



MISKOLCI
EGYETEM

UNIVERSITY OF MISKOLC

RECTOR'S OFFICE

INTERNATIONAL DIRECTOR

Ref. No.:

Stipendium Hungaricum Scholarship Programme

REQUEST FOR INSTITUTION CHANGE

PERSONAL DATA: (to be completed by the student):

SH ID:

SURNAME:

FIRST NAME:

DATE AND PLACE OF BIRTH:

CURRENT STUDY PROGRAMME INFORMATION: (to be completed by the student):

NAME OF UNIVERSITY:

NAME OF FACULTY:

STUDY PROGRAMME:

NUMBER OF COMPLETED SEMESTERS:

START DATE OF STUDIES:

CHANGE TO: (to be completed by the student):

NAME OF UNIVERSITY:

NAME OF FACULTY:

STUDY PROGRAMME:

START DATE OF STUDIES:

.....
Student's signature, date

The request is approved by the Faculty:

YES

NO

.....
SH faculty coordinator's signature, date

.....
SH institutional coordinator's signature, date

3515 Miskolc, Egyetemváros, Hungary
Tel.: (36) 46 565-111/20-25, Fax (36) 46 563-423
reksando@uni-miskolc.hu
www.uni-miskolc.hu



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REASON FOR INSTITUTION CHANGE (to be completed by the student):

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OPINION OF THE FACULTY (to be completed by the Faculty Coordinator):

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GUIDE TO REQUEST INSTITUTION CHANGE

Before completing and submitting the form, please read the relevant part of SH Regulation!

- 1. Students submit** the present document (REQUEST FOR INSTITUTION CHANGE) completed, approved and signed by the faculty coordinator to the International Relations Office (IRO) (Building A/4, Room 105-106) for signature and final processing.
Deadline: **25 November** (for Spring Semester) and **10 May** (for Fall Semester).
- 2. Students complete** the Questionnaire regarding Institution Change and submit to IRO. Available at: <https://stipendium.uni-miskolc.hu/downloadable-documents>
Deadline: 25 November (for Spring Semester) and 10 May (for Fall Semester).
- 3. IRO forwards approved institution change requests to** Tempus Public Foundation.
- 4. Students also submit** the following documents **directly** to Tempus Public Foundation.
 - the request letter for institution change,
 - the letter of acceptance of the new host institution,
 - the approval of the sending partner.Deadline: **1 December** (for Spring Semester) and **15 May** (for Fall Semester).

For details of institution change see SH REGULATIONS at https://stipendium.uni-miskolc.hu/administrative_regulations