



HUNGARY HELPS

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Scholarship Programme for Christian Young People Operational Regulations

Provisional translation

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I. General introduction

Scholarship Programme for Christian Young People (hereinafter: Scholarship Programme) is a scholarship programme established by the Government of Hungary in the spirit of the policy of solidarity towards persecuted Christian religious minorities. The Scholarship Programme was established by Government Decree 120/2017 (VI. 1.) (hereinafter: Scholarship Decree) and is managed by the Minister responsible for the aid of persecuted Christians and the implementation of the Hungary Helps Programme (hereinafter: Minister) in cooperation with the Minister responsible for higher education. The Minister carries out the implementation of the Scholarship Programme by performing the tasks specified in Section 4 of the Scholarship Decree through the Hungary Helps Agency Nonprofit Private Limited Company (hereinafter: the Agency).

The Agency, on the basis of the authorisation granted under Section 4(a) of the Scholarship Decree, hereby adopts the following Operational Regulations (hereinafter referred to as the "Regulations") for the implementation of the Scholarship Programme for Young Christians.

The objective of the Scholarship Programme is to provide opportunities to pursue higher education at state-recognised higher education institutions in Hungary for Christian young people in crisis regions of the world whose Christian communities in their countries of origin are subject to religious persecution, threats or restrictions on the free exercise of religion. The Scholarship Programme also aims to contribute to the social appreciation of professionals returning to their home countries and to the success of these communities in their home countries.

I.1. The objective and the scope of the Regulations

1. The objective of the Regulations is to define the operation of the Programme - on the basis of the Scholarship Decree - and the rules indispensable to the operation of the Programme. The Regulations shall be approved by the Minister, after obtaining the agreement of the Minister for Higher Education.
2. The Regulations and any amendments thereto shall enter into force on the day following the approval of the Minister described in point 1.
3. The Regulations and the unofficial English translation shall be published on the official website of the Hungary Helps Agency immediately after approval.
4. In case of dispute, the Hungarian version of the Regulations shall prevail.
5. Enforcement of the principles set out in the Regulations may be supplemented by an Implementation Guide to define detailed procedural matters and to assist in the implementation of the detailed rules (hereinafter: the "Implementation Guide"). The Implementation Guide is issued by the Director General of the Agency. Entry into force shall be governed by the provisions of the Regulations.
6. The approval, of the Regulations and the issuance and acceptance of the Implementation Guide under Section 5 shall be communicated to those concerned.

I.2. References

The Hungarian legislation, in particular Act CCIV of 2011 on National Higher Education (hereinafter: NHE), Government Decree 51/2007 (III. 26.) on the benefits and certain reimbursements to be paid by students participating in higher education, the Scholarship Decree, Act LXXXIX of 2023 on the Hungary Helps Program, as well as the Memorandum of Incorporation, the Organisational and Operational Regulations and other internal regulations of the Agency shall apply to issues not covered by the Regulations.

II. Student applications and the order of selection

II.1. Principles for student applications

II.1.1. Persons meeting the following eligibility criteria may apply:

- a) full-age citizens, who are at least 18 years old at the beginning of their scholarship studies; who reach the age of 18 by 31 August of the calendar year of the specified application deadline;
- b) those who have the required language skills and qualification as a pre-requisite for the study programme applied for, and submit the supporting document by the deadline for submission of applications, but no later than 31 July of the year of the current application cycle;
- c) those who have a recommendation from a foreign church or religious order, or who, in the case of an individual consent given to the Agency by the Minister in accordance with the procedure specified in the Operational Regulations of the Scholarship Programme, is admitted to the supported study programme of the institution participating in the Scholarship Programme, including doctoral study programme pursuant to paragraph 16 of the Act on National Higher Education;
- d) those who undertake to conclude a Scholarship Agreement after receiving the scholarship; and to participate in the opening ceremony of the year in the first year of their scholarship; the scholarship is awarded on condition that the scholarship holder establishes and maintains a student status with the host Hungarian higher education institution for the duration of the scholarship period, if the scholarship holder's legal status is terminated or interrupted, the scholarship holder is not entitled to the benefits provided for in the Scholarship Decree;
- e) those who have not previously participated in a scholarship programme financed by the Hungarian State for studies at a Hungarian higher education institution at the same or higher level of education;
- f) those who undertake to demonstrate by credible proof for the Agency the use of the six-monthly travel allowance received;
- g) undertake to use their education and studies in their home country after completing the programme;
- h) upon submitting an application, the applicants must declare on the application platform, using a form provided by the Agency, that they consent to the processing of their personal data during the application procedure and during and in connection with their participation in the Scholarship Programme, and the tracking period, and

that they will present their personal documents, if requested by the Agency, during their participation in the Scholarship Programme. The text of the declaration is included in the Call for Applications.

- i) complies with the detailed rules set out in the Implementation Guide.
- j) Only applicants may apply for the doctoral programme who have obtained their Master's degree in the Scholarship Programme and hold a written support from a researcher teaching at an accredited doctoral school in Hungary. The document supporting the application (letter of acceptance) must be uploaded to the online application platform by the deadline specified in the call for applications.

With regard to the provisions of point II.1.1. e.), it is necessary to proceed in such a way that an applicant who has previously participated in an undivided Master's programme may only apply for a doctoral programme, an applicant who has previously participated in a Master's programme cannot apply for an undivided Master's programme, and an applicant who has previously participated in a Bachelor's programme can only apply for an undivided Master's programme under the condition that the period of support is reduced by the number of supported semesters of the applicant's Bachelor's programme.

II.1.2. Non-eligibility for application and scholarship:

- a) a person who is stateless, a refugee, a protected person, a person granted asylum, a person granted reception, an immigrant or a settled person living in the territory of Hungary and who is not subject to Section 39 (1) a) of the Higher Education Act;
- b) Hungarian citizens (including those with dual citizenships);
- c) applicants, who do not meet the entry requirements of the applied study programme;
- d) persons participating in a scholarship financed by the Hungarian State, unless they graduate by the beginning of the given academic year, excluding applicants with a scholarship status in the Scholarship Programme, who are applying for a higher level of education as described below;
- e) applicants, who are not domiciled or resident in the same country of nationality or in an Official Development Assistance (ODA) recipient country.
- f) applicants, who apply for PhD (doctoral) programme, however, they do not/did not obtain their Master's degree within the framework of the Scholarship Programme.

These formal conditions must be met not only at the time of application, but also during the duration of the scholarship, i.e., if the applicant has obtained Hungarian citizenship in the meantime, they will lose their eligibility for the scholarship.

II.1.3. Applications may be made at the study programme levels and study programmes participating in the Stipendium Hungaricum Programme at the training levels and for full-time and English-language courses listed in the call for applications, through the dedicated electronic platform, after registration. In addition, it is possible to apply for foreign-language study programmes of any institution participating in the Stipendium Hungaricum Programme in the field of theology, if registered by the Hungarian Educational Authority.

II.1.4. The electronic application interface is opened by the Agency after the publication of the call for applications.

II.1.5. Applicants can choose one study programme of one institution. The chosen study programme and the details of the submitted application cannot be changed after the submission of the application.

II.1.6. When submitting the application in the online application interface, the applicant must declare on the online application interface that they have read the data processing information about processing personal data related to the scholarship programme by accepting the Statement for Application and that they are aware that their application may be redirected to another scholarship programme based on an individual ministerial decision.

II.1.7. According to the Scholarship Decree, those applicants are entitled to receive a scholarship who fulfil the admission requirements set by the Hungarian host higher education institution, and:

- a) for whom the following conditions are jointly met:
 - i. has not yet been awarded a scholarship at that study level; and
 - ii. have the necessary recommendation from the Churches pursuant to Section II.1.1.c) of this Regulation, which was verified by the State Secretariat for Programmes Aiding Persecuted Christians (hereinafter: State Secretariat), and
 - iii. in case of nomination, the Church Partner working with the Hungary Helps Programme nominates them for the scholarship, and
 - iv. undertake to establish a student status and to enter into a scholarship agreement upon awarding the scholarship, and
 - v. who is of legal age or reaches the age of 18 at the start of the scholarship studies, at least by 31 August of the calendar year of the specified application deadline; and
 - vi. supply any missing documents by the deadline specified in the Call for Applications.
- b) they have been nominated by the Minister, with an individual consent, in accordance with the procedure laid down in this Operational Regulations.

II.1.8. The deadlines for submitting the student application documents and the deadline for completing the application are set out in the Call for Applications. If applicants fail to submit the documents required for the application by the deadline specified in the Call for Applications, they will be excluded from the application process without further notification.

II.1.9. During the application process, the Agency and the higher education institutions participating in the programme may not charge any fees to applicants.

II.1.10. The basic principle of the application process is to promote equal treatment, student diversity and the support of persons of excellence whose Christian community is exposed to religious persecution, threats, or restrictions on the freedom of religion in their home country.

II.1.11. In the framework of the Scholarship Programme, studies can only be pursued through full-time and English-language study programmes.

II.2. The order of the preparation and the announcement of the Call for Applications

II.2.1. Within the framework of the Scholarship Programme, the Minister invites applications for studies to be carried out in Hungarian higher education institutions. The Call for Applications for the Scholarship Programme is drawn up by the Agency on the basis of guidelines agreed between the Minister and the Minister responsible for higher education. The language of the Call for Applications is English. The Call for Applications shall include:

- a) the application conditions;
- b) the application deadline;
- c) the evaluation criteria;
- d) the current amount of the monthly stipend provided to scholarship holders;
- e) the requirements for academic advancement;
- f) the study programmes that can be applied for;
- g) the ecclesiastical Christian denominations and rites from which applications can be submitted; and
- h) the main obligations of the applicants who receive the scholarship.

The Agency sends the Call for Applications to the Minister for approval, which the Minister approves after obtaining the agreement of the Minister responsible for higher education. After approval by the Minister, the Agency shall publish the Call for Applications on the Agency's website.

II.2.2. The Agency sends the Call for Applications to the competent authorities and to the Hungarian higher education institutions participating in the Scholarship Programme.

II.3. The order of the selection procedure

II.3.1. Applicants shall submit their application materials online, via the dedicated electronic platform, after registration. The Agency shall ensure the operation of the electronic platform. Following the publication of the Call for Applications, the Agency will open the electronic application platform. In order to conduct the application, the higher education institutions receive the access rights from the Agency.

II.3.2. Applicants can access the online application system after registration.

II.3.3. The deadlines for submission of documents and submission of missing documents are set out in the Call for Applications.

II.3.4. After the deadline for submission of applications, a technical check will be carried out.

II.3.5. If the number of valid applications exceeds twice the number of admissible student capacity available, valid applications with certificates may be forwarded by the Agency to the relevant partner churches for nomination. The Agency may give preference to the

candidates of the partner churches with which the Agency is currently carrying out or in the future will carry out support projects, thereby also helping that, on the basis of the recommendation of the churches, the most appropriate and committed students can participate in the Scholarship Programme, thus helping the prosperity of the Christian communities remaining in their home country to the greatest extent.

II.3.6. The competent partner churches shall prepare their candidate rankings by the deadline and send them back to the Agency as a nomination list.

II.3.7. The Agency shall also be entitled to examine candidate lists received after the deadline, and the application materials of applicants on the lists may be forwarded to university entrance examinations, provided that the higher education institutions have the reasonable time required to complete the admission procedures.

II.3.8. The Agency will contact the Hungarian higher education institutions concerned and forward the application materials of applicants with a valid recommendation and nomination for the admission procedure.

II.3.9. The institutions shall check the applications formally and conduct their admission procedures until the specified deadline according to the ANHE and their own internal regulations.

II.3.10. The results of the admission procedure shall be sent to the Agency by the institutions. The final result and evaluation of the procedure converted to a scale of 100 points will be recorded on the online application platform by the given deadline. The result of the procedure can be Acceptable, Conditionally Acceptable, Formally failed and Failed. Only those applicants can be accepted conditionally who cannot present the documents proving their qualifications or language proficiency during the procedure due to other ongoing procedures. Only those applicants can be given Acceptable and Conditionally acceptable final result, who have successfully completed a minimum of 56 points out of a maximum of 100 points during the admission procedure. In case the admission score is less than 56 points, the applicant will be considered rejected and no scholarship shall be awarded.

II.3.11. The Agency allocates the Accepted and Conditionally accepted applicants according to the following criteria:

II.3.11.1. In case of applicants who can be supported, the capacity of the programme must be taken into account on the basis of the higher education institution's previous statement (minimum and maximum capacity).

- a) Deviations from the minimum and maximum capacities are possible on indication by the higher education institution.
- b) In the capacity assessment, preference will be given to candidates who are higher in the nomination ranking, and in case of equal nomination ranking, the admission score will decide.

- c) After the capacity check, applicants are categorized as “Scholarship Awarded” and “Rejected (Quota)”.

II.3.11.2. In order to apply for doctoral studies, the applicant must be supported in writing by a researcher teaching at a doctoral school accredited in Hungary and must have obtained a Master's degree within the framework of the scholarship programme. The recommendation must be uploaded to the application interface by the deadline specified in the call for applications.

II.3.11.3. If a study programme is not initiated, the Agency may forward the applicant's application to the same study programme at another higher education institution, depending on whether there is free capacity for the higher education study programme. In this case, the new institution may decide on acceptance or rejection after examining the application material.

II.3.12. If the available funds are insufficient, the list of applicants belonging to the category recommended for support may be narrowed by the Agency based on the nominations of the partner churches and the admission results or reclassification successful candidates to another scholarship programme based on the individual ministerial decision.

II.3.13. The Agency will draw up a list of eligible applicants based on the results of the application. The Director General will present the list of eligible candidates to the Minister responsible for the Hungary Helps Program through the State Secretariate for Persecuted Christians. The Minister prepares a proposal for stipend and sends it to the Minister responsible for Higher Education.

II.3.14. On the basis of the recommendation of the Minister, the Minister for Higher Education shall decide on the result of the application required for the award of the scholarship. The Agency will inform applicants and Hungarian higher education institutions of the decision of the Minister for Higher Education.

After the notification of the applicants who have won the scholarship, the duration of the scholarship agreement (specified in semesters), the Hungarian host institution of the scholarship holders and the study programme at which the scholarship holders may begin their studies are determined. No appeal may lie against the decision of the Minister for Higher Education.

The list of scholarship holders is sent by the Hungary Helps Agency to the immigration authority specified by Act XXXIV of 1994 on Police (hereinafter: competent immigration authority), the Consular Department of the Ministry of Foreign Affairs and Trade and the relevant embassies in order to facilitate the entry of the scholarship holders to Hungary.

II.3.15. Scholarship holders can begin their studies at the higher education study programme which they have been admitted to. After the decision on the allocation of scholarship holders is made, the higher education study programme of the applicant can only be changed in justified cases (e.g. the programme is not launched), considering the capacity of the

programmes and the available funds. In justified cases (e.g. the programme is not launched), the applicant may be transferred to a similar or the same study programme of another institution, with the consent of the applicant and the higher education institutions. If the applicant cannot be transferred to a similar study programme of another higher education institution, the original host institution of the scholarship holder may forward the applicant to one of its other study programmes with the consent of the applicant. The transfer requires a decision by the Agency.

II.3.16. Participation in the Scholarship Programme may be denied to a person to whom the national security services determine a potential risk.

III. Rules applying to scholarship holders

III.1. The acceptance of the scholarship (online)

III.1.1. Scholarship candidates indicate in the online application interface, whether they accept the scholarship offer and whether they provide further documents as their possible obligation under point II.1.7. a) VI. Applicants who do not accept their scholarship offer by the deadline are qualified as withdrawn from the scholarship.

III.1.2. The applicant who was awarded the scholarship is entitled to start their studies in the semester which they were admitted to as a result of the admission procedure, except if the scholarship holder's request for postponement according to III.5.1 is approved.

III.1.3. A scholarship holder who fails to enrol by the deadline set by their host institution or by 30 September at the latest in the autumn semester, and 28 February in the spring semester, i.e. does not establish a student status, shall not be eligible for the scholarship.

III.1.4. In a justified case, the scholarship holder is entitled to request the postponement of their studies until the deadline specified under III.1.3 with up to one year. The start of studies may only be postponed if the host higher education institution issues the admission decision for the new semester. The conclusion of the scholarship agreement may only be postponed due to health issues or other unexpected reasons that occurred without any fault on their part, thus, they can apply to start their scholarship status as a scholarship holder in a subsequent semester. The conclusion of the scholarship agreement may only be postponed before the student status is established. The deadline for submitting postponement applications and the rules for postponement are contained in the Implementation Guide.

III.1.5. The scholarship holder must inform the coordinator of the Hungarian higher education institution of the estimated date of arrival at least 15 days in advance via email.

III.1.6. The scholarship holders shall participate in the Hungarian as a foreign language and culture (hereinafter: HFL) course in accordance with the provisions of point III.2.

III.2. Benefits, rights and obligations of the scholarship holders

III.2.1. Scholarship holders are entitled to and are subject to the rights and obligations set out in the legislation, the student requirements of the Hungarian host higher education institution and the scholarship agreement.

III.2.2. The scholarship contributes to one person's costs of living, and it does not provide either visa or health care, supplementary insurance or administration services for the persons and family members who accompany the scholarship holder. The legal entity of the scholarship agreement is only the scholarship holder.

III.2.3. Allowances provided for the scholarship holder in case of active student status:

- a) exemption from paying tuition fees;
- b) a monthly cash allowance (stipend) in accordance with the relevant legal provisions, the amount of which can be reduced in the cases specified in the Operational Regulations and the Implementation Guide;

The scholarship holders receive the stipend during the full duration of their study programme, for 12 months annually, but in the last year of completing the degree only until the last day of the final examination period following the last semester of their study period. The stipend is transferred by the higher education institution to the scholarship holder.

The monthly amount of the stipend is HUF 166 600/person for scholarship holders in bachelor and master programmes. In doctoral programmes it is HUF 140,000/person/month in the first two years (during the training-research period) and HUF 180,000/person/month during the second two years after the complex exam (the research-dissertation period). After passing the complex exam, the scholarship holder is entitled to receive the higher amount of stipend from the beginning of the next semester, until then the amount of stipend will be the same as the stipend for the training-research period. Doctoral students who have been awarded the doctoral degree will receive a one-time support of HUF 400,000 classified as a stipend.

- c) use of the services of the institutional library free of charge;
- d) health care services and, in the case of the use of the service, reimbursement of certified costs arising from the use of a foreign language or supplementary private insurance covering the costs arising from the required use of a foreign language in the course of health care;
 - a. for health care services pursuant to Article 22 (1) (id) of Act CXXII of 2019 on persons entitled to social security benefits and on the coverage of these benefits;
 - b. reimbursement of justified costs incurred (e.g. interpreting) or health insurance for supplementary health care in a foreign language up to a maximum of HUF 65 000 per year;
- e) an annual travel allowance of HUF 200 000 per academic year to cover their travel expenses, which, unless otherwise provided, is transferred by the host higher education institution in two instalments to enrolled students with active status;

- f) depending on the capacity of the institution of higher education, dormitory accommodation or accommodation allowance of HUF 40 000 per month for 12 months per year for the duration of the entire training, or until the end of studies in the final year;
- g) the scholarship holder shall be exempted from the payment of the administrative service fee in the case of visa administration and the issuance or extension of residence permits pursuant to Section 5 (1) (c) of BM Decree 10/2024 (29.II.).
- h) services specified in Section 81 of the ANHE;
- i) in case of severe threat further allowance may be given by the minister of higher education in consideration of the circumstances, by principles of extraordinary equity. This requires that the scholarship holder shall submit a request to the Agency describing the reasons and circumstances of the severe threat, justifying the need for the complementary allowance and indicating its exact amount. The request is forwarded by the Agency through the State Secretariat for Persecuted Christians and the Minister to the Minister for Higher Education, who makes a decision on awarding the allowance within 30 days.
- j) a scholarship holder who graduates from the Scholarship Programme at the end of the spring semester and is awarded a scholarship for a higher level of education in the new application procedure of that year, the scholarship agreement in force in the semester of graduation will be extended until 31 August of that year and the scholarship holder will receive the scholarship benefits as described in the Implementation Guidelines.
- k) The rights of scholarship holders in relation to their employment shall be governed by Section 54 (8) of Act XC of 2023 on the Entry and Residence of Third-Country Nationals. On this basis, a third-country national holding a study permit, a student mobility residence permit or a student mobility certificate may work up to 30 hours per week during study period and up to 90 days per year outside study period on a full-time basis.
- l) Due to their specific legal status, students participating in the Scholarship Programme are not eligible for the Student Loan provided by the Hungarian State and other services provided through the Hungarian State Treasury.
- m) The scholarship holder is entitled to obtain a national higher education scholarship pursuant to Section 24 of Government Decree 51/2007 (III.26).

III.2.4. The scholarship holder is obliged to establish a student status with the Hungarian higher education institution concerned by the admission or acceptance decision and to maintain it for the duration of the scholarship period, as stipulated in the scholarship agreement. If the scholarship holder's student status is terminated or suspended, they shall not be entitled to the benefits provided for in point III.2.3.

III.2.5. The scholarship holder must register in person at the international office of the host institution at the beginning of each semester. When a scholarship holder suspends their student status, no stipend, accommodation or travel allowance can be disbursed to them during the period of interrupting studies, as well as they are not entitled to other allowances specified in point III.2.3.

III.2.6. The higher education institution may award other excellence and/or social scholarships to the scholarship holder from the institution's own income, in the manner specified in its regulations, through a competitive application procedure.

III.2.7. In the first year of their studies in the Bachelor's and Master's programme (including the undivided Master's programme), the scholarship holder is obliged to attend the HFL course for two semesters, starting from the academic year 2022/2023, in the ascending line. The HFL course is free for the scholarship holders.

III.2.8. If the scholarship holder does not comply with the obligation set out in point III.2.7., the amount of the stipend as set out in point III.2.3. b.) of the Operational Regulations shall be reduced. The cases and extent of the reduction of the scholarship are contained in the Implementation Guide.

III.2.9. Hungarian higher education institutions hosting scholarship holders are entitled to an additional support HUF 50,000/person/academic year, to which they are entitled on the basis of first-year scholarship holders who are subject to the obligation to attend the HFL course according to the Implementation Guide.

III.2.10. The Agency processes the personal data of the scholarship holder on the basis of the Privacy Policy. When submitting the application the applicant declares that they read the Privacy Policy. The scholarship holder is obliged to assist the Agency with their personal data and acknowledge that they are obliged to notify the Agency of any changes within ten days of the change.

III.2.11. The scholarship holder must fulfil the obligations set out in the scholarship agreement and these Regulations.

III.2.12. The scholarship holder is obliged to cooperate with the Hungarian higher education institution and the Agency in order to ensure the success of their studies and scholarship, and in particular to report any significant circumstances affecting the performance of the obligations set out in these Regulations and the scholarship agreement to the coordinator of the host Hungarian higher education institution and the Agency without delay, but not later than 10 working days after they occur.

III.3. The duration of the scholarship period and its extension

III.3.1. Under the scholarship programme, the duration of the support period is equal to the study period specified in the study programme and outcome requirements for the degree programme for undergraduate and master's students, and up to eight semesters for students participating in doctoral programme.

III.3.2. The scholarship holder is obliged to reside habitually in Hungary as follows:

- a) The scholarship holders' continuous private stay outside Hungary may not exceed a maximum of 10 working days per study period.



- b) If the intended stay abroad for private purposes during the given programme period exceeds 10 working days but is less than 30 calendar days in a semester, the Hungarian host higher education institution has the right to authorise the absence in advance.
- c) The stay abroad for private purposes of the duration referred to in points a) and b) shall not entail withdrawal of the support.
- d) The Hungarian host higher education institution is entitled to grant prior permission for stays abroad exceeding 30 days in a study period. In accordance with Section 45(2)(c) of the NHE, a stay abroad exceeding 30 calendar days in a study period may be permitted only in cases of childbirth, accident, illness or other unexpected cause beyond the control of the scholarship holder, in which case the student's status as a student is suspended.
 - i. If a stay abroad of more than 30 days is due to an emergency situation and the scholarship holder participates in distant education with a proved active student status, the semester does not need to be passivated as described in point d).
- e) In the cases of points (d) and (d.i), the benefits provided for in point III.2.3 of these Regulations shall not be paid from the date of the decision for the study period in question.
 - i. Monthly stipend and accommodation allowance may be disbursed again to scholarship holders with status under d.i. from the month of their return to Hungary.
- f) During the study period, the scholarship holder is allowed to participate in a conference, internship or other study-related stay abroad for a maximum of 30 days (see also: III.9., Double funding and other scholarships)
- g) Master's and PhD students with excellent academic results may apply for a study trip, research and mobility programmes within the European Union if their studies or research topic justify it, with the written consent of the Dean of the Faculty of the Hungarian host higher education institution and the written permission of the Director General of the Agency. The scholarship holder is also entitled to student allowances specified in point III.2.3. of these Regulations during the study tour abroad and research mobility programme.
- h) In the case of the study tour and research mobility programmes referred to in point (g), scholarship holders participating in the Master's programme may participate in mobility abroad for research purposes for a maximum of 1 semester during the course of their studies, and scholarship holders participating in the PhD programme may participate in mobility for research purposes for a maximum of 1-1 semester during the two stages of their doctoral studies.
- i) In the case of a stay abroad for the purposes of points g) to h), the Hungarian higher education institution is entitled to the cost of the funding only if it provides online teaching and/or consultation to the mobility beneficiary during the mobility period. In its absence, the institution will only be entitled to the organisation flat rate for the semester in question, not the tuition fee. Information on online training and/or consultation during mobility can be found in the Implementation Guide.

III.3.3. A scholarship holder may apply for an extension of their scholarship status during the scholarship period as follows:

- a) Scholarship holders can extend their scholarship period by a total of two semesters in the Hungarian bachelor's and master's programmes, and on two occasions in the one-tier Master's programme they can extend their scholarship period by one semester each.
- b) The application for renewal of the scholarship must be submitted to the Hungarian higher education institution.
- c) A signed request from the scholarship holder must be submitted, with an explanation of the extension. The request for extension of the scholarship holder should be submitted electronically to the Hungarian higher education institution during the final semester of the scholarship status. The request for extension must arrive at least one month before the end of the last study period at the Hungarian higher education institution. It is the scholarship holder's responsibility to submit the application and to collect the documents indicated by the Hungarian higher education institution for the evaluation of the extension application. The costs of the preparation and the submission of the request for extension and the process of extension (e.g. administration fees of the institution) are exclusively incurred by the scholarship holder.
- d) The institution shall aggregate and pre-screen the applications and send to the Agency a summary of the applications proposed for support.
- e) Agency shall decide on the acceptance or rejection of the request for extension on the basis of a proposal from the Hungarian host higher education institution and the available funds.
- f) There is no possibility to file an appeal after the decision is made on the request for extension.
- g) During the extension period, scholarship holders will not receive stipend, accommodation and travel allowance and the Hungarian higher education institution is not entitled to receive tuition fee. An exception to this is the mandatory preparatory programme for the given study programme, during which the monthly stipend and accommodation allowance is also provided.
- h) Doctoral, preparatory and specialisation programmes may not be extended.
- i) The funding period of the scholarship holder completing preparatory semester or year will be automatically extended by the length of the preparatory period, at the immediate notice of the institution and the scholarship holder is entitled to the scholarship benefits during the preparatory semester.
- j) The provision contained in point g.) must first be applied to those starting their studies in the academic year 2022/23, in an ascending system, the rule for Hungarian higher education institutions will apply from the academic year 2025/2026.
- k) If the request for an extension is rejected, the scholarship agreement will be terminated, and the costs of the extended semesters shall be borne by the scholarship holder.
- l) Further details of the extension condition are set out in the Implementation Guide.

- m) During the period covered by the scholarship agreement, the scholarship holder has the possibility to request a change of study programme and/or institution as described in the Implementation Guide.

III.4. The scholarship agreement and its modification

III.4.1. The scholarship holder concludes a scholarship agreement with the Hungarian host higher education institution according to the sample agreement in Annex 4 of the regulations.

III.4.2. The scholarship agreement must contain:

- a) in the case of Bachelor's and Master's degree students, the study period specified in the programme completion and exit requirements for the particular study programme and the duration of the preparatory studies referred to in point d) of section (2) of paragraph 80 of the ANHE, as study programme period; in the case of doctoral students, support period pursuant to Section 47 (2) of the ANHE;
- b) the amount of the monthly stipend provided under the scholarship programme and the date and method of payment;
- c) the procedure of changing study programme at the Hungarian host higher education institution or to another Hungarian higher education institution;
- d) consent to data processing;
- e) the condition that the scholarship agreement shall enter into force on the date when the scholarship holder's student status begins;
- f) the order of interruption (passivation) and termination of student status;
- g) the order of termination of the scholarship status;
- h) the method to comply with the reporting obligation to the Agency on the use of the travel allowance;
- i) the conditions for income earning activities as set out in Section III. 12;
- j) the rules and conditions for the compulsory study of the HFL course.

III.4.3. The scholarship agreement is terminated – with the exception of the case in point a) of section 1) of paragraph 59 of the ANHE – if the scholarship holder's student status is terminated.

III.4.4. The scholarship agreement can be modified with the consent of the parties, following the decision of the Agency. The agreement must be modified in all cases when its content is changed, e.g. change of major, extension or change of the study period.

III.4.5. The scholarship holder is obliged to establish and maintain a student status with the Hungarian host higher education institution indicated in the decision of admission during the period when the scholarship is disbursed according to the conditions of the scholarship agreement.

III.4.6. When the scholarship holder's student status is terminated or interrupted, scholarship benefits defined under III.2.3. cannot be disbursed to the scholarship holder.

III.5. Postponement of the start of the scholarship status

III.5.1. Applicants who have been awarded a scholarship and who cannot travel to Hungary for unexpected reasons beyond their own fault may postpone the conclusion of their scholarship agreement: they can request to postpone the conclusion of their scholarship agreement and start their student status in a later semester. The request for postponement shall be submitted in writing to the Hungarian host higher education institution, which shall notify the Agency of the scholarship holders requesting postponement.

The request shall include:

- a) detailed reasoning;
- b) the number of semesters requested to be postponed (maximum two semesters)
- c) a medical or other certification;
- d) a declaration of approval by the Hungarian host higher education institution.

The request must be accompanied with the necessary annexes and sent by e-mail to the Hungarian host higher education institution by the deadline for enrolment determined by the institution concerning the year in which the scholarship is awarded, but not later than 30 September.

III.5.2. The requests for postponement are decided by the Agency on a case-by-case basis.

III.5.3. If postponement is granted, the institution will issue a new Letter of Acceptance on the basis of the admission results for that year, on the basis of which the Agency will also issue a new Letter of Award.

III.5.4. Those scholarship holders who have already arrived in Hungary and enrolled in a higher education institution are not entitled to request any postponement. A postponement can be requested only once and only for one academic year i.e. a maximum of two semesters. If the scholarship holder does not notify the Hungarian host higher education institution of their intention to postpone the deadline for enrolment, but not later than 30 September, they will not be able to conclude a scholarship agreement, which means that they will automatically lose their scholarship.

III.6. Interrupting studies (passivation)

III.6.1. If the scholarship holder interrupts their studies during the study period (hereinafter: passivation) that semester is qualified as a passive semester, and they are not entitled to the benefits provided for in Section III.2.3. of these Regulations for that semester. The Agency and the Hungarian host higher education institution have no obligation concerning the support of the scholarship holder during this period.

III.6.2. Every issue related to the process of passivation, studies must be handled according to the provisions of the relevant Hungarian law in effect, the study and examination regulations of the host higher education institution, the Regulations and the Implementation Guide.

III.6.3. The Hungarian higher education institution notifies the competent immigration authority and the Agency on the passive status of the scholarship holder within the time limit specified in the applicable legal provisions.

III.6.4. A maximum of two consecutive semesters of continuous passivation is allowed, after which, if the scholarship holder does not enrol for the following third semester, their student status and scholarship agreement will be terminated. (For details on passivation, see the Implementation Guide.)

III.6.5. A semester can only be passivated during the first month of the academic semester.

III.6.6. Retroactive passivation after the first month of the academic semester is possible only in cases of serious accident, serious illness or other unforeseen circumstances beyond the control of the scholarship holder and subject to the Agency's approval as described in the Implementation Guide.

III.6.7. Passivation of the following semester and retroactive passivation of the semester is not possible in case of extended study period. and it will result in the termination of the scholarship agreement and the loss of the scholarship.

III.7. Changing the scholarship holder's Hungarian host higher education institution, or the study programmes

III.7.1. The Hungarian host higher education institution and/or the study programme within the institution can be changed only once after submitting a special request by the scholarship holder. The deadline for submitting the requests to the Hungary Helps Agency is December 1, in each academic year (for the spring semester) and 15 May (for the autumn semester). The scholarship holder is entitled to the change only once during the scholarship period.

III.7.2. Hungarian host higher education institutions or study programmes can be changed only at the end of the semester, so that the scholarship holder could start the next semester in the new Hungarian host higher education institution or new study programme.

III.7.3. A change of Hungarian host higher education institution or study programme is only possible within one calendar year of the start of the scholarship period. The request – if it is relevant – must also include the indication of the extension of the scholarship period. Upon admission to the scholarship programme, the allocation decision cannot be changed by requesting a change of training or institution, with the exception of Section II.3.13. Changing host institution or study programme is allowed only on the same study level. Participants in preparatory programme can change their major only upon the successful completion of the preparatory programme.

III.7.4. Documents to be submitted for changing the Hungarian host higher education institution and study programme:

- a) a request written by the scholarship holder;

- b) the Hungarian higher education institution's declaration on the support of the change, in case of changing the institution, declaration of both transferring and receiving higher education institution.

The scholarship holder must submit the request for changing the higher education institution and study programme with the compulsory annexes electronically to their current Hungarian higher education host institution, which will forward the application and its mandatory annexes to the Agency.

III.7.5. The requests for changing the Hungarian higher education institution and study programme are assessed by the Agency based on the submitted documents and the available funds from the central budget.

III.7.6. It is the responsibility of the scholarship holder to seek a new study programme/ higher education institution and gather the required documents on their own. The costs of the preparation and the submission of the request for changing the higher education institution and study programme, and the costs arising in the course of the process of changing higher education institution and study programme, (e.g. administration fees of the institution) are exclusively incurred by the scholarship holder.

III.7.7. There is no possibility to appeal after the decision is made on the request for changing higher education institution and study programme.

III.7.8. Pursuant to Section 52 of Government Decree 87/2015 (IV. 9) on the implementation of certain provisions of Act CCIV of 2011 on the National Higher Education, higher education institution and study programme may be changed from the end of the preceding study period until 15 September for the autumn semester, and until 15 February for the spring semester.

III.7.9. When as a result of the change of the higher education institution, the scholarship holder will continue their studies in a new institution from the autumn semester; their scholarship agreement will be extended for the summer months (July, August).

III.7.10. If the positively assessed request for changing Hungarian higher education institution and/or study programme, results in the extension of the scholarship period defined in the scholarship agreement, the scholarship holder has the opportunity to apply for the extension of his/her scholarship status during the scholarship period in accordance with Section III.3.3. Pursuant to Section III.3.3 (e), the Hungary Helps Agency shall decide whether to accept or reject the request for extension based on the evaluation of the higher education institution and the available funds. Scholarship holders are not entitled to receive monthly stipend, accommodation allowance, travel allowance during the extended period and all other expenses shall be borne by the scholarship holder, in accordance with point g) of III.3.3.

III.8. Withdrawal from the scholarship

III.8.1. If the scholarship holder withdraws from the scholarship during the application process or after being awarded the scholarship or renounces from the scholarship before the

completion of the studies, they must immediately inform the Agency and the Hungarian host higher education institution in writing.

III.8.2. The competent immigration authority is informed by the Hungarian host higher education institution about the withdrawal.

III.9. Double financing and other scholarships

III.9.1. In case of other parallel scholarships from Hungarian budgetary sources for studies in Hungary the applicant is not eligible for a scholarship. If the scholarship holder was simultaneously awarded more than one scholarship, they have to choose one of the scholarships and renounce the other one.

III.9.2. Regarding the fact that the scholarship is intended to cover studies in Hungary, the scholarship holder is not entitled to use support for doing programmes or partial studies outside Hungary, e.g. Erasmus +, CEEPUS except for a short stay (not longer than 10 working days), participation at a conference related to research or studies, which does not affect the habitual residency in Hungary during the study period and the case set out in Section III.3.2. f)-i).

III.10. Exclusion from the scholarship benefit

A student who submits a request for residence, settlement or refugee status in Hungary in 1 year prior to the existence of the student status or the establishment of their student status is not entitled to the benefits related to the scholarship.

Termination of the scholarship agreement

III.11.1. The scholarship agreement is terminated or not concluded if:

- a) the student status is terminated, excluding the exception contained in Section 59 (1) a) of the ANHE;
- b) the scholarship holder renounces the scholarship in writing;
- c) on the last day of the semester in which the student obtained the final (pre-degree) certificate;
- d) the scholarship holder has used the number of semesters of the awarded scholarship and does not request the extension of studies, or it is no longer possible to submit this kind of request, or submits the request to the Agency incompletely;
- e) the scholarship holder does not reside habitually in Hungary during the study period, except in the cases specified in Section III.3.2.;
- f) the applicant fails to arrive by the deadline for enrolment set by the institution, but not later than 30 September, and does not request the postponement of studies;
- g) the applicant or scholarship holder is a stateless person, refugee, protected individual, asylum-seeker, admitted individual, migrant, settler who does not fall within the scope of point a) of section (1) of paragraph 39 of the ANHE;

- h) if during the scholarship period, the scholarship holder has a permanent residence in a country other than their nationality or in an Official Development Assistance (ODA) recipient country;
- i) the scholarship holder violates the provisions of the scholarship agreement, and the Agency terminates the scholarship agreement.

III.11.2. The Hungarian host higher education institution shall terminate the scholarship agreement by a unilateral declaration in the following cases:

- a) the scholarship holder has provably participated in the application process in bad faith and/or on the basis of false eligibility;
- b) if the student status of the scholarship holder is terminated based on Section 59 of the ANHE;
- c) as a result of institutional disciplinary proceeding or criminal proceeding against the scholarship holder, the scholarship holder is prohibited from continuing their studies as a disciplinary sanction, even if the disqualification does not result in the final termination of the student status;
- d) the scholarship holder does not reside habitually in Hungary during the study period, except in the cases specified in Section III.3.2.;
- e) the scholarship holder does not fulfil their obligations regarding the academic progress declared in the study and examination regulation or in the curriculum;
- f) unless the institutional regulation contains stricter provisions, the scholarship holder does not obtain at least eighteen credits (i.e. in total 36 credits during the two semesters) (minimum credit requirement) in the average of the last two semesters where the student status was not interrupted;
The credit minimum requirement applies to those commencing their higher education studies in or after the 2018/2019 academic year. The minimum credit requirement does not apply to students at doctoral schools and preparatory courses. At the end of each academic year, the institution is required to verify that scholarship holders have achieved an average of 18 credits (i.e. in total of 36 in the two semesters).
- g) if the scholarship holder fails to enrol in the third semester after two consecutive semesters of passivation.
- h) as a result of an institutional disciplinary procedure or criminal proceedings against the scholarship holder during the period covered by the scholarship agreement, the scholarship holder is condemned.
- i) the scholarship holder is suspected of being a national security risk.

III.12. Employment

The rights of scholarship holders in relation to employment are governed by Section 54 (8) of Act XC of 2023 on the Entry and Residence of Third-Country Nationals. On this basis, a third-country national holding a study permit, a student mobility residence permit or a student mobility certificate may work up to 30 hours per week during study period and up to 90 days per year outside study period on a full-time basis.

IV. Rules applying to Hungarian host higher education institutions

IV.1. Reporting and data supplying obligations

IV.1.1. The Hungarian host higher education institution keeps contact with the bodies responsible for implementing the scholarship programme, in particular with:

- a) the Agency;
- b) the aliens police service defined in Act XXXIV of 1994 on the Police;
- c) the body managing the register of higher education institutions (the Educational Authority).

IV.1.2. The Hungarian host higher education institution is obliged to send the data of scholarship holders studying in that semester at the institution to the competent immigration authority and to the National Health Insurance Fund through the Educational Authority in order to verify their Social Security Identification Number.

IV.1.3. The Hungarian host higher education institution immediately informs the Hungary Helps Agency in the following cases:

- a) the scholarship holder does not enrol in the institution at the beginning of their studies and/or they do not take up courses at the beginning of the academic semester;
- b) the study period of the scholarship holder has to be extended for academic or other reasons;
- c) the request for interrupting studies submitted to the Hungarian higher education institution has been approved by the institution in the first month of the academic semester;
- d) the scholarship holder has indicated their intention to subsequently passivate the study semester (retroactive passivation);
- e) the scholarship holder initiates the termination of their student status or the scholarship holder's student status is terminated;
- f) the scholarship holder does not continue their studies in the Hungarian higher education institution permanently;
- g) the status of the Hungarian higher education institution, or the representatives and contact persons of the higher education institution, or the status of the study programmes funded in the institutional application are changed (e.g. termination, accreditation or a cancelled programme);
- h) g) the scholarship holder does not fulfil the study obligations or behavioural problems arise relating to the scholarship holder.
- i) in case disciplinary or violation proceedings are initiated against the scholarship holder, or about the result of such proceedings.

IV.1.4. The higher education institution must also fulfil its obligation to supply data related to the scholarship according to point 1/h) of chapter I/B of Annex 3 of the ANHE through the higher education information system. In case of failure to submit the data within the limitation period, the higher education institution cannot claim any costs for the particular semester but must continue to pay the stipend and other allowances to the scholarship holder.

IV.1.5. The higher education institution must submit the scholarship agreement and any amendments to it to the Agency electronically and one original copy.

IV.2. The institutional framework agreement and its modification

IV.2.1. The Hungarian host higher education institution and the Agency sign a framework agreement on receiving scholarship holders. Scholarship holders can be received by state-maintained, or state-recognised Church or Foundation-maintained Universities operating in Hungary, which also take part in the Stipendium Hungaricum programme and those, who accept the conditions of participation in the scholarship programme as part of the institutional framework agreement.

IV.2.2. The Hungarian host higher education institution must have a valid institutional framework agreement with the Agency in order to receive scholarship holders.

IV.2.3. Mandatory elements of a framework agreement with the institutions:

- a) name of the scholarship program;
- b) details of the contracting parties (registered office, representative, tax number of the institutions, identification number, registration number);
- c) purpose of the agreement;
- d) amount and elements of the support and provisions for payment of the support;
- e) obligations of the Hungarian higher education institution regarding participation in the scholarship programme
- f) monitoring the implementation of the scholarship programme;
- g) modification of the agreement;
- h) right of termination of the Agency;
- i) jurisdiction of the court;
- j) compensation and liability;
- k) data protection;
- l) other provisions;
- m) contact details of the parties;
- n) entry into force, duration and number of copies of the agreement;
- o) attachments (list of courses, Operational Regulations of the scholarship programme, specimen signatures of the institutions, operating license for non-budgetary institutions, privacy notice);
- p) date, signature, stamp.

IV.2.4. The higher education institutional framework agreement is sent to the Hungarian host higher education institution by the Agency before the start of the academic year.

IV.2.5. The higher education institutional framework agreement is signed by the official representative of the Hungarian host higher education institution and the director general of the Agency.

IV.2.7. The support due to the Hungarian host higher education institutions consists of the amount of scholarship awarded to scholarship holders, the scholarship allowances, the costs of the study programmes of the scholarship holders at the institutions, and the organizational flat rate allowance of HUF 150 000 /person/year from the 2017/18 academic year, as well as from the 2022/23 academic year, the HUF 50,000 /person/year course organization flat rate awarded based on the number of first-year scholarship holders attending HFL courses, which is received by the institutions in addition to the costs of their study programmes per semesters.

IV.3. Principles of scholarship disbursement

IV.3.1. The amount of the stipend for the scholarship holders is regulated by the scholarship agreement based on the amounts in III.2.3.

IV.3.2. The Hungarian host higher education institution is responsible for paying the stipend to the scholarship holder.

IV.3.3. The stipend must be paid monthly to the scholarship holder. The first instalment of the stipend must be paid within 30 days after the enrolment of the scholarship holder if the scholarship holder has provided the Hungarian host higher education institution with all the data required for the transfer (tax number, bank account number).

IV.3.4. The stipend cannot be paid in advance to the scholarship holder.

IV.3.5. The Hungarian host higher education institutions must pay the stipend in Hungarian forints to the scholarship holders.

IV.3.6. During the period of the scholarship agreement, the scholarship holder is entitled to receive the stipend every month during the scholarship period when the scholarship holder has an active student status.

IV.3.7. The scholarship holder is entitled to receive accommodation in a dormitory depending on the capacity of the Hungarian host higher education institution or HUF 40,000 accommodation allowance for 12 months of the year and in the last semester until the completion of studies. The Hungarian host higher education institution pays the accommodation allowance monthly together with the stipend in Hungarian forints.

IV.3.8. Scholarship holders may receive stipend and accommodation allowance if they have an active student status and register in person at the international office of the host Hungarian higher education institution at the beginning of each semester, i.e., by 30 September for the autumn semester and 28 February for the spring semester.

IV.3.9. The Hungarian host higher education institution may, on the basis of fairness, accept as scholarship holders who, through no fault of their own (natural disasters, diplomatic crises, war, force majeure), arrive later than the time indicated in Section IV.3.8 of the Operational Regulations, on condition that it ensures that they are provided with a catch-up programme.

IV.4. Principles of student services

IV.4.1. In addition to providing high quality education for the scholarship holders, the Hungarian higher education institution also

- a) provides information regarding the study programmes (e.g. curriculum, description of subjects, educational materials) in English language on the website of the institution;
- b) conducts the admission procedure and produces the decisions of admission;
- c) concludes a scholarship agreement according to the sample agreement provided by the Agency, modifies it if needed; and pays the stipends according to the scholarship agreement;
- d) helps the social integration of the scholarship holders and supports their integration in the life of the Hungarian higher education institution;
- e) assists the administration related to the application for the scholarship holder's student card;
- f) assists the administration related to the scholarship holder's accommodation, student hostel room/bed;
- g) if necessary, arranges for and pays the cost of a compulsory medical examination for the scholarship holder;
- h) ensures the operation of a mentoring system in order to facilitate the scholarship holder's integration;
- i) provides full information to the scholarship holder before their arrival in Hungary and during the scholarship period in issues related to the studies, accommodation, visa, social security, student card and mentoring and informs the scholarship holder of any changes thereof;
- j) provides the Agency with full information on the alumni scheme of the scholarship programme upon termination of the scholarship agreement and cooperates in alumni activities related to the scholarship programme.

IV.4.2. The Hungarian host higher education institution provides the following services for the scholarship holder in order to assist the scholarship holder's integration and studies

- a) organises orientation and integration events, as well as Hungarian language programmes at the start of the scholarship holder's studies;
- b) provides personal and online counselling and consultation during the scholarship holder's studies;
- c) makes the regulations regarding students available in English language;
- d) provides access to the same student services for the participants of the scholarship programme as those offered for self-financed Hungarian students, for example free use of the library, the use of computer workstations.
- e) The scholarship programme organises Hungarian as a Foreign Language and Culture (HFL) courses for two semesters in the first year of their studies for students enrolled in bachelor's and master's degree programmes (including the undivided Master's programme). The HFL course is free of charge for the scholarship holder.

IV.4.3. The ANHE and the internal regulations of the Hungarian higher education institution must be observed concerning the services, free of charge or for payment available to scholarship holders.

IV.5. Visa and residence permit

IV.5.1. The Hungarian host higher education institution is obliged to issue an official decision of admission for the scholarship holder's administrative process of visa and residence permit in the language of the study programme, in Hungarian and in English, when required.

IV.5.2. The Hungarian host higher education institution and the Agency provide full information to the scholarship holder about the conditions and the duties related to getting and extending a visa and residence permit and assist the scholarship holder's visa administrative process.

IV.5.3. The Hungarian host higher education institution, with the support of the Agency, takes care that the scholarship holder's registration should happen in time and according to the regulations at the competent immigration authority.

IV.5.4. The visa administration and extension of the residence permit are free of charge for the scholarship holders pursuant to the BM Decree 10/2024 (29.II.29.) on the fees for the procedures related to the entry and residence of persons with the right of free movement and residence and third-country nationals.

IV.5.5. The Hungarian host higher education institution informs the competent immigration authority about the changes in the status of scholarship holders within 8 working days.

IV.6. Insurance

IV.6.1. The Hungarian host higher education institution and the Agency provide full information to the scholarship holders about the conditions and the duties regarding the social security system and assist the scholarship holder's administrative process related to social security and insurance.

IV.6.2. The institution is responsible for initiating the process of applying for the official Social Security Identification Number (hereinafter: SSIN) card.

IV.6.3. According to Section 22 (1) (id) of Act CXXII of 2019 on the persons entitled to social security benefits and on the coverage of these benefits, the scholarship holder is entitled to health care services. The scholarship holder is entitled to an official social security card.

IV.6.4. For those scholarship holders who do not have a valid social security card, the Hungarian host higher education institutions must take out separate insurance for the period in question.

IV.6.5. In the case of the use of health care services, the Hungarian host higher education institution is responsible for the reimbursement of certified costs resulting from the use of a

foreign language (e.g. interpretation) or for the conclusion of supplementary private insurance covering the costs resulting from the use of a foreign language in the course of health care, as well as for the settlement of the costs incurred, up to an amount of HUF 65 000 per student per year.

IV.7. Mentoring system

IV.7.1. The Hungarian host higher education institution provides for mentoring in order to support the integration of the scholarship holders into the higher education institution.

IV.7.2. The mentoring system must be capable of:

- a) supporting the scholarship holder in the new, Hungarian cultural environment;
- b) deepening the relationship between the Hungarian students and students participating in the scholarship programme;
- c) organising free time activities/events for the scholarship holder;
- d) managing the scholarship holder's potential difficulties with the Hungarian language;
- e) advising the scholarship holder, if needed in issues related to banking, travel organisation, visa administration and health care.

IV.7.3. Possible financial support for the mentoring scheme can be covered by the tuition fee of those accepted into the scholarship programme.

V. Monitoring and reporting on the implementation of the scholarship programme

V.1. Student reports

V.1.1. By 15 July of each academic year, scholarship holders submit a report giving feedback on their experience of the scholarship programme, the progress of their studies and the use of their reimbursement as follows:

- a) students fill in an online form that is submitted to the Hungary Helps Agency exclusively in electronic form;
- b) the form must be opened by 15 June each year, and the coordinators of the Hungarian host higher education institutions must be informed of the opening of the form and the scholarship holders will be notified;
- c) the Agency sends a reminder email to the scholarship holders two weeks before the deadline of submitting the report.
- d) in the case of failure to submit the report by the due date, the monthly stipends and travel reimbursements due from August may not be paid to the scholarship holder until they complete the report;
- e) the Agency informs the Hungarian host higher education institutions of the results of the student report by 31 December each year.

V.2. Financial and professional reports of higher education institutions

V.2.1. At the end of each support period, the Hungarian host higher education institutions which host scholarship holders prepare a financial and professional report.

The professional report must describe the experience acquired during the implementation of the scholarship programme, indicate problems, make suggestions for improving certain procedures and supply data on the scholarship holders' academic progress (number of acquired credits and grade point average).

The financial and professional report shall be prepared by the host Hungarian higher education institutions in accordance with the supporting document or the scholarship agreement on the basis of which the costs of the scholarship programme are provided, and in compliance with the formal criteria set out in Section V.2.2.

V.2.2. The financial and professional report officially signed by the head of the institution must be sent to the Agency electronically and in original by post until the time-limit set by the Agency. The Agency will inform the Hungarian host higher education institution electronically about the current time-limit for submitting the report.

Failure to meet the deadline for submitting the financial and professional reports will result in the Agency initiating the revocation of the funding deed or the termination of the scholarship agreement, in which case the host Hungarian higher education institution may be obliged to repay the costs and the organisational flat rate but must continue to pay the stipend and the benefits to which the scholarship holder is entitled.

V.3. Monitoring

The Agency, the minister, the minister for higher education or any person assigned in writing by them are entitled to check at anytime and anywhere the spending of the funds from the start date for 10 years after receiving the last instalment or the repayment of the unused amount.

V.4. Obligations of the Agency

V.4.1. The Agency continuously cooperates with the State Secretariat for Persecuted Christians of the Ministry of Foreign Affairs and Trade in relation to the scholarship programme (e.g.: the content and the scheduling of the calls for application and other professional duties).

V.4.2. The Agency prepares quarterly reports on the operation of the scholarship programme, which following the decision of the Supervisory Board, is forwarded to the State Secretariat for the Aid of Persecuted Christians for approval of the founders. The report should include the main findings (successes, problems) concerning the scholarship programme for the reporting period.

V.4.3. The Agency supplies data and background materials about the Scholarship Programme to the the Ministry of Foreign Affairs and Trade upon request.

V.4.4. The Agency must fulfil the following information obligations:

- a) the Hungarian host higher education institution
 - i. gives information about the actual call for applications pursuant to the decision of the minister;
 - ii. gives information about the study programmes listed in the call for applications – by checking the application database;
 - iii. gives information about the applicants on the electronic interface (by generating reports);
 - iv. sends the applicants' application documents to the higher education institution and also the data in a spreadsheet on the electronic interface (by generating reports) after the acceptance of the church recommendations and the nomination of the church partner;
 - v. informs about the scholarship holders following the ministerial decision, provides the institution with the necessary data for Neptun import via an electronic interface (by generating reports).
- b) the competent immigration authority and the Consular and Nationality Department of the Ministry of Foreign Affairs and Trade
 - i. gives information on the final list of scholarship holders after the ministerial decision;
 - ii. gives information regularly about scholarship holders withdrawing the scholarship or postponing it.
- c) the local (partner country or responsible) consulate of the Ministry of Foreign Affairs and Trade
 - i. gives information on the final list of scholarship holders after the ministerial decision;
 - ii. sends regular information about scholarship holders who have cancelled or postponed their scholarships;

V.4.5. The most important data protection and IT-security procedures and rules concerning the handling, management and registration of the data of the scholarship holders by the Agency, are contained in the Data Protection Regulation issued by the instructions no. 23/2023 of the Director General of the Agency. Based on Act CXII of 2011 on Informational Self-Determination and Freedom of Information and Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation) (hereinafter referred to as GDPR), the Data Protection Regulation also regulates and ensures the data protection requirements related to data management, data processing, data transmission and disclosure, as well as data security, unauthorized access to the data, their alteration and unauthorized disclosure for the scholarship holders.

VI. Equity

VI.1. The Agency may exercise its discretion in matters concerning the scholarship agreement in exceptionally justified cases (e.g. force majeure and other exceptional and justifiable cases, e.g. sudden death of a close relative, serious illness, serious unexpected illness of the scholarship holder, natural disaster, etc.).

VI.2. Point 1 does not apply to decisions taken under the authority of the Hungarian host higher education institution.

VI.3. The scholarship holder may submit a request for equity to the Agency via the Hungarian higher education institution of the host country, supported by appropriate justification. No application for the minimum credit requirement may be submitted.

VI.4. The Agency shall examine and decide on requests for equity. There is no appeal against the decision of the Agency on equity requests.

VII. Transitional provisions

VII.1. In cases of force majeure, the Agency may lay down different provisions for the operation of the scholarship programme for a limited period of time for the host Hungarian higher education institutions and scholarship holders.

1. Annex 1 - Flowchart of the student selection process

	Agency/ General Director	Ministry of Foreign Affairs and Trade (MFAT)/ Minister for Higher Education	Higher Educati on Instituti on	Note
Elaboration of text and schedule of Call for Applications	X			
Approval of Call for Applications		X		
Publication of the Call for Applications	X			
Promotion of the Call for Applications	X			
Collection of applications	X			
Preparation and verification of recommendations	X			
Checking the authenticity of the recommendations	X			

	Agency/ General Director	Ministry of Foreign Affairs and Trade (MFAT)/ Minister for Higher Education	Higher Educati on Instituti on	Note
Requests for the nominated applications	X			
Verification of nominated applications	X			
Notification of rejected applicants	X			
Forwarding nominated applications to admission procedure	X			
Admission procedure (formal and professional)			X	
Collecting and summarising admission results	X			
Harmonising results with institutional capacities	X			Reallocation if necessary

	Agency/ General Director	Ministry of Foreign Affairs and Trade (MFAT)/ Minister for Higher Education	Higher Educati on Instituti on	Note
Harmonising results with available funding	X			
Preparing a proposal, setting up a ranking	X			
Draft resolution for the ministerial decision	X			
Decision on scholarships		X		
Notifying the applicants, HEIs on the supporting decision	X			
Concluding agreements with the scholarship holders			X	on the basis of a sample contract
Approval of requests of scholarship holders or rejection with justification	X			if necessary (change of major, change of institution)
Summary of student reports	X			



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	Agency/ General Director	Ministry of Foreign Affairs and Trade (MFAT)/ Minister for Higher Education	Higher Education Institution	Note
Closing the scholarship	X			

2. Annex 2 - Application evaluation process

	Required documents			Decision making on the request
	Individual application	Opinion of the host institution	Opinion of the target institution	
Postponement of enrolment	✓	✓		HEI
Extension of scholarship period	✓	✓		Agency: It can be extended with up to two semesters according to the Regulations. Condition: it is supported by all parties.
Postponement of scholarship period / passivation	✓	✓		HEI
Retroactive passivation of a semester	✓	✓		Agency
Student status suspension	✓	✓		HEI
Change of institution (transfer to another institution)	✓	✓	✓	Agency condition: funding available
Change of major	✓	✓		Agency condition: funding available