

Call for Applications  
Student Association Scholarship  
for the students of the University  
- in the 1st semester of the 2024/2025  
academic year  
for the month of november

Corvinus University of Budapest

hereby announces a call for applications

for Student Association Scholarships

under Section 33 and Annex 1 of the Regulation on Student Fees and Benefits constituting Part 4 of the Student Requirements

for the students of the University in the month of November in the first semester of the 2024/2025 academic year

on the basis of activities carried out in oct. 2024.

- (1) The Student Association Scholarship constitutes a university scholarship supporting managerial and other activities related to an executive role or membership in a student association and performed in a student association accredited by HÖK.

"A" category accredited student associations in the month of July:

Name of student association
Association of Hungarian Students of Economics, Local Committee of AIESEC at the Corvinus University
Association of European Students' Forum / AEGEE - Budapest
BCE Self-Active Groups Office
Budapest Investment Club
Business IT Club - Corvinus
CEMS Club Budapest
Corvinus Consulting Club
ESN (Erasmus Student Network) Corvinus
Pacioli Finance Club BCE
Student Organization of Economic Analysts and Mathematicians
HEAD – House of European Affairs and Diplomacy
Generation of Future Builders Corvinus
Central European Society
Pacioli Accounting Club BCE
Collegium of Mathias Corvinus
SPM
Studium Generale
Tourism Club of Corvinus

University Business Club Corvinus
EVK Vocational College
Society of Young Autonomous Economists Vocational College
College of Practical Diplomacy
Heller Farkas Vocational College
Rajk Vocational College
College of Social Theory

- (2) Applications for the Student Association Scholarship are open to registered members of the student associations specified in paragraph (1) above who are studying full-time at the University in a bachelor, master or single-cycle programme and who have an active student status at the University at the time of application and are not covered by paragraph (3) below.
- (3) Students are not entitled to submit an application if they
- take part in training with the purpose of acquiring specialised knowledge or study in courses taken at another higher education institution (guest student status),
  - take part in a preparatory course;
  - cover their programme cost from other scholarship sources (are beneficiaries of the Stipendium Hungaricum Scholarship, the Diaspora Higher Education Scholarship programme, beneficiaries of state or institutional scholarships covering the programme cost - excluding the Corvinus Scholarship- as well as those whose employer assumes the payment of the programme cost, etc.).
- (4) The Student Association Scholarship is a one-time, fixed amount scholarship that may be applied for once a month.
- (5) Applications should be submitted in the Neptun Unified Education Administration System' (hereinafter Neptun) using the form called "P358 - Student association Scholarship 2024/2025/1 November" under Administration/Requests/Requests with text field" The call for applications is available on the University's website.
- (6) The maximum monthly amount of the Student Association Scholarship shall be the relevant amount of normative funding per student multiplied by 1.5.
- (7) The maximum joint amount of the Public Affairs and the Student Association Scholarships for a month's activity shall be the relevant amount of normative funding per student multiplied by 1.8.

- (8) Within two (2) days of closing the applications, an opinion on the applications received shall be given by the president or co-president of the student association specified in the relevant call who shall thereby certify the performance of the described activities.
- (9) The activity carried out during the month(s) concerned should be detailed in the application form. This must be done in the application established in Neptun on the designated interface. Failure to do so will result in exclusion from the call in the given month.
- (10) There is no room for correcting deficiencies or for application for continuation.
- (11) Failure to meet the deadline for submission of applications will result in the application being rejected without the examination of the merits.
- (12) If the application is incomplete, the Assessment Committee for Student Association Scholarships (hereinafter Committee) shall give 0 points for the activity in question.
- (13) It is not possible to submit an application with reference to an activity performed for remuneration within the framework of an employment relationship, or otherwise rewarded within the framework of such an employment relationship. Where a student submits an application for such activity, the Committee shall give 0 points for the activity in question.
- (14) If the content of the application has been submitted earlier in a student association scholarship application procedure, the Committee shall give 0 points for the activity in question.
- (15) Only activities carried out in the one (1) month preceding the launch of the call for applications may be taken into account for the purposes of evaluating the application. If the applicant also includes an activity carried out in earlier months, this will not invalidate the application, but such activities will be disregarded in the evaluation.
- (16) Points may be awarded only once for each activity. An activity may be included only once in the same application.
- (17) The application of the President of the student association is reviewed by a member of staff appointed by the Vice-Rector for Education, who is not a member of the Committee.
- (18) In the light of the opinion of the relevant student association's president or co-president, the Assessment Committee for Student Association Scholarships assigns a proposed score to the relevant activities featured in the application, including the "activity bonus", and provides additional textual information, if necessary.

- (19) Applications will be evaluated according to the criteria specified in the Annex:
- a. on the basis of the office held in the association, where the evaluation criterion shall be the position held, as well as
  - b. on the basis of the scope of activities.
- (20) After having performed the checks specified in paragraph 19, the Committee shall take a decision on the amount, expressed in forints, to be associated with each point awarded by the presidents of the student associations in their proposal. The proposed scholarship amount payable to each applicant shall be defined as the product of the points allocated to the application by the president of the student association in his/her opinion on the one hand and the amount thus established on the other.
- (21) In accordance with the Student Disciplinary and Compensation Regulation, the Committee shall initiate disciplinary proceedings against the applicant if false data or facts are detected in the application, or if there is a reasonable suspicion thereof.
- (22) The Vice-Rector for Education shall decide on the award of the scholarship.
- (23) Appeals must be submitted through Neptun and addressed to the Student Appeals Committee within 15 days of the date of communication of the decision.
- (24) Period for submitting applications: **04. november 2024, 10:00 a.m. to 08. november 2024, 12:00 p.m.**

Budapest, 28/10/2024

Szabó Lajos  
Vice-Rector for Education

## Annex:

### Evaluation method of Student Association Scholarships

By office	Points	Certifying person
presidency fund	0 - 100 points	the head of the student association (or, if he/she is prevented from performing his/her duties, the person who replaces him/her) certifies the activity by means of giving an opinion
senior management fund	0 - 75 points	
middle management fund	0 - 50 points	
project management fund	0 - 35 points	
<b>On the basis of activities</b>		
organising events	0 - 30 points	
organising, staging a course-training	0 - 30 points	
other	0 - 30 points	
<b>Activity bonus</b>		
activity bonus	0 - 30 points	

1. Activity bonuses can only be awarded for one activity per application and can only be featured in one category.
2. An activity can be listed in one category, and points can be awarded once for each activity,
  - a. the criteria of evaluation based on activity should be clearly separated from those based on office.
3. Further assessment criteria:
  - a. Size of student association
  - b. Increased rewards are given for organising an event that significantly enhances the reputation of the University or for providing an "outward" service (e.g. teaching, integration of foreign students, etc.).
  - c. Taking into account the outstanding activity of the association (e.g. research seminar, organisation of several programmes per week, etc.).
  - d. The points by the Student Assessment Committee for Student Association Scholarships shall not only be awarded on the basis of the number of hours, but also the quality of the work. The number of hours offers guidance. If it is not possible to award the number of points that the applicant deserves under a section, the Assessment Committee for Student Association Scholarships shall compensate the work with an Activity Bonus.
  - e. The Assessment Committee decides on the number of points to be awarded for the work, based on the activity described in the applications and its experience.