

**Call for applications
to support participation in internship abroad
and CEMS recent graduate internship abroad
in the 1st and 2nd semesters of the 2026 / 2027
academic year**

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Corvinus University of Budapest (the 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 Study Abroad (hereinafter: RSA) – hereby announces a Call for Applications to support participation in internship abroad and CEMS recent graduate internship abroad in the 1st and 2nd semesters of the 2026 / 2027 academic year, as set out below.

1. Purpose of the Call

The aim of the internship abroad is to ensure that the period spent at the host organisation abroad helps students to acquire the skills required in the labour market and to gain an understanding of the economic and social culture of the host country.

The present call sets out the conditions at the University for the award of a scholarship to support participation in an internship abroad completed prior to obtaining absolution, or in recent graduate internship abroad undertaken as part of the CEMS programme after obtaining the absolution.

This call applies both to the participation in a internship abroad or CEMS recent graduate internship abroad 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 internship mobility programme within the University are set in the RSFB and the RSA (in particular Sections 10 and 12 of the RSA). In addition, the following applies:

- 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 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 rules on credit recognition are set out in Sections 53–57 of the Study and Examination Regulations, while the rules on compulsory internships are set out in the Study and Examination Regulations (Section 58 and Annex 2).

3. Type of application and eligible activities

3.1 Internship abroad

An internship abroad completed **prior to obtaining the absolutorium** is a study-related internship undertaken abroad, either curricular or elective, which **must last for a minimum of 60 days and a maximum of 120 days**. The internship abroad must be part of the student's degree programme in any cycle of study (except for students studying in a CEMS programme), and must be accepted by the University (as the sending institution) and fully comply with the curricular structure. The process of credit acquisition and recognition must be set out in the student's learning agreement.

3.2. CEMS recent graduate internship abroad

The purpose of an internship abroad **after obtaining the absolutorium** undertaken within the CEMS programme is to enable graduating CEMS students to complete their mandatory international internship after fulfilling all academic requirements (obtaining the *absolutorium*) but prior to entering the labor market, thereby facilitating their employment or laying the groundwork for further studies. In the case of CEMS recent graduate internship abroad, the application process, student selection, and the signing of the learning agreement must all take place while the student holds active student status—specifically, prior to the date the absolutorium is obtained. The mobility period must conclude within 360 days of obtaining the absolutorium and must last between minimum 60 and maximum 120 days. Due to the nature of this mobility, the University is exempt from the requirement of credit recognition. The duration of the recent graduate internship abroad is counted towards the study cycle in which the student applies for the internship.

4. Eligibility to apply

4.1. In case of the application for internship abroad:

The students enrolled in a bachelor, two-cycle or single-cycle master programme at the University may apply provided that they:

- hold Hungarian citizenship, a registration certificate, or a valid permanent establishment or residence permit (excluding students receiving Stipendium Hungaricum or Diaspora Scholarship);
- do not receive a Stipendium Hungaricum or Diaspora Scholarship covering tuition fee;
- have an active student status both at the time of submitting the application and during the mobility period;
- will have completed at least one (1) semester at Corvinus in the study programme covered by the application by the start of the internship mobility;
- submit the application at least 45 days before the start of the planned mobility.

4.2. In case of the application for CEMS recent graduate internship abroad:

The students pursuing studies within CEMS programme at the University may apply during the final year of their studies, provided that they:

- hold Hungarian citizenship, a registration certificate or a valid permanent establishment or residence permit;
- do not receive a Stipendium Hungaricum or Diaspora Scholarship covering tuition fee;
- hold active student status at the time of application, selection, and the conclusion of the learning agreement (the application and selection processes take place prior to the date of obtaining the absolutorium).

5. Academic conditions of application

- A **comprehensive language proficiency certificate at a minimum B2 level** in the working language of the internship applied for is required. If the working language of the mobility is English and the student is studying in an English-language programme, it is not necessary to provide evidence of a comprehensive English language examination at B2 level.
- The internship abroad (excluding the recent graduate internship abroad for CEMS programme participants) **must be related to the student's degree programme**. Students pursuing multiple degree programs simultaneously must specify in their application which programme they are applying from for the mobility programme; only the academic results associated with the selected programme will be taken into account during the evaluation of the application.
- A **host work placement abroad** that meets the University's criteria (Annex 2 of the SER).

PLEASE NOTE: For both types of mobility, selecting the host organisation abroad for the internship is the student's responsibility.

6. Application documents to be submitted

- **Language examination certificate(s) / document(s) to prove language proficiency** in PDF format. A minimum of complex (oral + written) B2 level foreign language skills in the working language of the internship is required. If the working language of the internship applied for is English and the student is studying in an English-language programme, it is not necessary to present a B2 complex English language examination certificate.
- **Letter of Acceptance** from the host work placement, using the template provided by the University (available on the website) in PDF format.

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

7.1. Deadline for submission of applications

- **For internship abroad:**

Applications **can** be submitted **continuously between 10 September 2026 and 14 May 2027**, until the available funding and places are exhausted, subject to the following conditions:

- The latest date for submission is 45 days prior to the start of the planned mobility.
- The internship abroad must be completed **by 31 August 2027**.

- For CEMS recent graduate internship abroad:

Applications **can** be submitted **continuously between 10 September 2026 and 15 April 2027**, until the available funding and places are exhausted, subject to the following conditions:

- Students completing their academic requirements (obtaining the absolutorium) in the autumn semester of the 2026/2027 academic year may submit their application **by 15 November 2026**, subject to the provisions of Section 4.2.
- Students completing their academic requirements (obtaining the absolutorium) in the spring semester of the 2026/2027 academic year may submit their application **by 15 April 2027**, subject to the provisions of Section 4.2.
- The internship abroad for CEMS recent graduates may take place within 360 days of obtaining the absolutorium, but no later than the closing date of the funding project.
- The date recorded in the Neptun system shall be considered the official date of obtaining the *absolutorium*.

7.2. The place, method, frequency and other conditions

Duration of eligible mobility (for both internship abroad and CEMS recent graduate internship abroad): **minimum 60 days, maximum 120 days.**

No application may be submitted for mobility that has already begun or has been completed.

The application is to be submitted in the Neptun Unified Education Administration System (hereinafter: Neptun) via the application form "E408 - Call for applications for internship abroad and CEMS recent graduate internship abroad for 2026/27 academic year" available under "Administration / Applications / Requests with text field" by filling in the data, uploading the necessary application documents in pdf format and by submitting the application.

Late or incomplete applications will not be taken into consideration during the evaluation and will be rejected without merit assessment. There is no room for correcting deficiencies or for submitting an application for justification.

A student may be awarded funding for multiple internship mobility applications (internship abroad and CEMS recent graduate internship abroad) within a single semester, at a given study level, subject to the conditions set out in Point 8. The duration of the scholarship support applied for and awarded cannot be extended.

If a student enrolled in the International Business Economics programme wishes to have the international semester completed under this application recognised as the course subject "International Semester", submitting the request titled "E301–International Business

Economics – international semester” and obtaining the approval by the study programme leader is also a prerequisite for submitting the application.

If the applicant wishes to complete his/her **compulsory internship** within the framework of this call for applications for a internship abroad, his/her mobility is also subject to the university regulations for compulsory internships.

Students who have previously received support through the Erasmus+ or Pannónia Scholarship Programme may also submit an application, subject to the following conditions: According to the rules of the Pannónia Scholarship Programme, every student is eligible for a scholarship for a period of 360 days per level of study, which includes all types of mobility. The duration of a recent graduate internship abroad undertaken after obtaining the absolutorium (completion of study requirements) counts towards the study cycle (level) in which the student submits their application for said internship. Students must indicate any mobility previously awarded at that study level (of any type) in their application.

8. Evaluation of the submitted applications and evaluation criteria

The evaluation of applications is coordinated by the Study Administration Services. The decision on the award of the scholarship is made by the Director of the International Mobility. The student will receive official notification of the result in the Neptun within 1 week after the decision is made at the latest.

Applications will be assessed in the order in which they are received, and students who submit applications meeting the criteria set out in this call for applications will receive funding, subject to the availability of the institution’s funding allocation, in the order in which their complete applications are received. Applicants who have not previously participated in a funded mobility programme (whether for an internship abroad or another type of mobility) will be given priority over those submitting multiple applications.

Applications will be assessed in accordance with the rules set out below:

The application is valid if the documents specified in Point 6 – complying with the relevant content and formal requirements – are submitted via the Neptun system during the period set out in Point 7.1.

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 applications or attached them in an incomplete manner. It is the student's responsibility to check that the uploaded document is not damaged and can be opened and is uploaded in PDF format.
- has previously been awarded a mobility grant under the Pannónia Scholarship Programme at the academic level covered by this application and would have exceeded the maximum total eligible mobility period of 360 days with this application.

- is applying for a mobility that has already started or has been completed at the time of submitting the application.
- is applying with a planned mobility that does not reach the minimum of 60 days or exceeds the maximum of 120 days.
- is applying with a planned mobility that is not within the period specified in the call for applications (see point 7).
- is applying for a internship abroad less than 45 days before the start of the planned mobility.

The scholarship may be awarded to a student who submits a valid application and based on the following criteria

- **achieves a minimum of 35 points in the case of the internship abroad application;**
- **achieves a minimum of 25 points in the case of CEMS recent graduate internship abroad application.**

Category	Score
Items related to the student's academic progress (only one category)	
The internship is not compulsory for the programme the student is applying for or, if compulsory, the student does not intend/ is not able to complete it with the current application	5 points
The internship is compulsory for the programme the student is applying for and the student intends/ is able to complete it by the current application (and has fulfilled the conditions for this, in particular the general conditions for the authorisation of the internship)	15 points
The student is required to complete the internship specified in their educational programme abroad, or has a compulsory "International Semester" course subject and intends to complete it by this current application (and has fulfilled all other related conditions, in particular the general conditions for the authorisation of the internship and the authorisation requirements for option "B" of the "International Semester" course subject).	15 points
Item supporting international mobility	
The student has not yet participated in international mobility as part of the degree programme covered by the application	10 points
Item related to the academic performance	
Cumulative adjusted credit index (in the study programme covered by the application)	
A) 0 – 3.00	0 points
B) 3.01 – 3.80	5 points
C) 3.81 – 4.49	15 marks
D) 4.50 – 5.00	20 points
E) 5.01 – 6.00	35 points
F) 6.01 –	40 points

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

9. Financial conditions of the application

The amount of financial support provided under the Pannónia Scholarship Programme is determined based on the destination country and the duration (in days) of the student's physical mobility. The classification of country groups is set out in Annex 1. Under the scholarship programme's funding rules, each month is calculated as 30 days. The following scholarships are available to support participation in mobility abroad:

1. Country group: 400,000 HUF per month (30 days)
2. Country group: 375,000 HUF per month (30 days)
3. Country group: 350,000 HUF per month (30 days)

PLEASE NOTE: 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.

10. Certificate of completion, repayment

The student is required to submit documents verifying participation in the mobility activity and the fulfillment of the mobility's objective to the University retrospectively—within 15 days of the completed mobility—in the case of both internship abroad and CEMS recent graduate internship abroad:

- **Certification of the internship period: Learning Agreement** (Before & After the Mobility section to be filled in and signed by the host work placement – if the University requires a mandatory internship evaluation template (e.g. International Semester certificate), the template provided by the funding scholarship programme is still mandatory)
- **Letter of confirmation/attendance**
- **Student report** (mandatory template is available on the website)

If the student fails to comply with the requirements laid down in this point or does not comply with it properly or fails to provide proof of such compliance within 30 days of the expiry of the 15-day deadline, he/she shall be required to repay the full amount of the support to the University.

The student may also be liable to repayment in the following cases:

- If feedback is received from the placement organisation regarding unsatisfactory performance, the student may be required to repay up to 30 per cent of the total grant amount. The decision is made by the Director of International Mobility after consulting the programme coordinator.

- If the period stated on the certificate issued by the placement organisation is shorter than the period specified in the grant agreement but exceeds 60 days, the student is obliged to repay the grant amount on a pro rata basis.
- If the period stated on the certificate issued by the placement organisation is less than the minimum of 60 days, the student is obliged to repay the full grant amount.
- If the student has not completed at least one semester by the time the mobility period begins, they are required to repay the entire grant amount.

The Director of International Mobility shall decide on the repayment obligation. Their decision shall be set out in a formal decision. The Study Administration Services shall ensure that the amount to be repaid is recorded in Neptun.

11. Legal remedy

Applicants have the right to appeal against the decision of the Director 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 will make a decision on the request for legal remedy in a procedure conducted according to the 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, September 2026

Dr. Zita Anikó Kelemen
Director of International Mobility

Appendix 1: Target countries and country groups

Country group	Destination country
Country group 1	Andorra, Australia, Austria, Belgium, the Cook Islands, Denmark, South Korea, the United States, the United Kingdom, the Faroe Islands, Fiji, Finland, France, the 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
Group 2	Afghanistan, Bangladesh, Belarus, Bhutan, Bosnia and Herzegovina, Bulgaria, Cyprus, the Czech Republic, North Macedonia, Estonia, Georgia, Greece, Croatia, Iraq, Yemen, Cambodia, China, Kyrgyzstan, Kosovo, Laos, Poland, Latvia, Lithuania, the Maldives, Malta, Myanmar, Moldova, Montenegro, Nepal, Italy, Russia, Armenia, Pakistan, Portugal, Romania, Spain, Sri Lanka, Serbia, Syria, Slovakia, Slovenia, Tajikistan, Turkmenistan, Ukraine, Uzbekistan
Group 3	Albania, Algeria, Angola, Antigua and Barbuda, Argentina, Azerbaijan, the 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, The 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