

**Exceptional grant based
on social needs
Call for applications for
grants for the fall semes-
ter of the
academic year
2024/2025.
for doctoral (PhD)
students**

Based on Section 29 of the Regulation on Student Fees and Benefits constituting Part 4 of the Student Requirements, the Corvinus University of Budapest issues a call for application for doctoral students' Exceptional grant based on social needs for the fall semester of the academic year 2024/2025.

- 1) Exceptional grants based on social needs constitute financial benefits that are provided to students in the case of an extraordinary event occurring in the social situation of the student.
- 2) Any student pursuing his/her studies in a full-time (daytime delivery) doctoral (PhD) doctoral programmes, who has an active student status may apply for the grant.
- 3) 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 (are beneficiaries of the Stipendium Hungaricum Scholarship, the Diaspora Higher Education Scholarship programme, any state or institutional scholarships covering the programme cost - excluding the Corvinus Doctoral Scholarship, Corvinus Doctoral Excellence Scholarship - as well as those whose employer assumes the payment of the programme cost, etc.).
- 4) The grant is a one-off benefit.
- 5) In all circumstances, only one application may be made in respect of the same extraordinary event, which must have occurred not more than three (3) months previously.
- 6) Students may request the grant in any period of the year if an extraordinary event has occurred in their own or their family's social situation. Serious long-term illness, death or another significant change in one's social situation shall constitute an extraordinary event.
- 7) A student can apply for an exceptional social needs-based grant if an unexpected change occurred in his/her social situation (extraordinary circumstance) in the 3 months preceding the application. In particular, the following cases are not considered to be extraordinary circumstance:
 - a) marriage,
 - b) old-age retirement in the family,
 - c) loan payment liability,
 - d) early career unemployment after obtaining the absolutorium,
 - e) the extra costs associated with starting university,

- f) termination of orphan's benefit on reaching the age of 25,
 - g) termination of family allowance,
 - h) natural disaster,
 - i) if the student loses his/her scholarship, property, or it is stolen.
- 8) Requests by students shall be evaluated within seven (7) working days of their receipt. Payment shall be taken care of within eight (8) working days of the decision.
- 9) The student must be called upon to correct deficiencies within eight (5) days of receiving the application. It is possible to correct deficiencies within five (5) days of being called upon to do so. There is no room for application for continuation.
- 10) Otherwise the rules on Regular social needs-based grants shall apply to the grant, it being understood that in cases of exceptional social-needs based grants the Chairperson of the Doctoral Student Social Committee (DSSC) may also take action in place of the DSSC and the decision on awarding the grant is taken by the Dean of Corvinus Doctoral Schools (CDS).
- 11) When assessing the student's social situation, the following should be taken into account:
- a) the living conditions of the student (is half-orphaned, orphan, disadvantaged, multiply disadvantaged, student with disability, has a large family, student with a child, is self-supporting), the number of persons habitually living together at the student's address, the number of persons who have a declared residence or reside there as well as their income situation,
 - b) if the student does not live in a shared household during his/her studies, the costs thereof,
 - c) the distance between the place of delivery and the place of residence,
 - d) the amount of money the student with disabilities has to spend on the purchase and maintenance of special equipment, on special travel needs and the use of a personal assistant or sign language interpreter,
 - e) regular medical expenses incurred by the student or a close relative living in the same household due to his/her state of health,
 - f) the costs of caring for a relative requiring care.
- 12) The three months preceding the submission of the applications is taken into account for income that can be measured regularly on a monthly basis, for other types of income, one-twelfth of the last year for which a tax declaration has been submitted is taken into account.
- 13) **The submission of an application is subject to the uploading of a certificate for each of the circumstances under assessment.** If the student submitted an application for a Regular grant based on social needs in the same semester and his/her social score was calculated, only the documents necessary to prove the change of circumstances need to be submitted, unless there has been a significant change in his/her social situation since then and

it is therefore necessary to recalculate the social score. (A request to recalculate the social score shall be made in the application.

- a) The certificates to be attached to the application must be scanned and legible in PDF format and none of them may exceed 2048 Kb.
- b) All household income must be certified if the applicant also wishes to be awarded an income score, except for the net income from employment or scholarship of the applicant (if not self-supported) or of a dependent living in the same household who is a student and has an active student status in a programme offered in daytime delivery mode. Regular income must be certified for the 3 months preceding the submission of the application.
- c) **The list of certificates is specified in Provisions No. 5/2024 of the Vice-Rector for Education on the certificates required to establish the social status of students and on the additional certificates to be submitted during the dormitory admission procedure (<https://www.uni-corvinus.hu/fooldal/egyetemunkrol/szabalyzatok-utasitasok/utasitasok/vezetoi-rendelkezesek>) The declarations submitted with the application must comply with the formal requirements set out in Annexes 3 to 9 to these provisions.**
- d) If the student does not submit Annex 4 referred to in Point III/2.a) of Annex 1 (i.e. in the case of dependent applicants, the supporting person does not declare other income), and its submission is not mandatory under any regulation, provisions or the present call for applications, then it shall be deemed by the dean of CDS that by submitting the application, the applicant declares under penalty of perjury that he/she has no other income.
- e) In the case of an incomplete application, the status of the application form will be set to "Returned for correction" by the processing Doctoral Student Social Committee. This means that the application is considered as not having been submitted. If the applicant is able to correct the deficiencies, he/she may resubmit his/her application until the last day of the final deadline for the submission of applications under this call (the deadline for correcting deficiencies set out in paragraph 9., and upload the missing items under the relevant field of the form. **Warning Resubmission of the application form is essential for a valid application!** The applicant will receive a Neptun system message with the subject "change of application status". The form should be opened to check the missing item(s). **The Doctoral Student Social Committee will only**

send back the application form once for the purposes of correcting deficiencies. If the application is resubmitted (completed) before the end of the deadline for correcting deficiencies, the application will be evaluated on the basis of the information available, otherwise it will be considered invalid.

- f) Any preparatory enquiries regarding submitted applications will be notified to the applicant via Neptun messages, and it is therefore the applicant's responsibility to regularly monitor the messages received throughout the application process. The applicant shall be responsible for any disadvantages resulting from failure to do so and shall bear the consequences thereof.

14) The DSSC may request additional certificates where appropriate.

15) Applications shall be classified according to the following categories:

- a) a slight change of circumstances: a diagnosis or aggravation of a long-term illness of the applicant or a family member living in the same household, or if the applicant's family member is on statutory sick pay for more than one (1) month, or if the applicant has suddenly lost his/her job (if receiving a job-seeker's allowance), or if he/she is receiving early retirement or pre-retirement job-seeker's allowance. In the case of a slight change of circumstances, a maximum of HUF 100,000 can be awarded once;
- b) it shall constitute a moderate change of circumstances if there is a death in the applicant's household, a sudden loss of employment in the applicant's household (if he/she is no longer in receipt of jobseeker's allowance), if there is an additional reduction in the rate of the previously established reduction for persons with reduced capacity for work, and if the breadwinner(s) is/are receiving early retirement or pre-retirement jobseeker's allowance. In the case of a moderate change of circumstances, a maximum of HUF 125,000 can be awarded once;
- c) a serious change of circumstances constitutes the death, changed or seriously deteriorated working ability (disability pension) of the breadwinner(s) living in the applicant's household. In the case of a serious change of circumstances, a maximum of HUF 150,000 can be awarded once;

16) These changes in circumstances must be evidenced by a certificate not older than three (3) months after submission. When assessing a change of circumstances, the DSSC will not take into account the income of the family member affected by the change of circumstances.

17) Applications may be submitted using the "P725 Exceptional grant based on social needs" form available in the Neptun Unified Education Administration System under Administration/Requests/Application menu item. The annexes may also be uploaded here. The call for applications is available on the University's website.

18) Legal remedy requests must be submitted in Neptun, addressed to the Student Appeals Committee within 15 days of the decision being notified. It will not be possible to submit additional documents during the appeals procedure.

19) Application period: 14.10.2024-31.01.2025.

Budapest, 2024. 10. 07.

Dr. István Kónya
Dean of CDS

Annex

Assessment criteria to assess social situation

a) living conditions, marital status

Family circumstances of the applying student	
Is half-orphaned.	18 points
Is an orphan.	23 points
Applicant with a disadvantage	20 points
Applicant faces multiple disadvantages	25 points
Large family	5 points from the 4th child on, 2 additional points/child
Applicant with disability	20 points
Based on health expenditure	0-10 points
Circumstances applying to financially independent students	
Applicant with a child	15 points/child
Financially independent (self-sustaining) applicant	15 points

Points associated with health expenditure		
Lower limit	Upper limit	Score
HUF 2,000	HUF 5,000	1
HUF 5,001	HUF 8,000	2
HUF 8,001	HUF 11,000	3
HUF 11,001	HUF 14,000	4
HUF 14,001	HUF 17,000	5
HUF 17,001	HUF 20,000	6
HUF 20,001	HUF 23,000	7
HUF 23,001	HUF 26,000	8
HUF 26,001	HUF 29,000	9
HUF 29,001	-	10

b) distance of place of residence and assessment of origin from a socio-economically and infrastructurally advantaged settlement or a settlement with high unemployment (maximum 20 points)

ba) The number of points available based on distance from place of residence is shown in the table below. Students with permanent residence beyond the borders of Hungary may be awarded + 5 points in addition to the points featured in the table.

Distance of place of residence	Score
0-30 kms	0 points
31-100 kms	1 point
101-200 kms	3 points
over 201 kms	5 points
Outside the administrative borders of Hungary	5 points

bb) For students living in a socio-economically and infrastructurally advantaged settlement/a settlement with high unemployment, the points included in the table below, in the case of municipalities listed in Annex 2 to the Government Decree on the classification of beneficiary

municipalities and the criteria for classification, the points are in addition to those specified in ba).

Entitlement	Score
if one of the conditions is met	+5 points
if both conditions are met	+10 points

[This link](#) can be used to calculate points based on distance

c) calculation of points associated with the net monthly income per capita

Lower limit	Upper limit	Score	Lower limit	Upper limit	Score	Lower limit	Upper limit	Score
0	40,900	70	86,901	88,900	46	134,901	136,900	22
40,901	42,900	69	88,901	90,900	45	136,901	138,900	21
42,901	44,900	68	90,901	92,900	44	138,901	140,900	20
44,901	46,900	67	92,901	94,900	43	140,901	142,900	19
46,901	48,900	66	94,901	96,900	42	142,901	144,900	18
48,901	50,900	65	96,901	98,900	41	144,901	146,900	17
50,901	52,900	64	98,901	100,900	40	146,901	148,900	16
52,901	54,900	63	100,901	102,900	39	148,901	150,900	15
54,901	56,900	62	102,901	104,900	38	150,901	152,900	14
56,901	58,900	61	104,901	106,900	37	152,901	154,900	13
58,901	60,900	60	106,901	108,900	36	154,901	156,900	12
60,901	62,900	59	108,901	110,900	35	156,901	158,900	11
62,901	64,900	58	110,901	112,900	34	158,901	160,900	10
64,901	66,900	57	112,901	114,900	33	160,901	162,900	9
66,901	68,900	56	114,901	116,900	32	162,901	164,900	8
68,901	70,900	55	116,901	118,900	31	164,901	166,900	7
70,901	72,900	54	118,901	120,900	30	166,901	168,900	6
72,901	74,900	53	120,901	122,900	29	168,901	170,900	5
74,901	76,900	52	122,901	124,900	28	170,901	172,900	4
76,901	78,900	51	124,901	126,900	27	172,901	174,900	3
78,901	80,900	50	126,901	128,900	26	174,901	176,900	2
80,901	82,900	49	128,901	130,900	25	176,901	178,900	1
82,901	84,900	48	130,901	132,900	24	over 178,901		0
84,901	86,900	47	132,901	134,900	23			

d) For the calculation of income, the average of the three months specified in the relevant call for applications is taken into account for income that can be measured regularly on a monthly basis, and one-twelfth of the last year for which a tax declaration has been submitted is taken into account for other income.

e) If the student does not require the income figures and/or the large family status to be included in the application for a regular social needs-based grant, he/she does not need to provide proof of income.

f) The amount of the exceptional social grant awarded on the basis of social scores:

Social point	Expressed as a percentage of the maximum amount that can be granted for a given circumstance
above 25 points	100%
between 11-24 points	80%
between 6-10 points	60%
0-5 points	50%

Change of circumstances	Maximum one-off amount of Exceptional grant based on social needs
slight	HUF 100,000
moderate	HUF 125,000
serious	HUF 150,000