

# **CALL FOR GRANT APPLICATIONS**

announced by Semmelweis University

within the financial framework of the University Researchers' Scholarship Program

**University Researchers' Scholarship Program**

**Cooperative Doctoral Program**

**Academic year 2025/2026**

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**The Call is announced on the basis of the approval of the National Research, Development and Innovation Office dated on day 2 month april of 2025.**

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## 1. Interpretative provisions

Any KDP: the 2020 Cooperative Doctoral Program, the 2021 Cooperative Doctoral Program, the 2021 National Defense Sub-Program of the Cooperative Doctoral Program, the 2023 Cooperative Doctoral Program, the University Research Scholarship Program Cooperative Doctoral Program

EKÖP: University Researcher's Scholarship Program

EKÖP-KDP: Cooperative Doctoral Program implemented as part of the University Researchers' Scholarship Program

Government Decree: Government Decree No. 24/2013 (II.5.) on National Excellence in Higher Education

NRDI (NKFI) Fund: National Research, Development and Innovation Fund

NRDI (NKFI) Office: National Research, Development and Innovation Office

Scholarship holder: EKÖP-KDP scholarship winner

Applicant: the person submitting the grant application for the EKÖP-KDP call for grant applications

Supported by: **Semmelweis University**

Grant Operator: Doctoral Grant Applications Committee

## 2. Objective of the grant application

**2.1.** The Ministry of Culture and Innovation, through the National Research, Development and Innovation Fund (hereinafter referred to as the NRDI (NKFI) Fund) **provides support to Semmelweis University** on the basis of Government Decree 24/2013 (II.5.) on National Excellence in Higher Education through the mediation of the National Research, Development and Innovation Office (hereinafter referred to as the NRDI (NKFI) Office) **for the purpose of** establishing and operating the University Researchers' Scholarship Program, including the Cooperative Doctoral Program.

**2.2.** The aim of the EKÖP-KDP is to ensure the resupply of teachers and researchers of higher education institutions, as well as the resupply researchers and developers of innovative Hungarian enterprises, and to involve the most talented PhD students in the talent management in higher education.

**2.3.** The scholarship applications of the program to be announced in 2025 intends to support student excellence in higher education by supporting PhD students who are engaged in successful research and creative activities at the higher education institution and who, in addition to their PhD student status, carry out research work outside the higher education institution - primarily at a company – (in an employment relationship or other legal relationship aimed at the performance of work) which promotes the practical utilization of their scientific results.

### 3. Legal obligations pertinent to institutions of higher education

**3.1.** A higher education institution with an EKÖP framework is obliged to announce the EKÖP scholarship grant application at all training levels specified in the Government Decree, if it launches such a training program.

**3.2.** EKÖP scholarship applications are announced by the higher education institution, which are published on its website. The higher education institution shall send the EKÖP scholarship application documentation to the NRDI (NKFI) Office for approval at least 30 days prior to the announcement of the grant application.

**3.3.** The full electronic implementation of the scholarship application procedure, in particular the evaluation of applications, the making of the grant decision, the preparation of the contracts related to the scholarship program and the disbursement of the scholarship awarded through the application shall be carried out by the institution of higher education.

**3.4.** It is also the duty of the higher education institution to organize an event at least once a year for scholarship holders and former scholarship holders who have already obtained a PhD degree.

**3.5.** The higher education institution shall prepare a professional and financial report on the above tasks for the NRDI (NKFI) Office by 30 November of each academic year with a scholarship. The qualification/evaluation of the professional and financial report will be considered by the Research Excellence Council when establishing the EKÖP framework for the following year.

**3.6.** The results of the project may only be sold at market prices to third parties, including the Scholarship Recipient's employer.

### 4. Form and amount of the scholarship

**4.1.** The grant may be obtained through a grant application in the form of a scholarship, the disbursement of which shall be ensured by the Sponsor to the bank account specified by the applicant in the grant application.

**4.2.** The amount of the scholarship is **HUF 400,000/month/person** per month according to the Government Decree.

**4.3.** The duration of the scholarship period may be:

The start of the KDP scholarship legal relationship within the framework of this call is 1 September 2025, but the start date of 1 February 2026 can also be chosen. The scholarship period can last until August 31, 2029 at the latest.

The KDP scholarship can be awarded for the duration of the PhD student status, but for a minimum of 24 and a maximum of 48 months.

The number of KDP scholarship months that can be applied for are:

- 24 months (01.09.2025. – 31.08.2027. / 01.02.2026.-31.08. 2028.)
- 29 months (01.09.2025.09.01 – 31.01.2028.)
- 31 months (01.02.2026.02.01. – 31.08.2028.)
- 36 months (01.09.2025. 09.01. – 31.08.2028. / 01.02.2026.02.01-31.01.2029)
- 41 months (01.09.2025.09.01-31.01.2029.)

- 43 months (01.02.2026.02.01-31.08.2029.)
- 48 months (01.09.2025.09.01. – 31.08.2029.)

EKÖP-KDP scholarship holders must submit a professional report to the Sponsor in accordance with the procedure set out in Section 14 on the fulfilment of both the requirements of the PhD training - proving regular professional contact with the supervisor and the corporate professional leader - and the progress of scientific results in relation to its practical applicability. The acceptance of

the financial report, i.e. the qualification of "excellent" or "passed", is a condition for the payment of the further scholarship and the maintenance of the EKÖP-KDP scholarship status.

**4.4.** The scholarship status shall be terminated upon the termination of the legal relationship establishing the entitlement during the scholarship period, or on the last day of the semester of obtaining the absolutorium.

## **5. Eligibility criteria, categories of grant applications**

**5.1.** Applications may be submitted by natural persons who fully meet the following conditions and who have achieved outstanding performance in the field of extended STEM (mathematics, natural sciences, engineering, information technology, agricultural sciences, medicine, health sciences and arts) or in the field of management and organizational sciences or in the field of innovation, who

- has an active legal relationship in PhD training in the academic year of 2024/2025 or
- has submitted an application for admission to the PhD program starting in the academic year of 2025/2026,

AND

- has not yet passed a Complex Exam, or
- completed his/her Complex Exam in the spring semester of the 2024/2025 academic year,

AND

- undertakes to maintain his/her legal relationship in his/her PhD training during the scholarship period,

AND

- he/she is employed or in another legal relationship aimed at performing work during the period of the EKÖP-KDP scholarship relationship, in the framework of which he/she is employed full-time (eight hours a day) or, in the case of part-time, at least 50% of the full-time working time, and receives remuneration at least equal to the guaranteed minimum wage, which is proportional in the case of part-time work,

AND

- has a Hungarian tax identification number and a bank account with a Hungarian financial institution.

**5.2.** During the EKÖP-KDP scholarship period, the employer who is an employment relationship or other legal relationship aimed at the performance of work with the PhD student (hereinafter referred to as: Employer) shall only be an employer such as

- a budgetary organ, an institution of a budgetary organ with legal personality,
- a business company that keeps double-entry bookkeeping, or
- a non-profit organization

with a registered office, site or branch office in Hungary at the time of submission of the application.

**5.3.** Higher education institutions, ministries and budgetary bodies under their management or supervision may not be Employers within the framework of the EKÖP-KDP, unless the PhD student is in a health service relationship with the higher education institution or the budgetary organ, or if the employment relationship is about the performance of tasks in a state-maintained educational institution. Furthermore, the higher education institution, the ministries and the budgetary body under their management or supervision may be an Employer in the event of legal succession after the submission of the grant application.

**5.4.** Budgetary research institutions <sup>1</sup>, research centers belonging to the HUN-REN Research Network and the Office of Supported Research Groups may not be Employers within the framework of EKÖP-KDP.

**5.5.** During the period of exclusion, the legal entity that has been excluded from any previous Cooperative Doctoral Program may not be an Employer.

**5.6.** Within the framework of the Call for Grant Applications, the following may be considered as work or other legal relationships aimed at the performance of work, in particular: public service relationship, court service, judicial employee service relationship or employment relationship, employment at a prosecutor's office, professional (contractual) service relationship, cooperative body membership including work obligation, legal relationship based on an agency contract, economic and civil law company or individual partnership with personal contribution activities performed as a member of a company, legal relationship aimed at performing scientific, educational, artistic, proofreader, editorial and intellectual activities subject to legal protection, health service legal relationship.

**5.7.** In the case of a fixed-term employment relationship or other legal relationship aimed at the performance of work (if the fixed-term expires before the end of the scholarship period applied for), the Employer must make a declaration of intent at the time of submission of the application stating that if the scholarship is awarded, the EKÖP-KDP scholarship holder will be employed continuously at least until the end of the scholarship period, within the framework of an employment relationship or other legal relationship aimed at work.

**5.8.** The eligibility criteria must be met starting from the first day of the scholarship period. A further condition is that applicants are able to prove their legal relationship by establishing their eligibility at the time of establishing the scholarship relationship.

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<sup>1</sup> A budgetary body engaged in research and development activities as defined in Section 3 (9) of the RDI (KFT) Act.

5.9. The research topic submitted for the EKÖP-KDP scholarship must be the same as the applicant's PhD research topic.

## 6. Grounds for exclusion

6.1. Applicants shall not receive a scholarship:

- if it can be credibly proven that they have provided untrue, false or misleading data that would have a significant impact on the content of the grant decision at the time of submitting the grant application, or made such a statement,
- who receive an EKÖP-KDP scholarship of another construction or any other KDP scholarship during the EKÖP-KDP scholarship period,
- who fails to make the declarations specified in the call for grant applications or as a condition for concluding the scholarship contract, fails to submit documents or withdraws his-her declaration previously made,
- who has been excluded from any Cooperative Doctoral Program, during the period of exclusion,
- who made the support decision or who participated in the decision making the support decision as a decision maker.

6.2. A grant application is not eligible for funding, the implementation of which or the method or result of implementation:

- constitutes a criminal offence or appeal to commit a criminal offence,
- violates a fundamental human or constitutional right,
- entails an infringement of the dignity of the nation, national, ethnic, linguistic and other minorities, as well as of other nations and other fundamental interests of society, in particular it violates public order, public morality, and the requirement of the protection of the family and minors.

6.3. If the EKÖP and EKÖP-KDP scholarships are awarded-won together, the scholarship holder may receive a scholarship of his or her choice.

6.4. The EKÖP-KDP application cannot be evaluated by a person who has a close professional and/or dependent relationship with the student, the supervisor or the corporate expert.

## 7. Implementation of the application

7.1. The budget available for the support of applications in the 2025/2026 academic year is planned to be HUF 392,640,005.

7.2. The submitted grant applications shall be evaluated by scoring by the experts invited by the Rector in the manner and in accordance with the criteria specified in this call for grant applications. Based on the ranking of the evaluated grant applications, the Rector will decide on the award of scholarships **by 10 August 2025**.

7.3. The rector may deviate from the ranking established on the basis of the expert assessment on the basis of professional reasons (e.g. along the strategic goals of the institution - Institutional Development Plan, priority discipline, priority research topic).

7.4. The grant decision shall be published on the institution's website.



7.5. It is the task of the Sponsor to qualify, accept or reject the professional reports of the scholarship holders.

## 8. Scholarship period

8.1. The scholarship period is defined in the 4.3. paragraph of the call for grant applications.

8.2. Prior to making the grant decision, the applicant who has been awarded the grant may start the implementation of the contents of his-her grant application at his or her own risk. The length of the scholarship period and the start and end dates are not affected by the earlier start of the implementation of the research plan included in the grant application.

## 9. Submission of the application

9.1. Applications shall be submitted between 17 Apr 2025 and 20 June 2025. can be submitted.

9.2. The scholarship is a grant for single individuals, so the application can only be submitted individually.

9.3. Method and place of submission of applications:

The application can only be submitted electronically on the <https://palyazz.semmelweis.hu/> interface.

## 10. Binding commitments

10.1. The winning EKÖP-KDP PhD student undertakes to perform during the scholarship period:

- carry out research activities under the supervision of a PhD supervisor and a business corporate expert during the scholarship period, and make the results of their scientific research and development work available to the Sponsor during the scholarship period,
- conducts studies and research within the framework of PhD training and fulfils the additional requirements set by the doctoral school,
- completes a PhD course worth 4 credit points per semester in the *training and research* phase, at least half of which is classified as "compulsory" or "compulsorily elective" course,
- publishes at least one scientific publication published in a Q1 journal of any authorship until the PhD Complex Exam,
- by the end of the scholarship period, publishes at least one additional scientific paper with first authorship ranked in a journal ranked as Q1 or a scientific paper of any authorship in a D1 ranked journal or in a journal equivalent in the given field of science by the end of the scholarship period,
- by the end of the scholarship period, independently or as a co-author, creates an intellectual property accepted by the Semmelweis University Innovation Committee in the scientific discipline corresponding to the Division of the Doctoral School, or submit a domestic industrial property protection,
- does not terminate the employment relationship with the Employer for the practical utilization of scientific research by termination/handing in a notice or by mutual agreement,
- submits his/her PhD thesis or equivalent work requested by the doctoral school **within 1 year** of the last day of the EKÖP-KDP scholarship relationship,
- participates in the institutional EKÖP conference (PhD Scientific Days),



- participates in both the catching-up program of the students of the higher education institution and in the management of talents, furthermore,
- promotes the results of his/her research activities at national and international scientific conferences

## 11. Evaluation criteria

During the evaluation of the application, the following professional elements will be scored:

- the results and excellence of the applicant's previous undergraduate and postgraduate scientific work,
- the applicant's excellence in the field of innovation, in particular (but not exclusively) the possession of industrial property rights, (Innovation performance may include participation in any industrial property protection, hackathon or other innovation competition, participation in a university utilization enterprise, participation in an R+D+I (K+F+I) project, participation in a Proof of Concept competition, etc.)
- the excellence of the applicant's research plan (in particular, the elaboration and feasibility of the research plan, the scientific importance and novelty of the research topic, the direct utilization and the utilization property of the research results),
- **the relevance of the research topic and the research plan to the company** (taking into account the submitted research plan and the corporate expert's evaluation) **and its relevance within the doctoral school, as well as the local and/or national economic applicability of the results (innovation factor, marketability, feasibility)**
- the professional competence of the supervisor (scientific performance; the supervisor is (or was) the leader of a professional-scientific project/workshop; the supervisor's activities promote the education of the next generation of scientists which is documented,
- professional competence of the corporate expert (professional, topic-oriented experience; scientific activity (publications, R+D (K+F) activities, relevant work related to the research topic, qualifications, scientific degree, etc.); presumably facilitates the research of the winning applicant by the utilization of his or her expert activities; previous work supporting higher education),
- the suitability of the Employer (he/she has the appropriate expertise and equipment that fits the applicant's research application; he/she puts in the appropriate and effective professional activity and the necessary equipment for the research topic; the number of people employed in the research position, the presentation of research and development results, activity and innovation results, research and innovation results)

## 12. Documents to be submitted

According to the institution's own regulatory intentions, please provide:

- a research plan for the duration of the EKÖP-KDP scholarship relationship, in which the applicant must specify which part of the research he or she plans to carry out at the doctoral school and which part at the Employer, in the course of which the related infrastructure of the higher education institution and the Employer must be presented. The research plan must also include the planned activities and progress broken down by semester. Length: minimum 5,000 and maximum 15,000 characters (with spaces),
- a presentation of the activities carried out so far within the framework of the PhD training, with special regard to its innovation content (this document is required if the applicant started his/her

PhD studies before 1 September 2025; in the case of applicants who start their PhD studies on 1 September 2025, this document does not need to be attached),

- the applicant's CV (including his/her academic and professional achievements),
- applicant's statement, completed in full,
- statement by the supervisor,
- the professional CV of the supervisor, including the scientific and professional achievements of the supervisor, indicating the number of students who have obtained a scientific degree and the number of ongoing PhD student supervisions, the title and (expected) defense dates of their theses,
- a written evaluation of the scientific soundness of the applicant's PhD topic and research plan, at least 2,000 characters (with spaces),
- a statement by the corporate expert,
- a copy of the document certifying the qualification of the corporate expert, as required by the Call for Grant Applications,
- a copy of the document certifying the scientific degree of the corporate expert (if the expert has a scientific degree),
- the professional CV of the corporate expert, including the scientific and professional achievements, separately indicating, if relevant, the number of students who have obtained a scientific degree and the number of ongoing PhD student supervisors, the title and (expected) defense dates of their theses, as well as the characteristics of their current EKÖP-KDP expert activities,
- an assessment of the corporate relevance and usability of the applicant's PhD topic and research plan, in the length of at least 2,000 characters (with spaces),
- a statement of the Doctoral Division signed by the head of the Doctoral Division,
- Employer's statement signed by the Employer's representative,
- the applicant's list of publications – if the applicant records and maintains their data in the MTMT, it is sufficient to provide the MTMT identifier, if they do not use the MTMT, then in the case of electronically uploaded or paper-based publications, a reference according to the system of the MTMT is sufficient,
- the list of publications of the supervisor – if the supervisor records and maintains his or her data in the MTMT, it is sufficient to provide the MTMT identifier, if he or she does not use the MTMT, then in the case of electronically uploaded or paper-based publications, a reference according to the system of the MTMT is sufficient,
- the list of publications of the corporate expert (if any) – if the expert records and maintains his data in the MTMT, it is sufficient to provide the MTMT identifier, if he does not use the MTMT, then in the case of electronically uploaded or paper-based publications, a reference according to the system of the MTMT is sufficient,
- the scientific/artistic activity that cannot be verified by a document, it must be indicated in text in the relevant field of the grant applications' electronic interface.
- With the exception of documents in English, where a non-certified translation is sufficient, in the case of a document in a foreign language, we ask you to submit the certified Hungarian translation electronically.

The Sponsor may request and verify the original documents from the applicant for the purpose of verification.

Requirements for documents with a handwritten or electronic signature:

- a) the declaration shall be provided with an electronic signature based on a qualified certificate, at least with advanced security, or
- b) the declaration must be authenticated through the ePaper service by using the Client Portal+/DAP, or
- c) a scanned format of a printed and hand-signed document is acceptable.

Documents submitted electronically are accepted in the following format/extension: Word, Excel, PDF, JPG, PNG. It is recommended to check the legibility of the submitted documents before uploading

### **13. Tasks and remuneration of supervisors and corporate experts**

**13.1.** The supervisor and the corporate expert jointly assist the doctoral student in fulfilling the requirements of the EKÖP-KDP.

**13.2.** The supervisor is the accredited supervisor of the PhD student receiving the EKÖP-KDP scholarship – approved by the doctoral school – and the supervisory conditions applicable to him or her are regulated by the doctoral school. During the evaluation process, preference will be given to applications in which the supervisor is an employee of Semmelweis University.

**13.3.** The supervisor and the corporate expert shall be responsible for providing professional assistance related to the implementation of the research plan of the scholarship holder and for carrying out research activities during the scholarship period by maintaining regular contact with the scholarship holder and preparing a consultation record sheet. Furthermore, as part of the scholarship holder's final professional report, the preparation of a professional evaluation by the supervisor and the corporate expert is compulsory.

**13.4.** Within the framework of his/her duties, the supervisor is obliged to conduct a personal/online consultation with the scholarship holder at least once a month in order to support his/her research activities, as proof of which he/she shall issue a consultation record sheet signed by the scholarship holder, which shall be attached to the scholarship holder's professional report.

**13.5.** A corporate expert can only be an expert if he or she has a qualification corresponding to level 7 of the Hungarian Qualifications Framework <sup>2</sup> and has at least 5 years of company experience relevant to the applicant's research topic. The period of PhD studies cannot be counted as a relevant year of experience, only the duration of the relevant corporate relationship(s) during the PhD training can be counted towards the required 5 years. A further criterion is that the expert must be in an employment relationship with the Employer during the EKÖP-KDP scholarship period, or must be a natural person directly owning at least 25% of the Employer's business association. If the expert has a scientific degree, he or she may also be appointed as a PhD co-supervisor based on the rules of the doctoral school.

**13.6.** During the EKÖP-KDP scholarship relationship, the supervisor and the corporate expert are obliged to hold a joint personal or online consultation (with the joint participation of the scholarship

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<sup>2</sup> Hungarian Qualifications Framework: [https://www.magyarkepesites.hu/kepesitesi\\_keretrendszerek/besorolas](https://www.magyarkepesites.hu/kepesitesi_keretrendszerek/besorolas)

holder, the supervisor and the corporate expert) at least once a month, in order to provide professional support for the scholarship holder's scientific and corporate activities, which is certified by all three parties by keeping and signing a consultation record sheet. The consultation record sheets must be attached to the semi-annual and annual reports certifying professional progress.

**13.7.** The supervisor receives a remuneration for participation in EKÖP-KDP, the amount of which is **up to 120,000/month/person** per scholarship holder (which amount includes wage costs and social-security contributions, as well as the employer's public charges paid by the Employer).

**13.8.** The corporate expert shall receive a remuneration for participation in EKÖP-KDP, the amount of which shall **not exceed 120,000 per month/person** per scholarship holder (which amount includes wage costs and social-security contributions, as well as the employer's public charges paid by the Employer).

**13.9.** In the case of the "excellent" or "passed" qualification of the final professional report of the EKÖP-KDP scholarship student and as a consequence of this the successful PhD defense of the PhD thesis by the EKÖP-KDP scholarship student, , an additional one-time fee of HUF 1,000,000 – 1,000,000 may be determined by the Sponsor in the case of obtaining the PhD degree within 1 year after the last day of the EKÖP-KDP scholarship relationship. The recognition fee for obtaining a PhD degree includes wage costs and social-security contributions, as well as the employer's public charges paid by the Employer.

**13.10.** In the period from **1 September 2025 to 31 August 2029**, a supervisor or a corporate expert may receive remuneration for a maximum of 2 PhD students with any KDP scholarship in overlapping funding periods.

**13.11.** A scholarship recipient may have one supervisor and one corporate expert within the framework of the EKÖP-KDP.

**13.12.** If the scholarship relationship is suspended or terminated, the supervisor and the corporate expert are not entitled to an award for this period during the suspension and after the termination of the legal relationship.

**13.13.** The supervisor and the corporate expert may not be the same person in the case of the same scholarship holder.

**13.14.** Within the framework of the EKÖP-KDP, the supervisor may not perform the corporate expert tasks even in the case of different EKÖP-KDP scholarship holders.

**13.15.** Within the framework of the EKÖP-KDP, the corporate expert may not perform the task of a supervisor in the case of different EKÖP-KDP scholarship holders, except for co-supervision as defined in Section 13.5.

**13.16.** During the EKÖP-KDP scholarship period, the supervisor and the corporate expert may not be in a dependent relationship with each other at the Employer or at the higher education institution either, for instance, in a managerial or subordinate workforce position within a research group. Both of them must declare this at the time of submitting the application.

**13.17.** The EKÖP-KDP scholarship holder may not exercise the right of employer or power of instruction in relation to the corporate expert in the course of his work.

**13.18.** The supervisor and the corporate expert may not carry out professional-scientific evaluation activities in the case of the second (non-joint) EKÖP-KDP applicant/scholarship recipient of the supervisor and the corporate expert.

#### **14. Use of the scholarship, reporting schedule**

**14.1.** The full amount of the scholarship may be used freely without the burden of accountability.

**14.2.** Starting from 2026, the scholarship holder will submit a **partial professional interim report** twice a year (until 15 February and 15 September). The forms (consultation record sheets) will be provided by the Doctoral Applications Committee for the interim professional reports. The consultation record sheets will certify the regular professional/scientific contact and progress between the scholarship holder, the supervisor and the corporate expert. Furthermore, every year, in connection with the university's PhD Scientific Days, the scholarship holder submits a detailed professional report to the university's Doctoral Application Committee, and at the same time presents his/her professional progress at the conference of the PhD Scientific Days.

**14.3.** The Sponsor qualifies the progress after the submission of the professional interim report (until 31 March and 30 November). The acceptance of the professional interim report, i.e. the qualification of "excellent" or "passed", is a condition for the further disbursement of the scholarship and the maintenance of the EKÖP-KDP scholarship status.

**14.4.** Within 30 days of the last day of the scholarship period specified in the scholarship contract, the scholarship holder shall submit a detailed **professional final report to the Sponsor** on the implementation of the compulsory commitments communicated in the Call for Grant Applications and the tasks specified in the undertaken research plan.

**14.5.** The Sponsor shall carry out the qualification of the professional final report within 60 days of the closing of the scholarship period at the latest.

**14.6.** The scholarship holder shall also report on the progress of the research at the request of the Sponsor within the framework of a **personal interview**.

Aspects of the professional report described in Section 14.2:

<b>Aspect of professional report</b>	<b>Supporting document/data/information</b>
Regular professional/scientific contacts and professional advancement	Form of the Doctoral Application Committee, consultation record sheet(s)
Completed trainings	Based on the certificate of the doctoral school
Research progress	Based on the PhD student's report, the evaluation of the doctoral school and the evaluation of the supervisor
Progress towards the practical application of the research	Based on the doctoral student's report and the corporate expert's evaluation, which is certified by the head of the doctoral school

Creative/designer/artistic performance	On the basis of awards, nominations, certificates of relevant and outstanding domestic and international exhibitions
Publication performance	MTMT link, based on the evaluation of publications published and accepted for publication or submitted for publication
Academic and corporate lectures	Based on abstracts of professional/scientific lectures held at national and international scientific conferences held on the research topic and its practical applicability, as well as on the basis of documents certifying the lectures given, as well as on the basis of presentations held at the university's PhD Scientific Days.

The semester report is in a simplified format, the student only needs to prove regular contact with the consultation record sheets and details of progress of his/her research(es), and the qualification (excellent/pass/fail) and signature of the supervisor, corporate expert and head of doctoral division must be indicated and sent with the attachments detailed in the report.

Documents to be submitted in the framework of the annual report:

- the report of the EKÖP-KDP scholarship student in the length of at least 3000 characters (with spaces, in a templated form);
- evaluation of the progress of the host doctoral division in the length of at least 2000 characters (with spaces, in the form of a template);
- evaluation of the scholarship student's progress in the EKÖP-KDP scholarship by the supervisor in the length of at least 2000 characters (with spaces, in the form of a template);
- the corporate expert's evaluation of the progress of the EKÖP-KDP scholarship holder in the length of at least 2000 characters (with spaces, in a templated form);
- the monthly consultation record sheets;
- a list of the publications of the EKÖP-KDP scholarship holder which have been published, accepted for publication and submitted for publication during the EKÖP-KDP scholarship period (in a templated form with MTMT links);
- a list of lectures held during the EKÖP-KDP scholarship period that are relevant to the PhD research (in a templated form).

The professional report template document will be sent to the students by email, 30 days before the submission deadline of the report.

The evaluation of the submitted professional reports is carried out by the university's Doctoral Application Committee, and the reports are approved by the university's Doctoral Application Committee based on the consultation record sheets and submitted evaluations. The report will be accepted at the next meeting of the Commission.

Evaluation classifications of the professional reports:



1. Passed with distinction
2. Passed
3. Inadequate

The evaluation of the professional reports shall always be justified in writing. The scholarship student will be informed of the results of the evaluation of the reports by email by 30 April and 31 December.

In the case of an approved professional report and consultation sheet, the doctoral scholarship or the support referred to in sections 13.7 and 13.8 may be continued to be paid in the following semester, provided that the necessary conditions are still met.

In the event of an inadequate evaluation result or failure to submit the consultation record sheet(s), the doctoral scholarship or the support referred to in Sections 13.7 and 13.8 may no longer be disbursed, and in the case of scholarships disbursed in the period since the previous approved professional report (in the case of the first semester, in the first semester), the head of the Sponsor may, on the proposal of the University's Doctoral Applications Committee, establish an unduly used grant. In the case of unauthorized support, the repayment obligation covers the amount of the support unduly used by the EKÖP-KDP scholarship holder.

## **15. Means of funding the scholarship**

**15.1.** The Sponsor shall conclude a contract with the scholarship holders (hereinafter referred to as: Scholarship Contract), in which it shall lay down the conditions and rules for the disbursement of the scholarship. After the conclusion of the Scholarship Contracts, the disbursement of scholarships to the scholarship recipients may begin. The condition for concluding the Scholarship Contract is that the scholarship holder has a tax identification number.

**15.2.** The scholarship holder acknowledges that the scholarship paid to him or her is an income exempt from personal income tax in accordance with Sections 4.12.1 (c), 4.12.2 and 4.12.3 of Annex 1 of Act CXVII of 1995 on Personal Income Tax.

**15.3.** In order to receive the scholarship, the applicant must have a bank account with a Hungarian financial institution from the date of conclusion of the Scholarship Contract until the end of the scholarship relationship.

## **16. Formal verification of the validity of the grant application, correction of deficiencies**

**16.1.** The acceptance and formal verification of grant applications is carried out by the Sponsor.

**16.2.** The Sponsor shall inform the applicant within 14 days after the closing of the grant application deadline (20 June 2025), but no later than 5 July 2025, that the application has been accepted and its substantive evaluation has begun, and in the case of a rejection without a substantive examination, of the reason for the rejection and the method of submitting the objection.

Of the several applications submitted by the same applicant under this call for grant applications, the one submitted later by the same applicant (regardless of the result of the first grant application submitted) will be rejected without examination of the merits.

**16.3.** In the following cases, no deficiencies may be rectified, the grant application will be rejected without a substantive examination:



- the grant applicant does not meet the requirements set out in point 5,
- the grant application is illegible or contains false or misleading information,
- the application was submitted after the submission deadline.

**16.4.** If, during the formal verification of the grant application, the Sponsor establishes that the grant application is incomplete and the deficiencies are of such a nature that they can be rectified during the correction of deficiencies and the grant application can be made formally compliant by rectifying deficiencies, the Sponsor shall call upon the applicant to rectify the deficiencies in an electronic notification sent to the e-mail address provided on the grant applications' electronic interface, indicating the errors, deficiencies and the method of rectification of deficiencies at the same time, with a deadline of no more than 5 working days from the date of sending the notification.

**ATTENTION! It is the applicant's responsibility to continuously check the electronic notification address provided on the grant applications' electronic interface.**

**16.5.** The grant application is invalid if:

- the grant applicant did not remedy the deficiencies within the framework of the deficiency correction or did not comply with them in the manner specified in the notice of deficiency correction or did not comply with them by the deadline specified in the notice for the correction of deficiencies. In the event of an invalid grant application, the Sponsor shall declare the grant application invalid and shall send an electronic notification to the applicant indicating the reason for the invalidity of the rejection of the grant application without further examination,

**16.6.** The Sponsor shall send a notification to the applicant of the results of the formal verification of the grant application by 10 July 2025 at the latest.

## **17. The process of grant evaluation**

**17.1.** At the request of the applicant, the Sponsor shall provide an opportunity to inspect the evaluations electronically, while preserving the anonymity of the reviewers.

**17.2.** Evaluation criteria

Aspect of Evaluation	Points to be awarded
<b>Professional competence of the applicant</b> (taking into account the applicant's CV and previous scientific/technical/artistic achievements)  scientific performance, article, presentations, conference participation;  study trip abroad;  OTDK award (1-3 place);  granted patent, design protection;  qualification of a master's/undivided degree;  participation in a research group or project, innovation activity;	0-20

<p>previous scholarships, awards;</p> <p>excellence in innovation, in particular (but not exclusively) possession of industrial property rights;</p> <p>relevant work experience.</p>	
<p><b>Professional competence of the supervisor</b> (taking into account the professional CV and the scientific and research achievements so far, as well as the number of PhD/DLA degrees obtained under the supervision of the supervisor)</p> <p>scientific performance;</p> <p>the supervisor is (or was) the leader of a professional-scientific project/workshop;</p> <p>With his supervisory activities, he can be documented in promoting the education of the next generation of scientists.</p>	0-5
<p><b>Professional competence of the corporate expert</b> (taking into account the professional CV and the scientific/research performance so far)</p> <p>professional, topic-oriented experience;</p> <p>scientific activity (publications, R+D (K+F) activities, relevant work related to the topic, qualifications, scientific degree, etc.);</p> <p>presumably promotes the research of the winning applicant and its utilization through its expert activities;</p> <p>Previous work supporting higher education.</p>	0-5
<p><b>Suitability of the Employer</b> (fits to the choice of research topic and the scope of activity, the development of the number of people employed in research positions by considering the results of research development and innovation)</p> <p>has the appropriate expertise and equipment that fits the applicant's research proposal/topic;</p> <p>has an appropriate and effective professional activity and the necessary equipment for the research topic;</p> <p>The development of the number of people employed in research positions is favorable from the point of view of the research developmental and innovation results.</p>	0-5

<b>Scientific basis/validity of the research topic</b> (by considering the submitted research plan and the evaluation of the supervisor)  research in the expanded STEM field;  novelty;  adequate justification and outlining of the scientific background;  the quality and detail of the research plan	0-10
<b>The corporate</b> (taking into account the submitted research plan and the corporate expert's assessment) and the doctoral school relevance of the research topic and the research plan (taking into account the human and material infrastructure conditions available for the applicant's research and pursuit of PhD studies, as well as the development of the ratio of the number of graduates and the number of doctoral students starting PhD training), the local and/or national economic applicability of the results  innovation factor;  marketability;  feasibility	0-15
<b>Altogether:</b>	<b>0-60</b>

### 17.3. The Body of Proposers

The received grant applications and evaluations are reviewed by the members of the professional committee established by the Sponsor, and based on the grant applications and the evaluations prepared in the manner described in Section 17.4 of the Call for Grant Applications, they make a proposal to the Rector of Semmelweis University for the list of scholarship recipients to be supported.

### 17.4. The evaluation process

Formally valid, accepted grant applications will be evaluated in writing by the assessors/reviewers approved by the Sponsor. The written assessment must support the scores. The applications will be evaluated by two anonymous reviewers. Based on the written evaluations, the decision proposal on the EKÖP-KDP scholarship recipients will be made at the meeting of the Doctoral Scholarship Committee of Semmelweis University Doctoral College.

We would like to inform the Honorable Applicants that funding decisions may be made after the adoption and publication of the NRDI (NKFI) Fund's 2025 program strategy by the Government, on the basis of which the Ministry of Culture and Innovation reserves the right to withdraw the call for grant applications and reject the received grant applications after acceptance, if the program strategy does not provide support for the Doctoral Student Scholarship.

### 17.5. Reallocation to supplement the scholarship budget

If the scholarship budget is less based on the number of applications received/won (the amount of support for the prizes of the winners selected from the received applications is higher than the available scholarship budget), the Sponsor may supplement the scholarship part from the EKÖP-KDP Institutional part and from its own resources. Based on the approval of the Research Excellence Council, the EKÖP-KDP scholarship part can also be supplemented from the EKÖP framework.

If there is a surplus of funds, it can be used to supplement the existing scholarships – either by increasing the number of months or by increasing the amount for the remaining time, e.g. in the event of cancellation.

#### 17.6. Reserve list

Based on the professional evaluation of the submitted grant applications, the Sponsor will set up a reserve list, which will be established in order of gained scores.

If the scholarship status of the EKÖP-KDP student is terminated prematurely, a new student may be included from the reserve list with a starting date after 1 September 2025 as well.

#### 17.7. Professional conflict of interest

The EKÖP-KDP application may not be evaluated by a person who has a close professional and/or dependent relationship with the student, the supervisor or the corporate expert. Furthermore, the supervisor and the corporate expert may not carry out professional evaluation activities in the case of the second (non-joint) EKÖP-KDP applicant/scholarship holder of the supervisor and the corporate expert. The professional evaluation of a given grant application may not be carried out by the reviewer/assessor who has a joint scientific publication with the applicant or who has previously been a participant/leader of the applicant's TDK work.

#### 17.8. Notification of applicants following the sponsor's decision

**Within 15 days of the sponsor's decision, the Sponsor** shall notify the applicants and the Employer electronically (at the e-mail addresses provided by the applicant) of the acceptance, placing on the reserve list or rejection of the grant application. There is no legal remedy against the rejection decision.

#### 17.9. Verification of the conditions of the EKÖP-KDP scholarship legal relationship

The condition for the establishment of the EKÖP-KDP scholarship and the payment of the scholarship is that the EKÖP-KDP scholarship holder is able to prove his/her employment relationship with the Employer or his/her other legal relationship aimed at performing work from the beginning of the EKÖP-KDP scholarship legal relationship at the time of the establishment of the EKÖP-KDP scholarship legal relationship. This legal relationship must be maintained throughout the EKÖP-KDP scholarship period. If the status of the EKÖP-KDP scholarship holder changes during the period of the scholarship and does not meet the conditions set out in the Call for Grant Applications, his/her entitlement to the scholarship will be terminated immediately.

### 18. Cancellation, Suspension and Other Provisions of the Scholarship

#### 18.1. Cancellation

If the applicant or the scholarship recipient renounces their scholarship, they must immediately notify the Sponsor in writing. From the first day of the month of the notification of the cancellation, the scholarship holder is not entitled to the scholarship, the scholarship cannot be paid to him/her, and if the scholarship has been paid, the scholarship holder is obliged to transfer the scholarship used unduly to the Sponsor without a separate notice within 30 days of the cancellation. Within 30 days from the date of the announcement of the cancellation, the scholarship holder must submit a final professional report to the Sponsor which will be evaluated at the request of the Sponsor by experts. If the scholarship recipient does not submit the professional report or the report and the reason for cancellation are not accepted by the Sponsor, the Sponsor may make a proposal to exclude the scholarship holder and the Employer for three years. The Sponsor may also establish the unauthorized use of support in connection with previous payments of the scholarship. In the case of unauthorized support, the repayment obligation covers the amount of the grant unduly used by the scholarship holder. The Sponsor shall reclaim the scholarship paid unduly from the scholarship recipient.

## **18.2. Suspension of the scholarship**

If a long-term illness, pregnancy, birth of a child, a longer stay abroad, or any other reasonable reason prevents the implementation of the submitted grant application in its original form, or the scholarship holder's student status is suspended (passive semester), but he/she intends to continue his/her studies or research, he/she has the opportunity to suspend his/her scholarship status for a period of at least 5 to a maximum of 12 months (fractional months are not possible) during the scholarship relationship. The application for the suspension of the scholarship and the amended research plan as an annex thereto shall be submitted to the Rector with the documents supporting the reason for the suspension, on which the Sponsor shall decide with the involvement of experts, if necessary. If the scholarship holder suspends his/her scholarship legal relationship, he or she is not entitled to a scholarship for the duration of the suspension. If the scholarship has been paid for the duration of the suspension, the scholarship holder is obliged to transfer it back to the disbursing higher education institution within 30 days without a separate request. The duration of the suspension of the scholarship relationship does not automatically extend the duration of the scholarship relationship. The extension of the EKÖP-KDP scholarship relationship must be initiated by the scholarship holder to the Sponsor by presenting the reason for the suspension and extension, but only exclusively until the closing date of the EKÖP-KDP scholarship program (31 August 2029). If the Sponsor authorizes the extension, it can only take place if the conditions of the EKÖP-KDP scholarship are also present during the extension period. If the Sponsor does not approve the extension, the EKÖP-KDP scholarship will be terminated with the date specified in the scholarship contract.

## **18.3. Termination of the scholarship status**

### **18.3.1. Improper performance**

If the scholarship recipient fails to comply with the provisions of the scholarship contract or fails to comply with the provisions of the scholarship agreement, the Sponsor may decide to withdraw the grant and may establish unauthorized use of support in connection with previous payments. In the case of unauthorized support, the repayment obligation covers the amount of the unduly paid support to the scholarship holder. The Sponsor shall reclaim the scholarship used without authorization from the EKÖP-KDP scholarship holder. The same must be done with regard to the fees due to the corporate expert and the supervisor. The scholarship status shall be terminated

on the day of the written notification of the decision of the Sponsor on the withdrawal of the support; within 30 days from that date a final professional report on the implementation of the research activity shall be submitted to the Rector that will be evaluated by experts on the request of the Sponsor.

### **18.3.2. Termination of student status/employment or other employment relationship**

If the scholarship holder's student status, employment relationship with the Employer or other legal relationship aimed at performing work is terminated during the scholarship period, the scholarship holder's legal relationship and consequently the payment of the scholarship will also be terminated. From the first day of the month of termination of the student status/employment relationship or other legal relationship aimed at performing work, the scholarship holder is not entitled to the scholarship. The same procedure must be followed with regard to the fees due to the corporate expert and the supervisor. The scholarship recipient must repay the scholarship to the Sponsor. Within 30 days of the date of termination of the student status (which is also the date of termination of the scholarship relationship), the scholarship holder submits a final professional report on the implementation of the research to the Rector, which is evaluated by experts at the request of the Sponsor. If the doctoral student status is terminated at the end of the semester of obtaining the absolutorium, with the termination of the PhD student status, in the case of the EKÖP-KDP scholarship, a final professional report must be submitted for the period following the last report submitted during the scholarship period until the date of termination of the student status.

### **18.4. Change of higher education institution and/or doctoral division**

It is not possible to change higher education institutions or doctoral divisions during the scholarship period. If the scholarship holder changes higher education institutions or doctoral division within the scholarship period, the scholarship holder's legal relationship will be terminated from the day on which the institution's decision on the change becomes effective, and he or she will not be entitled to the scholarship awarded to him/her. Within 30 days from the date of termination of the scholarship relationship (the date on which the institution's decision becomes final), **the scholarship holder** submits a final professional report on the implementation of the research to the Rector, which is evaluated by experts at the request of the Sponsor.

### **18.5. Change of supervisor, corporate expert**

If a change is required in the person of the supervisor and/or the corporate expert during the scholarship holder's legal relationship (e.g. the employment of the company expert is terminated at the Employer, etc.), the change must be submitted in writing to the Sponsor with the justification for the change. In the case of the new supervisor and/or corporate expert the required documents pertaining to them thereto as required for the submission of the grant application must be submitted. The change request is submitted by the EKÖP-KDP scholarship holder. Based on the documents at its disposal, the Sponsor decides within **60 days** of their receipt whether to accept the change of supervisor and/or corporate expert. The EKÖP-KDP scholarship holder and the Employer are informed of the decision. If the Sponsor approves the exchange, the supervisor/corporate expert may be replaced. The contract for the performance of tasks with the former supervisor/company expert must be terminated and a contract with the new supervisor/company expert must be concluded instead. The start date of the change of supervisor/corporate expert is the date from which the Sponsor approves the change.



If the Sponsor does not approve the change of supervisor/expert, the EKÖP-KDP scholarship holder is entitled to the designation of a new supervisor/business expert. If the Sponsor does not approve the replacement of the second supervisor/corporate expert, the EKÖP-KDP scholarship holder's legal relationship will be terminated from the first day of the month following the receipt of the rejection.

#### **18.6. Change of employer**

If an Employer changes during the scholarship period, in exceptionally justified cases, the approval of the Sponsor is required for the maintenance of the scholarship relationship. The change of employer must be initiated by the scholarship holder, with its justification. Based on the documents at its disposal, the Sponsor decides on the acceptance of the Employer's change within 60 days of their receipt. The EKÖP-KDP scholarship holder and the Employers concerned shall be informed of the decision. If the Sponsor does not approve the change of Employer, the scholarship holder's legal relationship with the EKÖP-KDP scholarship will be terminated from the first day of the month of the Employer change.

A change of Employer based on legislation or through legal succession does not count as a change of Employer. In the case of a change of Employer based on the law or through legal succession, the approval of the Sponsor is not required, and the scholarship holder must notify the Sponsor of the legal succession within 30 days of its occurrence.

### **19. Accounting for institutional support**

The provisions of the deed of support issued by the NRDI Office to the higher education institution shall govern the settlement of the higher education institution.

### **20. Disbursement of the grant**

#### **20.1. Scholarship, supervisory and expert awards**

Supported applicants will receive a scholarship. The Scholarship Contract is concluded by the Sponsor with the winning applicant (EKÖP-KDP scholarship holder) and the scholarship is paid to him/her. To this end, the Sponsor Cooperative Doctoral Regulations are drawn up, and the scholarship is paid on the basis of this.

The supervisors and cooperate experts of the supported applicants will receive remuneration. The contract is concluded by the Sponsor with the EKÖP-KDP scholarship supervisor and corporate expert, in which the Sponsor – in harmony with the content of the Call for Grant Applications - determines the amount of the fees to be paid to the supervisor and the corporate expert, the rules of their payment, the obligation to provide the consultation and the method of certifying the consultation (preparation of the consultation record sheet). The fees of the supervisor and the expert are paid by the Sponsor.

**20.2.** The financial performance of the support referred to in Section 4.2 may commence after the decision of the sponsor has been made and the deed of support has been issued, in accordance with the provisions of the deed of support.

**20.3.** The NRDI (NKFI) Fund shall disburse the EKÖP-KDP funding to the host higher education institutions concerned in the manner and by the deadline specified in the deeds of support.



**20.4.** During the support period, in the first semester of the academic year (period from September to January), the higher education institution shall transfer the five months' amount of the scholarship in a lump sum to the PhD student(s) receiving the scholarship in the first semester of the given academic year at the latest, by 30 November at the latest, and the seven-month amount of the scholarship for the second semester shall also be transferred in a lump sum to the PhD student(s) receiving the scholarship by 31 March the latest.

Based on the decision of the higher education institution, the total amount of the scholarship can be transferred in a lump sum for the given academic year during the support period, in which case the latest deadline for this is 30 November of the given academic year.

**20.5.** The higher education institution is only able to transfer the supervisor and expert fee for the given work phase to the supervisor(s) and expert(s) only in the given work phase. The higher education institution is only able to pay the fees in another phase of work if the scholarship status of the PhD student receiving the EKÖP-KDP scholarship changes. The scholarship period of the EKÖP-KDP scholarship student may be initiated by the scholarship student at the university's Doctoral Application Committee in accordance with Section 18.2.

## **21. Publicity**

The scholarship recipient must indicate the name of the University Research Scholarship Program (EKÖP), the name of the Ministry of Culture and Innovation, and the name of the National Research, Development and Innovation Fund in his/her scientific communication and publications, and if the form of communication allows it – its official graphic logo. The logo can be downloaded from [www.nkfi.gov.hu](http://www.nkfi.gov.hu).

## **22. Other terms**

By signing the relevant statement, the applicant, the supervisor and the corporate expert consent to the processing of their personal data by the Sponsor, the Ministry of Culture and Innovation and the National Research, Development and Innovation Office in accordance with the provisions of the statement.

The results of the project may only be sold at market prices to third parties, including the Scholarship Recipient's employer.

## **23. Objection handling**

**23.1.** No legal remedy may be filed against the grant decision to any other body.

## **24. Further information**

**24.1.** The Call for Grant Applications and its annexes together constitute the application documentation and contain all the conditions necessary for the application.

**24.2.** The documents of the application package can be downloaded from the interface of Semmelweis University:

<https://semmelweis.hu/innovacio/palyazat/kutatashoz-kapcsolodo-projektek/hazai-forrasu-projektek/egyetemi-kutato-i-osztondij-program-2025/egyetemi-kutato-i-osztondij-program-kooperativ-doktori-program-2025-ekop-kdp/>

**24.3.** The applicant may request further information about the application at the following contact details:

Contact data:  
[ekop-kdp@semmelweis.hu](mailto:ekop-kdp@semmelweis.hu)

**Attachments:**

1. Applicant's Declaration
2. Research Plan
3. Statement of the Doctoral Division
4. Supervisor's Statement
5. Employer's Statement
6. Corporate Expert's Statement
7. Classification according to the field of science/scientific discipline of the PhD training used for the KDP Call for Grant Applications
8. List of publications of the applicant (preferably downloaded from the MTMT)
9. Costs eligible by the higher education institution
10. Student data change notification form