

**Supplementary call for applications
for participation and for scholarship
to support participation
in long-term study mobility
for the 2nd semester of the 2026/2027
academic year and
in the DD programme in Porto for the
1st semester of the 2026/2027
academic year**

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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 Supplementary call for applications for participation and for scholarship to support participation in long-term study mobility for the 2nd semester of the 2026/2027 academic year and in the DD programme in Porto for the 1st semester of the 2026/2027 academic year as follows.

1. Purpose of the Call

The purpose of this Call for Applications is to provide outstanding students of Corvinus University of Budapest – those capable of achieving high academic performance at partner universities that are among internationally top-ranked - with the opportunity to participate in study mobility programmes best suited to their goals. These opportunities aim to broaden the students' horizons, deepen their professional knowledge and enable them to build international academic and professional networks that will support their future careers.

The period of study abroad must form an integral part of the student's degree programme in any academic cycle leading to a qualification. The University must be able to fully recognise the studies completed abroad as compatible with the curriculum structure, in proportion to the duration of the mobility.

This call applies both to the participation in a long-term study mobility (international part-time studies) 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 international part-time study mobility within the University are set in the SER, RSFB, RIPS, DR and the operating rules of the relevant doctoral school.

The following non-university regulations and other provisions also apply:

- 2.1.** 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.

2.2. In the case of other programmes based on inter-institutional cooperation agreements (bilateral or multilateral) not covered by the Pannónia Scholarship Programme:

- 2.2.1.** In the case of CEMS, the rules of participation are defined by the common requirements set by the CEMS Alliance on the <https://cems.org/> website and by the application conditions published on the University's website (for further information, see the [CEMS program](#)).
- 2.2.2.** In the case of double or multiple degree programmes, a cooperation agreement concluded with partner universities (for further information, see [Double Degree Programmes](#))
- 2.2.3.** In the case of the CEEPUS program, the rules governing the use and accounting of CEEPUS grants, as well as the Grant Agreement between Corvinus University of Budapest and the Tempus Public Foundation.
- 2.2.4.** In the case of other programmes based on inter-institutional cooperation agreements not covered by points 2.2.1, 2.2.2. and 2.2.3, cooperation agreements concluded by universities.

The rules for credit recognition are set in SER, in case of doctoral students in DR and the operating rules of the relevant doctoral school. 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, and, in the case of double- or multiple degree programmes, in Section 56 (13) of the SER.

3. Type of application and eligible activities

Long-term study mobility is a student mobility for study purposes to a specific destination country, based on a valid inter-institutional agreement, with the aim of acquiring credits (international part-time studies). The duration of the long-term study mobility shall be a minimum of 60 days and a maximum of 360 days.

For long-term study mobility, only the following activities carried out abroad are eligible:

- Completion of full-time, daytime studies in a bachelor's, master's, or doctoral programme leading to a recognised diploma or degree, involving compulsory, compulsory elective, or elective subjects. The mobility programme may not be used solely for the purpose of writing a thesis—including the completion of a thesis seminar—or for the completion of criteria subjects.
- In the case of students enrolled in doctoral programmes, research work in support of the preparation of a dissertation is possible.

Application cannot be submitted for mobility that has already begun or been completed.

4. Eligibility to apply

Full-time students enrolled in the University's bachelor's, master's, or doctoral programme may apply if they meet the following conditions:

- 4.1.** The student has an active student status both at the time of submitting the application and during the mobility period;

- 4.2. By the start of the mobility, the student has completed at least one (1) semester at the University;
- 4.3. At the time of application, the student holds an accredited complex language examination of at least B2 level in the language of the intended studies (see detailed conditions below);
- 4.4. The student is not a recipient of a Stipendium Hungaricum or Diaspora scholarship covering tuition fees;
- 4.5. In the programme affected by the application, by the end of the 1st (autumn) semester of the 2025/2026 academic year, the student has a weighted cumulative academic average (CWA) of 3.00 or higher, calculated on the basis of the credits completed in the closed semesters;
- 4.6. In the case of participation in the CEMS programme, the applicant also meets the CEMS application requirements set by the CEMS Office;
- 4.7. In the case of participation in a double- or multiple degree programme, the applicant also meets the application conditions defined in the partnership agreements concluded between the universities and by the programme leaders of the relevant programmes;
- 4.8. A student who has already received support under a previous Erasmus+ or Pannónia Scholarship Programme may also apply. According to the Pannónia Scholarship Programme rules, each student may receive a Pannónia Scholarship for up to 360 days per study level, including all types of mobility;
- 4.9. do not have a positive decision announced under the main call for long-term study mobility participation in the spring semester of the 2026/2027 academic year and the scholarship supporting such participation (including the allocation of vacant places), or under the Excellence Call for Applications and, in the case of participation in the Porto DD programme, a positive decision for the 1st semester of the 2026/2027 academic year.

5. Academic and additional conditions of application

5.1. General conditions applicable to all students attending bachelor's, two-cycle or single-cycle master's, and doctoral programmes

- 5.1.1. In the case of students attending a bachelor's, two-cycle or single-cycle master's programme, the applicant shall declare that at the time of commencing their studies abroad, they still have to earn at least 21 credits to obtain the absolutorium, with the proviso that the mandatory internship period and the thesis seminar may not be included in the 21 credits.
- 5.1.2. The applicant shall submit the certificate attesting the required language proficiency as an annex to the application. The type and level of the language examination must be indicated in the application form. If the language of instruction of the intended mobility is English, and the student participates in a programme with English language of instruction at the University, it is not necessary to submit a complex B2-level English language certificate.
However, if the host institution requires proof of B2 or higher-level language proficiency, the applicant must attach the relevant document verifying this to the application. The language certificate or other official document verifying the required language proficiency as prescribed by the host university may be older than two years at the time of application, but it is the student's responsibility to hold a valid

certificate by the 1st August 2026 at the latest if the receiving institution requires a valid language certificate.

- 5.1.3. In the application, the student may only indicate institutions that offer study fields related to the programme related to the application. (Annex 4 contains the list of study fields that may be selected for each programme.)
- 5.1.4. A student attending more than one programme simultaneously must indicate in their application from which programme they are applying for the mobility, and during the evaluation of the application, only the academic performance related to that selected programme will be taken into account. In addition, in their application they may only indicate partner institutions related to the study field of that selected programme.
- 5.1.5. In the application, the applicant shall establish a preference ranking of minimum one and maximum three institutions they have selected, indicating the study field of the programme and the intended semester of the mobility. The order of preference and the selected study semester cannot be modified after the first step of the application process (see Section 7.2.1.). Before submitting the application, applicants must ensure that the institution they intend to apply to does not have requirements that would prevent participation in the study abroad programme (for example, language examination requirements exceeding the minimum requirement of a complex B2-level examination in the language of studies).
- 5.1.6. It is the responsibility of the applying student, before submitting the application, to check the courses offered by the host institutions for the period applied for, with respect to subjects that may be accepted, and to verify the language of instruction of the subjects. If the course offer for the mobility semester is not yet available during the application period, the applicant may collect information based on the courses offered in previous semesters.
- 5.1.7. If the applicant requests in their application that other professional activities included in the evaluation criteria be taken into account, they must attach the relevant certificate(s) listed in the table in Annex 1 as verification.

5.2. In addition to the above, **the following special rules apply to students attending doctoral programmes**

- 5.2.1. A doctoral student may only apply to a partner university from which they have an official letter of acceptance or a clear written confirmation of acceptance, previously agreed upon and documented by the collaborating partner (the lecturer or researcher affiliated with the given institution).
- 5.2.2. The number of credits that can be awarded by the receiving institution abroad may not exceed the maximum number of credits specified in the Doctoral Regulation and the operational rules of the relevant doctoral school.
- 5.2.3. The applicant must attach to their application a signed detailed research plan and work plan, prepared in accordance with the requirements set in Annex 3 to this call for applications.

5.3. In addition to the above, **those students may apply to a CEMS programme institution** who meet the following conditions

- 5.3.1. The student has submitted an application for a CEMS student place announced by the CEMS Office between 17–27 November 2025 and won the CEMS position.

5.3.2. The student attends the English-language master's programme in Management and Leadership and participates in the CEMS Programme, and the present application concerns the semester to be completed at a foreign partner university within the CEMS Programme.

6. Application documents to be submitted

ATTENTION: Only documents in PDF format may be attached to the application.

6.1. Documents to be submitted by students enrolled in bachelor's, two-cycle or single-cycle master's programmes:

- **Completion the E404** – Supplementary Application form for international part-time studies, long-term study mobility **and submission via Neptun.**
- **Attachment of a certificate/proof of an accredited complex language examination of at least B2 level in the language of the intended studies.**

If the language of instruction of the selected mobility programme is English and the student is enrolled in an English-language study programme, submission of a B2-level complex English language examination is not required.

If the partner institution requires a language level higher than B2, the applicant must attach the relevant certificate in full length.

If the host institution requires a valid language certificate or an international language examination certificate to verify language proficiency, the student may apply with a language certificate older than two years, but it is the student's responsibility to ensure that a valid certificate is available at the time of departure.

- **Upload of documents certifying other professional activities in accordance with Annex 1.** The required template of certificates are available on the University's website under International Opportunities/Long-term study mobility/Related Documents tab.
- In the case of participation in a double- or multiple degree programme, if the application refers to the semesters to be completed at the foreign partner institution, and the applicant has already been admitted to the double- or multiple degree programme by the deadline of this call, the admission resolution for that programme must be attached.

6.2. Documents to be submitted by students enrolled in doctoral programmes

- **Completion the E404** – Supplementary Application form for international part-time studies, long-term study mobility **and submission via Neptun.**
- **Attachment of a certificate/proof of an accredited complex language examination of at least B2 level in the language of the intended studies.**

If the language of instruction of the selected mobility programme is English and the student is enrolled in an English-language study programme, submission of a B2-level complex English language examination is not required.

If the partner institution requires a language level higher than B2, the applicant must attach the relevant certificate in full length.

If the host institution requires a valid language certificate or an international language examination certificate to verify language proficiency, the student may apply with a language certificate older than two years, but it is the student's responsibility to ensure that a valid certificate is available at the time of departure.

- **Attachment of an acceptance letter or statement issued by the host partner institution.**
- **Upload of the Research and Work Plan in accordance with the requirements set in Annex 3 of this call (use of the English-language template is compulsory).**

6.3. Documents to be submitted by applicants admitted to a CEMS programme

- **Completion the E404 – Supplementary Application form for international part-time studies, long-term study mobility and submission via Neptun.**
- Other professional activities are not evaluated in their case.

7. Deadline, place, method, frequency of application submission

7.1. Place of submission

The application – including the indication of the institutions and the submission of the application form – must be submitted in the Neptun Study System (Neptun) as follows.

7.2. Deadline and method of submission

7.2.1. In the first step, under **Neptun / Administration / Erasmus**, students shall select all the partner institutions, - the study field belonging to each institution, as well as the expected starting date, study semester (in this case the 2nd semester of 2026/2027, for students in the DD programme in Porto the 1st semester of 2026/2027) and duration of the studies for which they wish to apply - and **determines the order of preference**. For this call for applications, a maximum of three (3) institutions may be selected.

The period to select the institutions and determine the order of preference is: from 19 May 2026, 10:00 until 26 May 2026, 10:00.

The indication of institutions does not yet constitute a valid application, but it is a prerequisite for submitting a valid one. The order of preference and the selected study semester(s) **cannot be modified retrospectively** after completing the first step of the application process.

7.2.2. In the second step, based on the order of preference of universities established and finalised in the previous step, the student may submit their application for long-term study abroad mobility and for the scholarship supporting the study abroad mobility

under **Neptun / Administration / Applications**, using the **E404 – Supplementary Application form for international part-time studies, long-term study mobility**. The application form must be filled in with all the required data, the necessary documents all be attached (see Section 6), and the application must be submitted.

The period of submitting the E404 - Supplementary Application form is: from 2 June 2026, 10:00 until 8 June 2026, 10:00.

The above application may be submitted by the student who has made their choice from among the eligible institutions as described in Section 7.2.1. The application is valid only for the institutions identified and ranked in accordance with the Section 7.2.1.

The two activities specified in Sections 7.2.1 and 7.2.2.: indicating institutions (determine the order of preference) and submission of the E404 Supplementary Application Form TOGETHER constitute the submission of an application in accordance with this call for applications. ATTENTION! The application becomes submitted (valid) by clicking on the "submit application" button.

The above deadlines are time-barred and late or incomplete applications will not be taken into account in the assessment. There is no room for correcting deficiencies and for submitting an application for justification or for making observations regarding the supplementary call for applications.

7.3. The frequency for the submission of applications

In the present supplementary call for applications period, applications are invited only for the remaining (unfilled) long-term study abroad places in the spring semester of the 2026/2027 academic year, except for the DD programme in Porto, where applications are invited for the autumn semester of 2026/2027.

An application to a CEMS programme institution may be submitted only if the applicant has already been awarded a CEMS place (see point 5.3).

ATTENTION! If a student already holds a study abroad place awarded for the spring semester of the 2026/2027 academic year under the main call for long-term study mobility (including the allocation of vacant places) or under the Excellence call for applications, and shall have any application submitted under this supplementary call for applications they will be rejected without examining the merits.

Withdrawal from an awarded study abroad place must be reported by the student as soon as possible, but no later than within fifteen (15) days of receiving the grant decision.

Students shall be liable to pay a fee amounting to 15% of the current gross minimum wage at the time if they withdraw via the designated Neptun application form later than fifteen (15) days after the positive decision on the study abroad grant or if they fail to report their withdrawal at all and it is only revealed afterwards.

7.4 Extension

Under this supplementary call for applications, **it is not possible to extend** a study abroad place and its support awarded for the spring semester of the 2026/2027 academic

year to the autumn semester of the 2027/2028 academic year (or, in the case of the DD programme in Porto, to extend a study abroad place and its support awarded for the autumn semester of the 2026/2027 academic year to the spring semester of the 2026/2027 academic year).

8. Evaluation of submitted applications and evaluation criteria

The evaluation of applications is coordinated by the Study Administration Services and, in the case of doctoral programmes, by the University Doctoral Office. The decision on the award of the participation and the support is made by the Head of International Mobility. Applicants will be officially notified of the results via Neptun.

8.1. The submitted applications will be evaluated according to the following rules

Applications will be **rejected without substantive evaluation** if the applicant:

- is not eligible to submit an application under the criteria set in Sections 4 and 5;
- does not meet the minimum requirements for applicants;
- failed to complete any of the activities specified in point 7: indicating institutions and determining order of preference, as well as submitting the application by the deadline in full;
- for the spring semester of the 2026/2027 academic year, they already have an acceptance resolution for at least a study abroad place (and support) (either under the main call for long-term study mobility or under the Excellence call for applications).

Valid applications will be evaluated by Study Administration Services (hereinafter: SAS), in the case of students attending a doctoral programme by the University Doctoral Office (hereinafter: UDO) according to the evaluation rules described in Annexes 1 and 2.

If the applicant does not provide the required certification for an activity specified in the call for applications, or does not provide it in accordance with the content or form specified in the call for applications, or not for the purpose of certifying the proper activity, or if it is technically incorrect (e.g. the file cannot be opened or is not a PDF file), the given activity will not be evaluated.

For the purpose of determining the applicant's total score, the SAS/UDO will evaluate the applicant's credit-weighted cumulative academic average based on the data available in Neptun after the closing of the autumn semester of the 2025/2026 academic year.

The partial scores and the score derived from the credit-weighted cumulative academic average are then aggregated by the SAS/EDI to determine the applicant's overall score.

Taking into account the aggregated total score, the applicant's preference list, and the ranking rules, the Head of International Mobility makes the final decision on the allocation of study abroad places and funding opportunities, which is formalised in a resolution.

The resolutions are sent to students via the Neptun, for which the SAS/EDI is responsible.

The applicant must accept the higher education institution awarded to them based on their score and preference list.

Applicants who submit false or untrue information or make false or misleading declarations during the application process will be disqualified from the application.

8.2 The allocation of places is based on the following principles:

- 8.2.1. Students participating in CEMS programmes have priority over other students.
- 8.2.2. CEMS students are followed by students admitted to DD programmes in the order of their number of points in the present call.
- 8.2.3. In the case of a tie, the applicant with the higher academic result (cumulative adjusted credit index) of two students applying for the same place will be awarded the place.

ATTENTION! The University will award places and scholarship support within the available limits of quotas and resources.

9. Financial conditions of the application

Within the framework of the Pannónia Scholarship Programme, the minimum duration of a long-term study mobility (study abroad programme) that can be applied for is 60 days, and the maximum duration is 180 days.

Students who are awarded a scholarship under this call may receive financial support set by the Pannónia Scholarship Programme, depending on the destination country. The exact amount awarded depends on the length of the student's physical mobility in the country. According to the rules of the program, each month is calculated as 30 days.

Country group 1: 400,000 HUF/month (30 days)

Country group 2: 375,000 HUF/month (30 days)

Country group 3: 350,000 HUF/month (30 days)

The country groups are listed in Annex 5.

ATTENTION! Applicants must be aware that the Pannónia Scholarship Programme and other available scholarships cover only part of the actual costs incurred during the mobility period. The difference must be covered by the student.

If a mobility period is supported by other sources in addition to the Pannónia Scholarship Programme, it must be ensured that shared funding is not applied simultaneously, but only for consecutive mobility periods. In such cases, the mobility period must be divided into distinct sections, and it must be ensured that the minimum requirements are met for the part of the mobility financed by the Pannónia Scholarship Programme.

Withdrawal: following a positive decision, the successful applicant may indicate their intention to withdraw within 15 days without any payment obligation. After 15 days, a withdrawal fee of 15% of the current gross minimum wage will be payable.

10. Certificate of completion, repayment

The student must submit the following documents within 15 days after the completion of the mobility to verify participation in the mobility activity and the fulfilment of its objectives:

- **Transcript of Records**
- **Letter of Confirmation/ Attendance**
- **Student Report** (compulsory template available on the University's website)

If the student fails to submit the above documents, or fails to comply properly with the requirements set in this section, or, despite notice, does not provide the above proofs within 30 days after the expiry of the 15-day deadline, the student shall be obliged to repay the full amount of the financial support to the University.

Further cases requiring repayment of the scholarship are specified in the grant agreement concluded with the student.

11. Legal remedy

Applicants have the right to appeal against the decision of the Head of the International Mobility 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.

In the subject of the legal remedy request, the Student Appeals Committee will make a decision in a procedure for the assessment of first instance applications and legal remedy requests in relation to student status (hereinafter: 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 of Applications may be requested via Do It Online! student administration platform.

Budapest, May 2026

Dr. Zita Anikó Kelemen
Head of International Mobility

Annex 1 Rules for the assessment of applications for long-term study mobility programmes for students in Bachelor and two-cycle and single-cycle Master programmes

Applications for mobility programmes are assessed on a scale of 1 to 100 points as follows.

- (1) **Academic performance (maximum 70 points):** assessed on the basis of the cumulative adjusted credit index of the programme affected by the application (see below).
- (2) **Other professional activities (up to 30 points):** will be assessed as follows (see below for detailed scoring).

I. Aggregation of the

- a) Academic activity, study competitions and other professional activities (maximum 25 points)
- b) Points collected from public affairs and student association activities (maximum 10 points)
- c) Points obtained for participation in programmes to support the integration of foreign students (maximum 10 points)
- d) Number of points obtained from sport activity (maximum 10 points)
- e) Compulsory international semester points (maximum 5 points) if the student registered for International Semester VF00088NABB as a compulsory subject in the semester specified in the sample curriculum and the student has not yet had a long-term study abroad academic semester in the given programme cycle.

II. 50% of the total number of points I(a) to I(e) (up to a maximum of 60 points) gives the total number of points for other professional activities (up to a maximum of 30 points).

III. The compulsory model certificates are available on the University's website under International Opportunities/Long-term learning mobility under the Related Documents tab.

IV. A document may only contain one certificate. If several certificates are uploaded in one document, only the first one can be accepted.

V. Certificates can only be accepted in Hungarian or English. For all other languages, a translation into Hungarian or English is required.

(1) Evaluation of academic performance: Average academic performance of completed semesters (maximum 70 points):

Total (cumulative) adjusted credit index, rounded to 2 decimal places

| Academic performance | Number of points | Academic performance | Number of points | Academic performance | Number of points | Academic performance | Number of points |
|----------------------|------------------|----------------------|------------------|----------------------|------------------|----------------------|------------------|
| 7.00 - | 70 | 4.54 - 4.56 | 50 | 4.01 - 4.03 | 33 | 3.48 - 3.50 | 16 |
| 6.00 - 6.99 | 68 | 4.51 - 4.53 | 49 | 3.98 - 4.00 | 32 | 3.45 - 3.47 | 15 |
| 5.00 - 5.99 | 65 | 4.48 - 4.50 | 48 | 3.95 - 3.97 | 31 | 3.42 - 3.44 | 14 |
| 4.98 - 4.99 | 64 | 4.45 - 4.47 | 47 | 3.92 - 3.94 | 30 | 3.39 - 3.41 | 13 |
| 4.95 - 4.97 | 63 | 4.42 - 4.44 | 46 | 3.89 - 3.91 | 29 | 3.35 - 3.38 | 12 |
| 4.92 - 4.94 | 62 | 4.39 - 4.41 | 45 | 3.85 - 3.88 | 28 | 3.32 - 3.34 | 11 |
| 4.89 - 4.91 | 61 | 4.35 - 4.38 | 44 | 3.82 - 3.84 | 27 | 3.29 - 3.31 | 10 |
| 4.85 - 4.88 | 60 | 4.32 - 4.34 | 43 | 3.79 - 3.81 | 26 | 3.26 - 3.28 | 9 |
| 4.82 - 4.84 | 59 | 4.29 - 4.31 | 42 | 3.76 - 3.78 | 25 | 3.23 - 3.25 | 8 |
| 4.79 - 4.81 | 58 | 4.26 - 4.28 | 41 | 3.73 - 3.75 | 24 | 3.20 - 3.22 | 7 |
| 4.76 - 4.78 | 57 | 4.23 - 4.25 | 40 | 3.70 - 3.72 | 23 | 3.17 - 3.19 | 6 |

| | | | | | | | |
|-------------|----|-------------|----|-------------|----|-------------|---|
| 4.73 – 4.75 | 56 | 4.20 – 4.22 | 39 | 3.67 – 3.69 | 22 | 3.14 – 3.16 | 5 |
| 4.70 – 4.72 | 55 | 4.17 – 4.19 | 38 | 3.64 – 3.66 | 21 | 3.10 – 3.13 | 4 |
| 4.64 – 4.69 | 54 | 4.14 – 4.16 | 37 | 3.60 – 3.63 | 20 | 3.07 – 3.09 | 3 |
| 4.64 – 4.66 | 53 | 4.10 – 4.13 | 36 | 3.57 – 3.59 | 19 | 3.04 – 3.06 | 2 |
| 4.60 – 4.63 | 52 | 4.07 – 4.09 | 35 | 3.54 – 3.56 | 18 | 3.00 – 3.03 | 1 |
| 4.57 – 4.59 | 51 | 4.04 – 4.06 | 34 | 3.51 – 3.53 | 17 | - 2.99 | 0 |

The *minimum requirement* for participation in a mobility programme is an **average academic performance of 3.00 or above (in terms of cumulative average academic performance weighted by credits in completed semesters) in the autumn semester of the 2025/2026 academic year.**

(2) Evaluation of other professional activities

| A) SCIENTIFIC activity, STUDY COMPETITIONS and results | MAXIMUM 25 POINTS | ADDITIONAL INFORMATION | METHOD OF CERTIFICATION |
|--|-------------------|--|--|
| STUDENTS' SCIENTIFIC ASSOCIATION (TDK) / NATIONAL CONFERENCE OF STUDENTS' SCIENTIFIC ASSOCIATIONS (OTDK) RESULT, ACTIVITY | | | |
| OTDK 1st-3rd place | 9 | <p>In the case of applicants in a bachelor programme, activities related to the bachelor programme in question, and in the case of applicants in a master programme, activities related to both the previous bachelor programme and the current master programme can be accepted.</p> <p>In case of more than one OTDK and/or TDK papers, maximum 2 papers will be considered. The highest number of points obtained from TDK and OTDK activities under one title will be taken into account.</p> <p>If the student is applying with a co-authored TDK paper or other scientific work, the following scoring applies:</p> <p>a) if the paper has two authors, the applicant may receive 70% of the maximum number of achievable points,</p> <p>b) if the paper has more than two authors, the student may receive the maximum number of achievable points divided by the number of authors.</p> <p>Only documents proving participation or placement will be accepted. Proof of nomination alone will not be accepted.</p> | <p>A copy of the honorary certificate (including the date) proving the placement or participation or a proof of participation issued by the organising organisation, including the date.</p> |
| OTDK participation without placement | 5 | | |
| TDK 1st - 3rd place | 7 | | |
| TDK participation without placement | 4 | | |
| STUDY COMPETITION RESULTS | | | |

| | | | |
|---|-----------|--|---|
| Place achieved in an international competition (1st-3rd place) | 10 | <p>In the case of applicants in a bachelor programme, activities related to the bachelor programme in question, and in the case of applicants in a master programme, activities related to both the previous bachelor programme and the current master programme can be accepted.</p> <p>All competitions organised by an accredited student association or an institution of the Corvinus University are considered university competitions, except for events that are clearly advertised as national (e.g. National Case Competition). A national competition is one which is announced at national level, primarily for Hungarian and Hungarian-speaking students, and which is essentially independent of international participation. Only a competition in a foreign language whose international character is clearly reflected in the announcement, the target audience and the organisation of the competition will be accepted as an international competition. The presence of foreign participants is not sufficient.</p> <p>If a competition is a criterion for a college for advanced studies or for the completion of a subject, it cannot be accepted, except for competitions organised by the University.</p> | <p>A certificate of placing or participation issued by the organiser of the competition, stating the name of the student (in addition to the team name) and the date. Can be accepted only in Hungarian or English. For all other languages, a translation is required.</p> |
| Participation in an international competition | 6 | | |
| Place achieved in a national competition (1st-3rd place) | 7 | | |
| Participation in a national competition without achieving a specific place | 4 | | |
| Place achieved at a University competition (1st-3rd place) COBE, CIBS, IOK, college for advanced studies etc. | 4 | | |
| Participation in a University competition without achieving a specific place COBE, CIBS, IOK, college for advanced studies etc. | 2 | | |
| OTHER PROFESSIONAL ACTIVITIES | | Activity carried out during the bachelor programme in the case of bachelor programme applicants and during the master programme in the case of applicants in a master programme | |

| | | | |
|---|--------------------------|---|--|
| Participation in programmes fostering student talent, not organised by student associations and colleges for advanced studies: Participation in Nyugat, Leaders of the future, corporate mentoring programmes, etc. | 3 | <p>Only extra-curricular professional activities can be accepted which</p> <ul style="list-style-type: none"> are not organised by a student association or college for advanced studies; are non-foreign language, non-sport and non general skills development (e.g. photography, presentation, communication) programmes; are related to a university discipline in terms of their professional content; is/was completed during the period of active student status. | <p>Official certificate from the organising institution, which includes:</p> <ul style="list-style-type: none"> the fact of participation; signature and/or stamp; the specific, professional content of the programme and its classification by field of expertise (this may also be indicated on another attachment); the duration of the programme. |
| Participation in a summer university (max. 2) | 3 | Maximum 2 times (3 points per occasion, maximum 6 points) | A performance certificate issued by the receiving institution. |
| Activity supporting a teaching assistant's work; participation in teaching assistant's work at the department (max. 2 courses) | 5 | Up to 2 semesters (5 points per semester, maximum 10 points), the certificate will include the number of points offered from 0 to 5 | Mandatory use of a sample certificate containing the student's name, Neptun code, institute, period of activity, and the signature of the lecturer and the student. |
| B) PUBLIC AFFAIRS AND STUDENT ASSOCIATION activities | MAXIMUM 10 POINTS | ADDITIONAL INFORMATION | METHOD OF CERTIFICATION |
| ACTIVITY IN THE STUDENTS' UNION | | <p>Points may be awarded for activities carried out in the Students' Union, for work carried out in a student association accredited by the Students' Union or in a college for advanced studies.</p> <ul style="list-style-type: none"> Up to 2 student organisations can be taken into account. The applicant's highest position in an organisation can be taken into account. For the purposes of considering the certificate issued by the given student association, the accreditation category of the given student association shall be taken into account for the period (semester) specified on the certificate. An activity carried out during the bachelor programme in the case of bachelor programme applicants and during the master programme in the case of applicants in a master programme can be taken into account. | <p>Mandatory use of a sample certificate containing the student's name, Neptun code, the period of activity, SU stamp, highest position held, and the signature of the chairperson and the student.</p> |
| Students' Union Presidency and Area Leaders | 9 | | |
| Students' Union coordinators | 7 | | |
| Members of Students' Union working groups/project teams | 4 | | |
| ACTIVITY IN AN "A" CATEGORY STUDENT ASSOCIATION | | | <p>Mandatory use of a sample certificate containing the student's name, Neptun code, student association, the accreditation of the student association, the period of activity, student association stamp, and the signature of the chairperson and the student.</p> <p>In the case of a member, the activity must be explained and in the case of an executive, the</p> |

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| | | <ul style="list-style-type: none"> Each activity must be supported by appropriate supporting documentation, failing which no points will be awarded. If the student is actively involved in a student association or a college for advanced studies in the semester of his/her application, the accreditation category of the student association or college for advanced studies valid from 1 January 2025 will be taken into account. If the organisation does not exist/is not accredited at the time of submitting the application, the most recent category won will be taken into account, provided that the student was already an active member at that time. <p>If the student refers to a previous activity (but not older than 5 years), the accreditation category to which the student association belonged at the end of the student's active activity will be taken into account, if that can be supported with a retrospective certification of the activity.</p> | highest position held must be indicated. |
| Senior managers of student associations | 8 | | |
| Medium-level managers of student associations | 6 | | |
| Professional work with a disciplinary, scientific or interest representation focus as a member of a student association | 3 | | |
| ACTIVITY IN A "B1" CATEGORY CORVINUS STUDENT ASSOCIATION (S1 AND K1 FOR RETROSPECTIVE ACTIVITY ACCORDING TO THE PREVIOUS ACCREDITATION SYSTEM) | | | <p>Mandatory use of a sample certificate containing the student's name, Neptun code, student association, the accreditation of the student association, the period of activity, student association stamp, and the signature of the chairperson and the student.</p> <p>In the case of a member, the activity must be explained and in the case of an executive, the highest position held must be indicated.</p> |
| Senior managers of student associations | 6 | | |
| Medium-level managers of student associations | 3 | | |
| Professional work with a disciplinary, scientific or interest representation focus as a member of a student association | 2 | | |
| ACTIVITY IN A "B2" CATEGORY CORVINUS STUDENT ASSOCIATION (S2 AND K2 FOR RETROSPECTIVE ACTIVITY ACCORDING TO THE PREVIOUS ACCREDITATION SYSTEM) | | | <p>Mandatory use of a sample certificate containing the student's name, Neptun code, student association, the accreditation of the student association, the period of activity, student association stamp, and the signature of the chairperson and the student.</p> <p>In the case of a member, the activity must be explained and in the case of an executive, the highest position held must be indicated.</p> |
| Senior managers of student associations | 5 | | |

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| Medium-level managers of student associations | 3 | | |
| Professional work with a disciplinary, scientific or interest representation focus as a member of a student association | 1 | | |
| ACTIVITY IN A COLLEGE FOR ADVANCED STUDIES OF CATEGORY "SZ" | | | Mandatory use of a sample certificate containing the student's name, Neptun code, the name of the college for advanced studies, the period of activity, the stamp of the college for advanced studies, the highest position held, and the signature of the chairperson and the student. |
| Senior management of the College for Advanced Studies | 9 | | |
| Medium-level managers of the College for Advanced Studies | 7 | | |
| Member of College for Advanced Studies | 4 | | |
| C) ACTIVITY in programmes to support the integration of foreign students | MAXIMUM 10 POINTS | ADDITIONAL INFORMATION | METHOD OF CERTIFICATION |
| Tandem programme: 10-8 points | 3 | Up to 2 semesters (3 points per semester, maximum 6 points in total), in the case of an activity carried out during the bachelor programme in the case of bachelor programme applicants and during the master programme in the case of applicants in a master programme | Mandatory use of a certificate issued by ESN |
| Tandem programme: 7-5 points | 2 | | Mandatory use of a certificate issued by ESN |
| Participation in the organisation of an event of the student association to promote the integration of foreign students (max. two occasions) | 3 | Up to 2 semesters (3 per semester, maximum 6 points in total), an event organised in either of the second semester of 2024/2025 or the 1st semester of 2025/2026 | Mandatory use of a prescribed sample certificate |
| Participation in the Advisory Board Mentoring Scheme (maximum 2 semesters) | 3 | Up to 2 semesters (3 points per semester, maximum 6 points in total), in the case of an activity carried out during the bachelor programme in the case of bachelor programme applicants and during the master programme in the case of applicants in a master programme | Mandatory use of a prescribed sample certificate |

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| SU International Area (area manager, coordinator) | 3 | Activity carried out during the bachelor programme in the case of bachelor programme applicants and during the master programme in the case of applicants in a master programme | Mandatory use of a prescribed sample certificate |
| D) SPORT activities | MAXIMUM 10 POINTS | ADDITIONAL INFORMATION | METHOD OF CERTIFICATION |
| An athlete who is a member of the national team | 10 | activities after 01.01.2025 can be accepted | Certificate from the relevant federation or international competition results certificate, including date, signature and stamp |
| 1st class athlete | 7 | | Certificate from the relevant association or national competition results certificate, including date, signature and stamp |
| confirmed active athlete of Corvinus University's Sports Club Közgáz SC/DSK | 3 | | |
| 1st-3rd place in a national competition representing Corvinus University | 9 | Result obtained during the bachelor programme in the case of bachelor programme applicants and during the master programme in the case of applicants in a master programme | A certificate of placing and participation issued by the organising organization, dated, stamped and signed. |
| E) MANDATORY INTERNATIONAL SEMESTER | MAXIMUM 5 POINTS | ADDITIONAL INFORMATION | METHOD OF CERTIFICATION |
| Mandatory International Semester | 5 | It is necessary to register for the International Semester (VF00088NABB) as a compulsory subject in the semester specified in the sample curriculum. The student has not been in a long-term academic semester within the given programme cycle, i.e. the International Semester (VF00088NABB) or Semester Abroad subject has not been registered for previously. | A declaration is required in the application |

Annex 2: Number of points awarded in the evaluation of applications for long-term learning mobility for doctoral students

1. Research plan **maximum 40 points**

Assessment criteria:

- *Soundness of the research plan*
- *Applicability of the methodology*
- *The research objectives and expected results of the mobility abroad provide added professional value to the student's doctoral studies*

2. Work plan **maximum 20 points**

Assessment criteria:

- *Professional consideration and structure of the work plan*
- *Feasibility of the work plan*

3. Publication output **maximum 20 points**

Assessment criteria:

- *Published Q1 or Q2 article 10 points*
- *All other non-Q1-Q2 articles and working papers 5 points each*

4. Successful comprehensive examination **10 points**

5. Time-proportionate completion of credits **maximum 10 points**

Assessment criterion:

- *Percentage*

For more information, please contact: phd.office@uni-corvinus.hu

***Annex 3: Research plan and work plan
for students in a doctoral programme (template)***

Research and work plan

Minimum length: 2000-3000 words

IDENTIFICATION DATA

Name of applicant:

Neptun code:

Doctoral school:

DATA RELATED TO THE FOREIGN RESEARCH PROJECT APPLIED FOR

Period of foreign research (autumn/spring semester):

Name of host institution, country:

Name of host institution applied for, country:

Name of host institution applied for, country:

Mandatory elements of the research plan:

How does the PhD programme available at the applied institution(s) fit in with your studies?

Write a summary plan, focusing in particular on:

- a detailed description of your research activities abroad;
- the research methodology to be used;
- the specific objectives to be achieved through the proposed activity;
- how you can utilise the research work carried out during the application and its results after your return home.

Mandatory elements of the work plan:

How do you intend to carry out the work described in your research plan? ***Write a detailed work plan, paying particular attention to:***

- the research to be carried out, broken down by month;
- what other professional activities you intend to carry out during your mobility (conferences, working groups, research groups, etc.).

Annex 4: Study programmes and topic areas

In the event of the same code, application is only possible for the topic area that is clearly matched in the table.

| Bachelor-level study programmes Bachelor level | | Topic area that may be specified in the application Study field |
|---|--|--|
| 1 | Applied Economics Applied Economics | 0311 Economics |
| | | 0410 Business and Administration |
| 2 | Philosophy, Politics, Economy Philosophy, Politics, Economy | 0223 Philosophy, Politics and Ethics (PPE) |
| | | 0312 Political Science |
| | | 0311 Economics |
| | | 0310 Social and behavioural sciences |
| 3 | Business Administration and Management Business Administration and Management | 0410 Business and Administration |
| | | 0412 Finance, Banking and Insurance |
| 4 | Business Informatics Business Informatics | 0410 Business and Administration |
| 5 | Communication and Media Studies Communication and Media Science | 0319, 0320, 0321 Communication |
| | | 0310 Social and behavioural sciences |
| 6 | International Business Economics International Business Economics | 0410 Business and Administration |
| 7 | International Relations International Relations | 0312 International Relations |
| | | 0310 Social and behavioural sciences |
| 8 | Finance and Accounting Finance and Accounting | 0410 Business and Administration |
| | | 0311 Economics |
| | | 0412 Finance, Banking and Insurance |
| 9 | Political Science Political Science | 0312 Political Science |
| | | 0310 Social and behavioural sciences |
| 10 | Sociology Sociology | 0314 Sociology and Cultural Studies |
| | | 0310 Social and Behavioural sciences |
| 11 | Data Science in Business Data Science in Business | 0410 Business and Administration |

| Master-level study programmes Master level | | Topic area that may be specified in the application Study field |
|---|--|--|
| 1 | Actuarial and Financial Mathematics Actuarial and Financial Mathematics | 0311 Economics |
| | | 0410 Business and Administration |
| | | 0412 Finance, Banking and Insurance |
| 2 | Business Informatics Business Informatics | 0410 Business and Administration |
| 3 | Communication and Media Studies | 0319 Communication and Information Sciences, |
| | | 0320 Journalism and information, Communication |
| | | 0321 Journalism and Information |
| 4 | Public Policy and Management Public Policy and Management | 0311 Economics |
| | | 0413 Public Administration |
| | | 0310 Social and Behavioural sciences |
| 5 | Marketing Marketing | 0410 Business and Administration |
| 6 | Marketing Strategy and Innovation Marketing Strategy and Innovation | 0410 Business and Administration |
| 7 | Master of Business Administration (MBA) Master of Business Administration (MBA) | 0410 Business and Administration |
| 8 | International Economy and Business International Economy and Business | 0410 Business and Administration |
| | | 0311 Economics |
| 9 | International Relations International Relations | 0312 International Relations |
| | | 0310 Social and behavioural sciences |
| | | 0288 East European Studies |
| 10 | Finance Finance | 0410 Business and Administration |
| | | 0311 Economics |
| | | 0412 Finance, Banking and Insurance |
| 11 | Political Economy Political Economy | 0312 Political Science |
| | | 0311 Economics |
| | | 0413 Public Administration |
| 12 | Accounting Accounting | 0410 Business and Administration |
| 13 | Business Development Business Development | 0410 Business and Administration |
| 14 | Management and Leadership Management and Leadership | 0410 Business and Administration |
| 15 | General Management Management | 0410 Business and Administration |
| | | 0413 Public Administration |
| 16 | Innovation and Enterprise Innovation and Entrepreneurship | 0410 Business and Administration |

| | | |
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| 17 | Economic Analysis Economic Analysis | 0311 Economics |
| 18 | Economic Behaviour Analysis Economic Behaviour Analysis | 0410 Business and Administration |
| | | 0311 Economics |
| | | 0310 Social and behavioural sciences |

| Single-cycle programmes Undivided master level | | Topic area that may be specified in the application Study field |
|---|--|--|
| 1 | Economic and Financial Mathematical Analysis Economic and Financial Mathematical Analysis | 0311 Economics |
| | | 0410 Business and Administration |
| | | 0412 Finance, Banking and Insurance |

| Doctoral programmes Doctoral level | | Topic area that may be specified in the application Study field |
|---|--|--|
| 1 | Doctoral School of Business and Management Doctoral School of Business and Management | 0410 Business and Administration |
| 2 | Doctoral School of Economics and Business Informatics Doctoral School of Economics and Business Informatics | 0410 Business and Administration |
| | | 0311 Economics |
| | | 0611 Computer Science |
| 3 | Doctoral School of International Relations and Political Science Doctoral School of International Relations and Political Science | 0312 Political Science |
| | | 0311 Economics |
| 4 | Doctoral School of Sociology and Communication Science Doctoral School of Sociology and Communication Science | 0314 Sociology |
| | | 0320 Communication Sciences |

Annex 5: Destination countries and country groups

| Country group | Destination countries |
|--------------------------|--|
| Country group I | Andorra, Australia, Austria, Belgium, Cook Islands, Denmark, South Korea, United States, United Kingdom, Faroe Islands, Fiji, Finland, France, the Netherlands, Hong Kong, Ireland, Iceland, Israel, Japan, Canada, East Timor, Kiribati, 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 |
| Country group II | Afghanistan, Bangladesh, Belarus, Bhutan, Bosnia and Herzegovina, Bulgaria, Cyprus, Czechia, 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 |
| 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 Islands, Costa Rica, Chad, South Africa, South Sudan, Dominica, Dominican Republic, Djibouti, Ecuador, Equatorial Guinea, United Arab Emirates, Egypt, El Salvador, Ivory Coast, Eritrea, Ethiopia, the Philippines, Gabon, Gambia, Ghana, Grenada, Guatemala, Guinea, Guinea-Bissau, Guyana, Haiti, Honduras, India, Indonesia, Iran, Jamaica, Jordan, 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 |

Annex 6: Scholarship for CEEPUS

| Host University | Scholarship fee/month | More information |
|---|---|---|
| Prague University of Economics and Business | BsC és MsC student: 14 000 CZK/month PhD student: 15 000 CZK/month | https://www.ceepus.info/files/NCOInformati on/NCO_CZ.pdf |