



**TOMORI PÁL COLLEGE**

## **REGULATIONS ON THE PROCEDURE FOR AWARDING THE MNB EXCELLENCE SCHOLARSHIP**

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Responsible person: rector

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<sup>1</sup>This regulation supersedes v3, which was adopted by Senate resolution number 23/2/2024 and entered into force on 29.09.2021.





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## **I. GENERAL PROVISIONS**

### **1. § List of relevant legislation**

- (1) Basic Law of Hungary;
- (2) 2011. year C. CIV. Act on National Higher Education ("Nftv.")
- (3) Act V of 2013 on the Civil Code;
- (4) the right of association, the legal status of public benefit, and the operation and support of civil organizations 2011 / CLXXV law.

### **2. § The range of applicants**

- (1) Students participating in the full-time (full-time) bachelor's degree program of Tomori Pál College can apply for the MNB Excellence Scholarship who:
- continue their studies in economics and management bachelor's degree, international economics, and finance and accounting.
  - have registered for at least two semesters and earned at least 54 credits during their current studies. (The Department of Education of the MNB Presidential Cabinet may grant a deviation from this at the request of the higher education institution, if, in addition to the student's excellent academic and academic results, fewer credits were obtained for a valid reason, for example, the student does not have the opportunity to obtain the specified amount of credits because the previous years due to overachievement above the sample curriculum, there is not a sufficient number of subjects to be admitted).
  - have completed at least 90% of all the credits of the sample curriculum prescribed in the majors,
  - of the previous two consecutive, closed, active semesters, the arithmetic mean of the obtained grades weighted by credits is at least 4.00, and in the last two active semesters, scientific or other professional work was carried out,
  - they fill out the MNB's data protection statement and submit it together with the application, and
  - undertake to appear in person at the "Certificate of Excellence Award" conference organized by the MNB (participation or non-attendance may be a factor in the evaluation of the next year's application.)
  - they graduated and also participated in the social, sports and other activities of the College.

## **II. ADJUDICATION PROCEDURE (FIRST INSTANCE PROCEDURE)**

### **3. § The tender call**

- (1) The call for tenders sets out the tender criteria, the criteria for evaluating the tenders,
- (2) contains the form called "MNB excellence scholarship application form".
- (3) The call for tenders must be made available to all students of the College on the College's internal publication platforms.
- (4) The **Rector** takes care of the publication of the call for tenders.

#### **4. § Submission of tenders**

- (1) The Rector gives the Applicants the completed application form and its annexes
- (2) It must be submitted to the office of the College Addressed to his Senate
- (3) Documents supporting both the applicant's right to apply and the activities declared in the application must be attached to the application form. E.g:
  - Textbook printed from the educational system,
  - documents of professional work (copies of SSC and SSC diplomas, copies of language test certificates, list of publications and the text of the most important publications)
  - description of participation in professional events, academic competitions and, if possible).

#### **5. § Evaluation aspects of the application**

- (1) the MNB excellence scholarship application is contained in Annex No. 1.
- (2) The proportion of international students awarded an excellence scholarship at the higher education institution may not exceed the proportion of international students studying in the relevant departments of the higher education institution.
- (3) 50% of the academic performance, 40% of the scientific activity (publication, scientific student thesis, participation in international and domestic competitions and professional college activities), 10% of the social and community activity is taken into account.
- (4) The Committee may decide to dispense with academic and social activities if the student's academic performance is outstanding and does not preclude other scholarships.

#### **6. § Ranking**

- (1) The tenders are ranked by the Tenders Review Committee of the Senate in accordance with the overall performance following §5. **The detailed evaluation criteria are contained in Annex 1.**

#### **7. § Proposal**

- (1) Based on the proposal made by the Committee for the Review of Applications, the Senate makes a proposal for the award of the scholarship, taking into account the deadlines set out in the contract concluded each year between the National Bank of Hungary and the College.

#### **8. § The Communication of the Senate's decision**

- (1) The Rector communicates the decision of the Senate to the applicants in a decision. The operative part of the decision must include a reference to legal remedies.



### **III. LEGAL REMEDY PROCEDURE**

#### **9. § Filing an appeal**

- (1) The scoring can be viewed in person at the Rector's Office during the period specified in the call for applications for the given year.
- (2) The scoring can be viewed in person at the Rector's Office during the period specified in the call for applications for the given year.
- (3) Appeals may be made in written form by writing to the address of the Rector, which must be submitted to the Rector's Office,

#### **10. § Adjudication of the appeal**

- (1) The Rector of the College shall reject appeals received after the deadline without examining their merits.
- (2) The Rector decides on appeals in a decision.
- (3) If in the case of a student who applied for the scholarship but was rejected, it was established in an appeal procedure that the student is worthy of the scholarship and would be entitled to it based on the conditions specified in these regulations and the number of institutional frameworks, but may request the inclusion of his application on the correction list or waiting list by request addressed to the rector of the College. The Senate of the College must have paid before the deadline set out in the contract concluded between the MNB and the College in a given year. If, in the case of a student who applied for the scholarship but was rejected, it has been established through an appeal procedure that the student is worthy of the scholarship and would be entitled to it based on the conditions specified in these regulations and the number of institutional frameworks, but may request it in an application addressed to the rector of the College or may request that the application be added to the repair list or waiting list. The Senate of the College must have paid before the deadline set out in the contract concluded between the MNB and the College in a given year. At the initiative of the Rector, the Senate of the College has the opportunity to amend the list of proposals until the day before the deadline specified in the contract concluded between the MNB and the College in the given year.

### **IV. The procedure for disbursing the MNB excellence scholarship**

#### **11. § Amount of the MNB excellence scholarship**

- (1) (1) The monthly amount of the MNB Excellence Scholarship is included in the annual contract between the MNB and the College, which must be published in the call for tenders.

#### **12. § Duration of the MNB Excellence Scholarship**

- (1) The MNB Excellence Scholarship can be awarded for the duration of an entire academic year (10 months).
- (2) If the student completes his studies in the autumn semester, in accordance with the training period, (s)he is still entitled to the scholarship if continues his/her studies in the following semester in a course supported by the Scholarship Program at the same higher education institution after a successful admission procedure.



(3) If the student continues his studies in another higher education institution in a major supported by the Scholarship Program, (s)he will only be eligible to participate in the Scholarship Program if the new higher education institution has a free scholarship place and accepts the student's application. In the event of a change of institution, the student must always notify the new higher education institution of his participation in the Scholarship Program.

(4) If the student finishes his/her studies in the autumn semester or interrupts his/her studies for any other reason in accordance with the training period and does not continue his/her studies in another bachelor's programme supported by the Scholarship Programme and thus no longer receives a scholarship, the higher education institution is entitled to a new application based on the result of the previous application, without launching a new application with the next student in the application ranking from among the students meeting the eligibility criteria. If a vacancy cannot be filled in this way, place of the eliminated student(s) can be filled by launching a new application. The scholarship awarded in this way can only be paid to the applicant for the 2nd (spring) semester.

## **V. MISCELLANEOUS**

### **13. § Entry into force**

(1) This regulation enters into force with the approval of the Senate.

a) Resolution number: 19/2/2025

b) Date of decision: 20.05.2025.

c) Effective: 21.05.2025.

(2) The Rector is responsible for preparing the regulations, updating them in accordance with the law and reviewing them annually.





## **ANNEX 1.**

### **Criteria for judging the MNB Excellence Scholarship**

#### **1. Scientific and professional scoring**



<b>Scientific and professional activities</b>	<b>Point</b>	<b>per activity</b>
certificate of other scholarship	0	point
local/university competition participation	2	point/participation
local/university competition ranking (1-3)	10	point/ranking
national study competition and/or case study competition participation	4	point/participation
national study competition and/or case study competition ranking (4-10)	10	point/ranking
national study competition and/or case study competition ranking (1-3)	20	point/ranking
OSSC entry, participation	6	point/nomination and/or participation
OSSC special award	30	point/ranking
OSSC ranking (1-3)	40	point/ranking
SSC ranking (1-3)	20	point/ranking
SSC entry, participation	3	point/nomination and/or participation
completing the professional internship included in the curriculum	2	points/semester
participation in university or faculty professional programs	6	points/semester
Summer University participation	6	point/summer university
university mentor group membership	2	points/semester
University or external (accepted by the University) professional workshop participation	2	point/ workshop
professional student organization membership (extra curricular without completing a course)	2	points/semester
professional college membership (including the completion of the extracurricular full-semester course due in the subject semester)	6	points/semester
professional college position (in addition to the score for membership)	4	points/semester
a vocational college course (in addition to the points for membership)	4	point/ course
the main organizer of a college debate/lecture	2	point/event
completing an extracurricular course, extracurricular certificate (-1 point less if the certificate is plain curricular)	2-4-6	point/ course (depending on the length of the training, 3 points are awarded for courses lasting at least 1 semester)
support, organization, main organization of university professional events, student member of the Admissions Committee	2-4-6	point/event, depending on the work performed
an AB category domestic or ABC category international journal article	40	point/article
an AB category domestic or ABC category international magazine article	30	point/article
a C-category domestic or D-category international journal	30	point/article
C-category domestic or D-category international journal	20	point/article
D- category domestic or conference volume	10	point/article
patent, innovation	1-15	point



domestic or international publication	1-10 / 10-20	a maximum of 20 points /publication can be obtained
work in a scientific association	1-10	Point
work done in a dormitory professional circle	1-15	Point
demonstrator, departmental scientific work	1-5	Point
education in regular education	10	points/semester
Training and Output Requirement (TOR) of the given major as follows: 6 points for each upper-level general or professional language exam of type C 5 points for each intermediate level professional language exam of type C 3 points for each upper-level language exam of type A or B (if the applicant does not have a type C language exam for this language) 2 points for each intermediate level type A or B language exam (if the applicant does not have a type C language exam for this language) 1 point for each elementary level type C language exam 1 point Only the highest score from a language can be counted. A maximum of 10 points can be awarded for a language test.	10	max points
other scientific or professional activity	1-5	point/activity
otherwise a maximum of 10 points can be obtained		



## 2. Public activity scoring

Public life activities	Point	per activity
Student self-government (SSG) middle manager/senior manager	5-10	point
Vocational college, student organization membership/ holding a management position	4-6	point
Outstanding sports activity (participation in national and/or international sports competitions)	4-10	point/result
Student circle/SSG or other non-professional, scientific conference participation	3	point/participation
assisting in organizing the events of the higher education institution, participating in the organization of conferences	1-5	point/event
voluntary work performed for a central and/or local organization (e.g. sports events, voluntary participation in local or centrally organized events, foundation assistance, etc. )	1-6	points/semester
voluntary work at a charitable organization	1-6	points/semester
Other outstanding social, social and cultural activities	1-4	points/semester
other university social activities	1-5	point



## ANNEX 2.

### The MNB Excellence Scholarship Application

Name of applicant:

Number of completed semesters:

Name of training:

Academic year you wish to apply for:

#### Statements:

1. I am continuing my studies in bachelor's degree in Business and Management, International Business, and Finance and Accounting.

Yes: ☐

No: ☐

2. During my current studies, I have registered for at least two semesters and obtained at least 54 credits.  
(Please attach the School Book printed from Neptun)

Yes: ☐

No: ☐

3. I completed at least 90% of all the credits of the sample curriculum prescribed in the majors.  
(Please attach the School Book printed from Neptun)

Yes: ☐

No: ☐

4. of the previous two consecutive, closed, active semesters, the grade point average weighted by credits is at least 4.00.  
( Please attach the Lesson Book printed from Neptun )

Yes: ☐

No: ☐

5. I did academic and other professional work in the last two active semesters.

Yes: ☐

No: ☐

Please list and attach supporting documents :

6. I completed public life, including sports activities in the last two active semesters.

Yes: ☐

No: ☐

Please list and attach supporting documents :



7. I undertake to complete and submit the MNB's data protection declaration together with the application.

Yes: ☐

No: ☐

8. I promise to appear in person at the "Certificate of Excellence Presentation" conference organized by the MNB .

Yes: ☐

No: ☐

Date :

Signature