

# **NATIONAL HIGHER EDUCATION SCHOLARSHIP (NFÖ) APPLICATION**

**2024/2025**

**ACADEMIC YEAR**

The announcement and procedure of the NFÖ scholarship application at Óbuda University can be accessed as follows.

For the 2024/2025 academic year, the NFÖ application can be submitted online through the link <https://palyazatok.ti.uni-obuda.hu/palyazatok/nfo-2024/> starting from May 27, 2024.

## **APPLICATION FORM**

### **CALL FOR APPLICATIONS AND PROCEDURE**

#### **FOR THE NATIONAL HIGHER EDUCATION SCHOLARSHIP 2024/2025 APPLICATION**

The call for applications for the national higher education scholarship for the 2024/2025 academic year has been published by the Minister responsible for education.

At Óbuda University, the application and evaluation process for the national higher education scholarship for the 2024/2025 academic year follows the regulations and conditions set forth in "The Student Requirements System of Óbuda University," based on Section 59, as described below.

#### **1.) General Rules of the National Higher Education Scholarship**

1.1. The national higher education scholarship is granted personally by the Minister responsible for education based on a ranking proposed by the University. The monthly amount of the national higher education scholarship for the academic year 2024/2025 is 40,000 HUF per month according to Section 114/D (1) point c) of Act CCIV of 2011 on national higher education.

1.2. The national higher education scholarship is granted for a complete academic year, which consists of 10 months. The awarded national higher education scholarship can only be disbursed within the respective academic year.

1.3. If the student's student status terminates or is suspended in the program specified in the application, the national higher education scholarship can no longer be disbursed to them.

1.4. The national higher education scholarship can also be disbursed to a student who, after obtaining a bachelor's degree, gains admission to a master's program in the 2024/25/1 semester, provided that they continue their studies with an active student status in the program specified in the application. Therefore, a student whose undergraduate student status terminates in the 2023/24/2 semester in a full-time program with a successful final examination and continues their studies in the university's master's program in the 2024/25/1 semester, with an active student status in a full-time program, is eligible to apply. 1.5. A student who has been awarded the national higher education scholarship cannot be excluded from the study grant support.

1.6. Students enrolled in state-supported, state (partial) scholarship, tuition-based, self-funded, full-time (daytime) undergraduate programs, graduate programs, and integrated programs at higher education institutions are eligible to apply for the national higher education scholarship. To be eligible, students must have enrolled for at least two semesters during their current or previous studies and have earned a minimum of 55 credits.

## 2.) Further institutional rules for the National Higher Education Scholarship

2.1. A student who does not meet the conditions specified in point 1.6. will be excluded from the application process without the opportunity for evaluation and appeal. An exception to this condition is granted to applicants who began their studies in the master's program specified in the application at the university in the 2023/24/2 semester, maintaining an active student status in full-time (daytime) mode. These applicants must meet the average grade requirements defined in section 2.5 of this application notice.

2.2. The national higher education scholarship may be awarded to students at the university who have:

2.2.1. Outstanding academic performance and

2.2.1.1. Demonstrated exceptional work in their field of study or

2.2.1.2. Engaged in outstanding public, sports, or other activities.

2.3. An applicant who fails to provide credible evidence of professional activities, university-related involvement, sports, or other activities as part of their application will be automatically excluded from the application process without the opportunity for evaluation and appeal, even if they meet the academic requirements specified in section 2.4.

2.4. To be eligible for the national higher education scholarship at the university, an applicant must have achieved a minimum credit index (scholarship index) of 4.00 in

both semesters of the previous academic year and have demonstrated exceptional work in a scientific student circle, professional field, Student Union, or other university-related activities. If the minimum credit index of 4.00 is not achieved in any of the last two active semesters, the application will be automatically excluded from the application process without the opportunity for evaluation and appeal. The application will be automatically excluded from the application process without the opportunity for evaluation and appeal if the applicant does not have an active student status in any undergraduate or graduate program at the university at the time of application submission.

The above-mentioned provisions regarding full-time, active student status may be subject to exceptions based on justified circumstances accepted by the evaluators (committee) as specified in point 4.1. Such circumstances must be credibly justified by the student and substantiate the suspension of their student status (e.g., extended medical treatment during the entire semester/academic year or childbirth in that specific semester, primarily).

2.5. If the applicant continues their studies in a master's program at the university from the 2024/25/1 semester, the academic results of the two completed active semesters of undergraduate studies in the 2023/2024 academic year will be taken into account during the evaluation of the application, considering the conditions specified in point 2.4. If the applicant started their master's program in the 2023/24/2 semester, the academic results of the active master's semester in 2023/24/2 and the active undergraduate semester in 2023/24/1 will be considered during the evaluation of the application, considering the conditions specified in point 2.4.

### 3.) Method of Submitting Applications

3.1. The application for the national higher education scholarship must be submitted through the designated online application platform by June 27, 2024. The submission of the application is exclusively done in an online format, and there is no need to submit an original signed application package.

3.2. The following must be completed and uploaded as part of the application package on the online application platform:

- A certified copy of the completed application form available on the online application platform, as specified in point 3.3.
- Certified copies of the certificates or documents related to the specified professional, public, sports, or other activities mentioned in the application, as specified in point 3.3.

3.3. The application form and the individual documents submitted with the application (e.g., certificates, language proficiency test results, acknowledgments, or other certifications) must be digitally signed with a personal digital signature or certified on one of the designated authentication websites listed below using „Ügyfélkapu" (Client Gate) access, and uploaded to the electronic application platform.

Accepted authentication websites:

<https://niszavdh.gov.hu/index> or [https://magyarorszag.hu/szuf\\_avdh\\_feltoltes](https://magyarorszag.hu/szuf_avdh_feltoltes)

3.4. The student applicant is responsible for the formal and content compliance of the submitted application, and the university does not examine it at the time of submission. The examination of formal and content compliance falls under the responsibility and authority of the evaluators determined in point 4. After the application period is closed, no further supplementation or submission of applications is possible.

3.5. It is the responsibility of the applicant student to ensure that their grades and evaluations have been completely and accurately recorded in the Neptun system, and to take the necessary steps to correct or supplement them if needed.

3.6. The document(s) verifying the academic results (credit index) of the last two completed active semesters, as required by the application announcement, will be extracted from the Neptun system by the faculty system administrator and electronically forwarded to the evaluators specified in point 4 by July 10, 2024, 12:00 PM.

#### 4.) Evaluation of Applications

4.1. The received applications will be reviewed by the deans of the faculties or the faculty evaluation committees appointed by them, considering both formal and content aspects. They will exclude invalid applications and evaluate (score) the valid applications. Furthermore, they will rank them based on the scores by July 12, 2024, with the agreement of the representative of the faculty's Student Union (HÖK).

4.2. Institutional rules for the evaluation (scoring) of the national higher education scholarship:

##### I. a) Score for academic performance:

The arithmetic mean, rounded to one decimal place, of the credit index/scholarship index from two semesters, multiplied by 10, but not exceeding 50 points.

##### b) Score for language exams:

- For B1 (basic level C) type language proficiency exam: 2 points
- For intermediate level A or B type language proficiency exam: 3 points
- For B2 (intermediate level C) type language proficiency exam: 4 points
- For advanced level A or B type language proficiency exam: 5 points
- For C1 (advanced level C) type language proficiency exam: 6 points

Multiple language exams can be submitted for scoring; however, only one score can be awarded per language. Additionally, the maximum score in this category cannot exceed 10 points, even if the combined score of the submitted and acceptable language proficiency exams would result in a total score higher than 10 points.

II. For Professional Activities:  
Based on a unified scoring system determined by the evaluators, which takes into account the professional activities of all valid applications, the scoring and ranking should reflect the relative importance of different activities. In this category, a maximum of 30 points can be awarded.

III. For Community, Sports, and Other Activities:  
Based on a unified scoring system determined by the evaluators, which considers the community, sports, and other activities of all valid applications, the scoring and ranking should reflect the relative importance of different activities. In this category, a maximum of 10% of the total score obtained in Categories I and II can be awarded (e.g., for a student with a combined score of 90 points in Categories I and II, the maximum score would be 9 points), even if the total score of the submitted and acceptable activities in Category III, according to the scoring system, would exceed 10% of the total score.

5.) The complete list (ranking list) containing the decisions of the faculty must be posted on the notice board of the Registrar's Office and published on the faculty's website by July 12, 2024, at 16:00 PM, so that the affected students can become aware of the results. When making the publication, the email address should also be provided, to which the applicant student can submit their appeals/review requests.

6.) The concerned applicants may appeal the decision until July 18, 2024, at 12:00 PM, by addressing their request to the university's rector and sending it to the electronic (email) address provided by the faculties. The received appeals will be examined by the faculty's appeals committee, and they will provide a written opinion on them.

7.) The following documents must be submitted to the Directorate of Education by July 21, 2024 by the faculty's appeals committee:

- The original and electronic (scanned) copies of the individual evaluation sheets, filled out and authenticated, supplemented with the faculty's opinion in case of an appeal.
- The original and electronic (editable) copies of the summary minutes containing the faculty ranking.
- The original and electronic (scanned) copies of the appeals received as detailed in point 6.

8.) The appeals and the attached faculty opinions will be examined by the rector or the university's appointed appeals committee, with the agreement of the Student Union's representative, and then adjudicated.

9.) Based on the faculty rankings, taking into account the results of the appeals and the assessment of appeal requests and faculty opinions, the rector or the university's appointed appeals committee - with the agreement of the Student Union's representative - will rank all the received valid applications and make a recommendation for the university nomination list by July 23, 2024.

10.) The university nomination list will be approved by the Senate at its meeting following the decision of the university's appeals committee.

11.) The university nomination list approved by the Senate will be sent to the Minister responsible for higher education by the Office of the Rector/Directorate of Education by August 1, 2024. The Minister, taking into account the institution's nomination proposal, will award the national scholarship for higher education to the winning applicants.

12.) The university/faculty will notify the winning applicants about the receipt of the national scholarship for higher education and the collection of the certificate of recognition during the 2024/25/1 semester, no later than October 2024.