



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 also (8), and § 106 [Academic Regulations for Students](#), the University is inviting applications for the award of professional scholarship for the semester 2026/27/1.

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. This only applies to the students 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.

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, and also those who are fee-paying students.

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)
- For Categories A and B, a description/report of professional activities of at least **1-2 pages**
- For Category C, a description/report of professional activities of at least **1 page**
- For Category D, a description/report of professional activities of at least **half a page**

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%

2. The amount of support shall be determined based on the following criteria:

- a. Category A: professional activity of outstanding volume – 25+ hours weekly**
- b. Category B: professional activity of medium-volume – 15-25 hours weekly**
- c. Category C: professional activity of smaller-volume – 10-15 hours weekly**
- d. Category D: 1-2 days of professional activity**

Category	Amount of support	Validity period
Category A	111% – 200% of the student allowance	3 months (after the project has been completed)
Category B	41% – 110% of the student allowance	
Category C	31% – 40% of the of the student allowance	
Category D	18% – 30% of the student allowance	

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 (Title of the activity, duration, and a brief description) and attach the supporting documents indicated in point III of the application.

Start of the application period: 7th of September, 8:00

Deadline for submission of applications: 18th of September, 18:00

Start of the application period: 18th of September, 18:00

Deadline for submission of applications: 16th of October, 18:00

Start of the application period: 16th of October, 18:00

Deadline for submission of applications: 20th of November, 18:00

Start of the application period: 20th of November, 18:00

Deadline for submission of applications: 11th December, 18:00

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

Appeals against the decision may be lodged **within 15 days** of the date on which the decision is communicated to the student (or otherwise comes to the student's attention). The appeal must be sent to hjb@kancellaria.elte.hu, marked „*Hallgatói Jogorvoslati Bizottság részére*”. The Student Legal Remedies Committee's remit is limited exclusively to remedying violations of law affecting students and decisions contrary to the University's regulations. As a body acting at second instance, the

Student Legal Remedies Committee may not exercise discretion on grounds of equity and does not decide on requests for equitable consideration.

The appeal must contain the following mandatory information: **the student's name, Neptun code, residential address, email address, name of their faculty, and the identification number of the decision against which the student wishes to seek legal remedy.**

The appeal must specify which provision or part of the first-instance decision the student contests. In addition, the student must submit a specific request stating **to what extent and for what reasons** they ask the Committee to amend the contested provision or part of the first-instance decision.

The Student Legal Remedies Committee will communicate its decision to the student **via the Neptun Unified Study System**. The decision can be accessed under **Studies → Progress → Transcript → Official Entries**.

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. A document authenticated by an electronic signature shall only be accepted if the electronic signature attesting to its authenticity is clearly visible on the document and can be unequivocally identified as belonging to the body or person issuing the certification.
4. Multi-page documents are only valid **once all pages have been uploaded**.
5. For documents in a language other than Hungarian, a **translation** by the applicant or a professional translator must be uploaded along with the document.

6. **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@tatk.hok.elte.hu.

Faculty Scholarship Committee
ELTE TáTK
2026