

Call for SH/Diaspora extension request application

from 2024/25/1 to 2024/25/2

Based on point III.4.1 of the Stipendium Hungaricum Operational Regulations (point IV.4.1 of the Diaspora Operational Regulations):

1) During the term of scholarship, the scholarship holder may apply for an extension of their scholarship status as follows:

a) The scholarship holder may extend their scholarship period by a total of two semesters in Hungarian bachelor's, master's and one-tier master's programmes.

b) Applications for the renewal of scholarship status must be submitted to their host institution.

c) The institution collects the applications and sends the list of those who receive approval to the Public Foundation.

d) The Public Foundation forwards the list of scholarship holders whose extension request has been approved by their host institution to the Sending Partners concerned for their opinion.

e) During the extension, scholarship holders may not receive a scholarship or housing allowance.

f) Scholarships may not be renewed for doctoral, foundation, preparatory, postgraduate specialist training courses and partial courses, furthermore for short intensive courses.

g) Altogether two extensions for one semester on each occasion are available in bachelor's and master's programmes, and in one-tier master's programmes.

h) The provision under e) shall first be applied to students starting their studies in the 2020/21 academic year in an ascending order.

i) For further details on the terms of the extension, see the Implementation Guide.

The Corvinus University of Budapest hereby announces the call for application for SH/DSP scholarship extension.

Those Corvinus students are entitled to apply who:

- are currently enrolled at bachelor or master level.
- are in their last SH/DSP granted semester and have not yet used their two extension options (in total).

*Extension can be requested **maximum twice at bachelor and master level in total!** (1 bachelor + 1 master; 2 bachelor + 0 master; 0 bachelor + 2 master). Students can apply for a one semester extension at a time. In case the student previously conducted bachelor studies in the framework of the SH/DSP program (even at another university in Hungary) and had an (or two) extension(s), the number of currently extendable semesters is reduced accordingly.*

Make sure to complete all courses taken for the current semester, as they are considered as completed ones!

- have remaining courses for further semester(s) with maximum 42 remaining credits (*excluding the ones taken for the current semester as they are considered as completed ones*) - if they have 1 extension option left OR maximum 84 remaining credits (*excluding the ones taken for*

the current semester as they are considered as completed ones) - if they have 2 extension options left.

- might be able to finish their studies in maximum 1 further semester (*taking into account the curriculum of their study programme*) - if they have 1 extension option left OR might be able to complete their studies in maximum 2 further semesters (*taking into account the curriculum of their study programme*) - if they have 2 extension options left.

The extension request is to be submitted in the Neptun system:

The request is available under “Administration” menu point and “Requests” submenu point by clicking on the “Request Fill” button, in the Neptun system as: SH/DSP scholarship extension request from 2024/25/1 to 2024/25/2 and it must be filled with

- **personal data**
- **number of previous extensions:** all extensions during former studies within the SH/DSP program must be counted (if any).
- **the detailed justification of request:** introducing the reason, e.g. *accident, illness, personal loss, childbirth, change of institution/study program, etc.* – *in min. 1000 but not more than 3000 characters*
- **attachment: supporting certificate(s)** confirming the reason(s) for which the scholarship extension is requested (*e.g. medical diagnosis, death certificate, birth certificate, credit certificate, etc.*).

The request is not eligible if the student fails to provide an acceptable justification as described above, so a detailed justification must be indicated in the Neptun request AND the supporting justification (if any) uploaded as attachment will be considered together.

Not mandatory but highly recommended to inform the „sending partner” about the intention to extend the SH/DSP scholarship status.

Evaluation criteria:

- The deadline for submitting the extension request in the Neptun system is 29 October 2024 (Tuesday) (14:00)

- **The institution supports extension requests of a maximum of 15% of SH/DSP scholarship holders in each study programme and grade.** The list of number of applications to be supported per each study programme and grade is available in Annex 1.

Selection procedure:

The applications meeting the eligibility criteria shall be checked by a preparatory committee composed of the SH-DSP coordinators and the SH-DSP institutional coordinator.

Applications meeting the eligibility criteria shall be ranked on the basis of the credit-weighted average of the last closed active semester preceding the submission of the application, it being understood that preference will be given to applicants who are not going to obtain their final certificate in the semester in which the application for extension is submitted, i.e., if the subjects taken in the semester in which the application requirements for the absolutorium/final certificate as defined in the programme and

outcome requirements of their study programme as well as applicants who do not only have to complete the Thesis Seminar 2 subject or its equivalent to terminate their studies. The grade point average must be calculated on the basis of Neptun data.

Those applications will be recommended for extension which, in the ranking list, achieve a ranking equal to or better than the number of students proposed for funding as indicated in the current call for proposals (if 5 applications can be supported in a certain study programme and grade, the University will recommend for extension those students who have submitted a formally correct application, meet all the eligibility requirements and are ranked 1-5th in the ranking based on their credit-weighted grade point average in the previous last active semester).

First instance decision on the requests will be made by the Head of International Relations.

The SH & Diaspora coordinators will inform applicants about the institutional decision by 7 November 2024 (Thursday).

Legal remedy requests against the institutional decision might be submitted as per National Higher Education Act CCIV. 2011. Section 57.. and in accordance with the Regulation on Student Fees and Benefits / Procedure for the Assessment of First Instance Applications and Legal Remedy Requests in Relation to Student Status within 15 days of receiving the decision (i.e. until 23 November 2024 in case of receiving the decision on 9 November 2024). To ensure that the process proceed smoothly it is recommended not to wait for 15 days to file an appeal, but to submit it as soon as possible.

The institutional SH & Diaspora coordinator forwards all applications supported by the University to Tempus Public Foundation (hereinafter: TPF) for further evaluation.

TPF performs technical inspection on the applications and involves the sending partners in the approval process.

The final decision is made by TPF and there is no appeal against it.

Applications are considered successful and accepted only after the final approval from TPF. The Foundation will contact students directly regarding the final decision (*expected in January*).

Results and consequences:

- Students whose applications get rejected by TPF will be able to continue their studies only on a self-funded basis.
- Those who complete all mandatory courses and credits by the end of the current semester and receive an absolved status, will not be able to begin their extension as their legal student status with the University will end.
- Students started their studies as an SH/DSP grant holder OR joined the SH/DSP program from a self-funded status **before the 2020/21 academic year** will be eligible for the following benefits of the SH/DSP program during their extended semester(s):
 - exemption from paying tuition fee: YES
 - monthly living and accommodation allowance: YES
 - TAJ card: YES
 - UNIQA private insurance: YES
- Students started their studies as an SH/DSP grant holder OR joined the SH/DSP program from a self-funded status **in the 2020/21 academic year or later**, will be eligible for the following benefits of the SH/DSP program during their extended semester(s):

- exemption from paying tuition fee: YES
- **monthly living and accommodation allowance: NO**
- TAJ card: YES
- UNIQA private insurance: YES

Further information about the extension process can be found on the website of TPF:

https://stipendiumhungaricum.hu/uploads/2020/03/Extension_of_the_scholarship_period.pdf

Budapest, 21 October 2024

Péter Fehér sgd.
Head of International Relations
and Accreditations

Annex 1. - The list of number of applications to be supported per each study programme and grade

Module code	Study programme	2021 (full number)	2021 (max. extensions allowed)	2022 (full number)	2022 (max. extensions allowed)
4BNAKGT17ABP	Applied Economics	2	1	4	1
2BNGMEN17ABP	Business Administration and Management	12	1	0	0
7MNKOMM17ABP	Communication and Media Science	2	1	2	1
2MNPENZ18ABP	Finance	2	1	0	0
MNPENZ22ABP	Finance (Q)	0	0	2	1
7BNNEMZ17ABP	International Relations	2	1	22	3
2MNMARK17ABP	Marketing	0	0	1	1
4MNKGKP17ABP	Public Policy and Management	1	1	1	1