

CEU/HESP Visiting Research Fellowship

Before submitting an application

What does a *PhD equivalent* term mean?

The term "equivalent" means that the selection committee is aware of the different systems of post-graduate degrees in some countries. For example, the Kandidat Nauk (Candidate of science) and Doktor Nauk (Doctor of science) are a PhD equivalent.

What level of English proficiency is required? Will it be tested?

Fellows should have a good command of English to be able to participate actively in discussions, give presentations, and write an academic article. There is no formal testing. In some cases, CEU may conduct interviews with applicants to assess their level of English.

Is it possible to apply after the application deadline has passed?

No. However, in some cases the application deadline may be extended. Watch the webpage for updates.

Can those who applied for one term come for two terms or those who applied for two terms come only for one term?

Research Excellence Fellows can, if this is decided in the early stages of planning the fellowship period and is approved by the hosting academic unit. No changes are allowed after fellows arrive in Budapest and start their fellowship period.

Faculty Development Fellows can, after an initial three-month fellowship, re-apply for another track in the next application cycle. Re-applications are considered on a competitive basis.

Can former visiting fellows apply for the fellowship again?

Faculty Development Fellows can apply for a different track in any of the following application cycles. Once they have completed both tracks, they can only apply again in a two-year period after the end of their fellowship.

Research Excellence Fellows can re-apply after two years following the end of their previous fellowship.

Can fellows bring their families to Budapest?

Yes, they can. Please note that:

CEU can provide the following support:

- include the data of the family members into the visa invitation letter
- help to arrange suitable accommodation for the whole family. In this case CEU pays the accommodation expenses for the fellow only; the fellow is responsible for covering any additional costs for family members, as well as their tourist tax.

CEU cannot:

- guarantee that family members will receive a visa to Hungary
- pay for the flight, accommodation, insurance, costs of living and any other expenses of family members
- make daycare or educational arrangements for children, etc. We can help find information, but the fellows would have to make their own arrangements and cover any related costs.

How will applicants receive information about the outcome of their application?

Applicants will be notified about results of the selection in approximately 3 months' time after the closing date. An applicant will be informed about the outcome of her/his application via e-mail.

Before arrival

Is there anything to do before the fellowship begins?

The program coordinator will be in touch with you about the visa application process, date of arrival and departure, travel and accommodation arrangements, any other relevant information before your arrival.

Is it possible to defer the fellowship to next year?

Fellowships cannot be deferred to next year. Interested candidates can re-apply for a fellowship during the next application period.

What does the fellowship cover?

The fellowship covers tuition costs; accommodations in single rooms or apartments in CEU's Residence Center (or in a flat outside the Residence Center in case no accommodations in the Residence Center are available); round-trip ticket from and to the country of origin; visa costs; insurance costs in Hungary; airport transfer costs in the country of origin and in Hungary; access to CEU facilities (Library, IT services, and, if you are housed in CEU's Residence Center, a sports centre including the use of the indoor swimming pool and gym); some social and cultural events (e.g. welcome and farewell reception, etc.) and a living stipend.

What additional expenses must be considered?

Fellows must consider personal expenses, expenses in case of visit by family members, medications.

Is any support offered to get a visa?

The program coordinator will send fellows official invitation letters and necessary supporting documents from CEU and detailed information on where and how to apply for visa, including the nearest consulate where you can apply. CEU bears no responsibility for the decisions of the consular officers on individual visa application cases. Inability of a fellow to receive a visa to enter Hungary is likely to result in a withdrawal of acceptance for fellowship.

Who is arranging the travel?

The program coordinator will contact you about the exact travel dates, flight options, and once all this is confirmed, s/he will purchase and send you an electronic ticket.

After arrival

How to get to the CEU Residence Center from the airport?

The easiest is to take the door-to-door Airport shuttle mini bus for approx. 12 EUR per person one way. The Airport shuttle minibus desk is located in the arrivals hall right after you exit from the customs area. You may have to wait between 5 and 20 minutes for the minibus. There are also taxis at the airport, you can use a credit card to pay (please ask before the ride). We recommend that you use an official airport taxi partner whose office is located outside and to the left of the exit from the terminal. Useful info if you want to go by public transport is also on the Budapest Airport website:

http://www.bud.hu/english/passengers/access_and_parking/by_public_transportation.

Do fellows receive medical treatment in case they need it?

CEU will cover your basic health insurance during your stay. CEU has a medical center with a male and a female doctor. You can consult them first and they will direct you to specialists if needed and will advise you on any medication. Please note that you will have to pay for medications or medical treatments outside CEU that are not covered by your insurance. Please consult the doctor about this.

Can fellows attend courses during the fellowship?

Yes, upon arrival in CEU fellows can receive the list of courses at their departments/schools. Following a consultation with their supervisors and upon the approval of the faculty members teaching the relevant classes they can attend the selected courses.

Can fellows stay longer than the duration of the fellowship?

The visa to Hungary is issued for the period of the fellowship and fellows receive a return flight ticket for the trip back home. In exceptional cases a visa extension can be requested. Please consult the program coordinator. Please note that any additional costs in such cases are to be covered by the fellow.