

## CAMPUS MUNDI CALLS FOR APPLICATIONS

This new scholarship program, administered by Tempus Public Foundation, gives you the opportunity to apply for a study program or internship abroad!

### Deadlines:

- **Semester studies:** Ongoing application till 30 September 2019
- **Internships:** Ongoing application till 30 September 2019

### Where to apply?

- [www.campusmundi.hu](http://www.campusmundi.hu)  
The official page of the program with calls for applications and forms.
- [www.scholarship.hu](http://www.scholarship.hu)  
Online application system.
- [campusmundi@metropolitan.hu](mailto:campusmundi@metropolitan.hu)  
If you want to learn more about the program or need help with the application, please write here.

## In Brief

This is only a summary of the main points regarding this program. For more detailed information we suggest you visit [www.campusmundi.hu](http://www.campusmundi.hu) or write to [campusmundi@metropolitan.hu](mailto:campusmundi@metropolitan.hu).

### **You can apply for two scholarship types:**

- Semester studies
- Internships

**Period:** Mobility to be completed between 1 June 2018 and 30 September 2019.

### Who can apply?

- Prerequisite: minimum 1 completed semester at METU.
- During the scholarship you need an active student status at METU.
- You have basic knowledge (B2) of the working language of the host institution or company.
- If you apply to an Erasmus+ partner of METU, apart from the Campus Mundi application, you must also submit an Erasmus+ application at METU to the same partner.
- Upon successful application, you have to join the Campus Mundi alumni community for at least 5 years and provide your contact details.
- You cannot submit an application to the same country where you have citizenship.
- You accept to complete a minimum of 20 ECTS credits.
- You can't apply if you are a foreign student studying in Hungary, benefiting from a scholarship funded by the Hungarian state.
- You can't apply to any country which is on the list of "Countries not recommended for travel", which is updated regularly by the Hungarian Ministry of Foreign Affairs and Trade. Website <http://konzuliszolgalat.kormany.hu/utazasra-nem-javasolt-tersegek>
- You can't apply for a traineeship within EU institutions or organizations coordinating EU programs. You can find a detailed list here:  
[http://ec.europa.eu/institutions/index\\_en.htm](http://ec.europa.eu/institutions/index_en.htm)

### Duration

- **Semester studies**  
3 (90 days) to 5 months (travel days excluded)
- **Internships**  
3 (90 days) to 5 months (travel days excluded)  
Working hours: min. 30 h/week

### Where to go?

- **Semester studies**

You can apply to all partner universities of Budapest Metropolitan University, including Erasmus+ partners. In this case, however, you are also obliged to submit an Erasmus+ application as well.

**NEW!!** Now you can also apply as a free mover student to any university not only to METU partners. In this case you'll need the compulsory acceptance letter from the host university.

- **Internships**

Any institution or company which provides an internship relevant to your studies or research.

You can download a list of our partner institutions at the [website](#).

### Scholarship amounts

Depending on the selected host country, a monthly allowance between 200 000 and 350 000 HUF is provided.

### Country Categories

<b>1<sup>st</sup> Category Erasmus+</b>	<b>200 000 HUF/month</b>
Countries	Bulgaria, Croatia, Czech Republic, Estonia, Poland, Latvia, Lithuania, Macedonia, Romania, Slovakia, Slovenia, Turkey
<b>2<sup>nd</sup> Category Erasmus+</b>	<b>max. 210 000 HUF/month</b>
Countries	Austria, Belgium, Cyprus, France, Greece, The Netherlands, Germany, Malta Portugal, Spain, Italy
<b>3<sup>rd</sup> Category Erasmus+</b>	<b>max. 220 000 HUF/month</b>
Countries	Denmark, United Kingdom, Finland, Iceland Ireland, Liechtenstein, Luxembourg, Norway, Sweden
<b>4<sup>th</sup> Category</b>	<b>max. 350 000 HUF/month – All other countries.</b>

## Application

Applications have to be submitted online at [www.scholarship.hu](http://www.scholarship.hu), at least 3 months before the planned start date of the mobility. The application system, however, only available in Hungarian. As METU would like to give equal opportunities to all international students, we provide full assistance during the entire application process. Therefore, if you are an international student willing to apply **FIRST** please contact us at [campusmundi@metropolitan.hu](mailto:campusmundi@metropolitan.hu) so we can provide you with all necessary information for a successful application. You can find a detailed application guide for the application system at the [website](#).

## What do you need to apply?

You will need the following documents for the application:

- **Online application form:** signed and scanned.
- **“Motivation letter and study/work plan”:** signed and scanned. You can find the official form at the [website](#).
- **“Recommendation and institutional approval”.** You can find the official form at the [website](#) This document has to be signed by two different persons:

1. **Recommendation:** to be dated, signed and stamped by the head of the institute related to your subject/field of studies at METU. You can find their contact information here: <http://metubudapest.hu/about-us/69/organization.html>

NOTE: If you apply to an internship which you plan to have accepted as the mandatory internship at METU, you have to contact the **Career Centre** first, and only in this case the recommendation part has to be signed by them. You can find information about the requirements here: <http://metubudapest.hu/current-students/79/career-centre.html>

2. **Institutional Approval:** to be dated, signed and stamped by the International Directorate. This is the last step before submitting the application.
- **TÖRZSLAP:** You need to request this document at the **Student Information Center** signed and stamped. This is basically your Transcript of Records. For the application you'll need the Hungarian version of the document. The document has to contain your cumulative corrected credit index.
  - **Proof of language proficiency:** of the working language at the host university/company. Minimum B2 level (CEFR) or equivalent official language exam **or** dated, signed and stamped certificate issued by the **Institute of Foreign Languages**.
  - **Invitation Letter: Only in case of Internships!** Issued, dated, signed, stamped and scanned by the host company/organization. You can find the official form at the [website](#).
  - **Acceptance Letter: Only in case of free mover semester studies. Issued, dated, signed, stamped and scanned by the host university. You can find the official form at the [website](#).**
  - **Proof of scientific/artistic achievements (optional):**
    - 1-3<sup>rd</sup> place or special award at National Scientific Students' Associations Conference (OTDK in Hungarian)
    - international publication
    - international conference speaker
    - 1-3<sup>rd</sup> place or special award at international scientific competition
    - other prominent scientific/artistic/sport achievement
  - **Certificate of Volunteer work (optional):** if you are actively participating in professional or student organizations, mentoring international students or participating in the work of international student organizations. You can find the official form at the [website](#).

**Only documents originally signed and stamped are accepted. Virtual stamps and signatures are not acceptable!**

You can find the selection criteria at the bottom of the page. The evaluation contains two rounds: In the first round, METU checks and evaluates your application based on the criteria mentioned above. In the second round, after the METU evaluation, applications and recommendations for selection are submitted to Tempus Public Foundation (TPF). TPF Board chooses the selected participants approximately within 2 months after METU's recommendation.