

Student Delegation of the Faculty of Economic and Social Sciences
Faculty BME Scholarship
Call for Applications
Academic Year 2025/2026

The Student Delegation of the Faculty of Economic and Social Sciences (GTK HK) at the Budapest University of Technology and Economics (BME) hereby invites applications for the Faculty BME Scholarship, in accordance with Section 34 of the University's Code on Fees and Benefits (TJSZ), with the aim of recognising and encouraging students engaged in professional and scientific activities beyond the requirements defined in their recommended curriculum.

Conditions of application

The application is open to full-time Bachelor's or Master's students of the Faculty of Economic and Social Sciences who have an active student status and have pursued outstanding professional and scientific activities during the period under review, including exceptional academic or language performance.

Each professional or scientific achievement may only be submitted once for recognition. Applicants must indicate in their application if they have submitted the same performance/activity for another application elsewhere and the evaluation process is still ongoing. Achievements/activities that have already been recognised in other applications may not be submitted again. Particular attention should be paid to activities already successfully submitted for the University-level BME Scholarship.

Activities counted towards coursework (e.g. traineeships, project assignments, courses) cannot be submitted as professional activities. The same activity may only be evaluated under one category.

Additional eligibility criteria require that the applicant meets all of the following conditions during the period under review:

- The applicant must have **at least one** qualifying performance in one of the following categories:
 - "Professional activity" (Category 1)
 - "Academic competitions" (Category 5)
- The Student Delegation of the Faculty of Economic and Social Sciences (GTK HK) will determine the minimum number of points required to receive the scholarship based on the submitted applications. Applications must reach the minimum point threshold set by the GTK HK.

Applicants agree to attend a personal interview if deemed necessary by the GTK HK.

Principles of evaluation

Applications will be evaluated by the GTK HK in accordance with (4) of the TJSZ and the point system defined in this call. For "Participation in a professional student organisation at BME" (Category 2), GTK HK will request a point recommendation from the head of the respective organisation.

All activities must be supported by documentation; no points will be awarded for undocumented activities.

For publications, if the acceptance and publication dates differ, the acceptance date is decisive.

For presentations and posters, points may only be awarded for completed activities and events that have already taken place.

No points may be awarded for activities that are mandatory for the completion of the degree as defined in the training and outcome requirements.

For language exams, if the exam date and the issue date of the certificate fall in different periods, the issue date is decisive. In the case of language exams, only the highest level exam in each language will be considered.

Point system

Activities	Max. points available per activity	Max. points available in the category
1. Professional activities		
1.1. Patent, innovation	0-30	-
1.2. Research, publication	0-15	-
1.3. Completion of a course related to the programme	0-2	4
1.4. Participation in local/national/international conferences	0-3	6
1.5. Giving a presentation at a local/national/international conference	0-6	12
1.6. Workshop activity	0-4	12
1.7. Professional work in a scientific society or other professional organisation	0-4	12
1.8. Performance related to and exceeding demonstrator work	0-6	12
1.9. Other faculty-level professional, organisational activity, scientific work	0-8	10
1.10. Other external but faculty-related professional, organisational activity, scientific work, including volunteering	0-6	8
2. Participation in a professional student organisation at BME		4
2.1. Professional activity carried out in a BME college for advanced studies that goes beyond membership or leadership duties (such as organising a conference, delivering a presentation, organising a case study competition, or other professional activities).	0-2	2
2.2. Professional activity carried out in a BME competitive team that goes beyond membership or leadership duties (e.g. organising a conference, delivering a presentation, participating in a competition, or other professional activities)	0-2	2
2.3. Other professional student organisations at BME	0-2	2
3. Traineeship	0-4 points	4
4. Language performance	-	16
4.1. General basic (A1) complex language examination	1	
4.2. General intermediate level (B2), written or oral	2	-
4.3. General intermediate level (B2), complex	4	-
4.4. General advanced level (C1), written or oral	3	-
4.5. General advanced level (C1), complex	6	-
4.6. Specialised language exam (added to the points awarded for the above)	2	-
4.7. Interpreter or specialised translator language exam	6-8	-

4.8. Other language performance to evaluate	0-4	-
5. Academic competitions	-	-
5.1. TDK (1st, 2nd, 3rd place)	12, 10, 8	-
5.2. TDK commendation, special prize, outstanding special prize	2, 4, 6	-
5.3. OTDK (1st, 2nd, 3rd place)	12, 10, 8	-
5.4. OTDK commendation, special prize, outstanding special prize	2, 4, 6	-
5.5. Participation in TDK or OTDK (no points awarded if 4.1., 4.2, 4.3. or 4.4 apply)	1	-
5.6. Ranking and participation in case study or other professional student competitions (local, national, international)	0-15	20
5.7. Dean's or Rector's Commendation (at one's own institution)	4, 6	-

Application process

Application for the recognition of the activities listed above, carried out during the period under review, must be submitted via the BME Uniform Application and Evaluation System (hereinafter: MŰEPER). The application must be submitted by the deadline specified in the "Deadlines" section for the relevant review period of the GTK Faculty BME Scholarship call. The application form available on the MŰEPER interface must be completed, and supporting documentation certifying the activities carried out during the period under review must be attached as annexes.

Content requirements and certifications to be attached

The application must include a detailed description of the individual activities performed by the applicant, suitable for evaluation.

Points will only be awarded for achievements substantiated by original, official documentation. In the case of supporting documents in a foreign language, a Hungarian or English summary must also be submitted. Providing false or inaccurate information will result in immediate disqualification of the application. The submitted certificates must pertain to the period eligible for evaluation as defined in the call for applications.

Documents to be Attached to the Application:

- **Professional activities**

- In order to certify the **"Patent, innovation"** category, a certificate issued by the Hungarian Intellectual Property Office is required.
- For the category **"Research, publication"**, a summary of minimum 1 and maximum 3 A4 pages must be attached, outlining the work and indicating the exact place of publication (if applicable). Additionally, a Publication or Research Data Sheet certified by the supervisor must be submitted, specifying the date of publication and, in the case of co-authorship, the proportion of contribution by each author.
(The data sheet can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)
- For the category **"Completion of a course related to the programme"**, an official certificate or diploma issued and authenticated by the course organiser must be submitted. A detailed course description must also be attached, including the course date, format, and completion requirements.
- For the category **"Giving a presentation at a local/national/international conference"**, a certified "Presentation Data Sheet" issued by the organiser must be attached, specifying the topic, date, duration of the presentation, and the composition of the audience.

(The data sheet can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)

- For the category **“Participation in a local/national/international conferences”**, an official certificate or diploma issued by the organiser must be attached.
- For the category **“Workshop activity”**, a certificate authenticated by the workshop leader or the person responsible for coordinating the workshop must be submitted. This certificate must provide a detailed description of the activities carried out by the applicant during the review period, the estimated number of working hours, and the results achieved.

(The template can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)

- For the category **“Professional work in a scientific society or other professional organisation”**, a certificate issued by the head of the organisation is required. This must detail the professional activity performed by the applicant during the review period. Membership without activities is not worth points on its own. Activities carried out within a college for advanced studies may not be recognised under this category as professional or scientific organisational activities.

(The template can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)

- For the category **“Performance related to and exceeding demonstrator work”**, a certificate issued by the department or lecturer must be submitted. This should include a detailed description of the activities and indicate the number of working hours completed during the review period.

(The template can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)

- For the categories **“Other faculty-level professional, organisational activity, scientific work”** and **“Other external but faculty-related professional, organisational activity, scientific work, including volunteering”**, a certificate authenticated by the person responsible for the activity must be submitted. This must include a detailed description of the activity carried out by the applicant during the review period and the estimated number of working hours.

(The template can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)

- **Participation in a professional student organisation at BME**

- To verify this category, a certificate issued by the head/ chair of the organization and authenticated by the chair of the Faculty Student Delegation (KHK) or the University Student Delegation (EHK) is required. Membership without activities is not worth points on its own.

(The template can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)

- **Traineeship**

- To verify this category, a certificate issued by the employer is required. The certificate must include a detailed description of the work, the duration of employment falling within the reporting period, the average number of weekly working hours, and confirmation that the certified traineeship exceeded the requirements of the training programme. If the traineeship was part of the compulsory traineeship defined in the recommended curriculum, it is not eligible for points.

(The template can be downloaded from the MŰEPER website under the "Documents" tab, in the Faculty of Economic and Social Sciences folder.)

- **Language performance**

- In order to certify language performance, a copy of the language exam certificate is required.
- Points can only be awarded for language exams passed during the reporting period. In respect of the reporting period, the date of issue of the language exam certificate shall be taken into account.
- Only one score-eligible certificate per language will be accepted — the one yielding the highest score.
- **Academic competitions:**
 - In order to certify the TDK or OTDK ranking, commendation, special prize, outstanding special prize and participation, the TDK/OTDK certificate is required, or in the absence thereof, a certified document providing proof of the result/participation.
 - In the case of a TDK or OTDK result, the specific score is distributed in proportion to the authors' contributions to the completion of the thesis. For this, the authors and the supervisor are required to submit a statement about the proportion of their contributions. The established shared score shall be rounded to 1 decimal place in accordance with the rounding rules.
 - In order to certify the **“Ranking and participation in case study or other professional student competitions”** category, the certificate is required. In addition, the applicant shall attach a detailed announcement of the competition, which includes the date, venue and the competitors.
 - For the category **“Dean’s or Rector’s Commendation (at one’s own institution)”**, the corresponding certificate must be submitted.

The evaluation committee will verify the authenticity of all submitted documentation. If a certificate is found to be false, the applicant’s submission may be disqualified, and the president of the GTK Student Delegation (GTK HK) may initiate disciplinary proceedings.

The grant available for scholarship applicants

The minimum score required to be awarded the scholarship and the amount of the awarded scholarship is determined by the GTK HK during the evaluation process, taking into account the available funding and the number of applications received. The scholarship amount is rounded to the nearest 100 HUF, based on §22 (4) of the TJSZ, using standard rounding rules. The awarded support is paid as a one-time scholarship, at a date determined in the disbursement schedule of student normative-based payments following the evaluation.

Deadlines

Autumn term	
Period examined under the application	February 1, 2025 - August 31, 2025
Application deadline:	12 October 2025, 23:59
Deadline for submission of additional information	26 October 2025, 23:59
Final results published	13 November 2025, 08:00 AM
Disbursement date	10 December 2025
Spring term	
Period examined under the application	September 1, 2025 - January 31, 2026
Application deadline:	15 March 2026, 23:59
Deadline for submission of additional information	29 March 2026, 23:59
Final results published	14 April 2026, 08:00 AM

Disbursement date	8 May 2026
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Only activities carried out in the current reporting period may be taken into account in the application. Applications submitted not in line with the announcement or after the expiry of the deadline of the application are considered invalid and will be rejected. Only one opportunity is provided for submitting missing documents. The applicant is responsible for the completeness of the application.

Result

The results are made available by GTK HK in the <https://mueper.bme.hu> system under the “My Profile” menu, accessible upon login via the BME Directory. Only the individual applicant can view their result.

Data protection

GTK HK handles the personal data necessary for evaluating the scholarship applications in accordance with the applicable data protection code, as specified in the attached Privacy Policy.

Legal remedy

Students may appeal against the final result of the evaluation of their applications to the Student Appeal Panel within 15 days of their notification or, failing that, within 15 days of becoming aware of it, by submitting an application No. 001 available in the Neptun system.

4 August 2025

Faculty of Economic and Social Sciences
Student Delegation