



MISKOLCI
EGYETEM

DIRECTORATE FOR SCIENTIFIC AFFAIRS AND INTERNATIONAL
RELATIONS

Ref. No.:

Scholarship for Christian Young People Programme

REQUEST FOR MAJOR CHANGE WITHIN THE INSTITUTION

PERSONAL DATA: (to be completed by the student):

SCYP ID:

SURNAME:

FIRST NAME:

DATE AND PLACE OF BIRTH:

CURRENT STUDY PROGRAMME INFORMATION: (to be completed by the student):

FACULTY:

STUDY PROGRAMME:

NUMBER OF COMPLETED SEMESTERS:

START DATE OF STUDIES:

CHANGE TO: (to be completed by the student):

FACULTY:

STUDY PROGRAMME:

START DATE OF STUDIES:

DO YOU NEED EXTENSION?

IF YES, HOW MANY SEMESTERS?

.....
Student's signature, date

The request is approved by the Faculty:

YES

YES

NO

NO

.....
current SCYP faculty coordinator's signature, date

.....
new SCYP faculty coordinator's signature, date

.....
SCYP institutional coordinator's signature, date



REASON FOR MAJOR CHANGE (to be completed by the student):

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OPINION OF THE CURRENT FACULTY (to be completed by the Faculty Coordinator):

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GUIDE TO REQUEST MAJOR CHANGE WITHIN THE INSTITUTION

1. **Students submit** the present document (REQUEST FOR MAJOR CHANGE WITHIN THE INSTITUTION) completed, approved and signed by the faculty coordinators to the International Relations Office (IRO) (Building A/4, Room 114) for signature and final processing.

Deadline: **25 November** (for Spring Semester) and **10 May** (for Fall Semester).

2. **IRO forwards via e-mail** the fully signed document to the student in 3 working days following its receipt.

3. **Students submit** the following documents **directly** to Hungary Helps Ügynökség to gabriella.gal@hungaryhelps.gov.hu.

- the request letter for major change written by the student addressed to HHÜ,
- the present, fully signed document,

Deadline: **1 December** (for Spring Semester) and **15 May** (for Fall Semester).

Important:

1. Major change can be requested maximum once per study level, within one year from the start date of the scholarship status.
2. The request – if relevant – should refer to the extension of the scholarship.
3. Major change can be requested in case of the same study level only.
4. **For details of major change** see Operational Regulations at https://www.uni-miskolc.hu/files/12313/SCY_Operational_Reg_20210419.pdf