

Subject: CEEPUS scholarship
Contact person: Ms Emőke Kilin; ceeplus@tpf.hu
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Registry number: CE-1-2/2016
Reference number: CIII-AT-0012-12-1617-M-96655

Student Viktor Fehér
Serbia

General Info Package for CEEPUS Scholarship Holders

Dear Student Viktor Fehér,

We are pleased to inform you that you have been granted a CEEPUS scholarship in the academic year 2016/2017. Ensuring a well arranged stay in Hungary, please familiarise yourself with the benefits of a CEEPUS scholarship holder and also your obligations as follows.

Documentation

Please find enclosed the *Letter of Award* - a certificate that you are granted a scholarship.

Please **accept the award electronically**, using your own mobility account, on the website of the Central CEEPUS Office (www.ceeplus.info – open mobility application and click on “accept mobility”). While accepting the award, please read carefully the *Obligations of a CEEPUS III Scholarship Holder*. **You will NOT be paid a stipend if you do not accept the award electronically.**

Please note that if you do not respond by accepting the scholarship electronically within one month, the National CEEPUS Office reserves the right to cancel your application and withdraw the scholarship. Upon completion of your mobility period you have to collect the *Letter of Confirmation* from your host institution’s coordinator certifying your stay abroad. It can only be issued if you accept the award electronically.

Minimum duration of mobility period

Student or Short Term Student

1 month awarded: 21 days

1 < months awarded: full months +16 days for the last month

Scholarships for regular semester activities are awarded for a minimum of 3 months and a maximum of 10 months. Shorter stays are permitted only for students working on their theses or dissertations. Also, please note that months cannot be split.

Grants and payments

You are going to receive your stipend at your host university in line with their financial protocol. In accordance with the CEEPUS III Agreement signed in Budva on 25 March 2010 ‘CEEPUS III scholarships are comprehensive grants which shall cover the cost of living, expenses for laboratory fees according to general practice in the host country, where applicable, as well as housing and basic medical insurance, where applicable, during the stay in a host country. CEEPUS III scholarships shall be commensurate with the cost of living in the respective host country and inflation-adjusted.’ Please, note that accommodation is to be covered from the stipend.

Incoming grant holders receive their stipend according to their status (Student/Teacher) and the length of stay. If a grant holder does not stay in the host country for the minimum length of the period specified in his/her award, he/she may be required to pay back the amount of the scholarship.

Please be informed that if you applied for a **summer course** your stipend can be decreased by your host university in order to receive free accommodation, board and free entrance to the summer course.

Your status is: S

Student or Short Term Student - Bachelor, Master or PhD student
monthly stipend: HUF 100.000,-

Local CEEPUS contact

Before your arrival to Hungary, please contact the CEEPUS coordinator at your host institution, who is responsible for scholarship payment and can direct you to the person in charge of accommodation and study issues. His/Her contact data are the following:

Name:	Danyi Katalin
Institution:	University of Debrecen
Address:	Debreceni Egyetem , 4010, Debrecen, Egyetem tér 1. Pf. 37.
Telephone:	52 / 512 900 / 23257
E-mail:	ceepus@unideb.hu

Visa issues

Citizens of the European Union, Albania, Bosnia and Herzegovina, Croatia, Macedonia, Moldova, Montenegro and Serbia planning to visit Hungary for a period shorter than 90 days do not need to apply for a visa, however for a period longer than 90 days a residence permit is to be acquired. The citizens of **Kosovo** have to apply for a visa at the Hungarian Embassy at their place of residence. For more information please contact the Internet site of the *Office of Immigration and Nationality* (www.bmbah.hu) or visit the *Study in Hungary website* (www.studyinhungary.hu).

Health insurance

First aid is free for every foreigner. According to earlier social political agreements, citizens of **Bosnia and Herzegovina, Croatia, Macedonia, Montenegro and Serbia** may receive free medical care in urgent cases. **European Union citizens** have to acquire the European Health Insurance Card at the local social security authorities before their departure to the host country. Please, note that there is no operative social political agreement between Albania, Kosovo and Hungary therefore, the medical services for incoming **Albanian and Kosovar citizens** are not provided free of charge. It is recommended that Albanian and Kosovar citizens obtain health insurance on their own cost before coming to Hungary.

In case of emergency

- **112** – the 24/7 European emergency number (the fire brigade, medical assistance and the police can be reached at it)
- **104** – ambulance, emergency medical services
- **105** - fire-brigade, rescue services, civil protection
- **107** - police

Student ID

Students who own a student ID in their own countries are advised to obtain an international student ID prior to their visit to Hungary. The international student ID will entitle its' holder to reductions on train and coach tickets, museum entrance fees, Youth Hostel accommodation, library memberships, and will offer various other discounts.

For further information on the country, visit the website of *Tempus Public Foundation* (www.tka.hu/english) and *Study in Hungary* (www.studyinhungary.hu).

Upon returning home

Do not forget to complete and submit the *Mobility Report* on the central website of CEEPUS (<http://www.ceepus.info>). It is to be done using your own mobility account. For further information on return procedures please, contact your National CEEPUS Office.

Check-list

Before your arrival

- ✓ Accept your CEEPUS grant in the CEEPUS online software **as soon as possible**
- ✓ Contact the CEEPUS coordinator at your host institution
- ✓ Citizens of Kosovo: apply for a visa
- ✓ Citizens of the European Union, Albania, Bosnia and Herzegovina, Croatia, Macedonia, Moldova, Montenegro and Serbia planning to visit Hungary for a period longer than 90 days: acquire a residence permit
- ✓ Citizens of the European Union: acquire the European Health Insurance Card
- ✓ Albanian and Kosovar citizens: obtain health insurance
- ✓ For students with student card: acquire international student card

At the end of your stay

- ✓ Have your *Letter of Confirmation* signed and stamped

After your return

- ✓ fill out the online *Mobility Report* at www.ceepus.info, within two weeks of your departure

We wish you a pleasant stay and fruitful working period in Hungary. If you have any additional questions, do not hesitate to contact the National CEEPUS Office Hungary at ceepus@tpf.hu.

Yours sincerely,

Szabolcs Bokodi
Head of Unit