



Professional Scholarship

Application criteria

The Faculty Scholarship Committee (hereinafter: Committee) of the Faculty of Social Sciences of Eötvös Loránd University (hereinafter: ELTE) is established pursuant to the provisions of [Act CCIV of 2011](#) on National Higher Education, [Article 85/C.ac](#)), [Act No.](#)), § 10 (4) and § 96 (6) and § 106 [Academic Regulations for Students](#), the University is inviting applications for the award of professional scholarship for the semester 2024/25/1.

I. **Aim of the application**

Students whose professional achievements go beyond curriculum requirements or students with outstanding professional achievements may be awarded the scholarship.

You cannot apply for a professional scholarship for a placement as defined in the model curriculum. If your internship takes longer than as it is mandatory in the model curriculum, then you may apply.

The application does not aim to:

Support for traineeships within the framework of Erasmus mobility.

II. **Eligible applicants**

All students of ELTE Faculty of Social Sciences who are enrolled in full- and daytime, active higher education, bachelor's and master's education, or uniform, undivided education and study in a state-subsidized form, or who started their studies in the given major and based on the number of semesters they started, they would be entitled to participate in state-supported training.

III. **Required certificates**

- Admission declaration certified by the host institution
- In some cases, certified proof/invoices of the costs incurred for the successful completion of a professional activity (e.g. tickets, season tickets for travel)

IV. **Amount of aid**

1. In the case of *a professional scholarship* (HKR. § 106 (3)), the amount of the scholarship must not exceed the maximum of the student's applicable student allowance at the time the amount is awarded by *a*) 200%

V. **Application submission and deadline**

The interface for submitting applications is the **NEPTUN** system, under **ADMINISTRATION** in the **REQUESTS** tab. This is the interface where you must fill in the form with the relevant information and attach the supporting documents indicated in point III of the application.

Start of the application period: 23th September 8:00

Deadline for submission of applications: 14th October 16:00

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Deadline for submission of applications: 15th November 16:00 Start
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Deadline for submission of applications: 7th December 16:00

VI. **Rules for making up for shortfalls**

1. You can only make up a shortfall **once during the application period!**
2. A deficiency may only be rectified if the applicant has returned a first-round application with the deficiencies indicated.
3. Failure to remedy these deficiencies will result in the Committee's decision to evaluate the incomplete application in accordance with the call for proposals.
4. If the application is rejected, no replacement is possible.

5. **Failure to comply with the deadline will result in a limitation period.**

VII. **Appeal** An appeal against the decision can be filed within 15 days of the date of receipt

(of the notification) to the ELTE Kancellária, Jogi, Igazgatási és Közbeszerzési Igazgatóság (1056 Budapest, Szerb utca 21-23.), under the indication „Hallgatói Jogorvoslati Bizottság részére”

Contact: hjb@kancellaria.elte.hu

VIII. **Grounds for not submitting an application**

1. Students who have **already received** other support or scholarships for the **same activity** may not submit an application.
2. Any person whose activity date is more than **3 months after** the application date.
3. Activities that have not yet taken place at the time of application will only take place afterwards.

IX. **Relevant documents**

1. For certified documents, the Committee will only accept electronic documents in **PDF, JPG, JPEG and PNG** formats, e.g. doc, docx will NOT be accepted.
2. Documents validated with a **signature** and **seal** are only acceptable if the signature and seal attesting to authenticity are on the document and are **clearly visible and legible** on the electronic document.
3. Multi-page documents are only valid **once all pages have been uploaded**.
4. For documents in a language other than Hungarian, a **translation** by the applicant or a professional translator must be uploaded along with the document.
5. **We would like to draw the attention of all applicants to the fact that false reporting may result in disciplinary proceedings being initiated against the faculty!**

X. **Contact**

For further information and questions about the application, please contact us at tanulmany@tatkhok.elte.hu.

Faculty Scholarship

Committee

ELTE TáTK

2024