

**Call for Applications  
to support participation in  
short-term study mobility for  
students of Corvinus Doctoral Schools  
in the 2nd semester of the 2025/2026  
academic year and the 1st semester of the  
2026/2027 academic year**

## Call for Applications

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Corvinus University of Budapest (hereinafter: University), in accordance with the provisions set out in the Student Requirements – including Part 3: Study and Examination Regulation (hereinafter: SER), Part 4: Regulation on Student Fees and Benefits (hereinafter: RSFB), Part 9: Regulation on International Part-time Studies (hereinafter: RIPS), and the Doctoral Regulations (hereinafter: DR) – hereby announces a Call for Applications to support participation in short-term study mobility for doctoral students of the Corvinus Doctoral Schools (hereinafter: CDI) in the 2nd (spring) semester of the 2025/2026 academic year and the 1st (autumn) semester of the 2026/2027 academic year, as follows.

### 1. Purpose of the Call

The purpose of this Call for Applications is to encourage and support doctoral students to participate in short-term study mobility abroad, whereby students can continue their studies abroad, broaden their international experience and deepen their foreign language skills owing to the contribution to the cost of their stay.

This call applies both to the participation in a short-term study mobility and to the related financial support (scholarship), regardless of whether the financial support provided by the University is through the Pannónia Scholarship Programme, University Foundation, or other internal revenue.

### 2. Legal and regulatory background

The general rules for participation in mobility programmes within the University are set out in the SER, the RSFB (except for the following sections: RSFB Section 13(4)(d), Section 13(5) and Section 13(8)), the RIPS, the DR and the operating regulations of the relevant doctoral school. In addition to the above, the following shall apply:

- In the case of the Pannónia Scholarship Programme, the Pannónia Scholarship Programme International Mobility Programme Implementation Guide and the Grant Agreement between Corvinus University of Budapest and Tempus Public Foundation.
- For Stipendium Hungaricum and Diaspora scholarship students, the Stipendium Hungaricum and Diaspora Scholarship Programme Implementation Guide and Operating Rules also apply.
- In the case of other programmes based on inter-institutional cooperation agreements (bilateral or multilateral agreements) not covered within the framework of the Pannónia Scholarship Programme, the cooperation agreement concluded by the universities.

The period of study abroad must form part of the student's study programme leading to a degree within any study cycle, which the University can accept and which can be fully aligned with the curriculum structure in proportion to the duration of the student's mobility.

The process of credit acquisition and recognition shall be recorded in the Learning Agreement of the student participating in the mobility programme. For courses completed abroad, the rules for the recognition of credits are laid in Section 57 of the SER, in the DR and the operating regulations of the relevant doctoral school for students participating in doctoral programmes.

### **3. Type of application and eligible activities**

Short-term student mobility for study purposes refers to student mobility to specific foreign countries for study purposes, primarily for the purpose of earning credits, which is relevant to the student's studies, thus providing useful and relevant knowledge, and the activity undertaken is recognised as part of the studies.

**The duration of short-term study mobility may be a minimum of 2 and a maximum of 30 days, which may take place in the 2nd (spring) semester of the 2025/2026 academic year or the 1st (autumn) semester of the 2026/2027 academic year (completed by 31 January 2027 at the latest).**

The type of mobility can be **mobility for credit acceptance or without credit acceptance** e.g.: participation in a block course, summer university, study visit, professional event or study competition and active participation in a conference.

Participation in a conference is only possible if the participation represents an active contribution to the professional content of the conference (e.g. the student on mobility gives a presentation or holds a workshop within the framework of the conference), is related to the student's studies, so that active participation provides useful and relevant knowledge for the student's academic progress, and the activity carried out is recognised as part of the studies. Attendance at conferences solely as a participant is not eligible for support.

Participation in block courses and study visit is primarily possible at the University's partner universities. A list of partner universities is available on the website.

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

Applications may also be submitted for programmes organised by partner universities and external conferences.

### **4. Eligibility to apply**

Full-time students with active doctoral student status at the Corvinus Doctoral School are eligible to apply for support in both the study (training and research) and degree (research and dissertation) phases, starting from the first semester of their studies, provided that

- they are active students at Corvinus University of Budapest at the time of submitting the application and throughout the mobility period;
- they have Hungarian citizenship, a registration certificate or a valid permanent or temporary residence or stay permit.
- Doctoral students who are not Hungarian nationals and receive a Stipendium Hungaricum or Diaspora Scholarship may also apply, but in their cases the country of nationality providing eligibility for the scholarship may not be the destination of their trip abroad (country of origin). These applicants are also subject to the rules of the Stipendium Hungaricum and Diaspora Scholarship Programmes.

## 5. Academic conditions for application

In the case of mobility involving credit transfer, a minimum B2 level complex language exam is required in the working language of the mobility programme applied for. If the working language of the mobility programme applied for is English and the student is studying in an English-language programme, it is not necessary to present a B2 level complex English language exam.

## 6. Application documents to be submitted

### In the case of mobility with credit acceptance:

- a **letter of acceptance** from the host institution abroad, specifying the subjects to be taken by the student, the number of credits to be earned, and the period of study at the host institution;
- b) if a language exam is required, a **document certifying the language exam**.

Before submitting their application, applicants must ensure that the institution providing the partial training they wish to apply for does not impose any requirements that would prevent them from participating in partial training abroad at that institution.

### In the case of mobility without credit transfer:

- a **letter of acceptance** from the host institution abroad, including a description of the planned activity abroad, the duration, and the start and end dates;
- a **certificate of professional approval** from the head of the Doctoral School (a mandatory template is available on the website);
- in the case of active participation in a conference, a **certificate of an accepted abstract, presentation or workshop conducted**.

## 7. Deadline, place, method and frequency of submission of applications

Applications may be submitted continuously **from 19th December 2025 until 10th December 2026**, until the available budget has been exhausted, but no later than four weeks prior to the planned start of mobility.

Applications must be submitted in the Neptun Unified Education Administration System (hereinafter: Neptun) under the menu item Administration / Applications / Fillable applications, available at "E406 - Participation in short-term doctoral study mobility in the 2nd semester of the 2025/2026 academic year and the 1st semester of the 2026/2027 academic year" menu item, by filling in the data, uploading the necessary application documents in pdf format, and submitting the application.

No applications can be submitted for a mobility that has already started or been completed. The mobility opportunity awarded in a given semester can only be used in the semester specified in the call for applications, i.e. it cannot be carried over to the following semester or academic year. The duration of the scholarship applied for and awarded cannot be extended.

Applications may be submitted several times per semester. Multiple applications per student can be supported in one semester, but altogether for a maximum of 30 mobility days (excluding travel days).

Students who have previously received support from the Erasmus+ or Pannónia Scholarship Programme may also submit an application under the following conditions:

- Students receiving Stipendium Hungaricum and Diaspora scholarships may spend a maximum of 30 days per semester on mobility abroad. These applicants are also subject to the rules of the Stipendium Hungaricum and Diaspora Scholarship Programmes.
- According to the Pannónia Scholarship rules, each student (except for Stipendium Hungaricum and Diaspora Scholarship holders) can receive Pannónia Scholarship for a maximum total mobility period of 360 days per level of study, which includes all types of mobility.

The above submission deadline (4 weeks prior the planned mobility) is peremptory nature; late or incomplete applications will not be considered during the evaluation process and **will be rejected without any assessment**. There is no room for correcting deficiencies or for submitting an application for justification.

## **8. Evaluation of submitted applications, evaluation criteria**

The evaluation of applications is coordinated by the CDI University Doctoral Office (EDI). The decision on the award of scholarship is made by the Head of International Mobility Programmes.

Students will receive official notification of the results in Neptun at the latest within one(1) week after the decision is made.

Applications will be considered on a first-come, first-served basis, and students who submit applications that meet the criteria set out in this call for application receive funding up to the limit of the available institutional funding.

Submitted applications will be evaluated according to the rules set out below:

The application is valid if the documents meeting the substantive and formal criteria set out in point 6 are submitted via Neptun within the time limit set out in point 7.

Applications will be rejected without merit assessment from students who:

- are not eligible to apply under the criteria set out in point 4;
- did not attach the mandatory documents (see point 6) indicated as a condition for the submission of the application, or did not attach them in accordance with the content or form specified in the call for application. It is the student's responsibility to check that the uploaded document is not damaged and can be opened and has been uploaded in **pdf** format.
- submit their application less than 4 weeks before the start of the planned mobility
- the length of the mobility applied for does not reach the minimum of 2 days (excluding travel days).

Applicants who provide false or untrue information during the application process or make such statements will be excluded from the application process.

## 9. Financial conditions of the application

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

Host country	Daily scholarship		
	1-10 days	11-20 days	from day 21st
Country group I: Andorra, Australia, Austria, Belgium, Cook Islands, Denmark, South Korea, United States, United Kingdom, Faroe Islands, Fiji, Finland, France, Netherlands, Hong Kong, Ireland, Iceland, Israel, Japan, Canada, East Timor, Kiribati, Liechtenstein, Luxembourg, Macau, 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	35,000 HUF/day	25,000 HUF/day	15,000 HUF/day
Country group II: Afghanistan, Bangladesh, Belarus, Bhutan, Bosnia and Herzegovina, Bulgaria, Cyprus, Czech Republic, North Macedonia, Estonia, Georgia, Greece, Croatia, Iraq, Yemen, Cambodia, China, Kyrgyzstan, Kosovo, Laos, Poland, Latvia, Lithuania, Maldives, Malta, Myanmar, Moldova, Montenegro, Nepal, Italy, Russia, Armenia, Pakistan, Portugal, Romania, Spain, Sri Lanka, Serbia, Syria, Slovakia, Slovenia, Tajikistan, Turkmenistan, Ukraine, Uzbekistan	32,500 HUF/day	22,500 HUF/day	12,500 HUF/day
Country 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, 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,	30,000 HUF/day	20,000 HUF/day	10,000 HUF/day

Cameroon, Qatar, Kazakhstan, Kenya, Colombia, Congo, Democratic Republic of the Congo, Central African Republic, Cuba, Kuwait, Lesotho, Lebanon, Liberia, Libya, Madagascar, Malaysia, Malawi, Mali, Morocco, Mauritania, Mauritius, Mexico, Mongolia, Mozambique, Namibia, Nicaragua, Niger, Nigeria, Oman, Palestine, Panama, Paraguay, Peru, Rwanda, Saint Kitts and Nevis, Saint Lucia, Saint Vincent and the Grenadines, São Tomé and Príncipe, 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

Students participating in short-term study mobility may receive a living allowance for a maximum of 2 travel days beyond the duration of their mobility, based on an explicit institutional decision. Living allowance for travel days may be granted for a maximum of 1 day before the start of the activity and a maximum of 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 travel and are to be presented in the course of the settlement.

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

## 10. Certificate of completion, repayment

The student is required to submit the following documents to the University within 15 days of the completion of the mobility activity, certifying their participation in the mobility activity and the fulfilment of the mobility objective:

- **Credit certificate** (Transcript of records) for mobility with credit acceptance OR
- **Certificate of attendance:** for study activities not directly related to credit acquisition, a certificate issued by the host institution/organisation (e.g. a certificate of active participation in the case of active conference participation)
- **Mobility duration certificate** (Letter of confirmation/attendance)
- **Student report**
- **Travel document confirming the date of travel** (e.g. boarding pass, train ticket, bus ticket) in the case of living allowance is also awarded

If the student fails to comply with the provisions of this section or fails to provide the above documentation within 30 days of the 15-day deadline despite being requested to do so, they shall be required to repay the full amount of the grant to the University. In the event of failure to provide proof of the date of travel for short-term mobility, or if the proof provided is inadequate, the student shall be obliged to repay the living allowance received for the days of travel.

## 11. Legal remedy

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 that, from the date of learning about the decision, in accordance with Sections 57-58 of Act CCIV of

2011 on National Higher Education. Legal remedy requests must be submitted through Neptun, addressed to the Student Appeals Committee.

The Student Appeals Committee shall decide on the appeal in accordance with the procedure set out in the Student Requirements System, Part 2, Procedure for the Assessment of First-Instance Appeals and Appeals Submitted in Relation to Student Legal Relationships (hereinafter referred to as: SSP).

The time limit for administration is thirty (30) days, which does not include the periods specified in subsection 15 (3) of the SSP, especially the period in which administration at university level is suspended (i.e. the period of university shutdown).

## **12. Further information**

This Call for Applications is published on the University's website.

Further information about the Call for Applications can be requested at [phd.office@uni-corvinus.hu](mailto:phd.office@uni-corvinus.hu) .

Budapest, December 2025

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