

## FAQ MOME EKÖP FOR THE 2024/2025 ACADEMIC YEAR

### HOW TO SUBMIT:

- only electronically via the ClickUp platform:  
<https://forms.clickup.com/24417130/f/q94va-38915/5R0FFZGVQAZTVSTXRH>
- with document authentication or printed, signed and scanned

### CHECKLIST FOR SUBMITTING AN APPLICATION

	<b>BA programme</b> a TDK (Students' Academic Association) thesis is compulsory.	<b>MA programme</b> a TDK (Students' Academic Association) thesis is compulsory.	<b>Doctoral programme</b>	<b>Young lecturers and researchers</b>
<b>application form</b> (signed PDF and Excel)	x	x	x	x
<b>research plan</b> (signed)	x	x	x	x
<b>applicant's declaration</b> (signed)	x	x	x	x
<b>MOME letter of acceptance</b> (completed, unsigned)	x	x	x	x
<b>proof of academic results</b> (with a certificate from Neptun or TIOK)	x	x	-	-
<b>portfolio and professional CV</b> – documentation of academic/artistic achievements	x	x	x	x
<b>Document certifying the award of a pre-degree certificate/DLA degree</b>				x

### Scholarship amounts (HUF per person per month)

- BA programmes: HUF 150,000
- MA programmes: HUF 150,000
- Doctoral programmes: HUF 150,000
- Young lecturers and researchers scholarship recipients: HUF 150,000

### Eligible period

**Five months** (1 September 2024 to 31 January 2025)

**Ten months** (1 September 2024 to 30 June 2025)

## SUPERVISOR

- **Who can be a supervisor?**  
One supervisor can be named. They must be a MOME lecturer or researcher. This person must carry out educational and research activities in the academic discipline of the applicant's research plan and must be employed by the university.

## SUBMISSION OF MISSING DOCUMENTS

- **Will my application be invalid if I cannot submit an application document by the deadline?**  
MOME's EKÖP coordinator will check all applications received against the formal requirements, and will send the applicant a notification of acceptance **by 1 July 2024**. The applicant will have one opportunity to submit missing documents within five working days. If no documents are received by this deadline, it will no longer be possible to remedy the deficiencies. A missing research plan cannot be submitted later.
- **What happens if I do not submit the documents by the deadline for submitting the missing documents?**  
In this case, we have to reject your application. We will notify you of this by email.

## FORMS AND SIGNATURES

- **Who should complete and sign the forms?**  
The relevant forms specified in the call must be completed by the applicant.

The **application form**, the **research plan** and the **statement of application** must be signed by the applicant as required for electronic submission. (Please do not forget to add the date next to the signature.)

The **research plan** must also be signed by the supervisor (except for prospective first-year students and applicants for the young lecturers and researchers category).

MOME will have the **letter of intent of the higher education institution** signed by the Rector. The letter of intent must be submitted without a signature at the time of application, and the letter of acceptance will be returned to the applicant with the notification of acceptance of the application.

## EXTRA RESEARCH PLAN

- **What is an extra research plan?**  
The EKÖP research plan cannot be the same as the research undertaken in the BA, MA or doctoral programme, or the research plan for the doctoral programme. You do not have to undertake research on a completely different topic; a research plan that complements your research/studies already under way is allowed.
- **Do I need to submit a certificate of no criminal record when applying?**  
No, it is not necessary to attach a certificate of no criminal record to the application for the 2024/2025 EKÖP.

## OTHER SCHOLARSHIPS

- I am a scholarship student at the doctoral school. Can I also apply for the EKÖP scholarship?**

Yes, this call for applications is independent of the funding of the doctoral programme. This means you can apply for a EKÖP scholarship even if you are a scholarship student on the doctoral programme.
- I also receive other scholarships. Can I also apply for the EKÖP scholarship?**

During the scholarship period, a EKÖP scholarship recipient may not receive any other scholarship funded from the budget of Hungary (e.g. the National Talent Programme and the Cooperative Doctoral Programme) or any wholly or partly European-funded scholarship (individual research grant), as also stated in the *applicant's declaration*. If you receive such a scholarship, you may still apply for the EKÖP scholarship, but if your EKÖP application is successful, you must decide which of the two scholarships you wish to receive and renounce the other.
- I cannot get a Hungarian tax identification number. Can I apply?**

Having a Hungarian tax identification number is a prerequisite for concluding the contract. We cannot accept your application without one.

## CLASSIFICATION BY ACADEMIC DISCIPLINE

- Where can I find out what the correct classification by academic discipline is in my case (as referred to in the application form and the letter of intent of the higher education institution)?**

In Annex 2 to the Call for Applications. This information is necessary for statistical purposes. Please select the number of the field of study and academic/artistic discipline from the list that in your opinion best matches your research plan. For example, if the field of study is “arts” and within that, the academic or artistic discipline is “applied arts”, the correct number will be V/3.

The list of academic disciplines can be accessed at:

<https://nkfih.gov.hu/palyazoknak/nkfi-alap/uj-nemzeti-kivalosag-program-felsooktatasi-alapkepzes-hallgatoi-kutatoj-osztodij-unkp-23-1/palyazati-csomag/tudomanyagi-kepzesi-besorolas>

## TRANSLATIONS AND COPIES

- How can I prove that the translations and copies are identical to the originals?**

Copies and translations must be identical to the original documents, which the applicant must declare in the form entitled *Applicant's Declaration*. There is no need to make a separate declaration.
- I am in the process of applying to the doctoral school. What happens if my application is unsuccessful?**

In the event of an unsuccessful doctoral application, the submitted EKÖP application will automatically become invalid.