MŰEGYETEM 1782

Call for Applications for Doctoral Students to Participate in ERASMUS+ Short-term (5-30 days) Mobility for the Fall and/or Spring Term of the 2025/2026 Academic Year

Based on the Tempus Public Foundation's ERASMUS+ call for applications for study-related mobility for higher education students, the Directorate of International Relations, ERASMUS+ Office (hereinafter: ERASMUS+ Office) is announcing a short-term mobility program with the following conditions.

I. General provisions

1) The primary objective of the program is to enable students to gain educational, linguistic, and cultural experience in another European country.
2) Students who are awarded a grant will have the opportunity to undertake short-term doctoral mobility for study or professional practice at a foreign university, professional organization, or non-profit organization in an Erasmus+ program country.
3) Short-term mobility cannot be extended beyond a minimum of 5 days and a maximum of 30 days.
4) Physical mobility may be supplemented with a virtual component (blended).

II. Conditions of application

1) BME students enrolled at the university are eligible for ERASMUS+ doctoral scholarships.
2) Applications may be submitted by students who:
    a) are Hungarian citizens or have a residence or settlement permit in Hungary, or have refugee status and are pursuing studies leading to a degree at the institution.
    b) are active doctoral students at BME
    c) have a weighted grade point average of **at least 3.0** in the last completed active semester
3) The physical part of the project may take place in the country of the host partner institution, in accordance with the information published by the organizer.
4) Activities eligible for funding under the call for proposals:
    - development of transversal skills,
    - gaining work experience,
    - development of research skills,
    - research related to the preparation of a thesis (dissertation).

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5) During study-related mobility, a minimum of 3 credits must be earned and accepted (unless completed).

Participation in conferences is not eligible for support!

Under this call, applications may be submitted during the 2025/2026 academic years, and the mobility period must be completed by June 30, 2026, at the latest. Applications will be accepted at least 20 working days prior to the planned mobility.

6) During the application process, applicants may **only apply for study mobility programs at institutions with which BME has a bilateral agreement**. The list of available partner institutions can be found at https://nki.bme.hu/.

III. Content of application

The application must include:

a) the application form completed by the student **in EXCEL format only!**
b) the OLS test completed in the language of mobility
c) proof of student status) Learning Agreement signed by all three parties (applicant, faculty Erasmus coordinator, host institution coordinator)
d) European Union health insurance card or insurance covering the entire period of physical mobility.
e) green declaration in case of green travel (template available for download on the website)
f) supporting statement from the doctoral supervisor
g) the documents listed in points b)-g) attached to the application may be submitted **only in PDF format.**

IV. Submission of applications

Applications for the ERASMUS+ Doctoral Program can be submitted electronically to phd_erasmus@bme.hu

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V. Scholarship Determination

In the case of Doctoral Student Mobility, only physical mobility is eligible for funding; if there is a virtual component, the virtual part is not eligible for funding.

The **ERASMUS+ Doctoral Scholarship** is calculated based on country rates set by the European Commission. The current country rates can be found on the Tempus Public Foundation website. The Tempus Public Foundation reserves the right to change the scholarships during the program.

The length of physical mobility	**Daily scholarship available**
5 to 14 days	79,00 € / day
15 to 30 days	56,00 € / day

Students in need who are traveling abroad can receive various types of additional support.

• Erasmus+ equal opportunities support is available on an ongoing basis: those eligible can receive a one-off supplement of €100 for short-term mobility lasting 5-14 days, regardless of the type of mobility, and €150 for mobility lasting 15-30 days. Equal opportunities grants can be applied for at the same time as supplementary financial support for students with disabilities or long-term illnesses, even in the case of short-term mobility.

• Additional support for students with disabilities or chronic illnesses can be applied for by the deadlines published on the website: Those eligible for short-term student mobility may receive a one-time grant of €100 (for mobility lasting 5-14 days) or €150 (for mobility lasting 15-30 days).

Travel support is calculated on a per-kilometer basis using the Erasmus Distance Calculator. This support only needs to be accounted for separately if it was implemented in a green manner.

https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator

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All doctoral students are entitled to 2 subsidized travel days for mobility purposes. If the trip is made by green means of transport, two days of travel allowance are granted for distances up to 500 kilometers, and four days of travel allowance are granted for distances over 500 kilometers.

Non-green travel	2 days
Green travel up to 500 km	2 days
Green travel over 500 km	4 days

The additional subsidy for green travel can be claimed if at least one leg of the journey (between the country of departure, city of departure, and city of the host institution) is at least 51% green travel.

Sustainable modes of transport: train, bus, bicycle, carpooling.

The green travel option must be confirmed by completing the Declaration available on the website before mobility and, upon return, by providing travel documents (within 2 weeks of mobility). After the end of mobility, tickets and invoices confirming green travel must be submitted. Please note that the dates on the tickets must correspond to the mobility period (+/-5 days).

TRAVEL DISTANCE	NON-GREEN TRAVEL SUPPORT	GREEN TRAVEL SUPPORT
10–99 km	28 €	56 €
100–499 km	211 €	285 €
500–1999 km	309 €	417 €
2000–2999 km	395 €	535 €
3000–3999 km	580 €	758 €
4000–7999 km	1188 €	1188 €
8000 km or more	1735 €	1735 €

The ERASMUS+ Office transfers the awarded scholarships in a lump sum to the student's bank account in accordance with the terms and conditions set out in the grant agreement. The rates published here are for information purposes only; the final amounts are calculated by the Erasmus+ Scholarship Calculator system.

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VI Things to do after returning home

After returning home, the following documents must be uploaded to Neptun in the 075B application within two weeks of the end date of the mobility period:

a) signed time certificate/credit certificate for mobility
b) professional report
c) green travel documents
d) certificate of completion of the EU Survey

Please note that failure to meet the two-week deadline will result in forfeiture of rights, and the institutional coordinator may decide to exclude the applicant from participating in further applications. No new mobility can be initiated until the closing documents for a mobility have been submitted correctly.

VII. Procedure and rules of contracting

1) Successful applicants are required to sign a grant agreement by the deadline set by the ERASMUS+ Office. Failure to sign the agreement will result in the student losing their opportunity to participate in the program.

2) The formal requirements of the agreement will be published by the ERASMUS+ Office for students after they have been made public by the Tempus Public Foundation.

3) The student is responsible for the accuracy of the mandatory information in the grant agreement. In addition to personal data and the data specified by the Tempus Public Foundation, the successful applicant must include in the agreement the number, IBAN code, and SWIFT code of their own EUR-based foreign currency account held in Hungary. Much of the data is taken from Neptun, so please note that it is the students' responsibility to check that the data in Neptun is correct.

4) Payment is conditional upon the availability of the following documents:

   - Learning Agreement signed by all three parties (outgoing student, faculty ERASMUS+ coordinator, host institution)
   - Support agreement signed by all three parties
   - Student status certificate
   - EU health insurance card or travel insurance
   - Green card (if relevant)

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IX. Further provisions

1) The ERASMUS+ Office is obliged to provide further information regarding the application at phd_erasmus@bme.hu and to publish all further information and documents on the University's website, in particular the list of foreign institutions participating in the ERASMUS+ Doctoral Program that have concluded a bilateral agreement with BME.
2) By submitting the application, the applicant consents to the processing of their personal data in accordance with the provisions on data processing set out in Sections 18 and 19 of Act CCIV of 2011 on Higher Education, Act CXII of 2011 on the Right of Informational Self-Determination and Freedom of Information, and the data protection regulations in force at BME.
3) Applications that do not comply with the procedure described in this call for applications will be excluded.
4) For the entire application period and during mobility, only requests sent to the official email address phd_erasmus@bme.hu will be considered official requests. The ERASMUS+ Office will ignore any communication sent to other contact details.

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