STIPENDIUM HUNGARICUM

TEMPUS PUBLIC FOUNDATION

Call for Applications

for doctoral programmes

2023/2024

stipendiumhungaricum.hu

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1. The Stipendium Hungaricum Scholarship Programme

1.1. Mission of the Programme

The Stipendium Hungaricum Scholarship Programme was launched in 2013 by the Hungarian Government with the aim of providing opportunity for foreign students to pursue their higher education studies in Hungary. The core mission of the programme is to increase the number of international students in Hungary and to encourage Hungarian higher education institutions to attract top foreign students.

The scholarship programme is managed by the Ministry of Foreign Affairs and Trade, and co-ordinated by Tempus Public Foundation. The programme is based on bilateral educational cooperation agreements signed between the Ministries responsible for education in the sending countries/territories and Hungary. Currently more than 80 Sending Partners are engaged in the programme on 5 different continents, and the geographical scope of the programme is widening each year.

The scholarship program offers both full-degree and partial study opportunities in the three cycle degree structure (bachelor's, master's and doctoral programmes), mostly in English language, however, other foreign language study programmes are also available in the frame of the Stipendium Hungaricum Scholarship Programme. Students can also apply for a one-year Hungarian language preparatory training course, following which they can pursue their higher education studies in Hungarian language.

Stipendium Hungaricum scholarship holders are encouraged to focus on their academic advancement during their stay in Hungary, as all their tuition fees are covered, and their accommodation and living costs are supported as well. Upon finishing their studies, a European degree in hand provides graduates with a wide range of opportunities in the global job market.

Since 2013, the number of Stipendium Hungaricum scholarship holders has grown significantly, at the same time increasing the ratio of self-paying international students in Hungarian universities. Between 2013 and 2019, the ratio of international students studying in Hungarian higher education institutions has doubled, and the ratio of Stipendium Hungaricum scholarship holders among them has quadrupled. As a result, the number of study programmes taught in foreign language(s) has tripled in Hungarian universities since 2015.

The number of both Stipendium Hungaricum applicants and awardees is continuously increasing, as well as the number of available scholarship places. In 2022, more than 50 0000 applications were received and nearly 4900 scholarships were awarded, showing that since its launch, the Stipendium Hungaricum scholarship has become a programme of excellence.

1.2. Available Scholarship Types

1.2.1. Study Levels

Stipendium Hungaricum scholarships are available for bachelor's, master's, one-tier master's, doctoral, non-degree programmes (preparatory courses) and postgraduate specialist training courses. **Please note that this Call for Application is for doctoral programmes only**. Please find here the Call for

Applications for bachelor's, master's, one-tier master's, non-degree programmes and postgraduate specialist training courses here.

Important note: applications are only accepted for bachelor's, master's, one-tier master's, non-degree programmes and postgraduate specialist training courses OR for doctoral programmes; therefore please consider carefully your selected programme(s).

Available Scholarship Types		**Duration**		**Qualifications at the end of programme**		**Available study modes**
		full time	**partial (exchange)**	**full time**	**partial (exchange)**	
Degree programmes	**Doctoral programmes**	2+2 years	1 or 2 semesters	doctoral degree	certificate of completion	full degree and partial (exchange)

Note about doctoral programmes:
In Hungary, the duration of doctoral programmes is 8 semesters. Doctoral programmes are divided into two different phases: the first phase (4 semesters) is for professional training and research, while the second phase (4 semesters) is for research and dissertation. At the end of the first 4 semesters, doctoral students are obliged to take a complex exam, where the educational and research progress of the student is evaluated. Doctoral students can only continue with the second phase of their studies upon the successful completion of the complex exam. The amount of the monthly stipend is different is the two phases of doctoral programmes. Please see section 1.3 about financial details and section 3.1. about the details of application for doctoral programmes.

1.2.2. Study Modes

Both full degree and partial (exchange) study modes are available, in accordance with the relevant bilateral educational cooperation agreement. Full degree programmes are programmes that lead to a doctoral degree.

Partial (exchange) studies are one- or two-semester long exchange studies. If the partial (exchange) studies are part of the student's degree studies in their sending higher education institutions, those who apply for partial (exchange) studies must be registered in and must have a student status at a higher education institution that operates outside of Hungary. In this case, applicants can only apply to those study levels they are attending in their sending, home institutions (i.e.: doctoral level).
In case partial studies are not part of the student's degree studies in their sending higher education institutions, a student status at a higher education institution that operates outside of Hungary is not needed.
Partial (exchange) studies are available for up to one academic year, must be completed by 30 June and cannot be extended.

Please be <u>extra cautious</u> when selecting your preferred study programmes in the online application system as most of the study programmes are offered both as full degree and partial study programmes; therefore, those programmes appear twice. Please make sure that you select the programme marked with the study mode of your desire, because it is not possible to change the study mode after the application deadline.

1.3. Provisions Covered by the Scholarship

- **Tuition-free education**
  - exemption from the payment of tuition fee
- **Monthly stipend**
  - **doctoral level:** according to the current Hungarian legislation, the monthly amount of scholarship is HUF 140,000 (cca EUR[1] 331 for the first phase of education (4 semesters) and HUF 180,000 (cca EUR 425) for the second phase (4 semesters) - for 12 months a year, until completion of studies. Please see details in section 1.2.1.
- **Accommodation contribution**
  - free dormitory place or a contribution of HUF 40,000/month to accommodation costs for the whole duration of the scholarship period (Please note that if the student does not live in the dormitory, then the HUF 40,000/month is a contribution to that rental costs, and in bigger cities – especially in the capital city – this contribution would not cover the full amount of rental costs.)
- **Medical insurance**
  - health care services according to the relevant Hungarian legislation (Act LXXX of 1997, national health insurance card) and supplementary medical insurance for up to HUF 65,000 (cca EUR 153) a year/person

Please bear in mind that these provisions are **only a contribution** to the living expenses of the Scholarship Holders. It means that it **does not fully cover all the costs of living** and the students need to add their own financial resources in order to cover all living expenses in Hungary. All applicants are highly advised to check the expected living expenses both in Hungary and in the city that they wish to live in before applying; please do check our Cost of Living Calculator by clicking here: http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html

2. Eligibility

2.1. Eligible Sending Partners

The Stipendium Hungaricum Programme is based on effective bilateral educational cooperation agreements between the Hungarian Ministry of Foreign Affairs and Trade or its legal predecessor as regards the Stipendium Hungaricum Scholarship Programme, the Ministry of Human Capacities, and the partner's Ministry responsible for higher education. Applications will be considered eligible only if the applicant is nominated by the responsible authorities of the Sending Partner.

For full time programmes, students can apply from the following Sending Partners: Arab Republic of Egypt, Argentine Republic, Belize, Bosnia and Herzegovina, Democratic Republic of São Tomé and Príncipe, Democratic Socialist Republic of Sri Lanka, Federal Democratic Republic of Ethiopia, Federal Republic of Nigeria, Federative Republic of Brazil, Georgia, Islamic Republic of Iran, Islamic Republic of Pakistan, Japan, Kingdom of Cambodia, Kingdom of Morocco, Kingdom of Thailand, Kurdistan Regional Government/Iraq, Kyrgyz Republic, Lao People's Democratic Republic, Lebanese Republic, Malaysia, Mongolia, Montenegro, Oriental Republic of the Uruguay, Pacific Alliance (member states: Chile,

[1] The HUF/EUR exchange rate used in the call for application is of 7th October 2022

Colombia, Mexico and Peru), State of Palestine, People's Democratic Republic of Algeria, People's Republic of Bangladesh, People's Republic of China , Republic of Albania, Republic of Angola, Republic of Azerbaijan, Republic of Belarus, Republic of Botswana, Republic of Burundi, Republic of Cabo Verde, Republic of Chile, Republic of Costa Rica, Republic of Colombia, Republic of Cuba, Republic of Ecuador, Republic of Ghana, Republic of India, Republic of Indonesia, Republic of Iraq, Republic of Kazakhstan, Republic of Kenya, Republic of Korea, Republic of Kosovo, Republic of Liberia, Republic of Maldives, Republic of Mali, Republic of Moldova, Republic of Namibia, Republic of North Macedonia, Republic of Panama, Republic of Peru, Republic of Rwanda, Republic of Serbia, Republic of Seychelles, Republic of Sierra Leone, Republic of Singapore, Republic of South Africa, Republic of the Sudan, Republic of the Philippines, Republic of the Union of Myanmar, Republic of Tajikistan, Republic of the Marshall Islands, Republic of Turkey, Republic of Uganda, Republic of Uzbekistan, Republic of Yemen, Russian Federation, Saint Lucia, Socialist Republic of Vietnam, State of Eritrea, State of Israel, State of Kuwait, Sultanate of Oman, Syrian Arab Republic, Tajikistan, Taiwan, The Hashemite Kingdom of Jordan, Tunisian Republic, Turkmenistan, Ukraine, United Arab Emirates, United Mexican States, United Republic of Tanzania.

For partial (exchange) study programmes, students can apply from the following Sending Partners: Argentine Republic, Belize, Bosnia and Herzegovina, Democratic Republic of São Tomé and Príncipe, Democratic Socialist Republic of Sri Lanka, Federal Republic of Nigeria, Georgia, Japan, Kingdom of Morocco, Lebanese Republic, Montenegro, Oriental Republic of the Uruguay, People's Republic of Bangladesh, People's Republic of China , Republic of Albania, Republic of Angola, Republic of Azerbaijan, Republic of Botswana, Republic of Burundi, Republic of Chile, Republic of Colombia, Republic of Costa Rica, Republic of Cuba, Republic of Ghana, Republic of Indonesia, Republic of Kenya, Republic of Korea, Republic of Kosovo, Republic of Maldives, Republic of Mali, Republic of Moldova, Republic of North Macedonia, Republic of Peru, Republic of Rwanda, Republic of Seychelles, Republic of Sierra Leone, Republic of Singapore, Republic of the Marshall Islands, Republic of the Philippines, Republic of South Africa, Republic of Uganda, Republic of Uzbekistan, Republic of Yemen, Russian Federation, Saint Lucia, Socialist Republic of Vietnam, State of Eritrea, State of Israel, State of Kuwait, Sultanate of Oman, Syrian Arab Republic, Taiwan, The Hashemite Kingdom of Jordan, Turkmenistan, United Arab Emirates, United Mexican States, United Republic of Tanzania.

Please note that the programme is implemented through direct cooperation with the responsible authorities of the Sending Partner. The application does not have any additional costs, therefore we highly suggest you not to apply through any agencies.

2.2. Non-eligibility

Applications will not be considered in the following cases:

- **Hungarian citizens (including those with dual citizenships), persons granted a refugee status ("menekült), persons enjoying temporary protection ("menedékes"), persons admitted for subsidiary protection ("oltalmazott") and persons granted humanitarian protection ("befogadott"),**
  - Please note that this requirement is not only for applicants but for Scholarship Holders as well; it means that, e.g., if you obtain a Hungarian citizenship or a refugee status during your studies in Hungary, you automatically lose your scholarship status.
- Applicants with a citizenship different from the sending country/territory. For example, only Brazilian citizens can apply through the Brazilian Sending Partner.
- Applicants applying for bachelor's, master's, one-tier master's and non-degree programmes within the SH programme in the same application round

- Those former Stipendium Hungaricum Scholarship Holders who were **awarded scholarships for full degree studies** and who
  - are now re-applying for full degree or partial (exchange) studies **in the same cycle of education** (doctoral level) – **(therefore, those Stipendium Hungaricum Scholarship Holders <u>can</u> apply for the programme who apply to continue their studies at a different cycle of education, e.g. master's student Scholarship Holders can apply for doctoral studies!)**
  - or who are now re-applying for the programme for any cycles of education while they still have a scholarship status at the time of application (unless they withdraw their former scholarship before the application deadline) and will not receive their degree until 31 August 2023
  - or who have postponed the start date of their scholarship studies and did not withdraw their scholarship before the current application deadline.
- Those former Stipendium Hungaricum Scholarship Holders who were **awarded scholarships for partial (exchange) studies** and who
  - are now re-applying for partial (exchange) studies in the same cycle of education (doctoral level) – (therefore, those Stipendium Hungaricum Scholarship Holders <u>can</u> apply for a different cycle of education, e.g. former master's student Scholarship Holders can apply for doctoral partial (exchange) studies if they are now doctoral students in their home countries).
- Those former Stipendium Hungaricum Scholarship Holders who were awarded the scholarship in the 2020/21 or in the 2021/22 or in the 2022/23 application round, but after accepting their scholarship, did not travel to Hungary and did not start their studies, nor did they notify Tempus Public Foundation of this fact until 31 August. This clause also applies to those former Stipendium Hungaricum Scholarship Holders who have postponed their scholarship awarded in the 2021/22 application round, but did not travel to Hungary and did not start their studies next year, nor did they notify Tempus Public Foundation of this fact until 31 August.

Please note that it is only possible to re-apply for full degree scholarship studies in the same cycle of education if the former Stipendium Hungaricum Scholarship Holder was previously awarded scholarship for partial (exchange) studies. Even in this case, the length of the full degree scholarship shall be reduced by the length of the previous partial (exchange) studies.

Important note for self-financed students already studying in Hungary:
Those applicants who are **registered self-financed / fee-paying students** of a Hungarian higher education institution at the time of the application deadline **<u>AND</u>** who are now applying for the same study level are only eligible to apply for the Stipendium Hungaricum programme if they are recommended by their Hungarian host universities where they are studying at the time of application.

Based on the above, self-financed PhD students enrolled in Hungary can apply to continue their studies with the scholarship only if they are recommended by their university. Please see further details about the optional application documents in Section 3.2.3. of the Call for Application.

2.3. Supervisor

Some doctoral schools request students applying for their doctoral programmes to have a supervisor at the Host Institution, who, in the case of the successful application process, will undertake the supervising of the student's doctoral education and research activities within the frameworks of the doctoral programme chosen by the applicant. In case it is required by the doctoral programme you are

applying for, a statement of acceptance issued by the supervisor must be attached to the application. **Please make sure whether the doctoral programme you are applying for requires a statement of acceptance.**

2.4. Available Host Institutions and Study Programmes

At doctoral level, 21 Hungarian higher education institutions are engaged in the Stipendium Hungaricum Programme for the 2023/2024 academic year, with more than 150 study programmes, taught mainly in English; further programmes taught in Hungarian are also available for applicants with suitable proficiency.

The available study programmes and Host Institutions are available in the online application system (https://apply.stipendiumhungaricum.hu/). Please note that you can only apply for these study programmes within the frameworks of the Stipendium Hungaricum Scholarship Programme.

Applicants are eligible to apply only for those scholarship types and study fields that are determined in the educational cooperation programmes in effect between Hungary and the specific Sending Partner. **Please see the full list** of available study fields regarding your sending country here: https://stipendiumhungaricum.hu/partners/.

2.5. Order of Selected Study Programmes

In addition to the first choice of study programme, there is an opportunity to apply for an additional, second study programme. Therefore, each applicant can apply for **up to TWO different study programmes, in order of preference.** These two study programmes can be both at the same Host Institution and at different Host Institutions; it is the applicants' decision.

The order of preference is essential. During the application process, the first selection and examination process will be conducted for the study programmes selected as the first choices of the applicants. The first priorities will be considered first and then, **only the remaining free places will be filled with those applicants who are not approved for their first choice of programmes**. In this way, the chances of receive the scholarship are relatively higher for the study programmes selected as first choices because there are more free places at that time.

Please note that after the application deadline., the selected programmes (including the study language and the study mode!) and the order of preference cannot be changed by the applicant! We strongly advise all applicants to carefully check the minimum entry requirements of the study programmes and take time to decide on the order of the two programme preferences. We also highly encourage the applicants to increase their chances of receiving the scholarship by apply for not only one but two study programmes in total.

2.6. Language of Study Programmes

Applicants are eligible to apply only if they meet the minimum language criteria set by their chosen Host Institution. Please visit the online application system (https://apply.stipendiumhungaricum.hu/) to see the exact language criteria for each study programme.

Study modes	Study programmes taught in English and other foreign languages		Study programmes taught in Hungarian language			
			applicants with at least an intermediate (B2) level of Hungarian language knowledge		applicants with basic or no Hungarian language knowledge	
	minimum level of knowledge	language preparatory year	minimum level of knowledge	language preparatory year	minimum level of knowledge	language preparatory year
Full degree studies	level of English proficiency determined by the Host Institution	none	level of Hungarian proficiency determined by the Host Institution	none if the language certificate is uploaded	level of English proficiency determined by the Host Institution, usually basic level	yes, obligatory one-year Hungarian language preparatory course
Partial (exchange) studies					not available	not available

Note about language choice in the online application system:
The study programmes are listed as foreign language programmes in the online application system by default. However, if you wish to start your studies at a full degree programme in Hungarian language, you need to answer the "Would you like to perform your studies in Hungarian at the selected full degree programme?" question on the application form with "Yes, I would like to perform my studies in Hungarian at the selected full degree programme.." If you select this, you can only be considered for the full degree selected programme in Hungarian language, therefore please be cautious when filling out the online application form. In case you apply for Preparatory course in Hungarian language, please select the following answer: "No, I would not like to study in Hungarian at my full degree programme."

2.6.1. Studies in English or Other Foreign Language

Students shall have a level of proficiency in the language of education as required by the Host Institution. The applicants need to directly apply for the study programmes in the online application system.

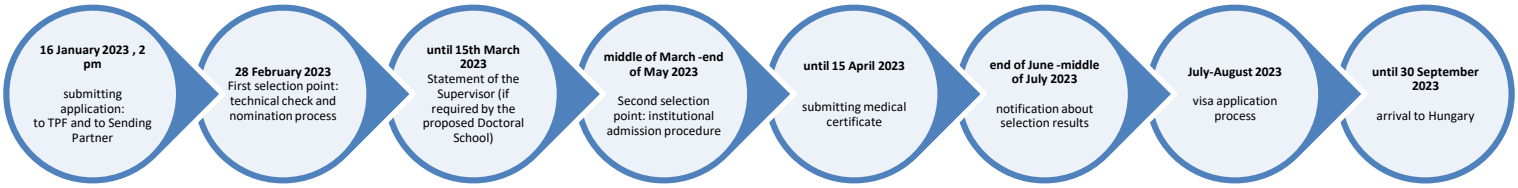
2.6.2. Studies in the Hungarian Language

Those applicants who wish to perform their studies in Hungarian language need to have sufficient language level. A copy of the proof of Hungarian as a foreign language knowledge has to be uploaded as part of the application in the online system. The level of Hungarian language skills will be tested during institutional entrance examinations. Please note that if you apply only to Hungarian study programmes directly, but fail the language test, you cannot be admitted to any places.

Those applicants whose language skills are not sufficient to complete their studies in Hungarian shall complete an obligatory one-year preparatory language course of Hungarian before starting their degree courses. For this, the applicants are usually required to have at least a basic level of English proficiency. In the online application system, the applicants need to apply directly for the preparatory course (and NOT for the degree programme they wish to start after the language preparatory year). To see all Hungarian language preparatory courses and entry requirements, please check the online application system (https://apply.stipendiumhungaricum.hu/)

3. The Application Process

3.1. Application Timeline



3.2. Application Documents to be submitted to Tempus Public Foundation

PLEASE *CLICK HERE* TO ACCESS THE CHECKLIST FOR THE APPLICATION DOCUMENTS!

No hard copies of these documents by Tempus Public Foundation at the time of application. The Sending Partners might require hard copies. Please check their requirements.

- See Section 3.2.1. for application documents that need to be uploaded by all applicants.
- See Section 3.2.2. for additional documents that need to be uploaded only by Art applicants.
- See Section 3.3. for the list of application documents that may be uploaded after the application deadline too.

3.2.1. Basic Application Documents

All of the following documents are compulsory and need to be submitted to the online application system by **all applicants** until 16 January 2023, 2 pm, **except for the Statement of the Supervisor (if required by the proposed Doctoral School, see section 2.3.) which must be submitted until 15 March 2023 and the medical certificate which must be submitted by the nominated applicants only until 15 April**.
If applicants can not upload the statement of supervisor until **31 January 2023**, they are required to upload a declaration to the relevant task directly. In the statement applicants need to declare that they will upload the statement of supervisor until **15 March 2023**.

Please note that only files with a maximum size of 4 MB can be uploaded in the system.

Application Documents	Detailed Requirements
Online application form	- the applicants must fill out and save all requested information on the online application form in English language - a recent photo of the applicant (taken not earlier than 2 years before the submission of the application) - those who apply for partial (exchange) studies must clearly state the length (indicated in months) and start date (September of February) of the studies they apply for.
Motivation Letter	- minimum 1 page, typed in Times New Roman 12 point font size letters - written in the language of the selected study programme or in Hungarian
Proof of language proficiency and	- scanned copy of the original proof of language proficiency, with a minimum level determined by the Host Institution AND its translation

their translations in the language of the selected study programme or in Hungarian	- see section 2.5. for further details - in case the student has completed his/her previous level of studies in the language of the selected study programme, a proof can be uploaded about the fact that the language of education was the same as the language of the study programme that the applicant is now applying for - translations only have to be attached if the copy of the original document is not in the language of the selected study programme or in Hungarian
School certificates and their translations in the language of the selected study programme or in Hungarian	- scanned copy of the original master degree certificate or equivalent AND its translation, partial (exchange) study programmes (if the partial studies are part of the student's degree studies in their sending higher education institutions): scanned copy of the original certificate about student status issued by the current higher education institution where the applicant is registered in, the document must certify that the student status is expected to exist during the partial studies as well AND its translation - translations only have to be attached if the copy of the original document is not in the language of the selected study programme or in English
Research Plan	- minimum 2 pages, typed in Times New Roman 12 point font size letters, written in the language of the selected study programme The work plan must indicate the resources used, the document is checked by the universities for plagiarism.
Letter of Recommendation	- a signed Letter of Recommendation from the applicant's former or current academic tutor or supervisor, who has a scientific degree and has an insight into the professional work of the applicant, the letter of recommendation must be written in the language of the selected study programme or in Hungarian
Statement of the Supervisor (if required by the proposed Doctoral School, see section 2.3.)	- a statement by the supervisor at the proposed Host Institution declaring that the supervisor undertakes to supervise the student's work within the doctoral programme (if required by the doctoral school) - the Statement of the Supervisor (if required) must be uploaded until 15 March 2023 - declaration is required to be uploaded until 31 January 2023 (if the Doctoral School requires a Statement of Supervisor).
Transcript of Records and its translations in the language of the selected study programme or in Hungarian	- copy of the original transcript of records regarding all academic semesters or school years completed during previous studies (in the highest level of education that the student have participated in) AND its translations - translations only have to be attached if the copy of the original document is not in the language of the selected study programme or in Hungarian
Copy of Identification Document	- provided that the applicant already has a passport, a scanned copy of the passport's data page should be uploaded - in case the applicant does not yet have a passport, they should upload the scanned copy of their national ID card

	- that page has to be uploaded which contains both the personal data and the photograph of the applicant
Acceptance of Statement for Application in the online system	- all applicants need to accept the "Statement for Application" (please see **Annex 2** for a sample) - the statement can only be accepted in the online system, therefore scanned and signed copies should not be uploaded - the statement appears in the online application system after registration – all applicants need to click on accepting it in order to be able to submit their applications
Medical Certificate	- Mandatory only for the applicants nominated by the Sending Partners - scanned copy of a medical certificate of satisfactory health condition - please use the following form: tka.hu/docs/palyazatok/mandatory_medical_certificate_template.pdf - -certificates have to be issued and signed by a physician to declare the medical condition of the applicant (according to the diseases listed on the form) - must be submitted until 15 April (the medical certificate must be submitted by the nominated applicants, however it is possible to upload it from the beginning of the application period - Scholarship holders will take part in medical examinations organized by universities upon their arrival.

All documents that cannot be obtained or produced in the language of the selected study programme or in Hungarian have to be translated and the translations have to be submitted together with a the copy of the original document.

Please note that in accordance with the General Data Protection Regulation (GDPR) in European Union law, you need to give your consents regarding data protection and accept our Privacy Policy in order to be able to submit your application. These consents appear in the system after registration as well as the Privacy Policy – that is also Annex 3.

All applicants of doctoral programmes are required to visit http://www.doktori.hu before they submit their application. The website provides information about the Hungarian doctoral schools, available research fields and research topics as well as the possible supervisors of doctoral students in English and Hungarian language. Proposed research topics for aspiring doctoral students are available at http://www.doktori.hu/index.php?menuid=115&lang=EN.

Doctoral applicants are also required to contact their chosen Host Institutions and doctoral schools in advance in order to discuss the available research topics in the institution as well as the possible supervisors for those topics. All students applying for a doctoral programme must have a supervisor at their selected Host University. The list of Stipendium Hungaricum coordinators at the Host Institutions is available at https://stipendiumhungaricum.hu/partners/ . These pieces of information need to be considered when preparing the application materials (e.g. research plan) and whilst choosing a doctoral programme and research area.

3.2.2. Additional Documents for Art Applicants

Besides the documents listed in Section 3.2.1, applicants applying for studies in the field of Arts need to upload the following documents as well. All of the following documents are required and need to be submitted via the online application system by **Art applicants** until 16 January 2023, 2pm.

Application Documents	Detailed requirements	Required to be uploaded by
Portfolio	photographs of three works of art / sketches (indicating the date of creation)	applicants of study programmes in the field of Arts

Please note that only files with a maximum size of 4 MB can be uploaded in the system. If the size of the portfolio is larger than 4 MB, please upload a document that contains the link(s) where the portfolio file(s) can be downloaded from.

3.2.3. Additional documents for self-financed applicants who wish to continue their studies with the scholarship

Those applicants who are registered self-financed / fee-paying students of a Hungarian higher education institution at the time of the application deadline AND who are now re-applying for the same study level are only eligible to apply for the Stipendium Hungaricum programme in cases listed in Section 2.2. about non-eligibility.

Apart from the requirements about the average performance of the applicant, they need to be recommended by their Hungarian host universities where they are studying at the time of application. Therefore, we recommend all of these applicants to contact their universities and discuss whether the university wishes to recommend them for the scholarship.

In case you are recommended, please ask for a recommendation letter issued by the Hungarian Host Institution. This letter will be uploaded in the online application system by the university.

3.3. Missing Documents

All documents listed in Section 3.2. are **mandatory** application documents. However, certain documents are accepted to be uploaded even after the application deadline, **provided that** the applicant could not possibly obtain the document by the deadline of application.

In this case, the applicants need to upload a signed declaration stating that they will obtain and upload the missing document(s) until 1 August 2023 the latest. Please note that there is no form provided by Tempus Public Foundation for the declaration, it can be written by the Applicant No missing document will be accepted if the declaration is not uploaded until 15 January 2023, 2 pm and/or if the missing documents are not uploaded until 1 August 2023 , thus such applications will be rejected automatically.

The following missing documents can be submitted after the application deadline, but no later than 1 August 2023

Which documents can be uploaded as missing documents?	Who can upload these documents as missing documents?	What has to be uploaded until 16 January 2023, 2 pm?	What has to be uploaded until 1 August 2023?
Master degree certificate (and translation)	only applicants registered for the last semester of their master programme	declaration signed by the applicant AND bachelor degree with translation	master degree certificate
Certificate of language proficiency	only applicants awaiting their language test results at the time of application	declaration signed by the applicant	certificate of language proficiency
Copy of the valid passport	only applicants awaiting their passport to be issued	declaration signed by the applicant AND a copy of national ID	copy of passport

3.4. Submitting the Application

3.4.1. Application to Tempus Public Foundation

All applications shall be submitted through the online application system of Tempus Public Foundation. After registration, the applicants are able to access the application system and upload the required documents. **Applications should be submitted**; only saved applications will not be considered. Please note that no applications will be accepted without the online submission and after the deadline. No hard copies are required. A guide for the online system will be available to download from the www.stipendiumhungaricum.hu website.

The deadline for submitting the complete application:
16 January 2023 2 pm(Central European Time)

The online application system can be reached here: apply.stipendiumhungaricum.hu

All applicants are highly advised to carefully read our Application "Dos and Don'ts" document (please *click here* to access) as well as the Privacy Policy (see Annex 3) that they need to consent to in order to submit the application.

It is strongly recommended to register with an e-mail address that works properly and that the applicant reads frequently. In case there is a change in the address – including during the study period in Hungary – the host institution and Tempus Public Foundation should be immediately informed and be provided with the new e-mail address by the applicant/scholarship holder. It is always the responsibility of the applicant and the student to manage his/her own email account and to read the letters regularly. Tempus Public Foundation is not responsible for the malfunctioning of the registered e-mail account. Please avoid using for example a Hotmail or a Yahoo account because in that case letters from Tempus Public Foundation usually go to the Spam folder.

The information provided on the application – including the study programmes and their order of preference – cannot be changed after the application deadline. By submitting the application, the applicant declares that all information provided in the online application system of Tempus Public

Foundation – including the content of all uploaded documents – are true and correct to the best of their knowledge and belief.

3.4.2. Application to the Sending Partners

All applications shall also be submitted to the responsible authority of the Sending Partner. Each Sending Partner might have different deadlines and requirements for submitting the application material. **Applicants are strongly advised to contact the responsible authority at their Sending Partner as soon as possible and inquire about the exact procedures.** For contact details of the responsible authority of the Sending Partner, please visit our website or click here.

The responsible authority of the Sending Partner will review and pre-select the applications. A nomination list, including a reserve list will be forwarded to Tempus Public Foundation by the Sending Partner until the end of February 2023**. Applications will be considered only if the applicant is nominated. No other applications will be considered**.

3.4.3. Flow Chart of Application Process

Please note that the dates are indicative.


November 2022- December 2022
applicants read and understand all details of the Call for Application 2023-2024 and prepare all application documents
November 2022- December 2022
applicants get in touch with the Sending Partners about their selection procedure
until the deadline given by the Sending Partner
applicants submit the application to the Sending Partners (if applicable)
November 2022- January 2023
applicants read the guide of Tempus Public Foundation to the online application system (available on website)
until 16th January 2023, 2 pm
applicants submit the application documents to the online surface of Tempus Public Foundation and click on "submit" button
second half of January 2023
technical check of the applications by Tempus Public Foundation , eligible applications are forwarded to the Sending Partners
until the end of February 2023
the Sending Partner pre-selects the submitted applications and sends a nomination and a reserve list to Tempus Public Foundation
until 15th March 2023
Statement of the Supervisor (if required by the proposed Doctoral School)
middle of March 2023
the nominated applicants are forwarded to the Host Institutions for the admission process
until 15th April 2023
submitting the medical certificate
mid-March- end of May 2023
the Host Institutions select the appliants who meet the minimum entry requirements and inform them about the details (date and method) of the examination, exams start
end of May 2023
the Host Institutions forward the result of the admission process to Tempus Public Foundation
end of May - beginning of June 2023
Tempus Public Foundation allocates the admitted applicants based on the application preferences, the entrance exam results, the capacities of the Host Institutions, and the educational cooperation agreements
middle/end of June 2023
the Board of Trustees of Tempus Public Foundation makes a decision about the applications
from the end of June 2023
the applicants are informed about the final resuls by Tempus Public Foundation
until 1st August 2023
successful applicants accept their scholarship in the online system (if relevant, any missing documents are also uploaded)
July - August 2023
prospective students start their visa application procedure and organise their travel to Hungary

3.5. Selection Procedure

3.5.1. First Round of Selection: technical check and the nomination of Sending Partner (January-February 2023)

Applications that are only saved in the online system, but not submitted, will be automatically rejected. The applications successfully submitted in Tempus Public Foundation's online application system are checked first. This is called a technical check and it is done by Tempus Public Foundation. During this step, we check the basic eligibility criteria; for example the age, citizenship, the previous scholarships, and check if the applicant has applied for a scholarship type and/or study programme that is available within the framework of the programme and that is available for the applicants of the particular sending country/territory. Also, we will formally check if the required documents are uploaded in the application system or not, and check if the Statement for Application is accepted in the system. However, it is the Host Institution that checks whether the uploaded files and their quality can be accepted and whether these documents meet their entry requirements or not.

Applicants will be automatically rejected during the technical check if they

- do not successfully submit their application in the online system until the 16 January 2023
- are Hungarian citizens, hold a Hungarian dual citizenship or they are persons granted a refugee status, enjoying temporary protection, admitted for subsidiary protection or granted humanitarian protection,
- have a citizenship that is different from the sending country/territory they apply through,
- have submitted multiple applications with more than two study programmes
- have submitted applications from more than one account registered to our system
- have submitted multiple applications with more than one sending partner
- do not accept the Statement for Application (please see **Annex 2** for template) in the online system,
- are former Stipendium Hungaricum Scholarship Holders or self-financed students at a Hungarian higher education institution in cases described in Section 2.2. about non-eligibility,
- were awarded the Stipendium Hungaricum scholarship for the 2020/21 or for the 2021/22 or for the 2022/23 academic year, but after accepting their scholarship, did not travel to Hungary and did not start their studies, nor did they notify Tempus Public Foundation of this fact until 31 August,
- have postponed their scholarship awarded in the 2021/22 application round, but did not travel to Hungary and did not start their studies next year, nor did they notify Tempus Public Foundation of this fact until 31 August.
- have provided any false information during the application process.

The eligible and successfully submitted applications are forwarded to the responsible authorities of the Sending Partners for review and pre-selection. The exact methods and guidelines of the Sending Partners' selection are determined by the Sending Partners. After the selection decision of the Sending Partner, a nomination list - including a reserve list - will be issued and forwarded to Tempus Public Foundation by the Sending Partner until 28 February 2023.

Applicants can only apply through sending countries/territories of their own nationality. Sending Partners can only nominate applicants with the same citizenship. Only nominated applicants will be considered for the second round of selection: the institutional evaluation.

3.5.2. Second Round of Selection: the institutional evaluation (March - May 2023)

The application materials of the nominated applicants (including the reserve list) are forwarded to the Host Institutions for professional evaluation. The institutions will also run a formal check first to see if all the documents submitted by the applicants meet the requirements of the Call for Applications and the minimum entry requirements of the selected study programme(s).

Applicants with a valid, formally correct application that meet the minimum entry requirements can proceed to the institutional entrance examinations. Each applicant can participate in up to two institutional entrance examinations – in accordance with their submitted applications.

The exact dates and methods of the entrance examination vary by institution. **Each applicant will be individually informed about further details (e.g. date of examination) directly by their selected Host Institution(s).**

As applicants can apply for up to two study programmes, **the institutional examinations are conducted in two rounds**.

1. Applications for the **first selected study programmes** are considered first by the universities. The examination process for the first selected programmes can be expected between 18 March and 30 April 2023; however, the dates are indicative.
2. Applications for the **second selected study programmes** are considered afterwards. The examination process for the second selected programmes can be expected between 18 March and 20 May 2023; however, the dates are indicative.

Depending on the selected Host Institution(s)' schedule of examinations, it is possible that there will be no entrance examinations for the second study programme selected by the applicant – in case the applicant is already approved for the scholarship for the first selected study programme.

The applicants are evaluated on a 100 point scale. The final examination results and the examination points given by the Host Institutions are then forwarded to Tempus Public Foundation.

Important note: the minimum score that is required to be achieved is 56 points (on a 100 point scale). No applicants shall receive a scholarship offer with an examination result below 56 points.

3.5.3. Allocation of Admitted Applicants (May-June 2023)

Tempus Public Foundation is responsible for the allocation of the applicants. In case of all countries participating in the programme, the allocation of the applicants and the selection of Scholarship Holders depend of the allocation principles described in the Operational Regulations (see **Annex 1**) of the programme. In general, the principles the decision is made by are the following:

1. the content of the relevant bilateral agreements in effect between Hungary and the Sending Partner,
2. the capacity (minimum and maximum number of available places) of the university's specific study programme (you can check it in the online application system: https://apply.stipendiumhungaricum.hu/,
3. the preference order of the selected study programmes on the application form (please read Section 2.4 carefully),
4. the examination results (100 points maximum) given by the Host Institutions and the points based on the ranking order of the Sending Partners' nomination lists

Apart from these, in order to support student diversity, the number of eligible applicants from the same country may be limited in case of certain study programmes due to the limited number of places offered in the Stipendium Hungaricum programme (e.g. medical programmes).

Applicants can receive one of the following statuses:

- approved Scholarship Holder, or
- conditionally approved Scholarship Holder (in case any missing documents need to be uploaded), or
- approved on waiting list (can only be approved if scholarship holders withdraw), or
- rejected.

The application of a person identified by the competent national security services as a potential risk can be rejected by the Board of Trustees of the Tempus Public Foundation.

The applicants will be informed about the application results around the end of June 2023 (please see timeline at Section 3.4.3). Please note that applicants can expect only one information email from Tempus Public Foundation about the results. Depending on the allocation results, applicants can expect this letter anytime throughout June and July; therefore we would like to ask for your patience. Please note that we are not able to reply to individual requests asking for the results and all applicants will be informed via the online system.

3.6. Acceptance of the Scholarship

Those who do not accept their scholarship until the deadlines below are automatically considered withdrawn from the scholarship.

Applicants who are awarded the scholarship shall not receive a Scholarship Holder status if they:

- withdraw from the scholarship in a written form (sent to both Tempus Public Foundation and the Host Institution) or via the application system, or
- fail to upload their missing application documents until 1 August 2023, or
- fail to accept their scholarship until the given deadline, or
- withdraw their data protection (GDPR) consents, or
- provided false information during the application process.

3.6.1. Acceptance of Scholarship for Approved Scholarship Holders

In order to gain a Scholarship Holder status, approved applicants must accept their scholarship and consent to the Operational Regulations of the programme (see **Annex 1** for the Operational Regulations) in the online application system within the time frame written in the notification e-mail (usually this is within two weeks after receiving the notification e-mail about the application decision, but it can be a shorter period) **but no later than 1 August 2023.**

3.6.2. Acceptance of Scholarship for Conditionally Approved Scholarship Holders

If the applicant is conditionally approved because they have any missing documents that could be uploaded after the application deadline, all of the missing documents need to be uploaded via the

online system immediately after receiving all documents (and after receiving the notification about the conditional status), and no later than 1 August 2023. Please see details in Section 3.3. about missing documents.

Conditionally approved Scholarship Holders must accept their scholarship and consent to the Operational Regulations of the programme (see **Annex 1** for the Operational Regulations) in the online application system **within the time frame written in the notification e-mail** (usually this is within two weeks after receiving the notification e-mail about the application decision, but it can be a shorter period) **but no later than 1 August 2023.**

4. Studying in Hungary

Any possible changes in the entry and enrolment system due to the COVID-19 pandemic situation will be posted on our website: https://stipendiumhungaricum.hu/. Please consult the website regularly.

4.1. Visa Applications

You are requested to **start your visa application process immediately** after receiving the positive decision about the scholarship. Officially, it may take 30 days until a visa is issued. In order to apply for visa to Hungary, you need to contact the competent consular office. For more information please, contact the website of the Hungarian Ministry of Foreign Affairs and Trade (https://konzinfo.mfa.gov.hu/en) and the Directorate-General for Aliens Policinghttp://oif.gov.hu/index.php?lang=en).

Please note that the citizens of some countries do not need a visa to enter Hungary due to the Visa Waiver Agreements. At the time of writing, these countries include: Albania, Argentina, Brazil, Bosnia and Herzegovina, Chile, Costa Rica, Colombia, Georgia, Israel, Japan, Malaysia, Marshall Islands, Mexico, Moldova, Montenegro, North Macedonia, Panama, Peru, Republic of Korea, Saint Lucia, Serbia, Seychelles, Singapore, Taiwan, Ukraine, United Arab Emirates and Uruguay – as well as the passport of the special administrative territory of Hong Kong and Macao.

Please make sure to visit the Consular Services website for up-to-date information about your country: https://konzinfo.mfa.gov.hu/en/visa-free-travel-hungary.

Please note that the Scholarship Holder status does not automatically guarantee a visa.

4.2. Arrival and Enrolment

We highly recommend all applicants to visit our Study in Hungary website (www.studyinhungary.hu) for detailed information about life and education in Hungary. As mentioned in Section 1.3, please also check the expected living expenses with our Cost of Living Calculator.

Scholarship Holders are required to inform the institutional Stipendium Hungaricum coordinator of their Host Institution (please see contact details on our website) about their expected date of arrival 30 – but not less than 15 – days before arrival.

Successful applicants are expected to make their own travel arrangements to Hungary – no financial provisions will be provided for travel expenses by the Hungarian side. In accordance with current legislations, Scholarship Holders are entitled to be exempt from the payment of any fees related to their admission to Hungary. No visa, administrative services or additional contribution is given to family members or accompanying persons.

Please note that the Stipendium Hungaricum Scholarship Programme does not fully cover all upcoming costs of the Scholarship Holder. It means that the students need to add their own financial resources in order to cover all living expenses in Hungary. All applicants are highly advised to check the expected living expenses both in Hungary and in the city that they wish to live in before applying; please do check our Cost of Living Calculator by clicking here: http://www.studyinhungary.hu/living-in-hungary/menu/your-costs-of-living.html

Scholarship Holders are expected to obtain their visa, arrive in Hungary and **register at the Host Institution no later than 30 September 2023** (for study programmes starting in the Autumn Semester) – or the date set by the Host Institutions. The applicant who is granted the scholarship must enrol to the Host Institution in the semester in which they were granted admission.

In principle, it is **not possible to postpone the start of the scholarship studies** to another semester or academic year – except for very special, unforeseeable, force majeur cases described in the Operational Regulations, with the special approval of Tempus Public Foundation. Therefore, in principle if the Scholarship Holder does not enrol until 30 September 2023 – or the date set by the Host Institutions, they will be automatically excluded from the scholarship programme.

Please note that Scholarship holders will take part in medical examinations organized by universities upon their arrival (it is free of charge for Scholarship Holders).

4.3. Rights and Obligations

4.3.1. Operational Regulations, GDPR and Student Contract

All Scholarship Holders are bound by the Operational Regulations of the Stipendium Hungaricum Programme. Please make sure to read it carefully in Annex 1. The following text contains extracts from the Operational Regulations; however, all Scholarship Holders must read the full text of the regulations.

Scholarship Holders are required to sign a scholarship contract with the Host Institution including study-related details and the rights and obligations of the Scholarship Holders (see sample on our website or at the end of the Operational Regulations).

The Stipendium Hungaricum scholarship is a contribution to the living costs of the Scholarship Holder only, therefore – within the framework of the programme – visa-related assistance, additional allowance and administrative services are not provided for any accompanying people or family members. The legal entity of the scholarship contract is exclusively the Scholarship Holder and the Host Institution.

The Scholarship Holders are expected to follow the regulations of the Host Institution and continue their studies in good faith, to the best of their abilities, in order to meet the academic requirements of the study programme and thus finish the programme successfully. By accepting the scholarship, the

Scholarship Holders agree to participate in the alumni system of the programme that support the maintenance of relationships with the Scholarship Holders and facilitates the flow of information – such as the alumni website, alumni events and surveys about the satisfaction of students, career monitoring and the evaluation of research activities.

Please note that the Operational Regulations of the Stipendium Hungaricum Programme can be subject to change, and the Scholarship Holders are always bound by the prevailing regulations at any given time.

Please note that, in accordance with the General Data Protection Regulation (GDPR) in European Union law, all applicants need to give consents regarding data protection and accept the Privacy Policy (see Annex 3) in order to be able to submit an application. These consents appear in the online application system after registration.

4.3.2. Staying in Hungary

Scholarship Holders are obliged to live and study in Hungary; therefore, they are not allowed to live habitually in any other country during the study period, otherwise their scholarship holder status will be terminated.

4.3.3. Other Scholarships and Double Financing

As the Stipendium Hungaricum scholarship covers the entire period of the studies, the Scholarship Holders are not entitled to use financial support for getting enrolled in full time or partial (exchange) study programmes outside Hungary (e.g. Erasmus +, CEEPUS, Campus Mundi). They can only participate in conferences or research activities that are professionally relevant for their studies. These activities should not exceed 14 days or in any way prevent the student from habitually living in Hungary.

Applicants are also not eligible to receive the Stipendium Hungaricum scholarship in case they have another concurrent scholarship from the Hungarian central budget for studies in Hungary. If the Scholarship Holder was awarded more than one scholarship, they have to choose one of the scholarships and withdraw from the other ones. However, the Host Institutions are allowed to provide additional financial support for the students on a social, performance-related, or other basis.

In accordance with the regulations of Government Decree 51/2007. (III. 26.), Scholarship Holders are entitled to be awarded with the National Higher Education Scholarship ("nemzeti felsőoktatási ösztöndíj")

4.3.4. Termination of Scholarship Status

The details and cases when the scholarship status is terminated are listed in the Operational Regulations of the programme (see Section IV. of **Annex 1**).

In accordance with the Operational Regulations of the programme, the scholarship status is terminated if

- the student status of the scholarship holder is terminated by the host institution,
- the scholarship holder withdraws from the scholarship in a written form (sent to both Tempus Public Foundation and the Host Institution),
- after accepting his/her scholarship, the scholarship holder does not travel to Hungary and does not start his/her studies (if he/she does not notify Tempus Public Foundation of this fact, he/she cannot apply in the next 3 years
- the scholarship holder had obtained their degree at the study programme supported by the scholarship,
- the Scholarship Holder does not comply with the regulations of the programme regarding the obligation of living habitually in Hungary,
- the Scholarship Holder does not fulfil their obligation to participate in medical screenings, and their additional obligations set out in the healthcare protocol, or he is deemed unfit during the obligatory medical examination,
- the scholarship holder receives Hungarian citizenship (including those with dual citizenships), granted a refugee status ("menekült), temporary protection ("menedékes"), or admitted for subsidiary protection ("oltalmazott") or granted humanitarian protection ("befogadott"),
- as a result of institutional disciplinary or criminal proceedings against the scholarship holder, the scholarship holder is expelled, and for this reason the Public Foundation asks the host institution to terminate the scholarship status,
- in other cases described in the Operational Regulations of the programme in effect.

5. Contact Details

Please contact our www.stipendiumhungaricum.hu and www.studyinhungary.hu websites for more details about the programme and Hungarian higher education and for frequently asked questions. Please contact the Study in Hungary Department of Tempus Public Foundation in one of the following ways in case you need any further information.

Contact Tempus Public Foundation	
Website of the Programme	www.stipendiumhungaricum.hu
Frequently Asked Questions	click here
Skype	"stipendiumhungaricum"
E-mail	stipendiumhungaricum@tpf.hu
Phone	+36-1-236-5040
Facebook	https://hu-hu.facebook.com/studyinhungaryofficial/
Information about Hungary	www.studyinhungary.hu
Costs of Living calculator	click here

Contact the Hungarian higher education institutions	
Contact details of institutional coordinators	click here (below Study Finder)
Details of available study programmes	click here and see study fields here

Contact the local authorities of the Sending Partners	
Contact details of national coordinators at the sending countries/territories	click here

6. Annexes

Annex 1
Operational Regulations of the Stipendium Hungaricum Programme (Rights and Obligations, Scholarship Agreement section)

Annex 2
Statement for Application (sample)

Annex 3
Privacy Policy

Please note that the Call for Applications of the Stipendium Hungaricum Programme can be subject to change in the future, therefore we suggest all applicants to follow our website and social media accounts.