

檔 號：

保存年限：

## 教育部 書函

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受文者：國立空中大學

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速別：普通件

密等及解密條件或保密期限：

附件：本獎學金簡章等附件

主旨：函轉2018-2019年匈牙利國家獎學金相關資訊(如附件)，即日起受理申請，請公告周知，俾大專校院學生申請，請查照。

說明：

- 一、依據駐匈牙利代表處106年12月26日匈牙字第10632405640號函辦理。
- 二、檢附駐處來函、匈牙利國家獎學金計畫正式學位獎學金、部分學程或學期獎學金英文簡章、中文摘譯暨線上申請說明等件，併請參考。

正本：各公私立大專校院

副本：外交部、駐匈牙利代表處



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檔 號：  
保存年限：

## 駐匈牙利代表處 函

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受文者：教育部

發文日期：中華民國106年12月26日

發文字號：匈牙字第10632405640號

速別：最速件

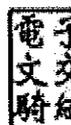
密等及解密條件或保密期限：

附件：1221.2017TPF電郵內容.docx、學位獎學金簡章\_1819\_en.pdf、學期獎學金簡章\_1819\_en.pdf、線上申請說明.pdf、匈牙利國家獎學金簡章摘譯-1819學位獎學金.doc、匈牙利國家獎學金簡章摘譯-1819學期獎學金.doc(1221.2017TPF電郵內容.docx、學位獎學金簡章\_1819\_en.pdf、學期獎學金簡章\_1819\_en.pdf、線上申請說明.pdf、匈牙利國家獎學金簡章摘譯-1819學位獎學金.doc、匈牙利國家獎學金簡章摘譯-1819學期獎學金.doc)

主旨：2018-2019年匈牙利國家獎學金即日起受理申請，敬請週知我國大專院校並鼓勵學生踴躍申請。

說明：

- 一、依據匈牙利Tempus Public Foundation(匈牙利國家獎學金計畫執行單位，簡稱TPF)本(106)年12月21日電子郵件辦理；請參考本處匈牙字第10632405631號函。
- 二、上揭電郵略以，為促進臺匈高等教育合作，匈方請我方週知匈國獎學金資訊，鼓勵學生及學人申請。查匈國國家獎學金共分為以下四種：
  - (一) 博士/碩士/學士正式學位獎學金-2018年1月30日截止申請；
  - (二) 博士/碩士/學士部分學程或學期獎學金-2018年2月28日截止申請；
  - (三) 2018年暑期獎學金(簡章預定2018年元月公布)-2018



年3月6日截止申請；

(四) 研究獎學金-2018年1月30日截止申請。

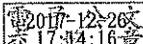
三、以上各項獎學金計畫詳細資訊可查詢TPF網站公告(網址:<http://tka.hu/international-programmes/4133/information-for-applicants>)。

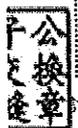
四、謹查上述第(一)、(二)項獎學金限定僅能申請以匈語教學之課程，或英語輔助教學之藝術課程，而我國學子具有匈語能力者幾希，建議可優先鼓勵藝術大學或藝術學程學生申請旨揭獎學金來匈進修。

五、檢送TPF致本處電郵內容、匈牙利國家獎學金計畫正式學位獎學金、部分學程或學期獎學金英文簡章、中文摘議暨線上申請說明均如附件，敬請週知我國學生並請有意申請者逕上TPF網站[www.scholarship.hu](http://www.scholarship.hu)線上系統註冊帳號並提交申請表件，TPF不受理郵寄或電郵申請。

六、有關研究獎學金部分已先函報卓處，俟收到TPF公布暑期獎學金資訊，將另函呈。

正本：教育部、外交部

副本：



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**CALL FOR APPLICATIONS  
FOR HUNGARIAN STATE SCHOLARSHIPS  
2018/2019**

Call for applications for foreigners  
to conduct **full degree studies** in Hungarian higher education institutions  
from the academic year 2018/2019

**AIM OF THE SCHOLARSHIP**

Tempus Public Foundation offers scholarships for foreign higher education students, graduates who would like to gain further knowledge and experience in Hungarian higher education institutions.

Applications by citizens of relations that have a valid educational work plan or a bilateral agreement signed by the Hungarian Government or the Ministry of Human Capacities and the relevant ministry of the given country or territory are entitled for the scholarship. Information regarding the application procedure, internal deadlines and the pre-assessment and shortlisting of applications is in the scope of duties of Tempus Public Foundation and the responsible department of the national/territorial ministry of education. Applications ranked by these offices *take priority*. However, applications submitted directly to Tempus Public Foundation shall also be accepted in the following framework.

Applications may be submitted in two ways:

**1) As a nominee** of the sending country's national scholarship organisation, **based on the bilateral agreement** of the two countries (independently from the applicant's nationality):

For bachelor, master or doctoral full degree studies: Latvia, Germany

Only for doctoral full degree studies: Croatia, Romania

**2) Independently** from the sending country's national scholarship organisation, the **citizens of the following countries** may apply:

For bachelor, master or doctoral full degree studies:

Austria, Belgium, Bulgaria, Canada, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Latvia, Lithuania, Luxembourg, Norway, The Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland, Taiwan, UK, USA

## SCHOLARSHIP TYPES AND ELIGIBILITY

Applicants, as future ministerial scholarship holders for full degree bachelor, master and doctoral studies, **can only apply for programs held in Hungarian language** (except for art studies where studies in English is possible).

In case applicants do not have a B2-level Hungarian knowledge, they may only apply for full degree studies if they attend a one-year-long Hungarian language preparatory course preceding the studies. Applications for preparatory courses need to be done individually, independently from Tempus Public Foundation.

In case a prospective full degree scholarship holder takes part in a preparatory course and will start it from the academic year 2018-2019, he or she can start the full degree studies from the academic year 2019-2020. The status for full degree studies will take effect upon a successful preparatory course final exam. The preparatory course final exam certificate needs to be submitted via e-mail to Tempus Public Foundation's contact person responsible for the country of origin.

The request for a preparatory course (PTE, ELTE, SZIE, SZTE, or KKM-Balassi Language Preparatory Course) needs to be indicated in Tempus Public Foundation's online application system. During the preparatory course a scholarship will be paid, as well (40 406 HUF/month), and a dormitory placement is possible, depending on the capacity of the host institution.-.

**In case of bachelor or master studies**, applications may be submitted according to the conditions stipulated in the bilateral state agreement. A successful entrance exam at the receiving institution is a precondition to being granted by the scholarship.

**In case of doctoral studies:** For applicants holding a master's degree. A successful entrance exam at the Hungarian doctoral school is a precondition to being granted by the scholarship.

## CASES OF NON-ELIGIBILITY

- ▶ Foreign citizens with an immigration/ settlement permit or in the course of applying for such a permit in Hungary, or dual citizens
- ▶ Foreign citizens with permanent residence in Hungary
- ▶ Foreign citizens employed on a permanent basis as defined by the Hungarian Labour Law
- ▶ Students in employment applying for part-time or correspondence study programmes

## AGE LIMIT FOR APPLICANTS

For all types of state scholarships applicants must be over 18 at the time of submitting the application. There is no age limit.

## FURTHER IMPORTANT INFORMATION

Scholarships offered by Tempus Public Foundation allow for studies in any field of arts or sciences at an accredited Hungarian state- or church-owned higher education institution.

**At most one application can be submitted (in case of several applications, the last one will be considered as valid).** Students may submit maximum one more application for summer courses which need to take place before the start of the full degree studies.

**In one application cycle no additional Tempus Public Foundation scholarship can be obtained.** Applicants should indicate their order of preference in the online application.

In case of receiving **other simultaneous scholarships** covered by the Hungarian state, applicants are not eligible for the state scholarship.

Scholarship-holders must stay in Hungary during the entire period of their studies, excluding school and public holidays.

### Utilization period

The scholarship need to be started in the academic year 2018-2019.

### Postponement

To modify the starting date within the implementation period can be arranged after receiving the consent of the host institution under the condition that the scholarship holder informs Tempus Public Foundation through its bilateral state scholarships officer (see Tempus Public Foundation's contact persons according to the countries of origin here: <http://tka.hu/international-programmes/4127/bilateral-state-scholarships>).

### Resignation

In case the applicant cannot or do not want to start the scholarship within the period approved by the decision of Tempus Public Foundation, a new application for the following academic year has to be submitted. The applicant is requested to inform his/her Tempus Public Foundation through its bilateral state scholarships officer by email, as well as the host institution, without delay (see Tempus Public Foundation's contact persons according to the countries of origin here: <http://tka.hu/international-programmes/4127/bilateral-state-scholarships>).

### Vis maior

The scholarship holder is entitled to interrupt/finish the scholarship due to a vis maior situation occurring during his/her scholarship period. In this case, the scholarship holder has to inform Tempus Public Foundation through its relevant bilateral state scholarships officer see Tempus Public Foundation's contact persons according to the countries of origin here: <http://tka.hu/international-programmes/4127/bilateral-state-scholarships>) by email, as well as the host institution, without delay (. In case of nomination, the national office responsible for scholarship grants needs to be informed as well.

## SUBMITTING THE APPLICATION

Applicants should submit their applications **only in the online system** of Tempus Public Foundation ([www.scholarship.hu](http://www.scholarship.hu)).

**Please note that we can only accept complete applications submitted before the deadline through the online system. Applications submitted via post or e-mail will not be accepted.**

Before starting the online procedure please read our **Online Application Guide on the website** carefully (<http://tka.hu/international-programmes/4133/information-for-applicants> )

<b>Deadline: 30 January 2018, Tuesday 11 pm</b>
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**Please note that applications with formal errors and incomplete applications cannot be accepted and they will be automatically rejected.**

**Please keep your USER ID and PASSWORD used for registration as you will need them later on.**

Note: Applicants applying under the work plan system should submit their applications and required documents to the organization responsible for scholarships in the sending relation, too. These scholarship offices or responsible ministries work with individual deadlines. Applicants are advised to contact the responsible organisation of their sending relation as soon as possible so that the given relation can officially review, rank and nominate the applications to TPF.

## APPLICATION PROCEDURE

The Hungarian party evaluates applications nominated and ranked by partner offices, as well as individually submitted applications and it examines the applicants' eligibility.

It is followed by a formal assessment by Tempus Public Foundation. Formally correct applications will be evaluated professionally along the requirements listed in the Call for applications.

Preference is given to applicants nominated by their sending relation in the selection procedure.

Any kind of undue influence on the professional evaluation or the application procedure cause immediate exclusion from the selection procedure.

Scholarships are granted by the Board of Trustees of Tempus Public Foundation in the name of the Minister responsible for education in Hungary.

All applicants (in case of nomination the national/territorial partner offices, too) will be informed of the final result of the application (awarded scholarship/waiting list/rejection) electronically (in special circumstances, by post, too) by Tempus Public Foundation. At the same time successful applicants will be provided with information concerning the terms and conditions needed to organise their stay in Hungary, in May/June 2018. Tempus Public Foundation informs the host institute, as well.

There is no appeal to the decision.

## DOCUMENTS TO BE SUBMITTED

Applicants should submit their applications in the **online application system** of Tempus Public Foundation ([www.scholarship.hu](http://www.scholarship.hu)). It can be reached and filled in **in Hungarian and in English**.

The language of the **documents** (eg, highest degree, language exam, certificate of student status) to be uploaded in the online system can be **Hungarian, English, French or German**. If they are not written in either of these four languages, their **official Hungarian or English translations** must also be attached. Documents with the stamp and signature of the issuing institution on letterhead can be considered as official, there is no need to have it translated by a translator office.

General application documents necessary **for all applicants of full degree studies:**

1. Application form of Tempus Public Foundation (downloadable from the online system). **After signing and dating the document**, it shall be uploaded scanned.
2. No more than a 3-month-old medical certificate issued by a GP of satisfactory health condition for studies (no contagious disease). Original copy and its certified Hungarian or English translation. No template available.
3. Copy of the picture page of ID card or passport.

Beyond the above general application documents, other documents necessary **for full bachelor/master studies:**

4. Motivation letter – minimum 1- maximum 2 pages long
5. Copy of Transcript of Records (original copy and its certified Hungarian or English translation)
  - o for bachelor studies: copy of the highest degree/certificate
  - o for master studies: copy of the highest degree
6. Proof of Hungarian language proficiency required for the programme (at least B2 knowledge, for example language exam certificate, or certificate (in Hungarian or English) issued by the sending institution, or Lectorate, or foreign Hungarian institute or consul.
7. Preliminary Letter of Invitation issued by the relevant head of department and/or international office of a Hungarian higher education institution.

**For full doctoral studies:**

4. Precise and detailed work plan – minimum 1- maximum 5-pages long (according to the work plan template available in our online application system)
5. Copy of highest degree/diploma (original copy and its certified Hungarian or English translation). It can be submitted later until the start of the studies in Hungary, if it is not issued until the deadline for application.
6. Proof of Hungarian language proficiency required for the programme (at least B2 knowledge, for example language exam certificate, or certificate (in Hungarian or English) issued by the sending institution, or Lectorate, or foreign Hungarian institute or consul.
7. Publication list (in case the applicant has publications)

8. Preliminary Letter of Invitation issued by the head of the doctoral school accredited in Hungary, in which he/she states that the school ensures studies for the applicant in case he/she gets accepted to the doctoral school, as well as he/she is awarded by a scholarship by Tempus Public Foundation. The scholarship status is provisional until the **decision about admission** by the Doctoral Council of the respective higher education institution will be submitted to Tempus Public Foundation.
9. Two Letters of Recommendation from two recognized experts in the relevant discipline with original signature, date, stamp and/or on institutional letter-head. The signers of the Letters of Recommendations cannot be the same as of the Letter of Invitation.

## **ART SCHOLARSHIPS**

**Applicants for art scholarships must attach the following supplementary documents uploaded in the field 'Other documents':**

Fine and applied arts: documentation of 5 works of art (indicating the date of creating) or the link of the webpage where the works are available.

- Performing arts: records of performing 3 pieces of different styles or link to the webpage where the records/performances are available.

Fine, applied and performing artists may be required by the host university to submit a more detailed portfolio before being granted a scholarship.

**Applicants to Liszt Academy of Music (LFZE)**, before preparing and submitting their application, should contact the International Department of the Academy for detailed information on specific opportunities and also ask for a Letter of Acceptance.

Contact e-mail: [international.office@lisztakademia.hu](mailto:international.office@lisztakademia.hu), phone: +36 1 462 4616

Letters of Invitations signed by teachers from the department are not accepted.

Applicants should also send their application to Liszt Academy of Music before 15 April besides submitting it to Tempus Public Foundation and – depending on the type of scholarship and programme – they have to send a portfolio or take an entrance examination (for further information applicants shall contact the Academy). Applicants should indicate on the application form that they applied for state scholarship to Tempus Public Foundation at the same time. Since the entrance examinations of Liszt Academy of Music are usually organized at the end of June or beginning of July the positive decision of Tempus Public Foundation is conditional upon successful admission to the Academy.

## **SCHOLARSHIP RATES**

The scholarship is paid to the scholarship-holder by the receiving higher education institution.

Bachelor and master studies:

Stipend: 40 460 HUF/month (not covering the cost of living)

Accommodation: student hostel accommodation depending on the capacity of the university, paid by the scholarship-holder

Doctoral studies:

Stipend: In the 1<sup>st</sup> and 2<sup>nd</sup> year 140 000 HUF/ month; in the 3<sup>rd</sup> and 4<sup>th</sup> year 180 000 HUF/month (not covering the cost of living)

Accommodation: student hostel accommodation depending on the capacity of the university, paid by the scholarship-holder.

## **FURTHER INFORMATION ON FINANCIAL PROVISIONS**

**State scholarships cannot be awarded at the same time with any other scholarships granted by the Hungarian state.**

In case scholarship holders are granted another scholarship or get any other financial support (wage) for the same scholarship period, they must withdraw their state scholarship.

The scholarship is meant to contribute to the living expenses of only one person, it does not necessarily cover all expenses during the scholarship period. There is no financial support for visa fees and any allowance for accompanying persons.

Apart from the above-mentioned costs, Tempus Public Foundation cannot ensure any other allowance or support.

### **Travel expenses**

Travel expenses to Hungary, within Hungary and back to the country of origin are not covered by Tempus Public Foundation.

### **Entitlement to Healthcare Services**

According to the rules of the European Parliament and Council Regulations 883/2004 (EC) and 987/2009 (EC), scholarship-holders who are citizens of either the European Union, EEA member countries or Switzerland are entitled to healthcare services in medical necessity during their stay in Hungary.

Healthcare services in medical necessity during their stay in Hungary are available for scholarship-holders with the European Health Insurance Card (E111). Medical necessity is determined by the physician who considers the given circumstances. Scholarship-holders should obtain the European Health Insurance Card in their home country prior to the arrival to Hungary.

Further important information: healthcare services can only be provided – according to the equal treatment principle of the European Union - by those healthcare providers that have contractual relations with the National Health Insurance Fund (NEAK). The scholarship holder has to cover the costs of those services that are provided by a private healthcare provider that has no contractual relation with NEAK.

Citizens of all other countries - who wish to stay in Hungary for more than 1 month - are covered for medical treatment in case of sudden illness by the Hungarian party. This insurance does not cover dentistry services, with the exception of urgent treatments. Health insurance covered by the Hungarian party is only available for scholarship holders under the age of 65.

## **MOBILITY REPORT**

Scholarship-holders are required to submit an **online report and upload a scholarship period certificate issued by the host institution, as well as a copy of the degree obtained, after completion** of their scholarship period. . The report must be submitted within 30 days after finishing their scholarship.

Furthermore, in case of full degree studies, **within 30 days after closing each semester**, scholarships holders are required to submit a relevant transcript of records via email to the Tempus Public Foundation' contact person.

### **Failure to submit the mobility report**

In case scholarship-holders fail to submit the report, they will be excluded from further scholarship opportunities: They will be required to pay back the scholarship, and their scholarship period will be immediately closed.

## **APPENDIX**

Workplan template (for full doctoral studies) and Online Application Guide:  
<http://tka.hu/international-programmes/4133/information-for-applicants>

पं० १४३

**CALL FOR APPLICATIONS  
FOR HUNGARIAN STATE SCHOLARSHIPS  
2018/2019**

Call for applications for foreigners  
to conduct **partial/semester studies** in Hungarian higher education institutions  
in the academic year 2018/2019

**AIM OF THE SCHOLARSHIP**

Tempus Public Foundation offers scholarships for foreign higher education students, graduates who would like to gain further knowledge and experience in Hungarian higher education institutions.

Applications by citizens of relations that have a valid educational work plan or a bilateral agreement signed by the Hungarian Government or the Ministry of Human Capacities and the relevant ministry of the given country or territory are entitled to apply for scholarships defined in the work plan. . Information regarding the application procedure, internal deadlines and the pre-assessment and shortlisting of applications is in the scope of duties of Tempus Public Foundation and the responsible department of the national/territorial ministry of education. Applications ranked by these offices *take priority*. However, applications submitted directly to Tempus Public Foundation shall also be accepted in the following framework.

Applications may be submitted in two ways:

- 1) **As a nominee** of the sending country's national scholarship organisation, **based on the bilateral agreement** of the two countries (independently from the applicant's nationality):

For any of the three levels (bachelor, master, or doctoral) partial/semester studies:

Bulgaria, China (exclusively in the field of Hungarian language and culture), Croatia, Czech Republic, France, Latvia, Poland, Romania, Slovakia, Ukraine

For bachelor or master partial/semester studies:

Slovenia.

- 2) **Independently** from the sending country's national scholarship organisation, the **citizens of the following countries** may apply:

For any of the three levels (bachelor, master, doctoral) partial/semester studies:

Austria, Belgium, Bulgaria, Canada, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Iceland, Ireland, Israel, Italy, Japan (exclusively in the field of Hungarian language and culture), Korean Republic (exclusively in the field of Hungarian language and culture), Latvia, Lithuania, Luxemburg, Norway, Poland, Portugal, Romania, Spain, Switzerland, Sweden, Slovakia, Slovenia, Taiwan, The Netherlands, UK, USA.

## SCHOLARSHIP TYPES AND ELIGIBILITY

### **Bachelor/Master/Doctoral partial/semester studies**

Applicants for partial/semester bachelor, master and doctoral studies, can only apply for programs held in **Hungarian language** (except for art studies where studies in English is possible). The tuition fee is covered by the Hungarian state.

**Partial/semester bachelor or master studies** (3-10 months) are primarily for students majoring in Hungarian language and literature, as well as for other students enrolled outside Hungary at the bachelor or master level or in a single-track higher education programme, such as General Medicine, Dentistry, Pharmaceutical or Veterinary Studies, Architecture and Law. To apply, students are required to have minimum one completed semesters at their home institutions.

**Partial/semester doctoral studies** (1-10 months) are available for applicants who are enrolled in a PhD programme at an accredited higher education institution in a foreign country (not in Hungary).

Partial/semester studies are available only for those who are **enrolled in one of the higher education institutions** of the partner relations. The enrolled status is necessary at the moment of application.

### CASES OF NON-ELIGIBILITY

- Foreign citizens with an immigration/ settlement permit or in the course of applying for such a permit in Hungary, or dual citizens
- Foreign citizens with permanent residence in Hungary
- Foreign citizens employed on a permanent basis as defined by the Hungarian Labour Law
- Students in employment applying for part-time or correspondence study programmes

### AGE LIMIT FOR APPLICANTS

For all types of state scholarships applicants must be over 18 at the time of submitting the application. There is no age limit.

### FURTHER IMPORTANT INFORMATION

Scholarships offered by Tempus Public Foundation allow for studies in any field of arts or sciences at an accredited Hungarian state- or church-owned higher education institution.

**At most one application can be submitted (in case of several applications, the last one will be considered as valid).** Students may submit another application for summer courses or for research stay in case they do not overlap in time.

In the online application the order of preference needs to be indicated. In case of receiving **other simultaneous scholarships** covered by the Hungarian state applicants are not eligible for the state scholarship.

Scholarship-holders must stay in Hungary during the entire period of their studies, excluding school and public holidays.

### **Utilization period**

Scholarships have to be implemented during the academic year 2018/2019. Scholarship period can be started earliest **1<sup>st</sup> September 2018** and must be finished by **31<sup>st</sup> July 2019** at latest.

### **Postponement**

The granted scholarship can only be used within the implementation period indicated in the call, so it cannot be postponed to the following academic year.

To modify the starting date within the implementation period can be arranged after receiving the consent of the host institution under the condition that the scholarship holder informs Tempus Public Foundation through its bilateral state scholarships officer (see Tempus Public Foundation's contact persons according to the countries of origin here: <http://tka.hu/international-programmes/4127/bilateral-state-scholarships>).

### **Resignation**

In case the applicant cannot or do not want to use the scholarship within the period approved by the decision of Tempus Public Foundation, a new application for the following academic year has to be submitted. The applicant is requested to inform his/her Tempus Public Foundation through its bilateral state scholarships officer by email, as well as the host institution, without delay (see Tempus Public Foundation's contact persons according to the countries of origin here: <http://tka.hu/international-programmes/4127/bilateral-state-scholarships>).

### **Vis maior**

The scholarship holder is entitled to interrupt/finish the scholarship due to a vis maior situation occurring during his/her scholarship period. In this case, the scholarship holder has to inform his/her Tempus Public Foundation through its bilateral state scholarships officer by email, as well as the host and sending institution, without delay (see Tempus Public Foundation's contact persons according to the countries of origin here: <http://tka.hu/international-programmes/4127/bilateral-state-scholarships>). In case of nomination, the national office responsible for scholarship grants needs to be informed, as well.

## **SUBMITTING THE APPLICATION**

Applicants should submit their applications **only in the online system** of Tempus Public Foundation ([www.scholarship.hu](http://www.scholarship.hu)).

**Please note that we can only accept complete applications submitted before the deadline through the online system. Applications submitted via post or e-mail will not be accepted.**

Before starting the online procedure please read our **Online Application Guide** found on our website carefully (<http://tka.hu/international-programmes/4133/information-for-applicants> )

**Deadline: 28<sup>th</sup> February 2018, Wednesday 11 pm,**

**Please note that applications with formal errors and incomplete applications cannot be accepted and they will be automatically rejected.**

**Please keep your USER ID and PASSWORD used for registration as you will need them later on.**

Note: Applicants applying under the work plan system should submit their applications and required documents to the organization responsible for scholarships in the sending relation, too. These scholarship offices or responsible ministries work with individual deadlines. Applicants are advised to contact the responsible organisation of their sending relation as soon as possible so that the given relation can officially review, rank and nominate the applications to Tempus Public Foundation.

#### **APPLICATION PROCEDURE**

The Hungarian party evaluates applications nominated and ranked by partner offices, as well as individually submitted applications and it examines the applicants' eligibility.

It is followed by a formal assessment by Tempus Public Foundation. Formally correct applications will be evaluated professionally along the requirements listed in the Call for applications.

Preference is given to applicants nominated by their sending relation in the selection procedure..

Any kind of undue influence on the professional evaluation or the application procedure cause immediate exclusion from the selection procedure.

Scholarships are granted by the Board of Trustees of Tempus Public Foundation in the name of the Minister responsible for education in Hungary.

All applicants (in case of nomination the national/territorial partner offices, too) will be informed of the final result of the application (awarded scholarship/waiting list/rejection) electronically (in special circumstances, by post, too) by Tempus Public Foundation. At the same time successful applicants will be provided with information concerning the terms and conditions needed to organise their stay in Hungary, in May-June 2018. Tempus Public Foundation informs the host institute, as well.

There is no appeal to the decision.

## DOCUMENTS TO BE SUBMITTED

Applicants should submit their applications in the **online application system** of Tempus Public Foundation ([www.scholarship.hu](http://www.scholarship.hu)). It can be reached and filled in **in Hungarian and in English**.

The language of the **documents** (eg, highest degree, language exam, certificate of student status) to be uploaded in the online system can be **Hungarian, English, French or German**. If they are not written in either of these four languages, their **official Hungarian or English translations** must also be attached. Documents with the stamp and signature of the issuing institution on letterhead can be considered as official, there is no need to have it translated by a translator office.

General application documents necessary **for all applicants of partial/semester studies**:

1. Application form of Tempus Public Foundation (downloadable from the online system). ***After signing and dating the document***, it shall be uploaded scanned.
2. Certificate of enrolment issued by the applicant's host institution (copy of the original document and its official Hungarian or English translation).
3. No more than a 3-month-old medical certificate issued by a GP of satisfactory health condition for studies (no contagious disease). Original copy and its certified Hungarian or English translation. No template available.
4. Copy of the picture page of ID card or passport.

Beyond the above general application documents, other documents necessary for **bachelor or master partial/semester studies**:

5. Motivation letter – minimum 1- maximum 2 pages long
6. Copy of Transcript of Records (original copy and its certified Hungarian or English translation)
  - o for bachelor studies: copy of the Transcript of Records of the last completed semesters
  - o for master studies: copy of the bachelor's degree (it can be submitted up to the start of the studies in case it is not issued until the deadline)
7. Proof of Hungarian language proficiency required for the completion of the studies (at least B2 knowledge, for example language exam certificate, or certificate (in Hungarian or English) issued by the sending institution, Hungarian institute, Lectorate or consul.)
8. Preliminary Letter of Invitation issued by the relevant head of department and/or international office of a Hungarian higher education institution.

Beyond the above general application documents, other application documents necessary **for doctoral partial/semester studies**:

5. Precise and detailed work plan – minimum 1- maximum 2-pages long (according to the work plan template available on our website)
6. Copy of highest degree/diploma (original copy and its certified Hungarian or English translation). It can be submitted later on as well, until the beginning of the studies in

Hungary, in case the document is not available until the deadline. The scholarship will only come into effect in case of completion of the missing document.

7. Proof of Hungarian language proficiency required for the completion of the studies (at least B2 knowledge, for example language exam certificate, or certificate (in Hungarian or English) issued by the sending institution, Hungarian institute, Lectorate or consul.)
8. Letter of Invitation issued by the head of an accredited Hungarian doctoral school, with original signature, dated, stamped and/or on institutional letterhead.
9. Two Letters of Recommendation from two recognized experts in the relevant discipline with original signature, dated, stamped and/or on institutional letterhead. The signers of the Letters of Recommendations cannot be the same as of the Letter of Invitation.

## ART SCHOLARSHIPS

**Applicants for art scholarships must attach the following supplementary documents uploaded in the field 'Other documents':**

- › Fine and applied arts: documentation of 5 works of art (indicating the date of creating) or the link of the webpage where the works are available.
- › Performing arts: records of performing 3 pieces of different styles or link to the webpage where the records/performances are available.

Fine, applied and performing artists may be required by the host university to submit a more detailed portfolio or to take part in an entrance exam before being granted a scholarship.

**Applicants to Liszt Academy of Music (LFZE)**, before preparing and submitting their application, should contact the International Department of the Academy for detailed information on specific opportunities and also ask for a Letter of Invitation.

Contact e-mail: [international.office@lisztakademia.hu](mailto:international.office@lisztakademia.hu), phone: +36 1 462 4616

Letters of Invitation signed by teachers from the department are not accepted.

Applicants should also send their application to Liszt Academy of Music before 15 April besides submitting it to Tempus Public Foundation and – depending on the type of scholarship and programme – they have to send a portfolio (for further information applicants shall contact the Academy). Applicants should indicate on the application form that they applied for state scholarship to Tempus Public Foundation at the same time.

## SCHOLARSHIP RATES

The scholarship is paid by the receiving higher education institution to the scholarship-holder.

Scholarship-holders who were nominated by their sending relation from the Czech Republic, Poland and the Slovak Republic **receive their stipend from their sending relation**. Hence, the amount of their stipend is set by the respective scholarship offices of these countries.

Bachelor and Master partial/semester studies:

Stipend: 40 460 HUF/month (not covering the cost of living)

Accommodation: student hostel accommodation depending on the capacity of the university, paid by the scholarship-holder

Doctoral partial/semester studies:

Stipend: In 1<sup>st</sup> and 2<sup>nd</sup> year 140 000 HUF/month; in 3<sup>rd</sup> and 4<sup>th</sup> year 180 000 HUF/month (not necessarily covering the cost of living/)

Accommodation: student hostel accommodation depending on the capacity of the university, paid by the scholarship-holder.

## **FURTHER INFORMATION ON FINANCIAL PROVISIONS**

State scholarships **cannot be awarded at the same time with any other scholarships granted by the Hungarian state**. In case scholarship holders are granted another scholarship or get any other financial support (wage) for the same scholarship period, they must withdraw their state scholarship.

The scholarship is meant to contribute to the living expenses of only one person, it does not necessarily cover all expenses during the scholarship period. There is no financial support for visa fees and any allowance for accompanying persons.

Apart from the above-mentioned costs, Tempus Public Foundation cannot ensure any other allowance or support.

### **Travel expenses**

Travel expenses to Hungary, within Hungary and back to the country of origin are not covered by Tempus Public Foundation.

### **Entitlement to Healthcare Services**

According to the rules of the European Parliament and Council Regulations 883/2004 (EC) and 987/2009 (EC), scholarship-holders who are citizens of either the European Union, EEA member countries or Switzerland are entitled to healthcare services in medical necessity during their stay in Hungary.

Healthcare services in medical necessity during their stay in Hungary are available for scholarship-holders with the European Health Insurance Card (E111). Medical necessity is determined by the physician who considers the given circumstances. Scholarship-holders should obtain the European Health Insurance Card in their home country prior to the arrival to Hungary.

Further important information: healthcare services can only be provided – according to the equal treatment principle of the European Union - by those healthcare providers that have contractual relations with the National Health Insurance Fund (NEAK). The scholarship holder has to cover the costs of those services that are provided by a private healthcare provider that has no contractual relation with NEAK.

Citizens of all other countries - who wish to stay in Hungary for more than 1 month - are covered for medical treatment in case of sudden illness by the Hungarian party. This insurance does not cover dentistry services, with the exception of urgent treatments. Health insurance covered by the Hungarian party is only available for scholarship holders under the age of 65.

Scholarship-holders staying in Hungary for less than 1 month and participants of summer university courses are required to make their own arrangements for insurance coverage.

### **MOBILITY REPORT**

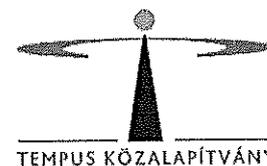
Scholarship-holders are required to submit an **online professional report and upload a scholarship period certificate issued by the host institution, after completion** of their scholarship period. The report must be submitted within 30 days after finishing their stay in Hungary.

#### **Failure to submit the mobility report**

In case scholarship-holders fail to submit the report, they will be excluded from further scholarship opportunities. They will be required to pay back the scholarship, and their scholarship period will be immediately closed.

### **APPENDIX**

Workplan template (only for doctoral semester studies) and Online Application Guide:  
<http://tk.hu/international-programmes/4133/information-for-applicants>



## User's Guide for the Online Application System for Scholarships in Hungary

### Technical conditions

The system can be used by any internet browser.

The document types accepted at the document upload are: doc, docx, txt, xls, xlsx, pdf, jpg, jpeg, htm, html, mht, ppt, zip.

To switch to English language, before entering, please, select **In English** in the upper right corner of the front page of the website.

### Registration of new applicants

In case you do not yet have a username and a password, first you need to register on [www.scholarship.hu](http://www.scholarship.hu). An automatic message is sent to the e-mail address that you provided if your registration was successful.

Following your login, the system automatically navigates you to the Edit my Resume page where you are requested to fill in the necessary data. It is a precondition to adequately fill in the **Curriculum Vitae** form for all types of application. It is obligatory to fill in the fields marked by an asterisk (\*). You can save the data that you have filled in so far by clicking on **Save** behind the button Action. The form **Curriculum Vitae** can be edited any time at a later date by entering as a registered user. To edit your CV, click on Edit my Resume in Managing User's data at the top of the page. When editing, all previously given data appear. You can save your modifications by clicking on **Save** behind the button Action.

### Login as an already registered user

In case you already registered on [www.scholarship.hu](http://www.scholarship.hu), do not create a new registration, use the old one. To log in [www.scholarship.hu](http://www.scholarship.hu), you are requested to use your old username and password. In case you do not find the e-mail that was sent to you after your registration, or if you do not remember your username, please, write to [allamkozihelpdesk@tpf.hu](mailto:allamkozihelpdesk@tpf.hu) and your old username will be sent to you. We cannot remind you of your old password, though, so please, use the password reminder function on our website.

After logging in, your name will appear in the upper right corner. You can modify your user's profile, as well as the provided data and your password at any time. To edit, click on Managing User's Data/Edit user data or Edit my Resume at the upper right top of the page.

To start the system, click on **LOGIN to the Online Application System** link in the upper left corner.

You can check and correct your data on the Edit my Resume page.

### **Create your application**

To proceed, click on the Start new job/document button under **Startable jobs/documents**. Select *Scholarships in Hungary* out of the appearing possibilities and click on the **Start** button. Finally, select the scholarship type that you wish to submit an application for.

By clicking on the selected scholarship type, the **Scholarship information** page of the step 'Basic data' will open. By using the  icon, select your research/study field. By using the  icon, select the sending country (the country of your citizenship).

After filling in the data, click on **Submit** behind the button Action.

In the following step **Other data and documents to be attached**

1. provide the data corresponding to the scholarship
2. upload the requested documents into the adequate fields (please, check the list of documents to be submitted from the call for applications)
3. prepare the application form:
  - 3.1 **Save** the page (click on Save behind the button Action), but **DO NOT click on the button Submit yet.**
  - 3.2 Click on the button **Merge** and save the document that pops up in your computer.
  - 3.3 Then print the form, **sign it**, scan it, and upload the scan into the field 'Upload the filled-in and signed form'. Then submit online your application by clicking on **Submit** behind the button Action. *IMPORTANT: After clicking on Submit, you will not be able to modify your application anymore and your application will be submitted automatically to Tempus Public Foundation.*
  - 3.4 Your application disappears from your My todo list and you will not be able to edit it anymore.

***An automatic message is sent to the e-mail address provided if the submission of your application was successful. Its subject being 'Submitted application registered at Tempus Public Foundation' (in case you seem not to receive such a message, you should absolutely check your Spams within your mailbox).***

It is obligatory to fill in the fields marked by an asterisk (\*). Incomplete applications cannot be submitted in the system. If you cannot provide all necessary data, you can save the started application by **Save** behind the button **Action** at the top or at the bottom of the form. Then the application gets into **My todo list** and may be proceeded at a later date.

## 匈牙利國家獎學金簡章

2018-2019

正式學位獎學金

匈牙利 Tempus Public Foundation(簡稱 TPF)提供外國學生在匈牙利高等教育機構學習之獎學金，臺灣籍人士得逕向 TPF 申請。

### **\*獎學金待遇**

受獎人得免付學費，另獲得每月零用金  
 博士生前二年學程 - 匈牙利幣 140,000 福林  
 博士生第三-四年學程-匈牙利幣 180,000 福林  
 碩士及學士學程 -匈牙利幣 40,460 福林

受獎人旅費、醫療保險、住宿等均另無補貼，惟在匈研習期間超過 1 個月之受獎人可獲得緊急醫療服務。

### **\*獎學金期間**

2018-2019 學年度開始

### **\*學習領域/學科**

無限制

申請人僅能申請以匈語授課的學程或者有英語授課的藝術課程，如申請時匈語能力並未通過 B2 級認證，得申請參加為期乙年的預備課程(申請人須要另外向羅蘭大學等有開設預備課程之機構提出參加預備課程之申請)，如獲匈國國家獎學金計畫核錄，2018-2019 年研習預備課程期間可獲每月 40,460 福林零用金，預備課程結束如通過考試，2019- 2020 學年度可開始研習正式學位學程。

申請人除須向 TPF 申請獎學金外，另須獲得擬研習大學的入學許可。

### **\*申請人應具備條件**

1、年滿 18 歲

- 2、非在匈國持有移民身分/申請移民身分者，不具匈國雙重國籍者
- 3、非持有匈國永居權之外國人
- 4、依據匈國法規規範，非屬長期雇用之外國人
- 5、非刻在職工作申請在職進修或通訊課程者
- 6、同時間未接受其他匈牙利國家獎學金獎助者

### **\*申請應備文件**

- 1、申請表(完成線上申請後下載申請表，簽名加註日期後掃描上傳)
- 2、健康檢查證明
- 3、護照含照片資料頁影本

申請學士及碩士學程者並須提供以下資料

- 4、學習動機說明(不超過2頁)
- 5、最高學歷及歷年成績單(原文暨正式匈文或英文譯本)
- 6、匈牙利語 B2 級鑑定證明
- 7、擬就讀學程系所或國際處發出邀請函

申請博士學程者並須提供以下資料

- 4、研究計畫
- 5、最高學歷及歷年成績單(原文暨正式匈文或英文譯本)
- 6、匈牙利語 B2 級鑑定證明
- 7、著作清單
- 8、擬就讀學程系所或國際處發出邀請函
- 9、推薦函兩封

申請研習藝術相關學科者須提供補充資料

- 純粹及應用藝術:5項作品紀錄
- 表演藝術:3項不同作品紀錄

申請李斯特音樂學院者須提交該校國際處之邀請函，另請於4月15日前向該學院提出申請

**\*申請方式**

**線上申請 [www.scholarship.hu](http://www.scholarship.hu)**

**\*申請期限**

2018年1月30日(星期二)中歐洲時間 23時。

其他資訊請詳見 TPF 網站發布英文簡章

<http://tka.hu/international-programmes/4133/information-for-applicants>

# 匈牙利國家獎學金簡章

## 2018-2019

### 學期/部分學程獎學金

匈牙利 Tempus Public Foundation(簡稱 TPF)提供外國學生在匈牙利高等教育機構學習之獎學金，臺灣籍人士得逕向 TPF 申請。

#### **\*獎學金待遇**

受獎人得免付學費，另獲得每月零用金

博士生前二年學程 - 匈牙利幣 140,000 福林

博士生第三-四年學程-匈牙利幣 180,000 福林

碩士及學士學程 - 匈牙利幣 40,460 福林

受獎人旅費、醫療保險、住宿等均另無補貼，惟在匈研習期間超過 1 個月之受獎人可獲得緊急醫療服務。

#### **\*獎學金期間**

2018 年 9 月 1 日-2019 年 7 月 31 日

#### **\*獎學金種類**

學士或碩士部分學程/學期獎學金:3-10 個月

博士部分學程/學期獎學金:1-10 個月

#### **\*學習領域/學科**

無限制

申請人僅能申請以匈語授課的學程，或者有英語授課的藝術課程。

申請人除須向 TPF 申請獎學金外，另須獲得擬研習大學的入學許可。

#### **\*申請人應具備條件**

1、年滿 18 歲

- 2、非在匈國持有移民身分/申請移民身分者，不具匈國雙重國籍者
- 3、非持有匈國永居權之外國人
- 4、依據匈國法規規範，非屬長期雇用之外國人
- 5、非刻在職工作申請在職進修或通訊課程者
- 6、同時間未接受其他匈牙利國家獎學金獎助者

### **\*申請應備文件**

- 1、申請表(完成線上申請後下載申請表，簽名加註日期後掃描上傳)
- 2、申請人在學證明(原文暨合格匈文或英文翻譯本)
- 3、健康檢查證明(效期三個月內)
- 4、護照含照片資料頁影本

申請學士及碩士學程者並須提供以下資料

- 5、學習動機說明(不超過2頁)
- 6、最高學歷及歷年成績單(原文暨正式匈文或英文譯本)
- 7、匈牙利語 B2 級鑑定證明
- 8、擬就讀學程系所或國際處發出邀請函

申請博士學程者並須提供以下資料

- 5、研究計畫
- 6、最高學歷及歷年成績單(原文暨正式匈文或英文譯本)
- 7、匈牙利語 B2 級鑑定證明
- 8、擬就讀匈國大學學程系主任簽署之邀請函
- 9、推薦函兩封

申請研習藝術相關學科者須提供補充資料

- 純粹及應用藝術:5項作品紀錄
- 表演藝術:3項不同作品紀錄

申請李斯特音樂學院者須提交該校國際處之邀請函，另請於4月15日前向該學院提出申請

**\* 申請方式**

**線上申請 [www.scholarship.hu](http://www.scholarship.hu)**

**\* 申請期限**

2018 年 2 月 28 日(星期三)中歐洲時間 23 時。

其他資訊請詳見 TPF 網站發布英文簡章

<http://tka.hu/international-programmes/4133/information-for-applicants>