



File number: BTK/4392/1(2022)

**CALL FOR APPLICATIONS
FOR THE NATIONAL HIGHER EDUCATIONAL SCHOLARSHIP FOR AY 2022/2023**

GENERAL INFORMATION

State-funded and self-financed full-time students of Bachelor's (BA) or Master's (MA) **can apply for the National Higher Educational Scholarship, if they have registered for at least two semesters in current or previous studies and gained at least 55 credits.**

Credits gained during the last two active semesters at ELTE BTK or at any other Faculty of ELTE, can be calculated for the 55 necessary credits. Graduating BA students, who applied for MA in the upcoming (2022/2023 autumn) semester, can also hand in application for the Scholarship.

The National Higher Educational Scholarship is awarded by the minister in charge of education, based on the ranking of the Faculty, which is only a suggestion from the side of ELTE. The National Higher Educational Scholarship shall be awarded for a full academic year (10 months), and the scholarship's monthly amount in 2022 shall be HUF 40.000, according to Section 114/D Part (1) Point c) of Nftv¹. The scholarship obtained for the academic year 2022/2023 can only be paid out in the academic year 2022/2023. *In case a student's student status terminates or is interrupted (as described in Section 59 Part (1) of Nftv.) the disbursement of the National Higher Educational Scholarship is discontinued.*

Students awarded the National Higher Educational Scholarship shall not be excluded from eligibility for the academic scholarship.

THE COURSE AND CONDITIONS OF APPLICATION

The National Higher Educational Scholarship can be obtained through the application process. **The application should be handed in exclusively in Neptun, in form of a Neptun request. The request will be available for students in Neptun from 1 June 2022, under Administration/Requests with the title 'National Higher Educational Scholarship – 2022/23'.**

The most important deadlines in connection with the application:

- the deadline for handing in the Neptun request: **until 30 June 2022 (12:00)**
- the deadline for providing corrections: **from 30 June 2022 (16:00) to 1 July 2022 (8:00)**

Providing corrections (=submitting missing documents) is available only for applicants who submitted the request through Neptun within the deadline (12:00, 30 June).

¹ Act CCIV of 2011 on National Higher Education



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- publication of scores: **2 July 2022**
- handing in remarks on scoring: **until 4 July 2022 (10:00)**

DOCUMENTS TO BE ATTACHED

To the application, you have to attach the following forms filled in and signed:

- **application sheet (points chart),**
- **application form,**
- **declaration,**
- in addition, you also have to attach:
 - **two recommendation letters from teachers**
 - the **transcript of records about the last two semesters** which will be attached by **the Office of Educational Affairs,**
 - a **professional (typed and signed) CV. In case you sign the document electronically (by typing your name), do not forget to add 's.k.' or 'sgd.' (=signed) after your name.**

Without these documents, the application is not valid. The transcript of records can be requested from the Office of Educational Affairs via email. The documents are valid only with the signature of the person certifying the claim. **In the case of an electronic signature, (typing the name)'s.k.' or 'sgd.' has to be added after the name.** No point can be added for uncertified claims. Students find help for collecting the necessary certificates of claims on the website of the Student Union (HÖK): <https://btkhok.elte.hu/nfo/>.

In awareness of full criminal responsibility, the Applicant has to declare in the form '*Declaration*' (=Nyilatkozat) that they do not use those documents to support their academic achievements, which had already been used for a previously granted National Higher Educational Scholarship. Failing to do so will result in the refusal of the application.

The regulations and conditions of the evaluation process work according to Section 110 of Academic Regulations for Students (HKR), the points chart system can be found in the special section for the Faculty of Humanities (HKR, Section 348).

DISQUALIFYING CAUSES

In case any of the below-mentioned conditions are present, the application will be excluded:

- if the student has not registered for at least 2 semesters during their current or previous studies and has not earned at least 55 credits in their last two semesters,



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- if the student is pursuing their relevant studies in a part-time programme (correspondence or evening programme),
- if the student has failed a comprehensive (or sub-module) exam and has not retaken it successfully in the last two semesters of their studies,
- if the student has exceeded the length of relevant study programme,
- imperfectly filled in applications will not be evaluated by the committee, and the application will be ignored and considered as invalid.

OTHER RELEVANT INFORMATION

The necessary application forms and the points chart can be downloaded from the website of the Student Union ([BTK HÖK](#))

Students can turn to the Student Union with professional-type and content-related questions. The Office of Educational Affairs is in charge of issuing the transcript of records and in answering technical questions about the Neptun request.

PUBLICATION OF THE RESULTS, APPEAL

Every applicant will receive a Neptun message about the results of the applications and the availability of the **decision** about application **by 6 July 2022**. The decision will be sent to the **email address indicated in Neptun**. Upon the student's request, the ranking can be viewed electronically **on 7 July 2022**.

The final deadline for appealing against the decision is **21 July 2021 Thursday 14:00**. The appeal must contain the student's name, the student's Neptun-code, the student's address, the name of their home faculty, the file number of the decision against which they are appealing. The complaint has to be sent to hjb@kancellaria.elte.hu. The Student Appeals Board confirms the reception of the e-mail within 3 working days. Complaints sent to a different address or in different form count as defect of form and will be automatically rejected by the Student Appeals Board.

Budapest, 30 May 2022.

Dr. Dávid Bartus s.k.

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