

Dean's Order No 6/2024
for the complex scholarship scheme available for students enrolled in certain bachelor's and master's programmes of the Faculty of Business and Economics of the University of Pécs

Purpose and scope of the order

§ 1 The Faculty of Business and Economics of the University of Pécs (hereinafter referred to as the School) is committed to promoting student excellence and internationalisation. Therefore, the purpose of this Order is to define the types of scholarships available to the best students of our School, as well as the application and acceptance procedures, with special regard to international students.

§ 2 The scope of the Order extends to students of the School who are studying in international study programmes as defined in § 4.

§ 3 In the complex scholarship system, primarily students who are not admitted and enrolled in the central admission procedure are eligible for scholarships, while students admitted in the central admission procedure are only eligible for the scholarship for the Best Graduating Student. Incoming mobility and double degree students are not eligible for the benefits of the complex scholarship scheme.

§ 4 This Order applies to scholarships available under the following programmes:

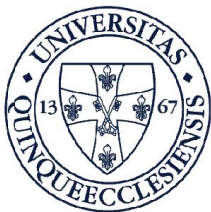
- a) bachelor programme: BSc in Business Administration and Management in English, BSc in Tourism and Catering in English;
- b) master programme: MSc in Management and Leadership in English, MSc in Business Development in English.

Types of scholarships

§ 5 Students may receive an allowance under four entitlements:

- a) Scholarship for the most promising self-funded freshmen,
- b) Study excellence scholarship,
- c) Research excellence scholarship,





- d) Springboard scholarship,
- e) Equalising scholarship on grounds of equity;
- f) Scholarship for the best graduate student.

General rules for scholarships

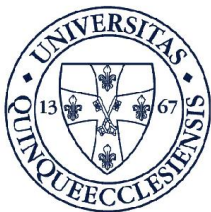
§ 6 The scholarships provided for in this Order shall be paid in HUF in one sum per semester in accordance with the provisions of the Code of Charges and Benefits of the University of Pécs (Annex 6 of the UP Fee and Remuneration Regulations, hereinafter referred to as the Code of Charges and Benefits). The HUF amount of the scholarship shall be determined on the basis of the central rate of exchange of the National Bank of Hungary (National Bank of Hungary) on the day of the decision.

§ 7 The Faculty Grants and Scholarships Committee (hereinafter referred to as “the Committee”) is responsible for determining the scholarships on the basis of this Order.

§ 8 Students may apply for each scholarship via the Neptun study system according to the deadlines set out below:

- a) Scholarship for the most promising self-funded freshmen: end of week 8 of the semester
- b) Study excellence scholarship: end of week 8 of the semester
- c) Research excellence scholarship: 20 working days before the end of the semester
- d) Springboard scholarship: end of week 2 of the semester;
- e) Equalising scholarship on grounds of equity: end of week 2 of the semester;
- f) Scholarship for the best graduating student: 5 working days before the end of the semester. No completion of application is possible.

§ 9 The Scholarship for the most promising self-funded freshmen is decided by week 10 of each semester, the Study excellence scholarship by the last day of each semester, the Research excellence scholarship by 10 workdays before the end of each semester, the Springboard scholarship and the Equalising scholarship on grounds of equity until the end of week 5 of the semester, and the Scholarship for the best graduating student by the last day of each semester.



§ 10 The School's Study Department shall inform the student and the Central Registrar's Office of the scholarships awarded by the Committee within 30 working days of the decision at the latest.

§ 11 For self-funded students, the total amount of support (scholarships and discounts) awarded under the Alma Mater Complex Learning Incentive Programme and the complex scholarship scheme available to students enrolled in certain bachelor's and master's programmes of the School: The Promising Self-Funded Freshmen Scholarship and the Academic Excellence Scholarship may not exceed 80% of the applicable semester fee. If the student is in receipt of a Springboard Scholarship or Equalising scholarship on grounds of equity under the complex scholarship scheme available to students enrolled in certain bachelor's and master's programmes of the School, the reimbursement fee referred to in this instruction shall be an adjusted reimbursement fee rate, a rate deducted with the amount of the Springboard Scholarship or Equalising scholarship on grounds of equity.

§ 12 The student may appeal against the decision of the Committee on the basis of Paragraph (2) of Article 5 of the Code of Charges and Benefits of the University of Pécs.

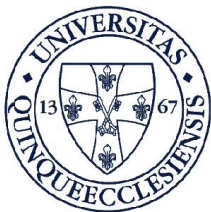
§ 13 The Dean has the right to modify the rates of the allowances set out in this Orders and to allocate amounts to the individual items, taking into account the budgetary position of the School for the respective semester. The Committee shall take its decisions within these limits.

Scholarship for the most promising self-funded freshmen

§ 14 The Scholarship for the most promising self-funded freshmen is only available to students starting their first semester on a self-funded basis and their tuition fees are not funded by a scholarship programme (e.g. Stipendium Hungaricum) and who do not apply for a Springboard scholarship.

§ 15 The Scholarship for the most promising self-funded freshmen is awarded to students who have applied for a BSc programme by 15 March (for those who applied with Stipendium Hungaricum but were not nominated by their country and therefore transferred to a self-funded track, the deadline is the 10th working day after the nomination deadline), for MSc programme





by 20 August for the cross semester admission procedure, by 15 March for the general admission procedure (for those who applied with a Stipendium Hungaricum but were not nominated by their country and therefore transferred to a self-funded track, the deadline is the 10th working day after the nomination deadline), have paid their application fee and uploaded the complete application documentation (in case of BSc, proof of language or graduation application), have obtained at least 60 out of the maximum 100 points in the admission procedure and have started their studies in the semester following their admission, according to the prescribed curriculum included in their programme's Student Handbook.

§ 16 The amount of the Scholarship for the most promising self-funded freshmen is 20% of the student's first semester's tuition fee converted to HUF based on the National Bank of Hungary central exchange rate on the day of the decision. For the student with the highest overall admission score in each programme, the scholarship shall be 50% of the student's first semester tuition fee converted to HUF based on the National Bank of Hungary central exchange rate on the day of the decision. In case of ties, i.e. several students reaching the highest score in the given programme, the student with the highest academic score will receive 50% scholarship (the others 20%), in case of equality of academic scores, the ranking of students will be based on the score of the entrance exam (BSc)/motivation interview (MSc), and in case of equality of scores, on the score of the motivation letter. If all criteria are equal, each student concerned will receive a scholarship equal to 50% of their first semester's tuition fee.

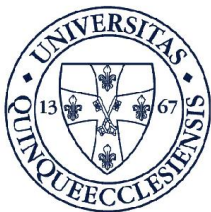
§ 17 The eligibility criteria for the Scholarship for the most promising self-funded freshmen are checked by the Study Department, and the decision is made by the Committee.

Study excellence scholarship

§ 18 Students at the School who spend their active semesters as defined in § 18, who are recipients of Stipendium Hungaricum Scholarship, Diaspora Scholarship or Christian Youth Scholarships, and other self-funded students may be eligible for the Study excellence scholarship.

§ 19 Students receiving the National Bank of Hungary Scholarship of Excellence and students entering the programme through the central admission procedure (felvi.hu) are not eligible for this support. Students who register for professional (teaching, scientific, etc.) events organised by the School but do not attend (without justification) in one semester may be excluded from





the grant in the following semester. Students enrolled in a Master's programme starting their studies before the spring semester of the academic year 2023/24 are not eligible for this grant.

§ 20 The Study excellence scholarship is available for the first time in the second semester of studies. Students can receive the scholarship until their seventh active semester in the case of BSc in Business Administration and Management, until their eighth active semester in the case of BSc in Tourism and Catering, and until their fourth active semester in the case of Master's programmes in English.

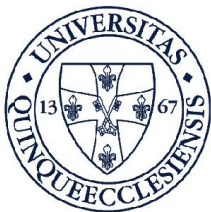
§ 21 To be eligible, a student must have completed at least 30 credit points, excluding recognised credits, multiplied by the number of completed semesters by the end of the last completed active semester, provided that no more than two academic years have elapsed between the last completed active semester and the award of the support.

§ 22 The maximum amount of the scholarship is EUR 1,150, which is converted to HUF on the basis of the central exchange rate of the National Bank of Hungary on the day of the decision.

§ 23 The amount of the grant will be determined at the beginning of the semester on the basis of the student's weighted average of the last active semester completed, as indicated in data provided in the Neptun system, according to the rates shown in the table below. In the case of Master's students, only the results of the courses that are part of their master's sample curriculum will be taken into account in the calculation.

Weighted average of academic performance	Support intensity expressed as a percentage of the maximum amount of support
below 3.00	0%
3.00 - 3.49	20-35%
3.50 - 3.99	45-55%
4.00 - 4.49	70-80%
4.50 - 4.99	85-90%
5.00	100%

§ 24 The eligibility criteria for the Study excellence scholarship are checked by the Study Department in the Neptun study system, and the decision is taken by the Committee.



Research Excellence Scholarship

§ 25 The Research excellence scholarship may be awarded to students of the School who are recipients of the Stipendium Hungaricum Scholarship, Diaspora Scholarship or Christian Youth Scholarship or other self-funded students.

§ 26 Students who enter the programme through the central admission system (felvi.hu) are not eligible for this support. Students who register for professional (educational, scientific, etc.) events organised by the School but do not attend (without justification) in one semester may be excluded from the support in the following semester.

§ 27 The Research excellence scholarship is open to students who have achieved outstanding research results during their studies at the School. The demonstration of excellence in research performance shall include, but not be limited to, the fulfilment of the following criteria:

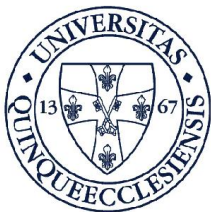
- a) publishing in peer-reviewed scientific journals,
- b) presenting scientific research results at conferences,
- c) other scientific achievements.

§ 28 The Research excellence scholarship is awarded at the end of each semester to the top three students (in all years) in each programme, as per § 29.

§ 29 The amount of the Research excellence scholarship shall be determined as follows:

- a) in the case of self-funded students, 15%, 10% and 5% of the tuition fee for the given semester, based on the student's first, second and third place in the overall ranking, converted to HUF at the National Bank of Hungary central exchange rate on the day of the decision;
- b) in the case of Stipendium Hungaricum Scholarship, Diaspora Scholarship or Christian Youth Scholarship students, HUF equivalent to EUR 500, 300, 100 (converted at the central National Bank of Hungary exchange rate on the day of the decision) based on the student's first, second, third place in the overall ranking.

§ 30 Students who wish to receive a Research excellence scholarship must apply for it via Neptun study system no later than 20 working days before the end of the semester set in the



academic calendar. There is no possibility for the completion of deficient applications, or late applications; deficient applications or applications submitted after the deadline will be automatically rejected. The Committee will decide on the Research excellence scholarship after consultation with the Programme Director and the Director of Research. The following score system will be used for the ranking:

- a) publishing in ranked scientific journals, with FBE of UP as author affiliation: peer-reviewed international journal publication (<https://www.scimagojr.com/>): 30 points, peer-reviewed national journals (https://mta.hu/data/dokumentumok/doktori_tanacs/IX.%20Oszталy/Gazdasagtudományi_Doktori_Minorsito_Bizottsag_Magyar_2023_.xlsx): 15 points,
- b) presentation of scientific research results at conferences: 20 points,
- c) other academic performance: up to 10 points on an individual basis.

Springboard scholarship

§ 31 Students who have applied for a Stipendium Hungaricum scholarship in one of the international bachelor's and master's programmes of the Faculty and who have been offered a scholarship in agreement with the Tempus Public Foundation, but have not been nominated for the scholarship by their sending country, may apply for a Springboard scholarship.

§ 32 The Springboard scholarship can be applied for up to the end of the training period according to the model curriculum

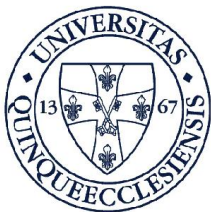
§ 33 The amount of the Springboard scholarship shall be HUF equivalent to 50% of the student's tuition fee for the given semester (converted at the central exchange rate of the National Bank of Hungary on the day of the resolution).

§ 34 To be eligible for the Springboard Scholarship, the student must have earned at least 60 credits in the first active semester of admission and the minimum number of credits specified in the Student Handbook for the student's programme in the subsequent semesters.

§ 35 The Springboard Scholarship is paid until the 5th week of the academic term in the first active semester, and 3 weeks after the end of the examination period in the following active semesters (semesters not exceeding the number of semesters of the model curriculum).

Equalising scholarship on grounds of equity





§ 36 The Equalising scholarship on grounds of equity is open to self-financed students from outside the EU who have not been admitted through the central admission procedure and whose expenses are not covered by a scholarship programme (e.g. Stipendium Hungaricum) and who started their studies in an international master's programme of the Faculty before the spring semester of the academic year 2023/24 or in an international bachelor's programme before the autumn semester of the academic year 2024/25 and who have fulfilled the minimum number of credits as stated in the Student Handbook for their programme in the semester preceding the payment of the scholarship.

§ 37 The Equalising scholarship on grounds of equity is a maximum amount of HUF up to the difference between the tuition fee valid at the beginning of their studies and the tuition fee determined by the Faculty Council's resolution 24-2023/24 (13.12.2023) of 13.12.2023, which is determined on the basis of the National Bank of Hungary central exchange rate valid on the day of the resolution.

Scholarship for the best graduating student

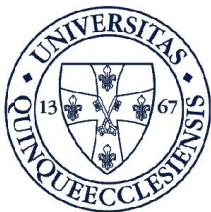
§ 38 The Scholarship for the best graduating student scholarship is awarded to students who graduate within the timeframe of the prescribed curriculum structure proposed in the Student Handbook of the respective programme, with a commendation from the Programme Director given to the best student in the BSc in Business Administration and Management (7 semesters), BSc in Tourism and Catering (8 semesters), MSc in Business Development (4 semesters) or MSc in Management and Leadership (4 semesters).

§ 39 A student may be excluded from the scholarship if s/he has received a written warning from the Programme Director or the Dean of the School or if a school/university ethical or disciplinary procedure has been closed with a condemning resolution against him/her.

§ 40 The eligibility of students for scholarships under § 38 and § 39 shall be decided by the Committee on the basis of the proposals of the Study Department and the Programme Directors.

§ 41 The Scholarship for the best graduating student shall be HUF equivalent to EUR 1,500, converted on the basis of the National Bank of Hungary central exchange rate valid on the day of the resolution.





§ 42 The Scholarship for the best graduating student entitles the student to a 50% reduction of his/her tuition fee if he/she attends a higher programme level of education at the School than the one in which s/he was awarded the Scholarship for the best graduating student.

Final provisions

§ 43 This Order shall enter into force on the day of its approval by the Rector.

§ 44 With the entry into force of the present Instruction, the Dean's Instruction No. 2/2024 is repealed.

Pécs, 2 September 2024

Dr. András Takács
Dean

I hereby approve the Dean's Instruction pursuant to Article 25 (3a) of the Code of Charges and Benefits:

Pécs, ... September 2024

Dr. Attila Miseta
Rector

