CORVINUS UNIVERSITY of BUDAPEST

Call for Applications

for Public Affairs I. Scholarship

for the students of the University

in the 1st semester of the 2026/2027

academic year

for the month October

Budapest, 29 September 2026

Pursuant to Section 32 (2) a) and Annex 1 of the Regulation on Student Fees and Benefits constituting Part 4 of the Student Requirements, Corvinus University of Budapest hereby announces a call for applications

for the Public Affairs I. Scholarship

available for the students of the University in the month of October in the 1st semester of the 2026/2027 academic year

on the basis of activities performed in the month of September

(1) The Public Affairs Scholarship I. is a financial benefit that supports and encourages the performance of outstanding university public affairs activities or the attainment of a significant cultural achievement.

(2) The Public Affairs Scholarship is a one-time, fixed amount scholarship that may be applied for once a month.

(3) The Public Affairs Scholarship I. may be applied for by students studying full time (in daytime delivery) in bachelor programmes, two-cycle, or single-cycle master programmes, having an active student status at the time of submission of the application and when performing the activity. Members of the Presidency, as defined in the Statutes of the Students' Union, may not apply for this scholarship in respect of interest representation activities related to their position on the Presidency; they may apply for the scholarship under Section 32(2)(b) of the RSFB in respect of such activities.

(4) Students are not entitled to submit an application if they

a) take part in training with the purpose of acquiring specialised knowledge or courses taken at another higher education institution (guest student status),

b) take part in preparatory course;

c) cover their programme cost from other scholarship sources (beneficiaries of state or institutional scholarships covering the programme cost - except for the Corvinus Scholarship, the Stipendium Hungaricum Scholarship and the Diaspora Higher Education Scholarship programme - as well as those for who the payment of the programme cost is assumed by a third party, etc.).

(5) A scholarship may be awarded to a student who performs outstanding public affairs activities, in particular:

a) performs student interest representation tasks primarily as a representative of the Students' Union, or

b) has attained a significant cultural achievement and thereby contributes to enhancing the reputation of the University, or

c) supports the enhancement of the reputation of the University through his/her other activities.

(6) In the case of Public Affairs Scholarship I, the scope of eligible activities and the associated evaluation criteria:

a) Activities in the Students' Union:

aa) Tasks related to operative executive bodies:

Core activities related to the current position in the organisation of the Corvinus Students' Union (SU) officially representing the interests of the students of Corvinus University, are included in this scope of activities. For example, but not limited to: consultations, maintaining contacts, administrative tasks, operational tasks, project coordination, administration.

ab) Tasks related to interest representation bodies:

Include activities performed by students that can be evaluated at board or committee sessions. The types of activities include, but are not limited to: chairing a meeting, submitting agenda items, drawing up the minutes, taking part in the meeting. Other activities carried out in the Students' Union, which are not covered by the above categories, are also included, such as tasks carried out as a delegate of the institute/department, other administrative tasks, participation in discussions, representation of the Corvinus SU.

b) Activities conducted outside the Students' Union:

ba) Event organisation (organisation, management):

Participating in the organisation of and staging a university event (conference, lecture, reception, camp, other student events) for the students of the University.

bb) Increasing the reputation of the University (not through event organisation)

Activities that increase the reputation of the University include activities in the course of which the name of the University is displayed or published. For example, a successful sports competition and work in a project led or supervised by a university organisational unit.

bc) Work on a project led or supervised by a university organisational unit:

Work in the university internal projects (e.g. development of study programmes, "Inner World" project)

c) Activity bonus for public affairs activities:

The Assessment Committee for Public Affairs Scholarships (hereinafter: Committee) may award a scholarship if the applicant does not reach the cut-off score in the given category(ies), but his or her activity justifies awarding a score over the maximum.

(7) Applications should be submitted in the Neptun Unified Education Administration System' (hereinafter Neptun), on the form called "**P346-Public Affairs I. Scholarship October"** under Menu/Administration/Requests/Requests Fill". The call for applications is available on the University's website. To provide evidence of the activity, the sample certificate provided in the call for applications must be completed by the head of the student organisation. Activities carried out within the SU are certified by the President of the

Student Union, whilst activities carried out outside the SU are certified by the head of the relevant university organisational unit. The certificate must be uploaded in order for the application to be submitted.

(8) The certificate must be uploaded in PDF format and must not exceed 2 MB in size. Documents that have been signed by hand and scanned, or those that have been electronically authenticated by the person authorised to issue the certificate, are acceptable.

(9) Period for submitting applications: 0**5 October 2026 10:00 am – 09 October 2026 12:00 noon**

(10) In the dedicated section of the request form created in Neptun, the applicant must specify the following for each activity to be assessed:

a) the name and detailed description of the activity;

b) the exact date or period during which the activity was carried out; and

c) the number of working hours spent on the activity.

(11) There is no room for correcting deficiencies or application for continuation.

(12) If, in respect of a particular activity, the name or description of the activity, the exact date or period when it was carried out, the number of working hours spent on it or the certificate required by the call for applications is missing, the Committee shall award 0 points only to the activity concerned.

(13) The entire application must be rejected if:

a) the applicant does not meet the eligibility criteria; or

b) the application does not contain a single activity that can be assessed.

(14) An activity cannot be assessed if the applicant carried it out under an employment relationship, a student employment contract, an engagement contract or under any other work-related legal relationship in return for monetary or other consideration. The Assessment Committee for Public Affairs Scholarships shall award 0 points for such an activity. If the application includes other activities that can be assessed, this alone shall not result in the rejection of the entire application.

(15) Students may apply for the scholarship one a month with the public affairs achievement of the given month. Only activities carried out in the one (1) month preceding the launch of the call for applications may be taken into account for the purposes of evaluating the application. If the applicant also indicates an activity carried out in earlier months, this will not invalidate the application, but such activities will be disregarded in the evaluation.

(16) Points can be awarded only once for each activity. An activity may be included only once in the same application.

(17) The review and evaluating of applications shall be carried out by the Committee. The Committee shall, within its powers of giving an opinion, verify the conformity of the form and content with the call for the application as well as evaluate the activity carried out by the applicant on its merit.

(18) In accordance with the Student Disciplinary and Compensation Regulations, the Committee shall initiate a disciplinary proceedings against the applicant if false data or facts are detected in the application, or if there is a reasonable suspicion thereof.

(19) The Committee shall make a proposal with regard to the eligibility or non-eligibility of the applicant for the scholarship, in the first case specifying the amount of the proposed scholarship.

(20) The Vice-Rector for Student Affairs shall decide on the award of the scholarship.

(21) The student will be notified of the results of the application through Neptun.

(22) An applicant shall not be eligible for the scholarship, or shall cease to be eligible, if, before the decision is made, it is established that:

a) the applicant carried out the activity in return for remuneration or under a work-related legal relationship;

b) the applicant has previously submitted the same activity in an application for a Public Affairs Scholarship or has already received a scholarship for the same activity;

c) the applicant has provided false information or submitted a false or misleading certificate;

d) the applicant withdrew their application before the decision was made.

If the above circumstance comes to light after payment has been made, the Vice-Rector for Student Affairs shall order the repayment of the full amount of the scholarship unduly received or, in the event of partial ineligibility, the proportionate part thereof. Repayment must be made to the University bank account specified in the resolution within thirty days of the resolution becoming final. The University's rules on debt management and payment in instalments shall apply to any further arrangements for repayment.

(23) The maximum amount of the scholarship is equal to the normative funding per student. The University shall pay the scholarship to the student by the tenth day of the month following the decision.

(24) The evaluation criteria of the scholarship are included in Annex to the Call for applications.

(25) Legal remedy appeals must be submitted through Neptun and addressed to the Student Appeals Committee within 15 days of the date of communication of the decision.

(26) The call shall be issued by the Vice-Rector for Student Affairs in agreement with the Students' Union.

Budapest, 29 September 2026

Dr. Judit Nagy
signed in my own hand
Vice-Rector for Student Affairs

Annex

Assessment method with regard to public affairs scholarships

Activities in the Students' Union	Points	Person signing the certification
Tasks related to operative executive bodies		
Responsibilities as Head of Division or Chairperson of the SSC (division/working group management)-	0-90 points	President of the SU
Tasks of coordinator/liaison officer in a division	0-50 points	President of the SU
Project management tasks in the division	0-30 points	President of the SU
Tasks as division member/working group member	0-30 points	President of the SU
Ad hoc project tasks outside the division	0-30 points	President of the SU
Tasks related to interest representation bodies		
Delegates' meeting (attending meetings, chairing meetings, proposal for the agenda, taking the minutes, other)	0-20 points	President of the SU
Supervisory Board (attending meetings, chairing meetings, proposal for the agenda, taking the minutes, ad hoc tasks)	0-50 points	President of the SU
University committees, other bodies (oral admission committees, Assessment Committee for Public Affairs Scholarships, other)	0-40 points	President of the SU
Other key interest representation activities (representing SU, taking part in negotiations, other)	0-30 points	President of the SU
Performing duties as an institute or department delegate (liaising with institutes and departments)	0-20 points	President of the SU
Activities conducted outside the Students' Union	**Points**	**Person signing the certification**
Organising events (organisation, staging)	0-40 points	head of organisational unit
Increasing the reputation of the University (not through event organisation)	0-20 points	head of organisational unit
Work on a project led or supervised by a university organisational unit	0-50 points	Head of Corvinus organisational unit
Activity bonus for public affairs activities		
Activity bonus for public affairs activities	0-50 points	-

a) Points can be awarded only once for each activity.
b) Activities carried out by the student under an employment contract, student employment contract or engagement contract for which the student received some kind of benefit tangible, financial) are not eligible.
c) Activity bonuses can only be awarded for one activity per application.