

Stipendium Hungaricum Programme Operational Regulations

Effective from: 29 April 2020

-provisional translation-

**Accepted by:
Board of Trustees of Tempus Public
Foundation
Budapest, 16 April 2020**

**Approved by:
Minister of Foreign Affairs and Trade of
Hungary
Budapest, 27 April 2020**

Table of contents

OPERATIONAL REGULATIONS OF STIPENDIUM HUNGARICUM PROGRAMME	3
CHAPTER I: GENERAL PROVISIONS	3
I.1. Introduction.....	3
I.2. The Operational Regulations and the Implementation Guide	3
I.3. References	4
CHAPTER II: STRUCTURE OF THE SH PROGRAMME	4
II.1. Application Elements of the SH Programme	4
II.2. Institutional Applications	4
II.3. Eligibility of Institutional Applications	5
II.4. Order of Institutional Applications.....	5
II.5. Principles of Individual Student Application	6
II.6. Students Eligible for Submitting Applications	6
II.7. The Student Application and Selection Process	7
CHAPTER III: BENEFITS, RIGHTS AND OBLIGATIONS OF THE SCHOLARSHIP HOLDERS	8
III.1. Scholarship Holders' Benefits.....	8
III.2. Obligations Related to Learning Hungarian as a Foreign Language and Culture	9
III.3. Further Obligations of the Scholarship Holders	10
III.4. Procedures Related to the Scholarship Status	11
III.5. Termination and Suspension of the Scholarship.....	12
CHAPTER IV: ADDITIONAL RULES PERTAINING TO INSTITUTIONS	12
IV.1. Notification and Reporting Obligations	12
IV.2. Contribution to Obtaining a Visa and Residence Permit	13
IV.3. Language Training Accompanying the Studies.....	13
IV.4. Support for Social Security and Health Services	13
IV.5. Mentoring System and Alumni	13
IV.6. Monitoring of Implementation	13
CHAPTER V: EQUITY.....	14
CHAPTER VI: COMPLAINT	14
CHAPTER VII: TEMPORARY PROVISIONS	14

OPERATIONAL REGULATIONS OF STIPENDIUM HUNGARICUM PROGRAMME

Based on the authorisation granted in Government Decree 285/2013 (26 July) on Stipendium Hungaricum (hereinafter: Decree), in order to implement the Stipendium Hungaricum Programme (hereinafter: SH Programme), Tempus Public Foundation (hereinafter: Public Foundation) shall establish the following Operational Regulations..

CHAPTER I: GENERAL PROVISIONS

1.1. Introduction

1. The Board of Trustees of the Public Foundation has accepted the following Operational Regulations,
 - a) in compliance with the provisions of Act CCIV of 2011 on National Higher Education (hereinafter: Higher Education Act);
 - b) taking into a consideration of the Government Decree 51/2007 (26 March) on grants available for higher education students and fees payable by them and the provisions of the Decree;
 - c) pursuant to Section 4 of the Decreeto ensure the smooth running of the SH Programme.

1.2. The Operational Regulations and the Implementation Guide

1. Pursuant to the Decree, the detailed rules for the operation of the SH Programme are defined in the Operational Regulations and the supplementary Implementation Guide.
2. The Operational Regulations and the Implementation Guide are prepared by the Public Foundation on the basis of guidelines previously agreed with the minister responsible for foreign affairs and taking into account the comments of the minister responsible for higher education on the implementation of strategic and educational policy considerations.
3. The Operational Regulations (and any amendments thereto) shall be approved in writing by the minister responsible for foreign affairs, as recommended by the Board of Trustees of the Public Foundation, within 30 days of the receipt, in accordance with Section 3 (2) a) of the Decree
4. The Implementation Guide is approved by the Board of Trustees of the Public Foundation.
5. If the Operational Regulations is amended, the Implementation Guide will also need to be amended at the Board of Trustees meeting. If, as an amendment of the Implementation Guide does not affect the content of the Operational Regulations, it may be independently amended.
6. The Operational Regulations, the Implementation Guide, and their amendments shall enter into force on the day of their publication.
7. The Operational Regulations and the Implementation Guide, as well as their unofficial English translations, shall be published without delay on the official website of the Public Foundation after approval.
8. The date of the last version of the two documents shall be indicated on the opening page of both the Operational Regulations and the Implementation Guide.
9. In the event of a dispute, the Hungarian language version shall prevail both with respect to the Operational Regulations and the Implementation Guide.
10. The persons concerned shall be informed of the adoption and amendment of the Operational Regulations and the Implementation Guide.

1.3. References

1. For areas not covered by the Code the following shall apply:
 - a) legislation, in particular the Higher Education Act, the Decree, the Government Decree 51/2007 (26 March) on Grants Available for Higher Education Students and Fees Payable by Them, and
 - b) with respect to the Public Foundation, the Memorandum of Association, the Organisational and Operational Regulations and other regulations and director's instructions (Code of Ethics, records management policy, data protection policy, complaint management policy, director's management of exceptions, audit enforcement guidelines, the order in which information can be given on the results of the evaluation, disclosure policy obligation).

CHAPTER II: STRUCTURE OF THE SH PROGRAMME

II.1. Application Elements of the SH Programme

1. The SH Programme consists of institutional and student applications pursuant to 3 (1) b) of the Decree.
2. Both types of applications are performed by the Public Foundation on the basis of Section 4 c) and e) of the Decree.
3. The Public Foundation shall take into account the guidelines previously agreed with the minister responsible for foreign affairs when drawing up the call for applications.
4. When preparing applications, the Public Foundation takes into account the comments of the minister responsible for higher education on the implementation of strategic and educational policy considerations.

II.2. Institutional Applications

1. Following the successful institutional application of the SH Programme, the following programmes within the Hungarian higher education system may be attended:
 - a) foreign language bachelor's, master's or one-tier master's programmes, which are registered with the Educational Authority (hereinafter: EA) on the basis of a supporting opinion of the Hungarian Accreditation Committee (hereinafter: HAC) or a special decision of the minister responsible for higher education;
 - b) programmes of doctoral schools taught in foreign language and preparatory courses in Hungarian for higher education, which are registered in the EA registry.
2. The following programmes belonging to the Hungarian higher education system, which are listed in the EA registry, can participate in the SH Programme without applying:
 - a) bachelor's, master's or one-tier master's programmes in Hungarian, based on the HAC's supporting opinion or a special decision of the minister responsible for higher education, or
 - b) programmes of doctoral schools taught in Hungarian language .
3. The Hungarian language preparatory training course organised by the Ministry of Foreign Affairs and Trade (hereinafter: MFAT) can participate in the SH Programme without an application.
4. In the case of music, dance, technical and informatics study programmes , the institution may decide, in accordance with Section 80 (2) d) of the Higher Education Act, to admit candidates to a preparatory semester or a preparatory year prior to the bachelor's and master's programmes.
5. In the case of music study programmes, it is also possible to attend specialisation courses after the bachelor's and master's programmes.

II.3. Eligibility of Institutional Applications

1. Only Hungarian and foreign language programmes of higher education institutions operating in Hungary, state or state-recognised ecclesiastical institutions, and in accordance with Section 117/C (3) of the Higher Education Act can participate in the SH Program application.
2. In the case of Hungarian one-year preparatory applications for higher education, the legal successor of the Balassi Institute, MFAT based on the (framework) agreements with higher education institution and the Public Foundation, can participate in the SH Programme.

II.4. Order of Institutional Applications

1. The Institutional call for applications is prepared by the Study in Hungary Unit (hereinafter: SiH) of the Public Foundation responsible for the SH Programme.
2. The call includes the application requirements, the application deadline, the evaluation criteria and the obligations for the institutions participating in the SH Programme.
3. The Board of Trustees of the Public Foundation decides on the call for applications.
4. The language of the call for applications is Hungarian.
5. The call for applications shall be published immediately after the decision of the Board of Trustees.
6. The application, which has been submitted in complete on the appropriate electronic interface, by the deadline, is valid.
7. Institutional applications are subject to formal and professional evaluations. Applications that meet the formal requirements will be evaluated in terms of their content by independent experts.
8. The decision on the supported institutions and courses is made by the Board of Trustees of the Public Foundation on the basis of formal and professional evaluations. The Board of Trustees may determine a support threshold in the course of its decision on the applications, based on the scores obtained during the professional evaluation. There is no right of appeal, either on equity or otherwise, against the decisions.
9. In its decision the Board of Trustees also makes an offer for the cost of the programmes. This amount is determined on the basis of the amount specified in the application, the evaluation scores and the internationalisation indicators in the call for applications. The offered amount may not be higher than the amount of the tuition fee requested by the institution from foreign students, less the organisation flat-rate amount. The offered amount should not be less than the fee paid for the same programme taught in Hungarian language. The offered amount may not be higher than the amount indicated by the institution in its application. The maximum amount can be up to twice the tuition fee of the same programme taught in Hungarian language, except for outstanding review scores or internationalisation indicators in the call for applications can deviate, subject to approval by the MFAT. If there is another Board's decision on a new programme for a new support period, the new offered amount can only be applied in the ascending system.
10. In addition to the offered amount (specified in point 9) the institutions are entitled to a flat-rate organisation allowance of HUF 150,000/scholarship holder/academic year from the academic year 2019/2020.
11. On the basis of the institutional application, the institution and the Public Foundation shall conclude a framework agreement with the successful applicants as described in the Implementation Guide. The framework agreement shall also be concluded with institutions hosting students only in programmes taught in Hungarian language and an institution not applying for the given call but having a SH scholarship holder.
12. Mandatory elements of a framework agreement with the institutions:

- a) Title of the programme
 - b) Data of the contracting parties (registered office, representative, tax number in case of institutions, also tax ID number)
 - c) Purpose of the agreement
 - d) Amount and elements of the support and provisions for payment of the support
 - e) Obligations of the institution regarding participation
 - f) Monitoring the implementation of the programme
 - g) Amendment of the agreement, right of termination of the Public Foundation
 - h) Jurisdiction of the courts
 - i) Indemnification, liability
 - j) Data protection
 - k) Other provisions
 - l) Contact details of the parties
 - m) Entry into force, duration, number of copies and allocation of the agreement
 - n) Attachments (list of programmes, SH Regulations, specimen signatures of institutions, operating license for non-budgetary institutions, data privacy notice)
 - o) Date, signature, stamp
13. In the case of Hungarian-language scholarship holders, Hungarian institutions are entitled to a training flat-rate of HUF 150,000/person/academic year, for which they are obliged to provide Hungarian language training during the scholarship period.

II.5. Principles of Individual Student Application

1. The call for student applications is prepared by the SiH unit of the Public Foundation.
2. The student call for applications includes the student application conditions, the application deadline, the evaluation criteria, the actual amount of scholarships available to scholarship holders and the requirements related to their academic advancement.
3. The Board of Trustees of the Public Foundation decides on the call for applications.
4. The language of the call for applications is English.
5. The call for applications shall be published immediately after the decision of the Board of Trustees.
6. During the application process, the Public Foundation and the higher education institutions may not charge any fees to the applicant.
7. Promoting equal treatment, student diversity and excellence is a key principle of the application process.
8. In the framework of the SH Programme, only full-time programmes can be pursued.

II.6. Students Eligible for Submitting Applications

1. A valid student application may be submitted by the applicant who:
 - a) is nominated by the sending partner or its authorised organisation pursuant to the agreements under which the SH scholarship are offered (hereinafter: SH Agreement) or who, with the individual consent of the minister responsible for foreign affairs - provided to the Board of Trustees of the Public Foundation in accordance with the procedure set out in the non-public Annex to this Operational Regulations -, will be admitted to a supported programme at an institution participating in the scholarship programme,
 - b) undertakes to establish a student status and enter into a scholarship agreement once the scholarship has been awarded,
 - c) who has not previously participated in the scholarship programme at the same level of education. If the applicant has previously participated in the SH Programme in the form of

- partial studies at the same level of programme, they may be awarded a scholarship status for a reduced period of part-time training, and
- d) is an adult, or attains the age of 18 at the commencement of their studies, at least 31 August of the calendar year of the closing date for applications, except in the case of applicants for the dance arts, or exempted by special decision of the minister responsible for foreign affairs,
 - e) complies with the detailed rules set out in the Implementation Guide.
2. For the purposes of paragraph 1 c) above, applicants who have previously completed an one-tier master's degree may apply only for doctoral training, applicants who have previously completed a master's degree may not apply for a master's and one-tier master's degree, and applicants who have previously completed bachelor's degree may apply for master's degree training only on condition that their scholarship period is reduced by the number of semesters supported in the course of their bachelor's programme. .
 3. Applicants are not eligible for the scholarship, if
 - a) they are stateless persons, refugees, protected individuals, asylum-seekers, admitted individuals, migrants, settlers, who do not fall within the scope of Section 39 (1) a) of the Higher Education Act,
 - b) they have Hungarian citizenship (also in case of dual citizenship);
 - c) they do not meet the entry requirements for the applied programme.
 4. When submitting the application, the applicant must enclose a declaration in accordance with Annex 1 of the Decree that they will consent to the processing of their personal data in connection with the application procedure and during the scholarship programme.
 5. The order of nomination of the minister responsible for foreign affairs is set out in Annex 1 of this Operational Regulations.
 6. In order to apply for doctoral training, an applicant must be supported in writing by a researcher teaching at a doctoral school accredited in Hungary. The recommendation must be completed by the deadline specified in the call for application.
 7. The procedure for applying for self-financed training for SH Programme applicants is contained in the Implementation Guide.

II.7. The Student Application and Selection Process

1. Applications for the SH Programme will be conducted through a dedicated electronic interface.
2. The Public Foundation is responsible for the operation of the SH Programme's electronic application interface.
3. Following the publication of the call for applications, the electronic application interface will be opened by the Public Foundation.
4. Institutions and partner organisations will be granted access rights by the Public Foundation to perform the application.
5. Applicants can apply for the application system after registration.
6. The deadline for submission of documents and the deadline for completing the notice are set out in the call for application.
7. A technical inspection and partner nomination will follow the application.
8. Following the sending partners' nomination, the first and then the second preference admission procedures will be conducted.
9. The institutions will send the results of the admission procedure to the Public Foundation.
10. The SiH Unit shall allocate the acceptable and conditionally acceptable applicants in order of preference according to the respective call for applications, taking into account the following principles:
 - a) the institutional order indicated by the applicant;
 - b) admission result (with a minimum of 56%);
 - c) partner nomination rank (unless otherwise, the admission result only);

- d) programme quota;
 - e) quotas resulting from SH Agreements;
 - f) other criteria included in the call for applications.
11. The allocation procedure is described in the Implementation Guide.
 12. If the programme is not launched or there is insufficient quota, the SiH Unit may forward the applicant's application for the same training to another institution, subject to availability of training. In this case, the new institution may decide, after having examined the application document, whether to accept it or not.
 13. If the transfer to the same programme is not possible or the transfer to the same programme is unsuccessful due to the rejection of the new institution, the applicants to be transferred due to lack of capacity shall be reassigned to the second preference specified in the student application, if the applicant has been admitted and the training is in accordance with the bilateral conventions (discipline quotas) and there is free capacity in the training.
 14. If the procedure described in Sections 10 and 11 fails, the applicant must be rejected.
 15. If the available resources are inadequate, the list of applicants proposed to be supported can be narrowed down on the basis of the allocation list.
 16. The Board of Trustees of the Public Foundation decides on the grant of scholarships on behalf of the minister responsible for foreign affairs. The decision of the Board of Trustees, based on the application submitted, shall determine the number of semesters awarded to the scholarship holder, the host institution of the scholarship holder and the training that the scholarship holder may undertake, subject to the other conditions set out in Section 15. There is no appeal against the decision of the Board of Trustees.
 17. Following the allocation decision on applicants, the location of the applicant's training may only be changed when justified (e.g., in the absence of training), taking into account the order of preference, the bilateral education arrangements, the capacity of the programme and the available resources. In such a case, reallocation is the responsibility of the SiH unit, subject to the authority of the Board of Trustees and subject to applicable rules of procedure.
 18. Postponement of the commencement of studies can only take place if the host institution issues a letter of acceptance for the new semester. The scholarship holder may only postpone the start of the scholarship status for health or other unexpected reasons beyond their control, so they can apply to start a scholarship status in a later semester. Postponement of the scholarship may only take place before the establishment of the student status.
 19. The deadline for receipt of requests is set out in the Implementation Guide.
 20. The details of the postponement rules are contained in the Implementation Guide.

CHAPTER III: BENEFITS, RIGHTS AND OBLIGATIONS OF THE SCHOLARSHIP HOLDERS

III.1. Scholarship Holders' Benefits

1. The scholarship contributes to the living expenses of the scholar. It does not provide visas, supplementary benefits or administrative services to the persons accompanying them or to their family members. The legal entity of the scholarship agreement shall be exclusively the scholarship holder.
2. In the case of active student status, the scholarship holder will receive the following benefits:
 - a) exemption from reimbursement of the cost of education;
 - b) scholarships as follows:
 - i. HUF 43,700 monthly scholarship in bachelor's and master's programmes, which can be reduced or withdrawn in the cases set out in the Operational Regulations and the Implementation Guide,
 - ii. the monthly scholarship for students in doctoral training enrolled before the 2016/2017 academic year is HUF 100,000,

- iii. the monthly scholarship for PhD scholarship holders starting from the academic year 2016/2017, is HUF 140,000 for the first two years, and HUF 180,000 per month in the second two years following the complex examination and in the case of a successful application for the scholarship set out in Section 3,
 - iv. HUF 400,000 provided once during the doctoral programme, subject to the award of a doctoral degree, for PhD scholarship holders starting from the academic year 2016/2017 on,
 - c) dormitory accommodation or HUF 40,000/month housing allowance, which can be reduced or withdrawn in the cases set out in the Operational Regulations and the Implementation Guide,
 - d) services according to Section 81 (1) of the Higher Education Act and the requirements set out in paragraph (2) thereof,
 - e) the health service defined in Section 22 (1) i) id) of Act CXXII of 2019 on the Eligibility for Social Security Benefits and the Funding for These Services,
 - f) reimbursement of certified costs incurred (e.g., interpretation) in the case of supplementary or foreign-language healthcare services, or up to a maximum of HUF 100,000 per year in the case of supplementary medical care in a foreign language.
3. The scholarship contract and student status of scholarship holders who have final examination in their doctoral training but have not yet completed their doctoral degree will be suspended, and will terminate after 1 year if they do not obtain the doctoral degree. If they are awarded a scholarship in a specific application procedure, they will be awarded a scholarship for a maximum period of 12 months after their graduation.
 4. The visa administration and extension of the residence permit are free of charge for the scholarship holders pursuant to Section 5 (2) c) of the Decree of the Minister of Justice and Law Enforcement 28/2007 (31 May) IRM.
 5. In addition to the social, performance-based support available to the scholarship holder, the higher education institution may, at the expense of its own revenue, grant other excellence and/or social scholarships through a call for application, as specified in their regulations.
 6. The scholarship holder is entitled to receive the national higher education scholarship pursuant to Section 24 of Government Decree 51/2007 (26 March).
 7. Applicants are not eligible for the SH scholarship for other parallel scholarships for studies in Hungary from the Hungarian budget. Equity cases are included in the Implementation Guide.
 8. The scholarship holder may only receive support during the study period for the purpose of training or partial-training outside Hungary only under the condition of the loss of the scholarship of the SH.
 9. The rights concerning the employment of scholarship holders are governed by Section 20 (5) of Act II of 2007 on the Admission and Right of Residence of Third-Country Nationals that third-country nationals holding a residence permit for the purpose of studies and a student mobility residence permit, furthermore, a student mobility certificate may engage in any full-time occupational activity during their term-time for maximum twenty-four hours per week, and outside their term-time for a maximum period of ninety days or sixty-six working days in a year.
 10. The scholarship contract in effect during the semester of graduation will be extended until August 31 of that year for all scholarship holders who receive their degree at the end of the spring semester under the SH Programme and receive scholarship at a higher level of training in the application procedure for that year.
 11. Due to their special legal status, SH scholarship holders are not eligible for the Hungarian State Student Loan and other services provided through the Hungarian State Treasury.

III.2. Obligations Related to Learning Hungarian as a Foreign Language and Culture

1. A scholarship holder in full-time foreign language bachelor's and master's courses (including also one-tier master's degree) is required to attend the Hungarian as a foreign language and culture course (hereinafter referred to as the Hungarian abbreviation: MID) provided by the host institution in the first year of their studies in the SH Programme.
2. Should the scholarship holder fail to fulfil its obligation under paragraph 1, the amount of the scholarship fixed in Section III.1.2. b) i) of the Operational Regulations shall be reduced. Cases and rates of scholarship reduction are detailed in the Implementation Guide.
3. The detailed rules for MID education, in particular the parties concerned, the procedures to be followed in the event of non-compliance of the scholarship holder and the breach of the training obligation of the institutions are set out in the Implementation Guide.
4. Institutions are entitled to a HUF 50,000/person/year additional support, which is eligible based on the number of first-year scholarship holders who are subject to the MID learning obligation detailed in the Implementation Guide.
5. The rules, in connection with the teaching of MID, set out in the Operational Regulations and the Implementation Guide shall be applied in the ascending system, for students for the first time beginning their studies in the 2020/2021 school year

III.3. Further Obligations of the Scholarship Holders

1. The scholarship holder undertakes to utilize their knowledge in the sending country after completing their studies in the SH Programme.
2. The scholarship holder is required to establish a student status with the higher education institution involved in the admission or transfer decision and to maintain it for the duration of the scholarship payment period.
3. The scholarship holder shall conclude a contract with the host institution with the following mandatory content:
 - a) the period of training specified in the training and degree requirements applicable to the relevant programme and the duration of the preparatory studies referred to in Section 80 (2) d) of the Higher Education Act and of specialisation referred to in Section II.2.5;
 - b) the monthly amount of the scholarship specified in the SH Programme's Operational Regulations and the date and method of payment thereof;
 - c) the procedure for transfer to another higher education institution;
 - d) consent to data processing;
 - e) the condition that the scholarship contract shall enter into force on the date of the scholarship holder establishing student status;
 - f) the arrangements for scholarships status and for the suspension and termination of higher education studies;
 - g) terms and conditions for MID mandatory learning.
4. The scholarship agreement may be amended by agreement of the parties.
5. Excepting those cases listed in Section 59 (1) a) of the Higher Education Act and in Sections 7 (2a) and 8 (2a) of the Decree, the scholarship agreement shall be terminated if the student status of the scholarship holder is terminated.
6. The scholarship holder is required to stay habitually in Hungary during the training period as follows:
 - a) The scholarship holder's continuous private stay outside Hungary may not exceed 10 working days per training period.
 - b) In case the intended stay abroad for private purposes exceeds 10 working days but does not reach 30 days within a semester, it is the host institution's responsibility to authorise the absence.
 - c) The stay abroad for private purposes referred to in paragraphs a) and b) shall not entail withdrawal of the support.

- d) Abroad stays of more than 30 days per training period are subject to institutional authorisation, in accordance with Section 45 (2) c) of the Higher Education Act, may only be allowed in cases of childbirth, or in the event of an accident, illness or other unexpected reason beyond the own fault of the scholarship holder.
 - e) In the case of paragraph d), no scholarship or housing allowance shall be granted from the date of the decision in respect of the training period concerned.
 - f) During the training period, the scholarship holder is allowed to attend foreign conferences, internships or other study visits related to shorter research, studies (continuous 10 working days or less).
 - g) If the intended stay is for the purpose of paragraph f) but within 11 working days to 30 days, it may take place once in each semester, and the institution shall have the power to decide not to withdraw the support.
 - h) Stay for the purpose of paragraph f) but for more than 30 days per semester shall also be permitted only once per semester, in which case the scholarship and accommodation costs shall not be due to the scholarship holder for that training period and the institution receives the cost for the semester only if the stay is in the sending country, and in the case of a non-sending country it is only possible to receive a flat-rate organisational allowance.
7. The scholarship holder is, unless otherwise provided by the institutional regulation, required to fulfil the study, examination obligation and curriculum development by earning at least eighteen credits (i.e., earns a total of 36 credits) on the average of the last two semesters in which the student is not suspended (minimum credit requirement).
 8. If during the academic year it is determined that the scholarship holder has not obtained the required number of credits, the institution shall terminate the scholarship status and inform the Public Foundation without delay.
 9. The verification according to Section 8 shall first be conducted after the end of the second semester of the 2019/2020 academic year.
 10. The credit minimum requirement applies to those commencing their tertiary education studies in or after the 2018/2019 academic year.
 11. The minimum credit requirement does not apply to scholarship holders for doctoral schools and preparatory courses.
 12. The scholarship holders must fulfil their reporting obligations to the Public Foundation as described in the Implementation Guide.
 13. The scholarship holder must participate as much as possible in the alumni activities coordinated by the institution or the Public Foundation.
 14. The scholarship holder is required to register personally at the international office of the host institution at the beginning of each semester.
 15. If scholarship holders terminate their student statuses, the scholarship and housing allowance shall not be paid to them during the period of suspension.
 16. The scholarship holder is obliged to continue and successfully complete their higher education studies to the best of their knowledge and ability.
 17. The scholarship holder must cooperate with the host institution and the Public Foundation for the success of their higher education studies and scholarship, and in particular, shall notify the Public Foundation and the SH coordinator of the host institution of any material circumstance affecting the fulfilment of this Operational Regulations and the student agreement without delay, but no later than 8 days after its occurrence.
 18. The scholarship holder shall assist the Public Foundation with the personal, study and contact information required to comply with the provisions of this Operational Regulations and shall acknowledge that they are required to provide information regarding any changes thereto.
 19. The scholarship holder shall be subject to the obligations of the scholarship agreement.

III.4. Procedures Related to the Scholarship Status

- 1) During the term of scholarship, the scholarship holder may apply for an extension of their scholarship status as follows:
 - a) The scholarship holder may extend their scholarship period by a total of two semesters in Hungarian bachelor's, master's and one-tier master's programmes.
 - b) Applications for the renewal of scholarship status must be submitted to their host institution. The scholarship holder shall also submit an application for extension to the sending partner.
 - c) The institution collects the applications and sends the list of those who receive approval to the Public Foundation.
 - d) The Public Foundation requests the sending partner's consent to the extension. Failing this, the Public Foundation shall decide on the basis of a proposal from the institution and the available resources.
 - e) During the extension, scholarship holders may not receive a scholarship or housing allowance.
 - f) Scholarships may not be renewed for doctoral, preparatory, specialization and part-time courses.
 - g) Two extensions for one semester on each occasion are available in bachelor's and master's programmes, and in one-tier master's programmes.
 - h) The provision under e) shall first be applied to students starting their studies in the 2020/2021 academic year in an ascending order.
 - i) For further details on the terms of the extension, see the Implementation Guide.
- 2) During the term of the scholarship status, the scholarship holder may request, to change the scholarship training and/or institution and/or language of the training as specified in the Implementation Guide.

III.5. Termination and Suspension of the Scholarship

1. The student's scholarship is automatically terminated
 - a) with the termination of the scholarship contract;
 - b) with the termination of the student status, with the exception stated in Section 59 (1) (a) of the Higher Education Act and sections 7 (2a) and 8 (2a) of the Decree;
 - c) resignation from the scholarship;
 - d) if the scholarship holder enters into a legal status in Hungary specified under Section 39 (1) (b) of the Higher Education Act while the scholarship status exists.
2. The scholarship status shall terminate by unilateral declaration if
 - a) the scholarship holder has provably participated in the application process in bad faith and/or on the basis of false eligibility,
 - b) as a result of institutional disciplinary or criminal proceedings against the scholarship holder, the scholarship holder is prohibited from continuing their studies, even if the disqualification does not result in termination of the student status,
 - c) The requirement stated in Section III.3.8 and III.8.12 of the Operational Regulations is not met by the scholarship holder.
3. The termination of the scholarship status is governed by the Implementation Guide.

CHAPTER IV: ADDITIONAL RULES PERTAINING TO INSTITUTIONS

IV.1. Notification and Reporting Obligations

1. The institution shall liaise with the organizations responsible for implementing the SH programme, in particular with:
 - a) The Public Foundation,
 - b) with the aliens policing body as defined in Act XXXIV of 1994,

- c) the ministries responsible for managing the SH programme,
 - d) with the body managing the register of higher education institutions.
2. The institution shall comply with its notification and reporting requirements as detailed in the Implementation Guide.
 3. Failure to meet the deadline of submission of data shall be forfeit: in this case, the institution may not claim any cost for that semester, but scholarship grants shall continue to be provided to the scholarship holder.

IV.2. Contribution to Obtaining a Visa and Residence Permit

The institution is required to provide assistance to the scholarship holder in obtaining a visa and residence permit as detailed in the Implementation Guide.

IV.3. Language Training Accompanying the Studies

The Higher Education Institution undertakes to continue the Hungarian-language training of the scholarship holder during their higher education studies after they have attended a one-year Hungarian-language higher education preparatory training course and then admitted to a higher education programme in the Hungarian language.

IV.4. Support for Social Security and Health Services

1. The institution shall provide support for the acquisition of social security entitlements by the scholarship holder as detailed in the Implementation Guide.
2. The institution may take out supplementary health insurance for foreign-language health care services to be used by scholarship holders, as detailed in the Implementation Guide.

IV.5. Mentoring System and Alumni

1. The institution shall provide a mentoring system to support the integration of the scholarship holder.
2. The institution also accommodates foreign students in the alumni system and coordinates alumni activities with alumni activities coordinated by the Public Foundation.

IV.6. Monitoring of Implementation

1. The support's use may be reviewed by the Public Foundation, by the ministry responsible for implementing the SH Programme, or by any person authorized in writing by any of them within 10 years from the receipt of the last instalment of the assistance or repayment of the unused amount.
2. The Public Foundation may temporarily reduce the flat-rate organisation allowance if it becomes aware that the institutions are not acting in accordance with the purposes of the SH Programme or that they are in breach of the rules of the SH Programme for any reason attributable to them. When the error is corrected, the curtailment is terminated, if no correction is made within the deadline, the institutional framework contract may be terminated.
3. The institution further undertakes to:
 - a) conclude a contract with the scholarship holder,
 - b) participate in the promotion of the SH Programme,
 - c) inform applicants,
 - d) contribute to the conduct of the tender procedures set out in these Rules.

CHAPTER V: EQUITY

The Board of Trustees is entitled to exercise equity in matters of scholarship status in exceptionally justified cases. This right does not extend to decisions adopted within the competence of the institution.

CHAPTER VI: COMPLAINT

If the applicant assumes a procedural or administrative error, they may appeal against the decision.

CHAPTER VII: TEMPORARY PROVISIONS

VII.1. With regards to the state of emergency declared by the Government Decree 40/2020 (III. 11.), the examination regarding the minimum credit requirement set out in Section III.3.8. does not have to be carried out at the end of the academic year 2019/2020.

VII.2. In the case of students who were supposed to complete their studies in the second semester of the academic year 2019/2020, and had already made use of all their extension possibilities pursuant to Section III.4.1., an additional, third extension request may be submitted during their student status period.

VII.3. If a scholarship holder, in compliance with the provision of the Programme's Operational Regulations, had left Hungary with the purpose of traveling to a third country on or before 16 March, and could not return to Hungary or travel back to their sending country due to the international provisions and travel restrictions relating to the COVID-19 pandemic and/or as a result of the state of emergency declared by the Government Decree 40/2020 (III. 11.), they will be entitled to receive the monthly scholarship and the housing allowance during the term of their scholarship status, for the entire duration of their forced stay in the third country, provided that they take part in the distance learning programs offered by their host institution, and can provide credible evidence for the fulfilment of the above specified conditions.

VII. 4. The provisions set out under Sections VII.1., VII.2. and VII.3. shall remain in force until 31 December 2020.