Call for applications for ERASMUS+ student mobility for studies within and outside the EU for tuition fee-paying students for the academic year
2023/2024

Based on the Tempus Közalapítvány ERASMUS+ higher education students mobility application for study purposes, the International Relations Directorate, ERASMUS+ office (hereinafter: ERASMUS+ office) announces a student mobility for studies with the following conditions.

# **I. General provisions**

# The primary goal of the application is to enable students to gain educational, linguistic and cultural experiences in another European country. Mobility for academic purposes should promote the student's academic progress and the development of his personal skills.

# ERASMUS+ students are exempt from paying tuition fees at the host institution.

# **II. Conditions for application**

# An enrolled student of the BME can receive an ERASMUS+ study scholarship.

# Students who:

## have Hungarian citizenship, or have a residence or residence permit in Hungary, or reside with refugee status and are studying for a diploma at the institution

## **acquired at least 52 credits** during their current or previous studies, with the exception of the **Faculty of Economics and Social Sciences, the Faculty of Transportation Engineering and Vehicle Engineering,** **Faculty of Civil Engineering** and **Faculty of Natural Sciences** where students have registered for at least two active semesters and **acquired at least 28 credits during their current or previous studies.**

## are **electrical engineering students** ofthe Faculty of Electrical Engineering and Informatics, who are in the second semester of their studies and are active participants in the German language course at the time of their application. In their case, a conditional decision is made for the studies that can be continued at KIT in Germany, which becomes final at the end of the second semester if the special requirements prescribed by the program for the student are fulfilled.

## have language knowledge required by a foreign host institution, verified by an existing language test certificate, for the studies to be carried out in the foreign host institution. **The minimum requirement is a B2 level complex language exam in the language of instruction at the time of submitting the application.** In the case of all applicants, we can take into account the status recorded in Neptun, so no separate verification of this is necessary. However, we would like to draw your attention to the fact that the language test requirements expected by the host institution (possibly requiring a higher level/specific type of language test, etc.) as well as full **preliminary information about the language of education are the applicant's own responsibility.**

# their academic results meet the criteria according to point **VI.**

# ERASMUS+ a study scholarship can only be awarded for the following activities carried out abroad:

## participation in a full-time higher education bachelor's or master's course, which may include a thesis/diploma leading to a recognized diploma or degree,

## participation in full-time postgraduate training or research activities.

# the ERASMUS+ student mobility for studies (hereinafter: mobility period) is 3 months (90 days), and the maximum is 12 months per study level (24 months in the case of a one-tier masters), which includes the months used in the framework of zero-grant mobility, regardless of its status and form, as well as the number of months spent in the framework of the ERASMUS + student mobility for traineeship program.

# must have an **active status** at BME during the entire mobility period. A student graduating in the semester of mobility must take into account the semester period of the selected host university, because they can only receive a scholarship for the period during which they have an active status at BME.

# During the mobility period, the student participating in the mobility is obliged to complete at least 15 ECTS credits or an equivalent research activity at the host institution every semester. The recognition of 10 credits from the credits completed abroad is mandatory, except for graduating students (graduating students: completes the pre-degree certificate stating that all course-units, i.e., abszolvatórium, have been completed in the mobility semester and then takes the final exam in the same semester). The recognition process at Neptun takes place through request 049 (examination of subject equivalence of students returning from ERASMUS+ student mobility for studies).

* 1. At the time of submitting the application, it is strongly recommended that graduating undergraduate students apply for the second semester of the master's program and choose a host institution where it is possible to apply for both the undergraduate and the master's program. If you are facing a course change at the time of application and want to participate in mobility during the new master's program, you can only apply for a field of study outside of your bachelor’s if you have previously agreed with the host institution that you meet their entry requirements and can accept you.

# **III. Content of the application**

# The application must include:

## the relevant request filled out in the student study system (hereinafter: Neptun) (064 Request called ERASMUS+ scholarship application).

## a language test certificate certifying knowledge of the language of instruction of the chosen foreign host institution (s) of the applicant. For all applicants, we can take into account the status recorded in Neptun, so proof of this is not necessary.

## the applicant's CV in English and in the language of instruction of the chosen institution (s) in which they wish to continue their studies.

## a letter of motivation written by the applicant, in general justifying the applicant's participation in studies abroad, in English and in the language of instruction of the chosen institution (s) in which they wish to continue their studies; in the motivation letter, briefly explain why you chose the indicated institution(s).

## the applicant's planned preliminary study or research program of at least 15 ECTS credits (use of the specified template document is mandatory) per institution, which includes the list of subjects to be completed abroad, selected from the host institution's offer.

## the **VI.** (1) documents certifying activities defined by a point system.

## **Master's degree students who did not complete their bachelor studies at BME and have not yet completed at least one semester must** attach to their application their official bachelor’s transcript of records, or a registry sheet, which contains the **cumulative corrected credit index.** (In the absence of this, their application will be formally incorrect.)

## additional documents and certificates, the submission of which is not mandatory, but according to the student's judgment that they can receive extra points in the evaluation according to this call for applications.

## documents attached to the request can **only be submitted in PDF** format.

# **IV. Submission of the application**

# The ERASMUS+ application must be completed and submitted **in electronic form in the Neptun system** (Request 064 called ERASMUS+ scholarship application) **by 23:59 on February 5, 2023 (Sunday).** **The request cannot be submitted after this deadline.**

# When submitting the electronic request, the applicant has the opportunity to indicate a maximum of 5 foreign higher education institutions. Among these institutions, the applicant must establish a priority order and mark the chosen institutions in descending order of priority.

# During the application process, only those higher education institutions can be taken into account:

## which provides a suitable range of subjects for the students of the applicant's given major,

## the applicant can prove knowledge of the language of instruction at the level prescribed by the institution with a language test certificate.

# After submitting the request, **it is not possible to fill in the gaps,** the applicant is responsible for the completeness and content of the form. If the applicant has provided incorrect information in their application, or if a decision has been made against the applicant that contains a final disciplinary penalty in accordance with Section 3 (1) Paragraph b)-d) of the BME Student Disciplinary and Compensation Regulations, then the student - under the scope of the penalty - may be excluded from the application.

# The application is considered invalid if the applicant:

## They did not attach the mandatory attachment (s) included in the call for tenders compiled on the basis of point **III.** paragraph (1).

# **V. Evaluation of application**

# The evaluation of received ERASMUS+ student mobility for studies applications is carried out by the Faculty ERASMUS+ Committee (hereinafter: Committee) of the applicant faculty.

# The members of the Committee are the ERASMUS+ coordinator appointed by the dean of the given faculty (hereinafter: Faculty Coordinator) and the president of the Faculty’s Student Representation Committee or the student representative appointed by them. The Dean may add additional members to the Committee.

# The ERASMUS+ office will deliver the received applications to the relevant Coordinator **by February 10, 2023.**

# The Faculty Coordinator convenes the Committee, whose members are **VI.** according to the scoring system, to establish the order of the applicants, assigning the foreign higher education institution to them, and this is sent to the ERASMUS+ office in an Excel spreadsheet by **12:00 on February 24, 2023.**

# The application will be rejected as invalid if the applicant

## does not meet the mandatory conditions of point **II.** (2).

## does not meet the form or content or faculty criteria defined by the Commission and related to the submitted application,

## the applicant submits an application with incomplete or inappropriate content.

## is a Stipendium Hungaricum or any other scholarship recipient. Double financing is not permitted.

# The ERASMUS+ office will publish the lists received on the basis of paragraph (4) as the **first preliminary results,** broken down by faculty, on its website **by March 3, 2023.**

* 1. After that, students who dispute the **first preliminary result** can speak to the Faculty Coordinator no later than **March 10, 2023 at 12:00 p.m.** If the student does not object to the first preliminary result within the deadline, the points received and the place at the institution are considered accepted. In this case, you cannot file an appeal against the result. The faculty will send the results to the ERASMUS+ office **by 12:00 pm on March 14, 2023 at the latest.** After that, the ERASMUS+ office will hold a consultation period **on March 16, 2023,** according to point **VII.** (4) e). Students who are not assigned to an institution are obliged to visit the ERASMUS+ Office in person or electronically (e-mail - in this case the subject of the e-mail: ERASMUS *+ consultation)*, to finalize their classification, based on the ERASMUS+ Office’s "*remaining places.”* list on *the ERASMUS+* website. After the period, the ERASMUS+ office will publish the **final** **results** on its website.

**Students who are not assigned to an institutional place and who have not indicated five institutional places in their application are not entitled to the consultation, therefore it is recommended to indicate 5 chosen institutions on the application form, which can be a mix of institutions within and outside the EU.**

# The ERASMUS+ office will publish the **final** results on its website **by March 17, 2023, and applicants will be notified of the results by the closing of the Neptun request submitted as part of the application.**

# **VI. Scoring system**

1. The performance of the applying students is evaluated based on the criterion system detailed in the document " *THE BUDAPEST UNIVERSITY OF TECHNICAL AND ECONOMIC SCIENCES, ERASMUS+ + study mobility application uniform scoring system”,* which is in this Call for Applications no. 1. Appendix.

# Points can only be awarded for results and activities entered on the application form and supported by attached documents. Applications are ranked based on the applicants' score and separated by faculty.

# The scoring system used to evaluate applications must be designed as a combination of the following scoring categories and their corresponding weighting factors within a given interval:

1. Academic results (max. 50 points)
* based on cumulative corrected credit index (CCCI)
1. Professional activities (max. 35 points)
* presentation at Students’ Scientific Association (TDK, OTDK) ranking
* Publications
* Conferences
* Demonstration work
* Other professional activity (except internship)
1. Language skills (max. 10 points)
2. Public life and sports activities (max. 5 points)

# **VII. Application ranking principles**

# The faculty ranking is established based on the following steps:

## the scores of the applicants must be sorted in descending order,

## in the event of a tie, the student whose academic results are better will be ranked first; if this does not decide the question either, the points received for professional activity will decide the final ranking.

# Applicants are ranked based on point **VII.** paragraph (1) will receive a scholarship.

# For each applicant who receives a scholarship, the destination institution of his/her trip must be determined from among the institutions indicated by him/her based on the following steps:

## the established ranking must be followed strictly continuously,

## for the next applicant, among the institutions indicated by them, the one for which there is still a free place and the one indicated by them with the highest priority must be selected.

## If the student has indicated all five possible places, but the places of all institutions indicated that the places have been filled to the maximum, the applicant cannot be classified in any of the institutions. In that case, the applicant will keep their scholarship and their place in the faculty order, but will not be assigned to an institutional place.

## Applicants who have received a scholarship and have been assigned to an institutional position may not change their institutional position after being assigned. It is not possible to exchange scholarship places between students.

## nomination and application to the host institution fails due to non-fulfilment of the language test requirements, there is no possibility of reclassification to another institution (see point II. paragraph (2). d)).

## After the institutions have been assigned to the applicants, all applicants who received a scholarship but could not be assigned an institution due to point c) during the consultation is obliged to act according to point **V.** paragraph (7). The applicant with a higher score on the list must still be given priority in the classification.

# Applicants who do not wish to participate in the consultation according to point e), or who renounce their scholarship during the negotiation period, will be considered to have automatically canceled their mobility intention.

* 1. After the announcement of the final results, it is not possible to change the semester won, i.e., it is not possible to postpone from the fall semester to the spring semester or from the spring semester to the fall semester.

# **VIII. Distribution of subsidized places between faculties**

# The distribution of subsidized places between faculties is determined by the Institutional Coordinator depending on the institutional framework, and the faculties are notified of this by email.

# **IX. Scholarship Determination**

# The **ERASMUS+ scholarship** is calculated on the basis of the country rates determined by the Tempus Public Foundation. You can find out about the current national rates on Tempus Public Foundation’s website. The Tempus Public Foundation reserves the right to change the scholarships in the interim.

# The ERASMUS+ office transfers the awarded scholarships in a singular sum to the student's bank account according to the conditions stipulated in the grant agreement specified in point **XII.**

# If the student receiving the scholarship does not meet the expectations set out in the Grant Agreement for Study Mobility, the Erasmus+ Office has the right to reclaim the full amount of the support, or if they only partially fulfill it, the proportional part of the support, as follows:

1. Settlement of uncompleted credits for students returning home from ERASMUS+ student mobility for studies:

|  |  |
| --- | --- |
| Number of completed credits | Refundable grant amount in % |
| 0 | 100 |
| 1 | 80 |
| 2 | 80 |
| 3 | 80 |
| 4 | 70 |
| 5 | 60 |
| 6 | 60 |
| 7 | 50 |
| 8 | 40 |
| 9 | 40 |
| 10 | 30 |
| 11 | 20 |
| 12 | 20 |
| 13 | 10 |
| 14 | 0 |

1. The scholarship is calculated based on daily rates. A deviation of 5 days is allowed for the entire duration of the semester. If the student spends less time at the host institution than the period indicated in the Grant Agreement for Study Mobility, he must repay the scholarship for the missed period proportionally. The actual (realized) duration of the mobility can be found in the " Transcript of records " or " Learning Agreement After mobility " or the " Letter of Confirmation for Studies " documents must be verified after the end of the mobility.

# A student may receive a study scholarship for a maximum of one semester during a mobility period. The Commission may make an exception to this within its competence if the bilateral institutional Agreement concluded with the given institution can only have mobility of one full academic year.

# **X. Extension of mobility**

# The autumn mobility period can be extended to the spring semester if the following conditions are met:

## there is a free place in the quota defined in the inter-institutional agreement

## based on the agreement of the sending and the receiving institution

## In the case of an institution outside the EU, if the host institution's conditions for extension are met,

## In the case of an institution within the EU, the student must indicate his intention to extend in the 075C Neptun request by November 15 of the current year

## the Grant Agreement for Study Mobility for the spring semester must be concluded before the originally planned end of the mobility period

## the extension must immediately follow the originally planned mobility period. There cannot be a break between the two mobility periods (holidays and closed periods of higher education institutions do not count as breaks).

## the mobility period cannot end after September 30 following the originally planned end of the mobility period.

## The study period cannot be extended for a period shorter than 4 weeks.

# **XI. Issuance of a supplementary application**

# The ERASMUS+ office can announce a supplementary application for the spring semester of the 2023/24 academic year:

## **from 1 August 2023** for the remaining institutional places,

## for scholarships that may not have been awarded in the framework of the application, or for the remaining part of the ERASMUS+ scholarship fund provided to the institution after the application has been completed, based on the proposal of the Institutional Coordinator.

## The deadline for submitting the supplementary application in the case of a spring semester mobility is **August 8, 2023 (Sunday) 11:59** p.m.

# The evaluation of the supplementary application takes place according to the schedule **in point V,** with the following dates:

# The ERASMUS+ office will send the applications to the Faculty Coordinators for evaluation **by August 15, 2023**

# will publish preliminary results on its website **on August 25, 2023.**

# Students can dispute the preliminary result with the faculty ERASMUS+ coordinator **until August 30, 2023.** If the student does not object to the first preliminary result within the deadline, the points received and the place at the institution are considered accepted.

1. The ERASMUS+ office will publish the final result **on August 31, 2023 on its website (nki.bme.hu).** After that date, no further appeals are possible.

# In the event of a call for supplementary applications, **VI.** point must be applied.

# **XII. Legal remedy**

# The final ranking will be established by the Faculty Committees **by March 17, 2023 at the latest. (31 August 2023 in the case of a supplementary application)**

* 1. Students can appeal against the first preliminary result to the Faculty Coordinator no later than **March 10, 2023 at 12:00 p.m. (In the case of a supplementary application, by 12:00 pm on August 30, 2023)** If the student does not object to the first preliminary result within the deadline, the points received and the place at the institution will be considered accepted. In this case, you cannot file an appeal against the result.

# **XIII. Grant Agreement conclusion procedure and rules**

* 1. It is mandatory for successful applicants to sign the Grant Agreement by the deadline set by the ERASMUS+ office. In case of failure to sign the Agreement, the student loses the opportunity to participate in the program.
	2. The formal requirements of the Grant Agreement will be published by the ERASMUS+ office for the students after the Tempus Public Foundation has made them public.
	3. The student is responsible for the truthfulness of the mandatory elements of the Grant Agreement for Study Mobility. In addition to the personal data and the data specified by the Tempus Public Foundation, the winning applicants must indicate in the Grant Agreement the number, IBAN code, and SWIFT code of their own EUR-based currency account maintained in Hungary.
	4. In the scholarship agreement, in addition to the host institution's data, the student fills in the beginning and end of the mobility period with the information received from the host institution (e.g.: acceptance letter, academic calendar). The ERASMUS+ office can check the validity of the period indicated in the Grant Agreement at any time. In case of misuse, the winning student may be obliged to repay the partial scholarship. After the mobility period, if there is a difference of more than 5 days compared to the subsidized period, the stipend for the uncertified days must be paid back.
	5. The Grant Agreement enters into force after signing. Changes can only be made in case of vis maior, or in the case of extending the mobility period or early arrival home.
	6. In the case of those traveling to an institution outside the EU, the condition for transferring the scholarship is the existence of a visa.
	7. Payment is subject to a Learning Agreement signed by all three parties (outgoing student, faculty ERASMUS+ coordinator, host institution) to be uploaded to Neptun in request number 075. In the Learning Agreement for Studies document, the Faculty accepts a list of subjects related to the subject area, in addition to a maximum of one language course, all of which must be agreed to with the faculty's ERASMUS+ coordinator before signing the Grant Agreement. The only exception to the requirement of signatures by all three parties is if the host institution announces in writing that it will not sign before the beginning of the semester, and the student notifies all parties in a written statement in the 075 application.

# **XIV. Subsequent cancellation of a winning application**

# It is not possible to change the place awarded by the student who won a place after the classification.

# If the student who won a place is unable to travel abroad, they must immediately notify the ERASMUS+ office of their intention to cancel at the address erasmus@bme.hu .

# If, during the study mobility period, on the day following the last day of the registration week of the academic semester, the outgoing student does not have an active student status at the BME, or subsequently initiates the declaration of the semester of the trip as a passive semester, he/she loses the right to participate in the given ERASMUS+ program and is obliged to immediately notify the ERASMUS+ office in writing. The terms and conditions of the application of the Tempus Public Foundation and the scholarship agreement between the student and the BME apply to the repayment of scholarships that have already been paid to him.

# The student who won the scholarship can submit their resignation for the fall semester by July 1 of the given year, and their resignation for the spring semester by September 30 of the given year, in writing to erasmus@bme.hu . After that date, if the student cannot prove vis maior, he/she will automatically be excluded from all further applications managed by the International Relations Directorate.

# **XV. Further provisions**

# The ERASMUS+ office is obliged to provide further information about the application at the address erasmus@bme.hu , as well as to publish all additional information and documents on the University's website, especially the list of foreign institutions participating in the ERASMUS+ program that have signed bilateral agreements with the BME. If the mobility fails due to the fault of the partner institution, in that case the student can submit an ERASMUS+ student mobility for traineeship application for the applied semester or a supplementary application for academic mobility at a later date, taking into account the list of remaining places.

# By submitting the application, the applicant consents to the CCIV of 2011 on higher education. The provisions on data management contained in §§ 18 and 19 of the Act, CXII of 2011 on the right to self-determination of information and freedom of information, act, as well as the BME 's current data protection regulations.

# Applications that bypass the procedure described in this call for application will be excluded.

# For the entire application period and during the mobilities, only inquiries received at the official erasmus@bme.hu e-mail address are considered official inquiries. All further contact information will be ignored by the ERASMUS+ office.

**APPENDIX No.1**

**BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS**

**ERASMUS+ student mobility for studies application**

**unified scoring system**

The basis for applying for the Erasmus+ scholarship is the Erasmus+ call for applications. In addition, during the application, please pay attention to the following points:

**All students can only apply for a scholarship corresponding to their current education level!** The exception is students who apply for their bachelor's degree in their last semester. They can only receive a master's degree scholarship if they are accepted and enrolled in one of the faculty’s master's programs. Students with one-tier masters in the Faculty of Architecture (after prior consultation with foreign institutions) could apply for BSc or MSc depending on where they are in the training: BSc until the 6th semester, then MSc (or BSc).

* During the scoring process, **we can only evaluate certified performances,** so the relevant documents (copy of language test certificate, certificates) **must be attached to the application!**
* Invalid applications will be rejected.

**scoring system**

A maximum of 100 points can be awarded as follows:

1. **Academic results (max. 50 points)**

**In the case of undergraduate, master's and one-tier master’s degree students, the cumulative corrected credit index [[1]](#footnote-1)**of the last completed semester is taken into account.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **CCC index** | **2** | **2.1** | **2.2** | **2.3** | **2.4** | **2.5** | **2.6** | **2.7** | **2.8** | **2.9** | **3** | **3.1** | **3.2** | **3.3** | **3.4** |
| **Point** | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31 | 32 | 33 | 34 |
|   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   |
| **3.5** | **3.6** | **3.7** | **3.8** | **3.9** | **4** | **4.1** | **4.2** | **4.3** | **4.4** | **4.5** | **4.6** | **4.7** | **4.8** | **4.9** | **5** |
| 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 | 44 | 45 | 46 | 47 | 48 | 49 | 50 |

**The faculties reserve the right to define a minimum average as a criterion.**

**Faculty minimum requirements:**

- In the case of **mechanical engineering** students, the condition for submitting the application is a **cumulative academic result of 3.0.**

- In the case of **architecture** students, the condition for submitting the application is a **cumulative academic result of 3.0.**

- In the case of **chemical technology and biotechnology** students, the condition for submitting the application is a **cumulative corrected credit index of 3.0.**

**In the case of master's students who did not complete their bachelor studies at BME and have not yet completed at least one semester,** their score is calculated based on their bachelor study program results. Their official bachelor’s transcript of records, or a registry sheet must be attached to their application, which contains the **cumulative corrected credit index.** In the absence of this, the application will be formally incorrect.

1. **Professional activities (max. 35 points)**

The evaluation of the professional activity covers the applicant's entire work to date. We do not differentiate between individual levels of training (e.g., BSc and MSc).

If the student has both Scientific Students’ Association OTDK and TDK placement, the points that can be awarded are added together, but only in the case that the topic of the two theses are different, also in the case of a special award, distinction and participation. If the topic is the same, you will receive points in the category with a higher score.

|  |  |
| --- | --- |
| **Activity** | **Score** |
| **OTDK - TDK** | OTDK (1st-2nd-3rd place) | maximum 20 – 15 – 10 |
| TDK (1st-2nd-3rd place) | maximum 10 – 8 – 5 |
| OTDK / TDK special award | maximum 10 / 5 |
| OTDK / TDK distinction | maximum 8 / 4 |
| OTDK / TDK participation | maximum 6 / 3 |
| **Publication** | Book | maximum 15 |
| Book section or chapter | maximum 10 |
| Note | maximum 7 |
| Journal article (acceptance statement to be attached) | maximum 7 |
| An article published or accepted in an international conference volume | maximum 15 |
| A study published in an internal (not nationally distributed) publication | maximum 5 |
| **Conference** | Presentation at an international conference | maximum 10 |
| International conference poster creation | maximum 4 |
| Presentation at a domestic conference | maximum 8 |
| Making a domestic conference poster | maximum 3 |
| **Demonstrator** | Practice management | per semester max. 5, max. 10 |
| Other | per semester max. 4, max. 8 |
| **Other professional activity** | Giving a presentation on a course, preparatory course, lecture series, workshop, session, leading a class | occasionally 0 – 5, max. 10 |
| Other faculty/non-faculty level professional, organizational activities, scientific work (e.g., professional college) | occasionally 0 – 8, max. 10 |
| Placement achieved in a case study / professional competition / study competition (local, national, international) | maximum 10 |
| Research, patent, innovation | maximum 20 |
| Other professional activity (except traineeship) | maximum 4 |
|  | Achieved as a student of the German language coursebased on performance (separate number of employees) 1 | maximum 30 |

1 Students of the German-language program are entitled to the preferences promised by the program (special curriculum, simplified subject admission, dormitory care during their studies abroad, delayed start of the semester after returning home) only if they are also students of the German-language program at the time of their departure, having fulfilled the special training requirements.

1. **Language skills (max. 10 points)**

|  |  |
| --- | --- |
| **Degree** | **Score** |
| You have a professional language exam higher level (C1, C2 complex)  | **10** |
| General higher level (C1, C2 complex) language exam | **10** |
| General or specialist language intermediate level (B2, complex) language exam in a second language (not the language of education) | **5** |
| General or specialist language intermediate level (B2, complex) language exam in an additional language (not the language of education) | **5** |

1. **Public life and sports activities (max. 5 points)**

Please have your public activities certified by the head of the relevant organization, and in the case of faculty and university voluntary circles, the head of the organization managing the member lists, the president of the Student Representation Committee (HK/EHK). Attach the certificate as an attachment!

|  |  |
| --- | --- |
| **Activity** | **At least six months of activity** |
| Mandate of representatives and officials of the Student Representation, as well as membership with the right to consult | Maximum 5 points |
| Activity carried out in a mentor group | Maximum 5 points |
| Activities carried out in the instructor team | Maximum 5 points |
| Event organizer activity | Maximum 5 points |
| HKT (Student Foreign Affairs Board) activity | Maximum 5 points |
| Voluntary faculty circle activity | Maximum 5 points |
| Activities carried out in other BME or non-BME organizations | Maximum 5 points |
| Evaluation of outstanding sports achievements achieved during university years; one best result can be taken into account | Maximum 5 points |

**Criterion, ranking**

The applications are ranked based on the points achieved. In the event of a tie, the student with the better academic results will be ranked first. If this does not decide the question either, the points awarded for the professional activity will decide the ranking.

**Additional note**

The winning applicants, when creating their study plan, please think about whether they want to get a given course recognized at BME. All courses can be recognized as optional subjects; in all other cases (in the case of a compulsory or mandatory optional subject), it is recommended to consult with the BME instructor of the subject *in advance.* You must record your intention to enroll in a preliminary subject enrollment application and have it approved by the course's BME instructor.

The recognition process is as follows: in the case of recognition as optional subjects **in request Neptun 049, in 1 request, attaching the** transcript. If you would like to request equivalence with a BME subject, then 1 request per course.

* Credits acquired during Erasmus mobility can only be recognized in Neptun request number 049! Requests submitted in other ways will be rejected.
* Acceptance of at least 10 credits from the credits acquired during Erasmus mobility is mandatory, except for graduate students.
1. cumulative corrected credit index (CCCI): Vhr. According to § 57, paragraph (4): (...) The cumulative corrected credit index is used to evaluate the student's performance over several semesters in terms of quantity and quality. The calculation of the cumulative corrected credit index is the same as the calculation of cumulative credit index, except those thirty credits per semester and credits taken and completed during the entire period must be taken into account:



(TVs. CHAPTER XI. FINAL PROVISIONS 65. Interpretive provisions 50.) [↑](#footnote-ref-1)