

## **Pannónia Scholarship Program for Stipendium Hungaricum Students**

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The Hungarian University of Agricultural and Life Sciences (MATE) invites applications within the framework of the Pannonia Scholarship Mobility Programme for Stipendium Hungaricum scholarship holders who would like to carry out a research or a short study mobility abroad.

At MATE, the Pannonia Scholarship Programme is coordinated by the Centre for International Education. In case of a successful application, students will have the opportunity to accomplish mobilities during their studies, between 1 January – 31 December 2025.

**APPLICATION DEADLINE at least 2 months before the planned mobility**

### **Conditions - eligibility criteria:**

All students **who have valid residence permit and are** enrolled in BA / BSc, MA / MSc program or in PhD training at MATE and receive a degree at MATE, regardless of their nationality, are eligible to apply for the Pannónia program.

*\*Important\** Students must possess at least one closed semester before starting the mobility in the current study programme (BA/BSc, MA/MSc or in PhD training).

### **Types of mobilities for Stipendium Hungaricum students:**

#### **SHORT-TERM MOBILITIES DURING STUDIES (2-30 DAYS)**

- a) *study mobility – for BA/BSc, MA/MSc and PhD students (e.g. conference participation with presentation, summer university, blocked courses)*

An active student status is required for the entire duration of the mobility. Courses and credits completed abroad must be recognised and counted into your home course. For further information, the Office of Education should be contacted.

*Conference:* Participation in a conference means an active contribution to the professional content or organisation of the conference, e.g. giving a presentation or workshop at the conference. Attendance at conferences as a participant only is not eligible.

- b) *research stay – for BA/BSc, MA/MSc and PhD students, for BSc students only in the semesters of thesis work*

The purpose of a research mobility is to carry out part of the study-related research in a foreign university or research centre, to promote the academic careers of students in higher education, and furthermore, the acquisition of contemporary knowledge, the generation of new results and the establishment and deepening of international research collaborations. Research activities should contribute to the implementation of the MATE international and research strategy. Research proposals should be supported by the program leader (MA/MSc,

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students) or supervisor (PhD students). The research activity should be recognised with credits.

### **WHERE CAN YOU DO YOUR short term or research mobility?**

Students must carry out their mobility activity in a Pannónia Program Country **different from Hungary, your home country and your permanent address**. Countries are listed at scholarship rates.

### **The receiving organization may be in public, private, non-profit or educational sector:**

- any public or private organization active in the labour market or in the fields of education, training and youth. For example:
- a public or private, a small, medium or large enterprise (including social enterprises);
- a public body at local, regional or national level; – a social partner or other representative of working life, including chambers of commerce, craft/professional associations and trade unions;
- a research institute;
- a foundation;
- a school/institute/educational centre (at any level, from pre-school to upper – secondary education, and including vocational education and adult education);
- a non-profit organization, association, NGO;
- a body providing career guidance, professional counselling and information services;

### **HOW CAN YOU FIND A PLACE?**

We recommend students to search for research mobility placement institutions in their own scientific field or on the following homepages, databases, searching portals:

- <http://Pannóniaintern.org>
- <https://europe-internship.com>
- <http://www.internship.muni.cz>
- <http://www.europlacement.com>
- <http://placementinportugal.com>
- <http://erasmusintern.org/>
- <https://www.espauk.com/internships>
- <http://erasplus.com/>
- <http://www.stagemalta.org/>
- [Archipelagos](#)
- [ESPA UK](#)
- [Azia Resort&Spa, Ciprus](#)
- [ALGOOS Agency \(Brochure\), ALGOOS leaflet](#)
- [www.animafestexperience.com](http://www.animafestexperience.com)

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### WHO ELSE CAN HELP YOU?

It is the applicant's responsibility to find a host institution, however students may ask for the support of:

- teachers, supervisors
- the Head of Department where you enrolled
- [MATE database about previous internships](#) (long traineeship mobilities are no longer eligible, but it is recommended to look for research mobility positions at former host institutions/companies).

### HOW TO APPLY?

Students have to apply via the LimeSurvey platform

(<https://limesurvey.szie.hu/index.php/619713?lang=en>) and upload the following documents:

- [EUROPASS CV](#)
- [EUROPASS Cover Letter/Motivational Letter](#)
- [Letter of Acceptance from the host institution for Research](#)
- [Letter of Acceptance from the host institution for Short Study Mobility](#)
- Transcript of Records of the last semester (from Neptun, signed and stamped by Registrar's Office)
- Active Student Status Certificate (signed and stamped by Students Registrar's Office Coordinator)
- Copy of Diploma/Certificate (for Master and PhD students)
- [1 recommendation letter by supervisor teacher](#)
- language certificate(s), if you have one(s)
- certificate of social activity (e.g. SH mentor, ESN mentor/buddy)
- certificate of research activities
- copy of permanent residence permission

After a successful submission, students will receive a formal notification of the outcome by e-mail to [x.y@stud.uni-mate.hu](mailto:x.y@stud.uni-mate.hu) or [x.y@phd.uni-mate.hu](mailto:x.y@phd.uni-mate.hu) within 10 working days of the application deadline. Should the applications contain false information or do not meet the requirements or are illegible, will be automatically rejected. 5 days are given to complete applications with formal errors.

### APPLICATION DEADLINE

**at least 2 months before the planned mobility** - ONLINE: Limesurvey

<https://limesurvey.szie.hu/index.php/619713?lang=en>

**(NO PERSONAL SUBMISSION IS POSSIBLE)**

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### **FINANCIAL RULES**

Successful applicants are eligible to receive a grant to partially support their mobility. The grant may not cover all the actual expenses incurred. Students are responsible for making all their travel, accommodation and related arrangements. The grant can only be disbursed for the physical part of the mobility, the online / virtual part of the mobility is not supported (e.g. blended-mobilities). Stipendium Hungaricum students can only apply for short-term mobilities (2-30 days), besides the Pannónia grant, they will be entitled to their Stipendium Hungaricum scholarship. **Should the mobility exceed 30 days, no Pannónia grant will be awarded moreover, the Stipendium Hungaricum scholarship will be suspended for the same period.**

The amount of the grant is based on country rates as follows:

#### **Country group I**

Andorra, Australia, Austria, Belgium, Canada, Cook Islands, Denmark, Faroe Islands, Fiji, Finland, France, Hong Kong, Ireland, Iceland, Israel, Japan, East Timor, Kiribati, the Netherlands, Hong Kong, Iceland, Israel, Japan, the United Kingdom, the United States, the Cook Islands, South Korea, the Faroe Islands, the United Kingdom, Liechtenstein, Luxembourg, Macao, Marshall Islands, Micronesia, Monaco, Nauru, Germany, Niue, Norway, Palau, Papua New Guinea, Solomon Islands, San Marino, Switzerland, Sweden, Samoa, Singapore, Taiwan, Tonga, Tuvalu, New Zealand, Vanuatu

#### **Country group II**

Afghanistan, Armenia, Armenia, Bangladesh, Belarus, Bhutan, Bosnia and Herzegovina, Bulgaria, Cambodia, China, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Georgia, Greece, Italy, Iraq, Kyrgyzstan, Kosovo, Laos, Latvia, Lithuania, North Macedonia, Poland, Kyrgyzstan, Laos, Maldives, Malta, Myanmar, Moldova, Montenegro, Nepal, Italy, Pakistan, Portugal, Romania, Russia, Spain, Sri Lanka, Serbia, Syria, Slovakia, Slovenia, Tajikistan, Turkmenistan, Ukraine, Uzbekistan, Yemen

#### **Country group III**

Albania, Algeria, Angola, Antigua and Barbuda, Argentina, Azerbaijan, Bahamas, Bahrain, Barbados, Belize, Benin, Bolivia, Botswana, Brazil, Brunei, Burkina Faso, Burundi, Chile, Comoros, Costa Rica, Chad, Dominica, Dominican Republic, Djibouti, Ecuador, Equatorial Guinea, Central African Republic, Cuba, Kuwait, Lesotho, Lebanon, Liberia, Libya, Madagascar, Malaysia, Malawi, Mali, Mauritania, Mauritius, Mexico, Mongolia, Morocco, Mozambique, Namibia, Nicaragua, Niger, Nigeria, Oman, Palestine, Panama, Paraguay, Peru, Rwanda, Saint Kitts and Nevis, Saint Lucia, Morocco, Oman, Panama, Paraguay, Peru, Rwanda, Saint Vincent and the Grenadines, São Tomé and Príncipe, Seychelles, Sierra Leone, Suriname, Saudi Arabia,

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Senegal, Somalia, South Africa, South Sudan, Sudan, Swaziland, Tanzania, Thailand, Togo, Turkey, Trinidad and Tobago, Tunisia, Uganda, Uruguay, Venezuela, Vietnam, Zambia, Zimbabwe, Cape Verde

### SHORT-TERM MOBILITIES

BSC AND MSC PROGRAM			
	Country group I	Country group II	Country group III
<b>2 – 10 days</b>	30 000 HUF / day	27 500 HUF / day	25 000 HUF / day
<b>11 – 20 days</b>	20 000 HUF / day	17 500 HUF / day	15 000 HUF / day
<b>21 – 30 days</b>	10 000 HUF / day	7 500 HUF / day	5 000 HUF / day

PHD TRAINING			
	Country group I	Country group II	Country group III
<b>2 – 10 days</b>	35 000 HUF / day	32 500 HUF / day	30 000 HUF / day
<b>11 – 20 days</b>	25 000 HUF / day	22 500 HUF / day	20 000 HUF / day
<b>21 – 30 days</b>	15 000 HUF / day	12 500 HUF / day	10 000 HUF / day

A daily travel grant can be requested for maximum 2 days (directly before and after the mobility, must be supported by travel tickets).

The grant will be paid in two instalments (if the mobility is longer than 10 days): 90% pre-financing upon the signature of the grant contract, the remaining 10% is transferred at the end of the mobility period, after the participant had sent all the documents and completed the student report. All payments are processed through bank transfer in Hungarian Forint (HUF).

### FURTHER INFORMATION

#### EVALUATION OF THE APPLICATIONS:

*Applications will be assessed by specific institutional / departmental committees.*

General guidelines of how applications are evaluated (not in order of priority; institute/department criteria and rules might be added):

- language proficiency;
- academic achievement / grades;

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- knowledge and practice in the particular scientific area;
- notable achievements;
- active participation in the Student Union or any other organization;
- incoming students mentoring
- participating in the promotion of Pannónia scholarship program in social media (TikTok, Facebook, Instagram posts)

**The Centre for International Education will determine the final list of successful candidates.**

*The Pannónia Scholarship Program is financed by the Hungarian Government.*

### **AWARD RECIPIENT'S OBLIGATIONS**

**Students who receive this grant must fully or partially reimburse it if**

- they do not comply with the terms of the grant contract or
- fail to complete the short study mobility,
- don't submit the required documentation at the end of their mobility (unless they were prevented from completing their planned activities abroad due to a case of force majeure).

It's student's responsibility to be fully aware of the rules and regulation of residency at the country of their host institution.

### **PROCEDURE FOR SUCCESSFUL CANDIDATES**

**Before the Mobility (before signing the Grant Agreement)**

- **Letter of Acceptance** with exact dates from the host institution or company.
- **Mobility / Learning Agreement Before the Mobility part** (with your signature and your host institution supervisor's signature and stamp.) [ISCED code database](#) (p54)
- Please, fill in the first two worksheets (SMS + SMP and the data of the partner company) in the **Bianco Excel Sheet**
- Have a valid insurance for the entire period of mobility. Insurance bound to credit cards cannot be accepted. The insurance policy has to be sent to your campus coordinator; it is part of the application documentation (any insurance company offer can be chosen, e.g. [www.netrisk.hu](http://www.netrisk.hu) and set the language to English).
  - **health, accident and liability insurance** for research mobilities, including the exact period (from-to) of internships
  - **health and accident** insurance for study mobilities

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Please Note! The starting date and the last day of your mobility period (from-to) has to be exactly the same on the following 5 documents: Grant Agreement, Letter of Acceptance, Mobility / Learning Agreement, Certificate of Arrival and Certificate of Departure.

MATE will transfer 90% of your grant before the mobility. The remaining 10% of the grant can only be transferred to the participant after all the necessary documents have been submitted and the mobility process has been duly closed.

### **During the mobility:**

- **Certificate of Arrival**: This document has to contain the company name, address, e-mail address and telephone number the name of your supervisor. It has to state the exact date of arrival of your mobility and it has to be printed on a letterhead paper with the Supervisor's signature and company stamp.

### **After the mobility:**

In order to have your mobility completed and receive the remaining 10% of your Pannónia grant, the following documents have to be sent to your Campus coordinator latest within 15 days after your mobility end date:

- **Mobility / Learning Agreement - After the Mobility part**: This part of your Learning Agreement has to be filled in by your employer prior to leaving your practice and evaluate your whole work during the mobility.
- The **Certificate of Departure** has to be signed and stamped by your employer on a letterhead paper stating your name and the exact duration of your practice period.
- Please note that the starting date and the last day of your mobility have to be exactly the same as stated in your Mobility Agreement, Pannónia Grant Agreement, the Letter of Acceptance, and the Certificate of Arrival.
- **Pannónia MATE report** This is a short informal one-page summary about your mobility saying why this practice was important for your studies / career. What could you recommend for future SH students? What kind of information would have been useful for you before starting your mobility?

According to the rules and regulation of the Pannónia scholarship program, within 30 days after the mobility end date, the participant must complete and submit his/her report and send it in e-mail. If he/she fails to do so, MATE may claim back all or part of the grant paid.

**Please send your campus coordinator the above listed documents in e-mail duly in time.**

### **CAMPUS COORDINATORS:**

**Budai Campus: Könczöl-Kiss Erzsébet**, [Konczol-Kiss.Erzsebet@uni-mate.hu](mailto:Konczol-Kiss.Erzsebet@uni-mate.hu), Tel.: +36 (1) 3057591

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**Georgikon Campus, Keszthely and Szent István Campus, Gödöllő: Zsankó-Bódör Beáta,**  
Zsanko-Bodor.Beata@uni-mate.hu, Tel.: +36 83 545 101

**Károly Róbert Campus, Gyöngyös and Kaposvári Campus, Csósz Péter,** Csoz.Peter@uni-  
mate.hu, Tel.: +36 36-82-505-800/1010

### **ALL THE NECESSARY DOWNLOADABLE DOCUMENTS RELATED TO THE MOBILITY**

- Letter of Acceptance from the host institution
- [Mobility Agreement for Study](#)
- [Mobility Agreement for Research](#)
- [Bianco Excel Sheet](#)
- [Certificate of Arrival](#)
- [Certificate of Departure](#)
- [MATE Pannónia Report](#)

### **ADDITIONAL AND IMPORTANT INFORMATION** about the Pannonia Scholarship Call (please do not submit your application without reading and accepting these)

1. Grants are awarded only for the duration of physical mobility.
2. Please note that the scholarship does not necessarily cover all the costs of the period abroad, which may need to be supplemented by other sources, sometimes by pre-financing.
3. If the student's application is accepted, the student will be nominated by MATE to the partner university, after which the student must contact the host university by the deadline set by the host university. Fill in the application form(s) of the host institution, choose the courses (listed in the Learning/Mobility Agreement) from the list of courses of the partner university. All this requires independent work, all the necessary information is available on the host institutions' websites (just search for "Erasmus" or "Erasmus incoming" on the relevant website), and the coordinators at the host universities can help you via e-mail if you have any questions. The outgoing coordinator will answer any questions you may have and help you to prepare and check your application documents - they will be signed/stamped. Before departure, the student signs a grant contract with the Hungarian University of Agricultural and Life Sciences, which specifies the amount of the grant, the transfer method and the student's obligations. It is not possible to go abroad without a grant contract

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4. **The student is responsible for his/her own accommodation.** Some universities have dormitory accommodation, but you may have to look for rent. Please check the website of the host university.

5. In the first weeks of your stay, expenses are much higher than later, as accommodation usually requires a deposit on arrival (some require a deposit on booking) and additional insurance. For information on the specificities and expectations of the foreign universities, please contact the scholarship holders of previous years (contact details can be obtained from the outgoing coordinator).

### **6. European Health Insurance Card**

The European Health Insurance Card is not a replacement for travel insurance! In the case of mobility within EU, the national health insurance of the participant provides basic cover for the duration of the stay in another EU country through the European Health Insurance Card. However, this may not always be sufficient in all situations, such as repatriation or special medical treatment. In this case, you may need supplementary private health insurance. Liability and accident insurance covers damage caused by or to the participant during the stay abroad. In addition, insurance against loss or theft of documents, tickets and luggage is recommended.

Further information and how to apply for the card can be found on the NEAK website ([https://www.neak.gov.hu/felso\\_menu/lakossagnak/ellatas\\_kulfoldon/az\\_europai\\_egeszseg\\_biztositasi\\_kartya](https://www.neak.gov.hu/felso_menu/lakossagnak/ellatas_kulfoldon/az_europai_egeszseg_biztositasi_kartya))

### **7. International student card**

The ISIC is an international student card is valid in 133 countries and entitles the holder to a wide range of benefits at around 42,000 points of acceptance (travel, accommodation, museums, etc.). Full-time university students are eligible for the card. The easiest way to order it is online and then collect it at the designated travel agency. More information is available at [www.isic.hu](http://www.isic.hu)

8. For other questions, please contact the campus coordinator by e-mail or telephone.