

## **FAQ:**

### **Certificates:**

**Q: How do I prove that I have done TDK work and what needs to be on it?**

**A:** Please get a certificate from the Institute where you have done it (minimum 2 semesters in same institute or department) with exact period. In case you have started it in spring semester, we can give points for that semester as well.

**Q: What kind of certificate do I need to prove Demonstrator work (Teaching assistant) with?**

**A:** You need to upload work assignment contract to mobility-online or certificate you got from Department where you have worked at.

**Q: If I am doing Demonstrator work for 2 semesters, do I have to enter 1 or 2 semesters?**

**A:** Once you have started the second semester, it counts as two semesters.

**Q: Does it count if I have participated at a scientific conference?**

**A:** Yes, you can get points for it provided you upload the programme booklet or poster (please mark yourself on it) to SOP.

**Q: I have participated at an academic competition. Is it enough to scan the certificate of it?**

**A:** Please upload the certificate to Mobility-Online.

**Q: Can I get points for attending academic competition?**

**A:** No, please note that only students placed 1-3 can get points for it.

**Q: I was wondering what type of format of health care employment certificate do you accept? Do you have a form for it? Is it enough if I get certificate from labour organisation at Semmelweis?**

**A:** We do not have a form for it. The certificate should state the exact activity, place, duration (until hours!) and should be signed and stamped.

**Language:**

**Q: Does my native language count as a language?**

**A:** Not in this case, you cannot get points for it.

**Q: In case my native language is not English or German, but I am studying at Semmelweis University in English or German program, can I get points for it?**

**A:** Yes, it counts as C1.

**Q: I have a mark in my maturity (high school graduation) certificate in language. Does it count?**

**A:** Yes, it counts, if it lists the level (B2).

**Q: Can I get points for doing multiple language courses?**

**A:** No, you cannot get points for language course.

**Grade average:**

We do not need copy of your Index, neither your Transcript of Records, we only need the form for weighted grade average. [Our example form](#)

**Misc.:**

**Q: What does SMS and SMP mean? What is the difference?**

**A:** SMS – Student Mobility Study (Study Mobility)

SMP-Student Mobility Placement (Traineeship)

**Q: Does it count if I am an ISSA member and how do I prove it?**

**A:** Yes, it counts, if you are an active member of ISSA, please get membership certificate from them.

**Q: Do I get points for compulsory traineeship?**

**A:** No, you cannot receive points for mandatory traineeships, even for those carried out abroad. In case you stay longer, that counts.

**Q: What does „Special training at Semmelweis University” tab mean on Mobility-Online system?**

**A:** Semmelweis University has a special training in collaboration with Pázmány Péter Catholic University in field of bionics.

## **Traineeship places**

**Q: I have marked Germany as planned country of host institution on application form, however it is not confirmed that they will be able to host me. Does this cause any trouble?**

**A:** No, that is why we name it PLANNED country of host institution. You can change your mind about it.

**Q: Is there a full list of hospitals that are accepted by Semmelweis University?**

**A:** No, unfortunately we do not have such a list, but the English Secretariat has one, titled: “Approved health institutes for 6<sup>th</sup> year rotations” under Rotation tab.

<http://semmelweis.hu/english/education/english-language-program/english-secretariat/official-forms/general-medicine/>

Please note that you need to spend minimum of **2 months at one hospital** or clinic (department) that belongs to the same University. Please upload the Letter of Acceptance (e-mail is sufficient) you acquire from hospital (containing place and period) to mobility-online.

## **Maintenance Support**

<b>Host country</b>	<u>Study Mobility</u> <u>SMS</u> (monthly grant)	<u>Traineeship</u> <u>SMP</u> (monthly grant)
Denmark, Finland, Ireland, Iceland, Lichtenstein, Luxembourg, Norway, Sweden, United Kingdom	<b>520,00 €</b>	<b>620,00 €</b>
Austria, Belgium, Cyprus, Germany, Greece, Spain, France, Italy, Netherlands, Malta, Portugal	<b>520,00 €</b>	<b>570,00 €</b>
Bulgaria, Czech Republic, Estonia, Croatia, Latvia, Lithuania, Poland, Romania, Slovakia, Slovenia, Macedonia, Turkey	<b>470,00 €</b>	<b>570,00 €</b>

**Application form, last step:**

1. Please upload all of your documents and certificates to SOP
2. We will let you through to the next step (please note that we will **not** be able to check your application one day prior the deadline, in this case it will be checked at later date).
3. Please print the application form (refer to SOP application helpguide ppt)
4. You need to sign it
5. After signature please upload it to SOP system
6. Please bring the printed application form to our office at Nagyvárad square 4. Ist floor. Please find deadline for it in our application notice and guide