

PANNÓNIA Scholarship Programme
for the autumn semester of 2024/2025 Academic Year
CALL FOR APPLICATIONS and Application Guide
study abroad, traineeship abroad and research abroad programme

Óbuda University announces the invitation to apply for Pannónia Scholarship student mobility programme for the autumn semester of 2024/2025 Academic Year.

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The aim of the call

Within the framework of Pannónia scholarship programme, the successful students will have the opportunity to take part in a long-term mobility (from 2 months to 3 or 5 months) in the autumn semester of the academic year 2024/2025:

- to participate in a part-time course at one of our partner universities (studies),
- to complete a traineeship at a foreign university, company, professional organisation or non-profit organisation, or
- to carry out research activities

Eligible types of mobility

Study abroad programme

Long-term study mobility for the purpose of obtaining credits, lasting a minimum of 2 months and a maximum of 12 months. Depending on the funds available and the length of the programme advertised, based on the applications received, the university decides on the grant period for each application.

The aim of the study abroad programme: spending one academic semester abroad, or thesis preparation.

Open to: students from any level of education, in any work schedule.

Eligible duration: one semester or trimester (2-5 months) is recommended, according to the academic year of the host institution, or up to 12 months in a case of a special programme.

Possible host institutions: you can complete a student mobility for students at one of the partner universities of Óbuda University. The list of partner universities is available here: <https://uni-obuda.hu/pannonia>

Considerations for selecting possible host institutions:

- at the applicant's level of education, the host university must provide 30 credits of courses related to his/her major
- the applicant must have at least B1 level in the language of the studies

The courses completed abroad must be recognized by Óbuda University, you can read about this process in the chapter [Study rules during the period of mobility](#), the Faculty Registry Offices can provide detailed information as well.

During the preparation of the application, the student's task is to find the course offerings on the websites of the partner universities, as well as what language and at what level of training (bachelor's or master's) the courses are advertised. You can only go to partner universities where 30-credit courses related to major studies can be completed. More information about the courses at partner institutions can be requested from [faculty coordinators](#).

During the study abroad programme, the applicant must have an active student status at Óbuda University, this guarantees the credit recognition of courses completed abroad. It is recommended to apply for an individual study schedule for the mobility semester, this way the applicant is exempted from the obligation to attend classes.

Rights and obligations associated with Pannonia Scholarship status:

- Scholarship students have the same rights and obligations at the host institution as the university's own students, so they are exempt from paying tuition fees to the host institution, as well as any other fees (e.g. registration fee, exam fee, laboratory fee or library visit fee), which the students of the host university do not have to pay either. However, they have to pay all the fees that the students of the host university also have to pay.
- During the period of mobility, students must have an active student status enrolled at Óbuda University, any tuition fees at home must be paid in the way specified in the Student Requirements System and they will also receive their regular scholarship for the duration of their stay abroad.
- With their studies abroad, they fulfil part of their study obligations at home. Before the student's departure, the two cooperating departments agree on which courses the student will complete at the foreign university (Learning Agreement for Studies).
- Studies abroad are recognised by the University, which offers students the possibility of replacing part or all of their study commitments at home. Before the student's departure, the two cooperating departments agree on which courses the student will complete at the foreign university (Learning Agreement for Studies).
- Courses of at least 30 ECTS credits must be successfully completed at the host university.

Additional financial support possibilities:

- equal opportunities support and
- additional support for disabled or chronically ill students can be applied for.

The scope of those entitled to additional support and the application method can be found in the [Additional grants](#) section.

[Traineeship abroad – during studies and after graduation](#)

Long-term professional internship related to studies, completed abroad, included in the curriculum or optional, for the completion of which the student receives credit and which lasts a minimum of 2 months and a maximum of 12 months.

The aim of the traineeship abroad programme: gaining international professional experience, building international professional contacts, completing professional practice related to the curriculum. The traineeship must be part of the student's studies, its completion must be recognized with credit, and it must be included in the student's academic progress. With the traineeship completed abroad, students complete part or all of their traineeship at home (the department and the host organization agree with the student before the mobility on what activities and tasks the student will perform during the traineeship).

Students who do not have a mandatory internship in their curriculum, but want to gain international work experience and thereby increase their employment chances after graduation, can also complete a traineeship abroad and apply for a Pannonia scholarship.

Open to: students from any level of education, in any work schedule.

A traineeship can be completed:

- during studies (e.g. summer traineeship or semester traineeship), in this case, an active student status is required for the duration of the mobility, and the traineeship must be counted as credit, or
- after graduation, in this case, the application must be submitted during the period of active student status (before obtaining the absolved status), but the traineeship has to be completed within 12 months after obtaining the absolutorium (in this case credit transfer is not required).

Eligible duration: the minimum duration is 60 days (2 months), shorter mobilities cannot be supported; the maximum support period depends on the available funds. The duration of the internship can be longer if the applicant agrees to continue at his/her own expense.

Possible host institutions: any company, organization or institution located in a foreign country can be a host institution, which provides the student with tasks or a job related to their studies. **The applicant searches a place for traineeship on their own.** You can find the contact details of the places hosting our former scholarship students and the companies organizing traineeships here: <https://erasmus.uni-obuda.hu/hallgatoknak/erasmus-europaban/szakmai-gyakorlat>

During the traineeship, you must work full-time hours per week in accordance with the labour regulations of the host country, which is usually 35-40 hours per week, but a minimum of 30 hours per week.

Mobility for research purposes

The purpose of long-term research mobility is to carry out all or part of the study-related research in a foreign university or research centre, for which the student receives credits, and which may last for a minimum of 2 months and a maximum of 3 months.

The aim of research mobility is: helping students in higher education institutions to advance their academic careers, acquiring up-to-date knowledge, generating new results and building international research partnerships. Research activities should contribute to the implementation of the University's international and research strategy. Research proposals should be supported by the research supervisor. The research activity should be recognised by credits.

Open to: students participating in doctoral training, studying in any work schedule.

Eligible duration: a minimum of 2 and a maximum of 3 months can be supported.

Possible host institutions: any university or research centre in any country can be a host.

Documents to be attached when submitting the application:

- Cover letter
- Research plan: a research plan approved by the supervisor and the host institution must be submitted for the application.
- Publication list

Who can apply?

In addition to the criteria indicated for each type of mobility, students can apply for the scholarship:

- who have active student status at Óbuda University at the time of the application;

- with Hungarian nationality or registration of permanent residence permit or valid settlement or residence permit in Hungary;
- in case of studying in bachelor (BA): already have at least 1 completed semester at the time of application (special faculty rules may be different) and at least 2 completed semesters at the time of departure;
- with active student status at Óbuda University in the semester of the planned mobility (except in the case of traineeship after graduation);
- who meet the criteria of the department's published call

According to the rules of the Pannónia programme, students can receive Pannonia Scholarship for a maximum of 12 months per education level (including all types of mobility.)

Duration of support

The funds at our disposal allow support for a maximum of 5 months in the case of a study and a traineeship programme, and a maximum of 3 months in the case of a research programme. The duration of the mobility can be longer than this. An extension of the scholarship period can be initiated, but scholarships can only be granted up to the amount of funds available. If resources do not allow for an extension of the scholarship period, the additional period can be completed without a scholarship (zero grant status can be applied for).

Amount of the scholarship

The amount of the scholarship depends on the destination country and the duration. In the case of study abroad programme, traineeship and research programme, Pannónia provides the following scholarship amounts:

Receiving country	Monthly grant
Country group I: Austria, Belgium, Denmark, Finland, France, Netherlands, Ireland, Iceland, Liechtenstein, Luxembourg, Germany, Norway, Sweden, Switzerland, United Kingdom, United States of America, Canada, Australia, New Zealand, Hong Kong, Japan, South Korea, Macau, Singapore, Taiwan, Andorra, Israel, Monaco	HUF 400 000 /month
Country group II: Bosnia and Herzegovina, Kosovo, Montenegro, Bulgaria, Czech Republic, North Macedonia, Estonia, Greece, Spain, Croatia, Italy, Cyprus, Malta, Poland, Portugal, Latvia, Lithuania, Romania, Serbia, Slovakia, Slovenia, Armenia, Georgia, Moldova, Syria, Bangladesh, Bhutan, Cambodia, China, Laos, Maldives, Myanmar, Nepal, Pakistan, Sri Lanka, Afghanistan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan, Iraq, Yemen, Russia, Ukraine	HUF 375 000 /month
Country group III: Albania, Azerbaijan, Bahrain, Brunei, United Arab Emirates, Philippines, India, Indonesia, Iran, Jordan, Qatar, Kazakhstan, Lebanon, Mongolia, Malaysia, Oman, Saudi Arabia, Thailand, Turkey, Vietnam, Colombia, Mexico, Algeria, Angola, South Africa, Egypt, Libya, Morocco, Namibia, Nigeria, Tunisia, Argentina, Brazil, Chile, Peru	HUF 350 000 /month

A scholarship can only be awarded for the period of physical mobility. We would like to call the students' attention that the financial support does not necessarily cover all the costs that arise during their stay abroad, it must be supplemented - sometimes with pre-financing - from other sources. We recommend the use of additional financial support (more information in the [Additional grants](#) section). The scholarship contributes to additional costs resulting from the stay abroad and can only be awarded for the duration of the stay abroad.

Additional grants

Equal opportunity grants:

- Eligible to apply: subsidized student of the Pannónia Scholarship Program who is affected based on one of the following criteria:
 - Participants with health conditions (outgoing participants who are disabled or chronically ill);
 - Students at evening or correspondence training;
 - Students who have been awarded extra points for being disadvantaged or severely disadvantaged when applying to a higher education institution;
 - Students belonging to a national or ethnic minority recognised in Hungary
 - Ethnic Hungarian minority students who are living outside of Hungary
 - Students with refugee status recognised by the Hungarian state;
 - At least one parent/guardian of the applicant has not completed secondary education;
 - The applicant is a parent/guardian;
 - Students who are in or have left the public care system;
 - Students who are orphans/half-orphans;
 - Students living in a large family;
 - The student has been awarded a Bursa Hungarica Municipal Higher Education Scholarship;
 - The student receives a regular or exceptional social grant;
 - Students (former) beneficiary of the HÖÖK Mentoring Programme;
 - The student is/was a beneficiary of "Path to higher education" – "Path to a degree" („Út a felsőoktatásba" – „Út a diplomához")
 - The student is/was a member of a Roma college;
 - The student received a basic social education grant at the start of his/her higher education;
 - The student has received support from the Arany János Talent Support Programme;
 - The student has a sudden change in his/her social circumstances;
 - The student has a paid job and will have a loss of income during the mobility period of his/her studies or traineeship abroad;
 - The student is attending a fee-paying course at the time of application;
 - The student is a resident of one of the beneficiary municipalities defined by Government 105/2015. (IV.23.)
- Amount of additional support:
 - in the case of a long-term mobility: HUF 100 000/month
 - for a shorter period: HUF 2 500/month

How and when to apply: see the Call for Equal Opportunities Financial Support

Additional support for disabled or chronically ill students:

- Eligible to apply: supported Pannónia Scholarship students living with a long-term illness or disability
- Amount of additional support: HUF 100,000/month, plus the amount of additional costs incurred due to the illness or disability to be verified with invoices
- Application conditions: call for application can be found here: <https://uni-obuda.hu/pannonia-osztondijprogram/>
- Compulsory documents:
 - Medical history summary not older than 3 months
 - Summary of costs (the template excel file can be downloaded from our website)
- How and when to apply: see the Call for Equal Opportunities Financial Support

The applications for additional support of chronically ill or disabled students are evaluated by medical experts.

Application deadline

- Study programme: Sunday, March 10, 2024, 11:59 p.m.
- Traineeship programme: applications can be submitted continuously, but no later than 2 months before the start of the traineeship.
- Long-term research mobility: applications can be submitted continuously, but no later than 2 months before the start of the mobility.

Applications cannot be submitted for a mobility that has already started. Applications from former Erasmus+ scholarship holders are also welcome.

Application documents

- CV in English (EU CV is recommended)
- Motivation letter in English (template can be found here: <https://erasmus.uni-obuda.hu/hallgatoknak/palyazas>)
- Transcript of records of the previous terms printed from Neptun, certified by the Student Office
- Active student status certificate (from Neptun)
- Document(s) proving language proficiency
- Certificate of active participation in the Student Union or any other organization (HÖK, ESN, OTDK etc.) or results, any other documents certifying professional or public activity, certification of international mentoring activity, etc.
- Other documents considered important for the application

The application documents must be uploaded to the application interface.

How to submit an application

Applications must be submitted at <https://papers.erasmus.uni-obuda.hu/>. In addition to entering personal data and planned mobility data on the application interface, the necessary documents must also be uploaded. Original documents do not need to be submitted.

If you have submitted your application, please send a notification to outgoing@uni-obuda-hu.

False, incomplete, ineligible, illegible, or late applications will not be accepted.

Evaluation of applications

Check of the formal requirements

In the case of formally not appropriate applications, we ask for filling in the gaps, the applicant has 5 days for it.

False, incomplete, ineligible, illegible, or late applications will not be accepted.

Professional evaluation

Applications that meet the formal requirements are evaluated by the faculty or institute/department. Assessment criteria are published by the faculty. After content evaluation - according to the faculty or institute/department regulations - an interview may take place.

General criteria for evaluating applications (faculty rules may also include additional criteria)

- language proficiency at the study field;
- academic achievement;
- professional awareness;
- academic excellence or other significant professional achievement;
- participation in Student Union activities or others at related organizations;
- participation in a student mentor/buddy System, supporting students.

On the basis of the above criteria, the faculties propose to the International Education Office which students' mobility they will support in the framework of their cooperation, and the winning students are nominated to scholarships.

The faculties will make a decision on the submitted applications. Students will be officially notified of the result at the e-mail address provided in their application, not later than 1 week after the decision.

Applications for traineeship and research can be submitted continuously during the semester, a decision on these applications is expected within 2 months of submission.

Application sessions

The International Education Office organizes online preparation sessions and “How to apply” workshops on the Teams channel in Hungarian <https://bit.ly/oepannonia24ösz>:

General sessions: 16 February 2024, 9:00 am (will be recorded)

Faculty sessions:

- Monday 19 February 2024, 15:00
- Friday, 23 February 2024, 9:00 a.m.
- Wednesday 28 February 2024, 3:00 pm

Application writing workshop:

- Friday, 1 March 2024, 9:00 a.m. (will be recorded)

Application consultation:

- Wednesday 6 March 2024, 15:00

Application period during which the <https://papers.erasmus.uni-obuda.hu> application page is available: 1 March 2024 - 10 March 2024 23:59

Application deadline: **10 March 2024 23:59**

after that, the application system will be closed, applications started but not yet submitted will be lost.

The staff of the International Education Office and the faculty coordinators are available for professional questions related to the preparation of applications.

Study rules during mobility

The rights and obligations of students participating in mobility are defined in

- the **Student Requirements System** ([https://uni-obuda.hu/wp-content/uploads/2023/01/Az Obudai Egyetem Szervezeti es Mukodesi Szabalyzata III. Kotet Az Obudai Egyetem Hallgatoi Kovetelmenyrendszere 2023. januar 1..pdf](https://uni-obuda.hu/wp-content/uploads/2023/01/Az-Obudai-Egyetem-Szervezeti-es-Mukodesi-Szabalyzata-III.-Kotet-Az-Obudai-Egyetem-Hallgatoi-Kovetelmenyrendszere-2023.-januar-1..pdf))
- and the **Academic Regulations** ([https://uni-obuda.hu/wp-content/uploads/2019/04/az-obudai-egyetem-tanulmanyi-ugyrendje-20200901- 0.pdf](https://uni-obuda.hu/wp-content/uploads/2019/04/az-obudai-egyetem-tanulmanyi-ugyrendje-20200901-0.pdf))

Additional information

All information about the application can be found on our website: <https://uni-obuda.hu/pannonia-osztondijprogram/>

In case of questions, you can contact the staff of the International Education Office and the faculty coordinators, contact details: <https://uni-obuda.hu/pannonia-osztondijprogram/kontakt/>

Others: Our latest news on Facebook: <https://www.facebook.com/OE.Erasmus/>

Our students' experiences on Instagram: https://www.instagram.com/oe_erasmus/

13 February 2024.