



**ON THE INTERNATIONAL EXCELLENCE SCHOLARSHIP FOR VISITING  
LECTURERS/RESEARCHERS**

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<b>Version Number</b>	<b>Publication date</b>	<b>Effective date</b>	<b>Version tracking</b>
00.	07. 06. 2024	07. 06. 2024	<b>Publication</b> Resolution No. ET-81/2024 (6 June)

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**Preamble**

**1. §**

- (1) The rules of announcing the International Excellence Scholarship for Visiting Lecturers/ Visiting Researchers (hereinafter referred to as the "Scholarship") at the Corvinus University of Budapest (hereinafter referred to as: University) established by Government Decree 610/2023 (22 December), the set of criteria and the procedure for the selection shall be laid down by the Presidential Committee as follows.

**Purpose of the provisions**

**2. §**

- (1) The purpose of the provisions is to award an international excellence scholarship for visiting lecturers and visiting researchers at the University.
- (2) The aim of the scholarship is to support the education of students in higher education by involving top foreign lecturers and researchers in domestic programmes.

**Related legislation**

**3. §**

- (1) Related legislation:
- Act CCIV of 2011 on National Higher Education,
  - Government Decree 610/2023 (22 December) on the International Excellence Scholarship for Visiting Lecturers.

**Responsibilities**

**4. §**

- (1) The professional management of the scholarships is carried out by the General Vice-Rector in cooperation with the Vice-Rector for Education in the case of lecturer scholarships, and with the Vice-Rector for Research in cooperation with the Dean of the CIAS in the case of researcher scholarships, in this context in particular he/she:
- sets out the detailed rules for applications, and is responsible for publishing the detailed information notice;
  - as chair of the committee, makes proposals to the Rector concerning the award of the scholarship.
- (2) The preparation and implementation tasks associated with the scholarship are carried out by Academic Management in cooperation with the institutes for lecturer scholarships and by Research Management in cooperation with CIAS for researcher scholarships, in this context in particular it:
- makes a proposal for the detailed rules of the application process;

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- b) coordinates the entire application procedure, involving the competent organisational units;
  - c) prepares the applications for evaluation by the assessment committee, and carries out the committee's administrative tasks;
  - d) keeps in touch with the applicants.
- (3) The Rector decides on the award of the scholarship on the basis of the evaluation of the assessment committee.
- (4) Applications must be submitted using the application form provided.

**Scholarship criteria, assessment procedure**

**5. §**

- (1) The International Excellence Scholarship for Visiting Lecturers/Researchers is awarded to a person who:
- a) at the time of his/her application has a teaching or research-related legal relationship with a higher education institution abroad,
  - b) is not a Hungarian national,
  - c) is integrated into domestic higher education in a foreign language,
  - d) is not eligible for scholarships under the education and research opportunities offered to Hungarians living abroad.
- (2) Eligibility for the scholarship is also subject to:
- a) a doctoral (PhD) degree,
  - b) English language proficiency appropriate to the planned research and/or teaching in Hungary,
  - c) internationally recognised higher education/research experience or research experience gained in a research centre.
- (3) The detailed conditions of assessing applications are set out in the call for applications.
- (4) The University awards the visiting researcher scholarship once a year, at the end of the academic year and awards the visiting lecturer scholarship twice a year, on the basis of a previously launched call for applications.
- (5) The call for applications is published by the Vice-Rector for Research in the case of visiting researcher scholarships and the General Vice-Rector in the case of visiting lecturer scholarships.
- (6) The call for applications shall be published on the Intranet and on the website no later than 15 October for the following academic year for visiting researchers and twice a year for visiting lecturers, by 15 March for the autumn semester and by 15 September for the following spring semester.

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- (7) Notwithstanding the provisions of Subsection (6), a one-off call for applications may also be launched, if justified by exceptional circumstances or the presence of an applicant of undeniable excellence. The Rector shall take a decision on any one-off call.
- (8) The call for applications must include the following:
- a brief description of the application,
  - the conditions for applying,
  - a list of documents to be attached,
  - the maximum amount of the scholarship that the applicant can receive,
  - criteria for assessing applications,
  - period of the scholarship,
  - the conditions of stay in Hungary.
- (9) The assessment can be done either in a single round or two rounds. The two-round evaluation includes a pre-qualification phase and a second round, which may include a personal interview, as specified in the call for applications.
- (10).
- (11) The main criteria for assessing the Visiting Lecturer Scholarship:
- professional qualities, qualifications,
  - applicant's professional experience,
  - the quality of the planned teaching activity from a professional and methodological point of view,
  - the relevance of the planned teaching activity to the University, and its fit with the University's educational programme in question.
- (12) The main criteria for assessing the Visiting Researcher Scholarship:
- professional qualities, qualifications (papers, previous research projects, etc.),
  - quality of the publications and the applicant's professional experience,
  - quality of the research plan,
  - the importance and relevance of the research plan for the University and Hungary,
  - the feasibility of the research plan (in terms of time and resources).
- (13) The detailed conditions of assessing scholarships are set out in the call for applications.
- (14) The ranking of applicants for the scholarship is carried out by a committee appointed for this purpose (hereinafter: Committee). The committee consists of three (3) members:
- in the case of lecturer scholarships:
    - the Chairperson of the committee and one of its members is the General Vice-Rector ex officio,
    - two (2) persons are delegated by the General Vice-Rector in conjunction with the Vice-Rector for Education;

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b) in the case of research scholarships:

- the Chairperson of the committee and one of its members is the Vice-Rector for Research ex officio,
- two (2) persons are delegated by the Vice-Rector for Research in conjunction with the Dean of the CIAS.

(15) The decision is not subject to appeal.

(16) The University will conclude a scholarship agreement with the successful applicants, which will set out in particular the commitments of the Parties, the conditions for payment of the scholarship, and the conditions for forfeiture and repayment of the scholarship.

**Composition and payment of the scholarship**

**6. §**

- (1) The scholarship is a financial benefit, the institutional budget of which is adopted by the Presidential Committee by 31 January each year for the following academic year.
- (2) If the calls for applications pursuant to Section 5(4) do not exhaust the total amount of the budget, the PC shall be entitled to decide on the possibility of launching a supplementary call for applications. The decision shall also define the conditions for launching the call and submitting applications.
- (3) Should the budget be exceeded, a decision on any increase of the scholarship budget shall be taken by the Presidential Committee.
- (4) For the one-off calls specified in Section 5 (7), the PC may determine a separate budget.
- (5) The scholarship can be made up of the following sub-scholarships:
  - a) monthly scholarship,
  - b) monthly housing allowance for the duration of stay in Budapest only,
  - c) monthly insurance only for the duration of stay in Budapest,
  - d) monthly family supplement for the duration of stay in Budapest only,
  - e) one-off travel support.
- (6) The scholarship is for a maximum of 12 months, renewable once for a maximum of 12 months. The competent Vice-Rector is responsible for initiating the payment of the scholarship. Payments will be made monthly by Finance by the 10th of the month, unless otherwise specified.

**Final provisions**

**7. §**

- (1) The present Provisions shall enter into force on 7 June 2024.