

Call for application to support participation in short-term study mobility in the 2nd semester of the academic year 2024/2025

Call for application

To support participation in short-term study mobility in the 2nd semester of the academic year 2024/2025

Corvinus University of Budapest (the University), in accordance with Student Requirements Part 4: the Regulation on Student Fees and Benefits (hereinafter referred to as the "RSFB") and Part 9: the Regulations for Participation in Study Abroad (hereinafter referred to as the „RPSA"), invites applications for the support of short-term study mobility in the 2nd (spring) semester of the academic year 2024/2025 as follows.

1. The aim of the call for application

Encouraging and supporting students' participation in short-term mobility abroad, whereby students can continue their studies abroad, broaden their international experience and deepen their foreign language skills by contributing to the cost of their stay.

2. The subject of the call

This call sets out the conditions for participation in a short-term mobility programme and receive financial support (scholarship) for the applied participation opportunity, regardless of whether the financial support provided by the University is from the Pannónia Scholarship Programme, Maintainer fund or other own income.

3. Legal and regulatory background to the call for proposals

The general rules for participation in mobility programmes within the University are set out in the RSFB and the RPSA. In addition the following applies:

- in the case of the Pannónia Scholarship Programme, the Pannonia Scholarship Programme International Mobility Programme Implementation Guide and the Grant Agreement between Corvinus University of Budapest and Tempus Public Foundation;
- for programmes based on an inter-institutional cooperation agreement (bilateral or multilateral agreement) other than the Pannónia Scholarship Programme, the cooperation agreement concluded by the universities.

The period of study abroad must be part of the student's degree programme within any study cycle that the University can accept and fully match the curricular structure in a way that is proportionate to the duration of the student mobility.

The process of credit acquisition and recognition will be set out in the mobility agreement of the student. The procedure for credit transfer for the course(s) completed abroad is provided for in § 57 of the Study and Examination Regulations.

4. Eligible mobility and purpose

Short-term study mobility is a mobility with study purposes, primarily with the goal of credit acquisition, to specific abroad destinations where the mobility duration is at least 2 days and maximum 30 days.

The type of mobility

- for credit: participation in a block course, summer university or study trip;
- without credit acceptance: participation in a conference, a professional event, or a study competition, provided that the participation constitutes an active contribution to the professional content of the conference or professional event (e.g. the student gives a presentation or workshop at the conference), is related to the student's studies, thus the active participation provides useful and relevant knowledge for the student's academic progress and the activity can be recognised as part of the studies. Attendance at conferences as a participant only is not eligible.

5. Who is eligible to apply

- Full-time students enrolled at the undergraduate and undivided postgraduate programme after completing 1 semester, and enrolled full time master students from the first semester of their studies can apply;
- an active student status is required at Corvinus University of Budapest at the time of application and during the mobility;
- who has Hungarian citizenship, a registration certificate or a valid permanent residence permit;
- students who are not Hungarian nationals and who receive a Stipendium Hungaricum or Diaspora scholarship may also apply, but the destination of their trip abroad cannot be the country of the nationality (country of origin) of the scholarship holder.

6. Additional application requirements

- In the case of mobility with credit, a minimum level B2 complex-type exam is required in the working language of the mobility applied for. If the working language of the mobility applied for is English and the student is studying in an English-language course, it is not necessary to present an English language examination of level B2 complex type.
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7. Eligible duration

The mobility period is a minimum of 2 days and a maximum of 30 days, ending by 31 August 2025.

8. Possible host institution

It is possible to participate in block course and study trip at partner universities of the University. A list of partner universities can be found at the website.

Participation in summer university programme, study competition, conference or a professional event is possible not only at partner universities.

9. How to apply

Application is to be submitted via the Neptun Study System by the "E405 - Short-term mobility and scholarship 2024/25/2" application form available under the menu Administration / Applications / Application forms by filling out the data, uploading the documents specified in point 10 and submitting the application by the deadline.

10. Content of the application document

In the case of mobility with credit (block course, summer university, study trip):

- a) letter of acceptance from the foreign host institution, stating what subject you are going to study and for what credits;
- b) if a language test is required, the language test certificate.

For non-credit study mobility (conference, professional event, study competition):

- a) letter of acceptance from the foreign host institution;
- b) a certificate of professional approval from the subject supervisor or teacher (compulsory template available at the website)
- c) in the case of active participation in a conference, a certificate of an accepted abstract or presentation;

11. Application period

For mobility between 01.07.2025 and 31.08.2025:

Application deadline: 16 May 2025 (10:00) - 26 May 2025 (14:00).

For mobility between 15.07.2025 - 31.08.2025:

Application deadline: 2 June 2025 (10:00) - 16 June 2025 (14:00).

You can not apply for a mobility that has already been started or ended. You can also apply if you are a former Erasmus+ or Pannónia Scholarship holder.

According to the Pannónia Scholarship rules, each student can receive a Pannónia Scholarship for a maximum total mobility period of 360 days per level of study, regardless of the number and type of mobility activities. Once applied for and awarded, the duration of the short-term study scholarship can not be extended.

The above deadlines are of peremptory nature, applications submitted late or incomplete will not be taken into consideration during the evaluation. It is not possible to correct deficiencies or submit application for justification.

12. Evaluation of applications

The evaluation of applications is coordinated by Academic Affairs.

The Head of the International Mobility Programmes decides on the award of the scholarship.

Students will receive official notification of the result in the NEPTUN Study System within 1 week after the decision is made at the latest.

Applications will be judged according to the rules set out below:

Applications will be rejected without merit assessment from students who:

- are not eligible to apply under the criteria set out in points 4 and 5;
- if the student has not uploaded the mandatory document indicated as a condition for submission of the application or has not attached it in accordance with the content or form of the application (see point 10). It is the student's responsibility to check that the uploaded document is not damaged and can be opened.

Applications will be considered on a first-come, first-served basis, and eligible applicants will receive funding on a first-come, first-served basis, up to the limit of the available institutional funding.

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

13. Mobility grant

The amount of the scholarship depends on the country of destination and the duration of the scholarship. For short-term learning mobility, the following scholarship amounts may be provided:

Host country	Daily stipend		
	1-10 days	11-20 days	from day 21
Country group I: 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	30 000 Ft/day	20 000 Ft/day	10 000 Ft/day
Group II: 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, , Slovakia, Tajikistan, Uzbekistan	27 500 Ft/day	17 500 Ft/day	7 500 Ft/day
Group III: 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, Cameroon, Congo, Côte d'Ivoire, Egypt, El Salvador, Eritrea, Ethiopia, Gabon, Gambia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iran, Jamaica, Jordan, Kazakhstan, Kenya, Colombia, Congo, Democratic Republic of the Congo, Qatar, Kazakhstan, Kenya, United Arab Emirates, United Republic of Tanzania, Venezuela, Yemen, El Salvador, Eritrea, Ethiopia, Philippines, Gabon, Gambia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iran, Jamaica, Jordan, Qatar, Kazakhstan, Kenya, Qatar, Congo, Democratic Republic of the Congo, Sudan, Jordan, Kuwait, Morocco, Kuwait, Morocco, Morocco, United Arab Emirates, United Republic of the Közép-afrikai Köztársaság, Kuba, Kuvait, Lesotho, Libanon, Libéria, Líbia, Madagaszkár, Malajzia, Malawi, Mali, Marokkó, Mauritánia, Mauritius, Mexikó, Mongólia, Mozambik, Namíbia, Nicaragua, Niger, Nigéria, Nigéria, Omán, Palesztina, 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	25 000 Ft/day	15 000 Ft/day	5 000 Ft/day

Students participating in short-term study mobility may receive a living allowance for up to 2 travel days beyond the duration of the mobility, based on an explicit institutional decision. For travel days, a living allowance may be granted for up to 1 day before the start of the activity and up to 1 day after the end date of the activity. If it is applied, the supporting documents are supplemented by travel documents confirming the date of the travel.

WARNING! Applicants should be aware that the Pannónia Scholarship Programme and other available scholarships cover only part of the actual costs incurred, the difference being covered by the student.

14. Accomplishment

The short training programme must be successfully completed in person and in the certified manner prescribed. Documents proving participation in the mobility activity and achievement of the mobility objective:

- **Transcript of records** – in case of completing course with credit value (e.g. a block course or summer university)
- or
- **Proof of participation:** in case of a study activity not directly leading to the acquisition of credit, a supporting document issued by the host institution/organisation (e.g. a document confirming active participation in conference, a diploma in case of a case study competition placement, or a certificate of participation in the absence of a certificate of participation)
 - **Letter of confirmation/attendance:** mobility duration certificate
 - **Student report**
 - **Travel document confirming the dates of travel**

If the student fails to comply with the above point or fails to provide proof of such compliance within 15 days of the deadline, the full amount of the grant must be repaid to the University.

15. Remedies

Applicants have the right 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 Review Committee in the Neptun Study System.

The Student Appeals Committee will decide on the appeal in accordance with the procedure set out in the Rules for the Examination of Applications at First Instance and Appeals in Relation to Student Status (hereinafter referred to as the "Rules of Procedure").

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

This call for applications is published on the University's website and in the Neptun Study System.

Budapest, 15 May 2025

Dr. Zita Anikó Kelemen
Head of International Mobility Programmes