

(3) In the case of applications under paragraph (1) a), the Faculty Studies and Examinations Committee, and in the case of applications under paragraph (1) b), the body specified in Article 8, with regard to the nature of the activity in question, shall evaluate the applications.

(4) In the case referred to in paragraph (1)(a), only academic results shall be taken into account. At the Faculty of Health Sciences, the evaluation of applications and the criteria for the award of grants shall be governed by Annex III.4-4.1 of the Regulations.

(5) The Faculty Board or, in case the department is not under the control of a Faculty Board, the head or the governing body of the department, taking into account the opinion of the Director General of Economics, may, if it has the resources, establish an additional scholarship to be awarded from its own income, which may be won on the basis of application.

(6) The person or department specified in paragraph (5) of this section shall invite applications, provided that the application may be for a one-off grant or for a regular grant, in which case the grant may be awarded for a maximum of one academic year. The call for applications shall specify the method, place and deadline for submitting the application, the certificates and other documents to be submitted, the criteria and deadline for the evaluation and the person or body authorised to evaluate the application. The provisions of paragraphs (1) to (4) of this section shall not apply to any additional scholarship under paragraph (5) and this paragraph which may be awarded from own resources.

(7) The Directorate for Education Network Management shall keep a central register of scholarships awarded under paragraphs (5) to (6). The decision to award a scholarship shall be sent to the Directorate for Education Network Management within 3 days of the decision.

(8) In addition to the provisions of paragraphs (1) to (7), the Dean of the Faculty of Health Sciences may award scholarships from the Faculty's own income to reward the demonstrative activities of students.

The criteria for the evaluation of applications are set in the Rules of Procedure III.4-4.2.

Article 20/A [Announcement, application, ranking and appointment of demonstrator scholarships]

(1) A demonstrator's assignment may be awarded, on the basis of an application, to a student in at least the second year of a bachelor's, master's or undivided master's programme whose student activity and academic achievement are outstanding, particularly in the chosen field of study.

(2) ³⁸A The appointment of a demonstrator may be awarded by public tender for a maximum period of 2 semesters from the beginning of the academic year. The duration of a faculty-specific assignment shall be determined by the Dean of the Faculty concerned.¹

(3) ³⁹ The heads of the teaching-research departments shall send by the last day of the spring semester term the Dean's Office of the Faculty the call for applications for demonstrators, which shall include:

- a) the name of the teaching/research unit and the subject area/subject;
- b) the deadline for submission and evaluation of the application;
- c) the task to be performed;
- d) the duration of the demonstrator's assignment and the required duration of monthly employment (subject to the maximum duration specified in Article 20/C(3));
- (e) the amount of any demonstrator's stipend;
- f) other requirements specified by the tenderer.

(4) The Head of the Faculty shall decide on the approval of the submitted calls for proposals within 10 working days of their receipt, and shall also ensure the publication of the call for proposals on the Faculty's website.

(5) ⁴⁰ Students have the opportunity to submit their application to the department of education and research that issued the application by the last day of the spring semester examination period, as specified in the application.

(6) ⁴¹ The education and research unit sends the applications received to the Dean's Office of the Faculty concerned, together with the ranking list established on the basis of the preliminary opinion of the Department, within 10 working days after the deadline for submission of applications.

(7) Criteria to be taken into account in the ranking of applications shall include in particular:

- (a) the applicant's performance in the course(s) of the department;

³⁸ Amended by Senate Resolution 75/2021 (VII.14.), Annex 2, § 1 (1). Effective from 22.07.2021

³⁹ Amended by Senate Resolution 102/2019 (26.IX.2019), Annex 1, § 10. Effective: 02.10.2019

⁴⁰ Amended by Senate Resolution 102/2019 (26.IX.2019), Annex 1, § 10. Effective: from 02.10.2019

⁴¹ Amended by Senate Resolution 102/2019 (26.IX.2019), Annex 1, § 10. Effective: from 02.10.2019
Effective text from 22.07.2021

(b) the participation of the Student Scientific Association in professional and/or organizational activities;

c) performance in other professional competitions;

d) language skills;

e) 42 Contribution to the organisation of a faculty, teaching or research unit event;

f) other participation in teaching or research activities;

g) 43 other professional activities as defined by the educational-research department requirements.

(8) ⁴⁴ The Head of the Faculty shall decide on the evaluation of the applications received - with the involvement of the Faculty's Students' Union- no later than the beginning of the academic term of the autumn semester, and shall simultaneously inform the students of the decision as well as the relevant teaching and research departments.

(9) ⁴⁵ If the demonstrator's appointment is for the autumn semester of the academic year (5 months), the new application procedure and the decision on the evaluation of the applications received shall be taken by the Head of the Faculty- with the involvement of the Faculty's Students' Union - no later than the beginning of the spring semester term, informing the students of the decision as well as the relevant teaching and research department.

(10) ⁴⁶ In the cases specified in § 20/D, an extraordinary call for demonstrators shall be published on the proposal of the head of the relevant education and research department. The Dean shall decide on the approval of the extraordinary call for proposals within 5 working days of its receipt and shall also ensure that the call for proposals is published on the faculty website. Students will have 10 working days to submit their application to the department of education and research that issued the call for applications. The research and teaching unit sends the applications received to the Dean's Office of the Faculty concerned, together with the ranking list established on the basis of the preliminary opinion of the department, within 5 working days after the deadline for submission of applications. The Head of the Faculty, in consultation with the Faculty Students' Union, will decide within 5 working days on the evaluation of the applications received.²

42 Amended by Senate Resolution 102/2019 (26.IX.2019), Annex 1, § 10. Effective: from 02.10.2019

43 Amended by Senate Resolution 102/2019 (26.IX.2019), Annex 1, § 10. Effective: from 02.10.2019

44 Amended by Senate Resolution 102/2019 (IX.26.), Annex 1, No. 10. Effective: from 02.10.2019

45 Amended by Senate Resolution 102/2019 (26.IX.2019), Annex 1, § 10. Effective: from 02.10.2019

46 Amended by Senate Resolution 102/2019 (26.IX.2019), Annex 1, § 10. Effective: from 02.10.2019

47 Amended by Senate Resolution No. 75/2021 (14.7.2019), Annex 2, § 1, para. Effective: 22.07.2021

48 Amended by Senate Resolution No. 75/2021 (14.VII.2021), Annex 2, § 1 (2). Effective: 22.07.2021

49 Amended by Senate Resolution 102/2019 (IX.26.), Annex 1, § 10. Effective: from 02.10.2019

The Faculty Dean's Office shall register the demonstrator assignments in accordance with the current Records Management Regulations of Semmelweis University and keep records of the demonstrators and the duration of their assignment.³

Article 20/B [Duration of the demonstrator's mandate, method, rate and source of remuneration]

(1) ⁴⁷A The demonstrator's mandate shall be for a fixed term of maximum 2 years from the beginning of the academic year. The dean shall conclude a contract with the successful candidates.

(2) ⁴⁸ Any applicant may be accepted for only one demonstrator's position, but applications may be submitted for more than one place.

(3) The demonstrator may be awarded a demonstrator grant. The amount of the demonstrator's grant shall be determined by the Dean of the relevant Faculty and shall be reviewed every five years in consultation with the faculty Director of Finance.

(4) ⁴⁹ The demonstrator's grant is paid monthly, subject to the completion of the head of the relevant research unit (certificate of completion), shall be paid to the demonstrator at the same time as other allowances due for the following month.

The demonstrator's grant is paid on a monthly basis, after verification of the completion of the task by the head of the relevant education/research department (certificate of completion). The demonstrator will receive the grant together with the other grants due for the following month.

(4a) ⁵⁰A demonstrator student participating in a foreign language currency-based course will receive the demonstrator's grant in a lump sum at the end of the academic semester, after the head of the relevant education/research department has confirmed the completion of the task (certificate of completion).

(5) The demonstrator's grant shall be charged to the budget of the Faculty concerned and the payment shall be approved by the Chief Financial Officer of the Faculty concerned in accordance with paragraph (4) of this section, subject to a certificate from the Head of the relevant Department.

(6) ⁵¹With the permission of the Dean, a student can be involved in the work of the department / institute without receiving a grant, based on the proposal of the head of the relevant education/research department.

(7) ^{52,53}The number of demonstrators is determined annually by the Dean of the Faculty.

Section 20/C [Duties, rights, and obligations of the demonstrator]

- (1) ⁵⁴The demonstrator's specific tasks, the time-frame and task management shall be determined by the head of the relevant education/research department within the framework of these regulations.
 - (2) The tasks of the demonstrator may include in particular:
 - a) participation in the teaching and educational work of the institute (department) under the supervision of an instructor or leader;
 - b) participation in institute / departmental projects under the supervision of an instructor or leader;
 - c) managing administrative matters under the supervision of an instructor or leader (which may not involve participation in specific activities concerning examinations, or the use of the NEPTUN system);
 - d) invigilation in written examinations under the supervision of an instructor or supervisor;
 - e) ⁵⁵substantive participation in communication between the education/research department and the students;
 - f) under the supervision of an instructor or leader, participates in teaching and research work in order to acquire sufficient training and proficiency;
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⁴⁹Modified : Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁵⁰Ordered: Section 12, Appendix 1, Senate Resolution 25/2020. (II.27.). In force since 25.03.2020

⁵¹Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁵²Modified: Section 12, Appendix 1, Senate Resolution 25/2020. (II.27.). In force since 25.03.2020

⁵³Modified: Section 1, Appendix 2, Senate Resolution 75/2021. (VII.14.). In force since 22.07.2021

⁵⁴Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁵⁵Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

- g) the demonstrator may, in exceptional cases, perform educational organization tasks only on the instructions and under the supervision of the instructor exercising his / her professional supervision;
- h) set an example to his/her fellow students with his/her excellence.

(3) The time spent as a demonstrator cannot exceed 50 hours per month.

(4) ⁵⁶The head of the relevant education/research department will assign the demonstrator to a lecturer (tutor) in the relevant department/institution according to his/her interests. The assigned tutor shall consult the demonstrator regularly, assist the demonstrator in his/her professional and academic development, provide direct professional guidance and supervise the demonstrator's activities. The supervisor may be one of the staff members of the institute/department who undertakes to direct, supervise and guide the demonstrator's professional activities on the agreed topic.

(5) The duties of the demonstrator must be defined in such a way that they do not interfere with the demonstrator's academic duties.

(6) The activity of a demonstrator does not exempt the student from fulfilling the study requirements; however, upon request - based on the decision of the Board of Studies and

Examinations - may fulfil his/her study obligations according to a preferential study regime as laid down in the Study and Examination Regulations.

- (7) ⁵⁷The demonstrator is entitled to use the department's facilities in the manner and within the scope defined by the head of the relevant education/research unit.
 - (8) ⁵⁸The safety representative of the relevant education/research department is responsible for the safety training of the demonstrator.
 - (9) ⁵⁹The demonstrator is obliged to respect the internal rules of operation of the education/research unit.
 - (10) The demonstrator mandate does not constitute an employer-employee relationship.
 - (11) ^{60,61}By the last day of the spring semester term, the demonstrator shall submit a detailed report on his/her activities to the head of the education/research unit. The head of the education/research unit sends the approved report to the Dean's Office/Study Department of the relevant Faculty. On the basis of the report, the demonstration activity taken up by the student as an optional subject is recorded in the student's (electronic) transcript by the relevant education/research unit or the Dean's Office/Study Department.
 - (12) In the performance of their duties, the demonstrators are obliged to act in accordance with the applicable data management legislation/regulations, and to treat any information, data and available documents that come to their knowledge in the course of their duties as confidential, and not to disclose or make available any information to third parties.
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⁵⁶Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁵⁷ Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁵⁸ Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁵⁹ Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁶⁰ Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁶¹Modified: (3), Section 1, Appendix 2, Senate Resolution 75/2021. (VII.14.). In force since 22.07.2021

- (13)⁶²Demonstrators are awarded
 - (a) 2 credits (for an elective subject which counts as part of their training), if they carry out demonstration activities continuously for 2 semesters,
 - (b) 1 credit point (for an elective subject which counts as part of their training) if they carry out demonstration activities continuously for at least 1 semester.

Section 20/D [Termination of the demonstrator mandate]

- (1) The demonstrator's mandate will automatically expire at the end of the period specified in the demonstrator's mandate.
- (2) The demonstrator can withdraw the assignment at any time without giving any reason.

- (3) ⁶³If a demonstrator fails to fulfil his/her academic or demonstration duties, or neglects them, or if he/she demonstrates conduct unbecoming a student, his/her mandate may be immediately withdrawn by the Dean, on the initiative of the head of the relevant education/research department or on his/her own authority. In this case, the elective course will be considered as incomplete and will be dismissed.
- (4) ⁶⁴Upon approval of the request submitted to the Dean's Office/Study Department by the relevant teaching/research unit, the Head of the Faculty may, upon termination of the demonstrator's mandate as defined in paragraphs (2) to (3) of this section, grant a demonstrator mandate to the next ranked student among the evaluated demonstrator applications or may issue a call for applications.
- (5) In the cases provided for in paragraphs (2) to (3) of this section, the demonstrator shall be entitled to a demonstrator grant for the pro rata share of the demonstrator's activity.

Section 21 [Grants for the study of a Hungarian student at a foreign higher education institution]

Pursuant to Article 79 of the Act on Higher Education and Article 25 of the Government Decree, the Minister responsible for Education shall issue a call for applications for Hungarian citizens to study at a state-recognised foreign higher education institution.

⁶²Modified: (3), Section 1, Appendix 2, Senate Resolution 75/2021. (VII.14.). In force since 22.07.2021

⁶³Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019

⁶⁴Modified: Section 10, Appendix 1, Senate Resolution 102/2019. (IX.26.). In force since 02.10.2019