



**File number:
580305/2025**

Dean's Order No. 5/2025. (IV.2.)

**of the Faculty of Economic and Social Sciences of Budapest University of Technology and
Economics**

**Call for applications of the Excellent Student of the Faculty Award and the order of
evaluating the applications for the academic year 2024/25**

Effective date: 2 April 2025

To track regulation instruments repealed at the same time as the present one enters into force and amendments.

Revision:

technical compliance: **The Dean's Office of the Faculty of Economic and Social Sciences**

legal compliance: **Legal Directorate**

Person in charge:

Issued by: **Dr. Tamás Koltai, Dean**

By the powers granted under Section 85/C (d) of Act CCIV of 2011 on National Higher Education, Section 55(5)(e) of the Rules of Organisation and Operation of the Budapest University Of Technology And Economics and Section 37 of the Code on Fees and Benefits, and pursuant to Article 4 of the Rules of Operation of the Faculty of Economic and Social Sciences of the Budapest University of Technology and Economics, I hereby establish the application conditions of the Excellent Student of the Faculty Award and the order of evaluating the applications for the academic year of 2024/2025 as follows:

Chapter One GENERAL PROVISIONS

Section 1 Purpose of the Policy

This Order sets out the conditions and the order of evaluation of the Excellent Student of the Faculty Award scholarship application of the Faculty of Economic and Social Sciences (hereinafter: Faculty) of the Budapest University of Technology and Economics (hereinafter: University) for the academic year 2024/2025.

Section 2 Scope of the Policy

- (1) The personal scope of this Order covers:
 - a) persons employed by the Faculty in a civil servant, employment or other work-related relationship with the University (hereinafter: employees);
 - b) all organizational units and bodies of the Faculty;
 - c) all persons with an active student status with the University who are students of a full-time bachelor or master training programme provided by the Faculty (hereinafter referred to as “student”).
- (2) The material scope of this Order covers the work processes related to the administration of the Scholarship.

Chapter Two SPECIAL SECTION

Section 3 Application documentation

- (1) Students may submit an application in accordance with the requirements specified in the call for applications attached as Annex 1 to this Order.
- (2) Deadline for submitting the application form and the certificates: 20 April 2025

Section 4

Evaluation of applications

The criteria for the evaluation of the applications and the detailed rules for their evaluation and scoring are included in the call for applications attached as Annex 1 to this Order.

Section 5

The grant available for scholarship applicants

In accordance with the requirements of the application, the applicants are entitled to a scholarship in accordance with Section 37 of the BME Code on Fees and Benefits and the call for applications attached as Annex 1 to this Dean's Order.

Section 6

Submission of additional information

The call for applications attached as Annex 1 to this Order contains the provisions on the submission of additional information.

Section 7

Data protection

The BME GTK processes the data necessary for the evaluation of the scholarship applications in accordance with the applicable data protection and other legislation as stated in the call for applications in Annex 2 of this Dean's Order.

Section 8

Legal remedy

Students may appeal against the result of the evaluation of their applications to the Student Appeal Panel within 15 days of their notification or, failing that, within 15 days of becoming aware of it, by submitting an application No. 001 available in the Neptun system.

Chapter Three

TRANSITIONAL AND FINAL PROVISIONS

- (1) This Policy enters into force on 2 April 2025.
- (2) This Policy can be found and downloaded at <https://szabalyozastar.bme.hu>.
- (3) This Policy is maintained by the Dean's Office of the Faculty.

Budapest, 2 April 2025

Dr. Tamás Koltai sgd., Dean

Annexes:

Annex no. 1: Application documentation

Annex no. 2: Data Protection Notice