia Scholarship Programme, International Mobility is responsible for the preparation of the application, Study Affairs is responsible for the management and evaluation of the application.

§ 8 The mobility (support) period

Length of mobility: minimum 2 months, maximum 6 months.

The present call for applications is open for mobility started in the second semester of the academic year 2024/2025 and ended by 31 August 2025.

PLEASE NOTE: According to the Pannónia Scholarship rules, each student can receive a Pannónia Scholarship for a maximum total mobility period of 12 months per level of study, regardless of the number and type of mobility activities.

§ 9 Mobility grant

The student who is awarded a scholarship may receive the following financial support funded under the Pannónia Scholarship Programme, depending on the country of destination. The calculation of the exact amount awarded will depend on the country in which the student is undertaking a long period of physical mobility.

1. country group: 400 000 HUF / month (30 days)
2. country group: 375 000 HUF / month (30 days)
3. country group: 350 000 HUF/month (30 days)

The country groups are set out in Annex 1.

PLEASE NOTE: The Pannónia Scholarship will be awarded until the available funding is exhausted, based on the ranking achieved according to the application criteria. If funding is not available under the Pannónia Scholarship Programme, the funding may be provided by the Sustainer.

§ 10 Decision making and announcement of results

1. Applications **will be rejected without merit assessment** from applicants who:
 - do not meet the minimum requirements for applying (§ 5),
 - have submitted an incorrect application form, in particular, but not limited to: not enclosing the required annexes or not enclosing them in full or in part, or have written their CV in an incorrect language and/or format,
 - have previously been awarded a mobility grant under the Pannonia Scholarship Programme at the level of training covered by this application and would exceed the maximum total eligible mobility period of 12 months with this application.

2. The competition is open to those who score a minimum of 25 points on the following criteria:

Category	Score
Items related to the student's academic performance (one category only)	
Internship is not compulsory in the programme from where the student is applying	5 points
Compulsory internship in the programme from where the student is applying	20 points
Students on the programme covered by the application must complete their internship abroad as part of their programme	40 points
Item supporting international mobility	
The student has not yet participated in an international mobility in the programme covered by the application	10 points
Items related to the study result	
Aggregate (cumulative) credit index (for the programme the student is applying for)	
A) 0 - 3,00	0 points
B) 3,01 - 3,80	10 points
C) 3,81 - 4,49	20 points
D) 4,50 - 5,00	30 points
E) 5,01 - 6,00	35 points
F) 6,01 -	40 points

Applications submitted and not rejected without substantive examination according to § 10.1 will be evaluated by the Student Affairs Mobility Team. The deadline for the evaluation of applications is thirty (30) days from the date of receipt. There will be no possibility of submitting a deficiency or request for justification.

Once the applications have been evaluated, the Head of International Mobility Programmes decides on the scholarship and enters it in a decision which is published in Neptun by Study Affairs.

§ 11 Performance

Documents proving participation in the mobility activity and achievement of the mobility objective:

- Traineeship certificate (Traineeship certificate)
- Letter of confirmation/attendance
- Student report

§ 12 Legal remedies

Applicants have the right to appeal against the decision of the Head of the International Mobility Programmes within 15 days from the date of notification or, failing this, from the date of knowledge of the decision, pursuant to Articles 57-58 of Act CCIV of 2011 on National Higher Education. The appeal must be submitted to the Student Appeals Committee in Neptun.

The Student Appeals Committee will decide on the appeal in accordance with the procedure for first instance applications and the procedure for the examination of appeals in connection with student status (HJR).

The time limit is thirty (30) days, excluding the periods provided for in paragraph 15(3) of the HJR, in particular the period during which the administration of the case is suspended at university level (i.e. the period of university closure).

Budapest, 11.03.2025

Dr. Zita Anikó Kelemen

Head of International Mobility Programmes

No. 1. Annex: Target countries and groups of countries in the Pannónia Scholarship Programme

The support available depends on the country of destination of the mobility. The countries of destination have been grouped in the following categories.

Country group	Destination countries
Group of countries 1.	Andorra, Australia, Austria, Belgium, Canada, Cook Islands, Denmark, Faroe Islands, Fiji, Finland, France, Hong Kong, Ireland, Iceland, Israel, Japan, East Timor, Kiribati, the Netherlands, Hong Kong, Iceland, Israel, Japan, the United Kingdom, the United States, the Cook Islands, South Korea, the Faroe Islands, the United Kingdom, Liechtenstein, Luxembourg, Macao, Marshall Islands, Micronesia, Monaco, Nauru, Germany, Niue, Norway, Palau, Papua New Guinea, Solomon Islands, San Marino, Switzerland, Sweden, Samoa, Singapore, Taiwan, Tonga, Tuvalu, New Zealand, Vanuatu
Group of countries 2.	Afghanistan, Bangladesh, Belarus, Bhutan, Bosnia and Herzegovina, Bulgaria, Cambodia, China, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Georgia, Greece, Iraq, Kyrgyzstan, Kosovo, Laos, Kyrgyzstan, Latvia, Lithuania, Poland, Latvia, Lithuania, Yemen, North Macedonia, Poland, Croatia, Greece, Kosovo, Kyrgyzstan, Laos, Yemen, Maldives, Malta, Myanmar, Moldova, Montenegro, Nepal, Italy, Russia, Armenia, Pakistan, Portugal, Romania, Spain, Sri Lanka, Serbia, Syria, Slovakia, Slovenia, Tajikistan, Turkmenistan, Ukraine, Uzbekistan, Slovakia, Tajikistan, Uzbekistan
Group of countries 3.	Albania, Algeria, Angola, Antigua and Barbuda, Argentina, Azerbaijan, Bahamas, Bahrain, Barbados, Belize, Benin, Bolivia, Botswana, Brazil, Brunei, Burkina Faso, Burundi, Chile, Comoros, Costa Rica, Chad, South Africa, South Sudan, Dominica, Dominican Republic, Djibouti, Ecuador, Equatorial Guinea, United Arab Emirates, Egypt, El Salvador, Ivory Coast, Eritrea, Ethiopia, Philippines, Gabon, Gambia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iran, Jamaica, Jordan, Cameroon, Qatar, Kazakhstan, Kenya, Colombia, Congo, Qatar, Kenya, Kongói Demokratikus Köztársaság, Közép-afrikai Köztársaság, Kuba, Kuvait, Lesotho, Libanon, Libéria, Líbia, Madagaszkár, Malajzia, Malawi, Mali, Marokkó, Mauritánia, Mauritius, Mexikó, Mongólia, Mozambik, Namíbia, Nicaragua, Niger, Nigéria, Omán, Palestina, Panama, Paraguay, Peru, Ruanda, Saint Kitts és Nevis, Saint Lucia, Saint Vincent and the Grenadines, Sao Tome and Principe, Seychelles, Sierra Leone, Suriname, Saudi Arabia, Senegal, Somalia, Sudan, Swaziland, Tanzania, Thailand, Togo, Turkey, Trinidad and Tobago, Tunisia, Uganda, Uruguay, Venezuela, Vietnam, Zambia, Zimbabwe, Cape Verde, Cape Verde, Zimbabwe

