

## **ISZTK– Scientific Demonstrator Scholarship**

**2024/2025/2 semester**

The Faculty Scholarship Committee (hereinafter: FSC) of the Faculty of Primary and Preschool Education at Eötvös Loránd University (hereinafter: Faculty) announces a call for applications for the Scientific Demonstrator Scholarship for the 2024/2025/2 semester, based on Sections 96 (6), 97, and 101 of the ELTE Student Requirements System (hereinafter: HKR).

### **PURPOSE OF THE APPLICATION**

The aim of the application is to support students of the Faculty who perform departmental assistant tasks, tutor their peers, and conduct specialized study circles alongside their studies.

### **ELIGIBILITY**

All students who are enrolled in a full-time, state-funded, or self-financed program and have an active status are eligible to apply. Students who assist the work of the departments beyond curricular requirements, provide tutoring, or lead study circles may receive a scholarship.

Applications for demonstrator activities can be submitted for the following organizational units:

- Digital Pedagogy Department (4 positions)
- Music Education Department (5 positions)
- Foreign Language and Literature Department (English: 4 positions, German: 4 positions)
- Library (5 positions)
- Hungarian Language and Literature Department (5 positions)
- Mathematics Department (5 positions)
- Educational Science Department (6 positions)
- Social Sciences Department (4 positions)
- Natural Sciences Department (4 positions)
- Physical Education Department (4 positions)
- Visual Education Department (4 positions)
- Dean's Office (2 positions)
- Faculty Marketing and Communications Demonstrator (5 positions)
- Faculty Master's Program Demonstrator (Children's Culture: 3 positions, Cultural Mediation: 3 positions)

### **RESPONSIBILITIES OF THE DEMONSTRATOR**

The demonstrator is required to complete assigned tasks accurately, on time, and to the best of their abilities. Possible tasks include:



- Assisting with data analysis and research methodology tasks,
- Preparing materials for practical sessions,
- Supporting departmental programs,
- Entering text into digital formats,
- Assisting in professional programs organized by the department,
- Supervising exams under faculty supervision,
- Conducting study circles,
- Helping with other student inquiries. egyéb hallgatói kérdésekben való segítségnyújtás.

## **APPLICATION SUBMISSION LOCATION, TIME, AND METHOD**

Applications must be submitted through the study system under the "Administration" menu, in the "Applications" submenu, using the designated application template. The submission period is **from February 17, 2025, at 08:00 until February 24, 2025, at 23:59**. Corrections can be made until **March 10, 2025, at 23:59**. New applications cannot be submitted during the correction period. Missing deadlines will result in disqualification.

**For a successful application, the applicant must complete the Scientific Demonstrator Scholarship application form available on the ELTE TÓK HÖK website, including a brief description of the demonstrator role, along with a faculty recommendation and signature.**

The form must be uploaded in **JPG, PDF, JPEG, PNG, or JFIF** format; documents in .doc or .docx format will be rejected. The instructor's signature must be handwritten; signatures marked with "s.k." or inserted using image editing software will not be accepted. Applications missing the instructor's signature will be rejected.

## **REPORTING OBLIGATIONS**

Successful applicants will serve as demonstrators for the spring semester. **They must submit two reports** using the designated demonstrator report template available on the ELTE TÓK HÖK website. **The first report is due by April 10, 2025, and the second by May 10, 2025. Reports must be submitted by 23:59 on the due date.** The May report may include pre-approved



activities planned until the end of the exam period. Reports must detail the activities performed, broken down by hours, and must include a faculty signature. Evaluation is based on performance. Reports must be uploaded in JPG, PDF, JPEG, PNG, or JFIF format. Reports in .doc or .docx format will be rejected. The instructor's handwritten signature is required; digital or edited signatures are not accepted. Reports without an instructor's signature or missing activity descriptions will be deemed invalid.

## APPLICATION PROCESS:

<b>Application period</b>	<ul style="list-style-type: none"><li>• Applications must be submitted within the specified period. An application is considered submitted if it appears under "Submitted Applications" in the "Administration" menu of the Neptun system.</li><li>• Missing deadlines will result in disqualification.</li></ul>
<b>Correction period</b>	<ul style="list-style-type: none"><li>• <b>Corrections are allowed only once.</b></li><li>• New applications cannot be submitted during the correction period.</li><li>• If an applicant fails to finalize their corrected application by the deadline, the committee will evaluate it based on its current content.</li><li>• Only attachments uploaded via the "Attachment" button in the relevant section of the application will be considered. Documents uploaded to the "Document Repository" but not attached properly will not be reviewed.</li></ul>
<b>Evaluation</b>	<ul style="list-style-type: none"><li>• Applications are reviewed by an operational committee appointed by the FSC, but the final decision is made by the FSC.</li><li>• Evaluation is based on the activities specified in the application form submitted in Neptun.</li></ul>



<b>Appeals</b>	<ul style="list-style-type: none"><li>• Appeals must be submitted within <b>15 days</b> of receiving the decision, via email from the student's Neptun-registered email address to the Student Appeals Committee at <a href="mailto:hjb@kancellaria.elte.hu">hjb@kancellaria.elte.hu</a>.</li></ul>																		
<b>Scholarship Disbursement</b>	<ul style="list-style-type: none"><li>• The scholarship is determined based on the previous month's submitted report. Payments will be made in May and June.</li><li>• The final amount is determined based on the work performed.</li><li>• Payment requires that the applicant's default bank account, tax identification number, and permanent address (as registered in Neptun) are up to date. Failure to provide these details by the third payment attempt results in forfeiture of the scholarship.</li><li>• Monthly scholarship amount:<table border="1" data-bbox="531 1120 924 1738"><thead><tr><th>Hours worked</th><th>Amount (HUF)</th></tr></thead><tbody><tr><td>2-4</td><td>5000</td></tr><tr><td>5-7</td><td>8000</td></tr><tr><td>8-10</td><td>11 000</td></tr><tr><td>11-13</td><td>14 000</td></tr><tr><td>14-16</td><td>17 000</td></tr><tr><td>17-19</td><td>20 000</td></tr><tr><td>20-23</td><td>23 000</td></tr><tr><td>23+</td><td>Individual determination</td></tr></tbody></table></li></ul> <p>The committee may deviate from the amount specified above on a case-by-case basis. If the payment exceeds the amount available under the given category within the ISZTK budget, the Faculty Scholarship Committee will reduce the support by a proportional/graded percentage to ensure it remains within the</p>	Hours worked	Amount (HUF)	2-4	5000	5-7	8000	8-10	11 000	11-13	14 000	14-16	17 000	17-19	20 000	20-23	23 000	23+	Individual determination
Hours worked	Amount (HUF)																		
2-4	5000																		
5-7	8000																		
8-10	11 000																		
11-13	14 000																		
14-16	17 000																		
17-19	20 000																		
20-23	23 000																		
23+	Individual determination																		



	available budget.
<b>Reporting obligation</b>	<ul style="list-style-type: none"><li>• <b>The students who are awarded the scholarship will serve as demonstrators for the spring semester. They are required to submit two reports on their activities, fully completed using the demonstrator report form.</b></li><li>• In the May report, the instructor may pre-approve activities planned to be systematically completed by the end of the exam period.</li><li>• The reports must include a brief description of the activities broken down by hours and signed by the instructor. The evaluation of the reports is based on performance.</li><li>• The awarded students are required to upload their reports in <b>JPG, PDF, JPEG, PNG, or JFIF</b> format. Reports uploaded in any other format (.doc, .docx) or exceeding the required length will not be accepted by the Faculty Scholarship Committee.</li></ul>

The applicant declares, under penalty of perjury, that the information provided on the application form is true and that the attached documents are authentic. The applicant acknowledges that in the case of false information, the Faculty will initiate disciplinary proceedings, which may result in the termination of student status.

For further details or inquiries, please contact Barnabás Magyari, the responsible scholarship officer, at [palyazat@tokhok.elte.hu](mailto:palyazat@tokhok.elte.hu) !