

## **Call for Applications**

**Mathias Corvinus Collegium Foundation Scholarship**

**providing funding for selected high performing applicants for Modul University  
Vienna's study programs**

## 1. Introduction, objectives

- 1.1. The Office for International Projects (hereinafter "Office for International Projects") of the Mathias Corvinus Collegium Foundation (hereinafter "MCC" or "Foundation") is launching a call for applications to candidates aspiring to start their studies at Modul University Vienna. The Mathias Corvinus Collegium Foundation Scholarship (hereinafter "MCC Scholarship" or "Scholarship") is intended to cover the tuition fees (as provided in Modul University's Guideline on Fees applicable at the time of submitting the application for the Scholarship, excl. Other fees as listed therein) for the standard duration of the chosen study program (see Modul University's Guideline on Fees).
- 1.2. The objective of the MCC Scholarship is to support the professional development and community engagement of high performing students studying at Modul University Vienna with the aim of establishing role models for fellow students.
- 1.3. This current call for applications covers the application periods for the 2024/2025 academic year. MCC intends to publish a substantially similar call for applications for the 2025/2026 academic year in the first quarter of 2025.

## 2. The scholarship

- 2.1. Applicants to the MCC Scholarship may be awarded a full (100% of payable tuition fee) or partial scholarship (25-90% of payable tuition fee covered by the Scholarship), covering all or part of the tuition fees charged by Modul University for the standard duration of the study program applied for by the applicant. For the avoidance of doubt, Other fees as defined in Modul University Vienna's Guideline on Fees are not covered under the MCC Scholarship. In case of partial scholarships, scholarship recipients must all the time comply with Modul University's standard payment terms to maintain their eligibility for the scholarship throughout their studies. In any case, MCC reserves the right to revoke the awarded scholarships and deny further contributions to the scholarship recipient's tuition fee in case of noncompliance with Modul University's rules and regulations, including but not limited to study and examination regulations and payment terms.
- 2.2. MCC reserves the right to attach conditions to the continued disbursement of the Scholarship to be specified in more detail in the contract between the scholarship recipient and MCC, including but not limited to:
  - 2.2.1. Sustained achievement of a certain minimum Grade Point Average (GPA);
  - 2.2.2. Participation in extracurricular academic activities;
  - 2.2.3. Active involvement in organizing student life / social activities at Modul University Vienna;
  - 2.2.4. Attending the semesterly / annual performance review meeting;
  - 2.2.5. Being responsive to Modul University Vienna's reasonable requests concerning the appearance in / contribution to the marketing materials of the university (e.g. promotional campaign materials, testimonials, etc.).
- 2.3. Following the conclusion of the contract with scholarship recipients, MCC will transfer the tuition fees directly to Modul University Vienna, as specified in the contract. Application for the MCC Scholarship does not preclude simultaneous participation in other scholarship applications. Should the applicant receive any other scholarships in connection with the subject of this call for applications, the applicant shall inform the Selection Board thereof.
- 2.4. Resignation: Should an applicant resign from their scholarship after the awarding of the scholarship but before the contract was signed, the Office for International Projects must be informed in writing via electronic mail, stating the reasons for the resignation.
- 2.5. Withdrawal: If an applicant withdrew from the contract anytime after its signing, the Office for International Projects must be informed in writing via electronic mail, stating the reasons for the withdrawal. Deferrals (postponement of the starting semester) are not permitted. MCC reserves the right to unilaterally terminate the contract of scholarship recipients indicating their intention to defer the start date of their first semester. Leave of absence (temporary discontinuation of studies) is permitted in line Modul University's general rules and regulations.

- 2.6. From the date of the notice of resignation/withdrawal, the applicant / scholarship recipient is not entitled to any funding via the Scholarship, and is obliged to return the unauthorized scholarship (pro rata temporis) to MCC without any special notice within 30 days of receipt of the notice of resignation by MCC, as stipulated in the contract.
- 2.7. Termination of the contractual relationship by MCC
  - 2.7.1. Failure to perform, breach of contract (non-contractual, including where non-compliance with the terms of this call for applications occurs during the contracting period): if the applicant fails to perform or fails to perform properly, MCC is entitled to terminate the contract with immediate effect. In this case, the contractual relationship will terminate on the date of the written notification of the immediate termination of the scholarship and of the decision to withdraw the scholarship. In the event of termination of the contract with immediate effect, the applicant will be disqualified from the Scholarship and will be obliged to repay the scholarship amount to MCC on a pro rata basis from the date of termination of the contract.
- 2.8. Force majeure
  - 2.8.1. If, for reasons beyond the applicant's control, force majeure prevents the applicant from starting the activity as specified in the application, the applicant must inform the Office for International Projects immediately.

### **3. Modul University Vienna study programs eligible for funding via the MCC Scholarship**

- 3.1. Under the Scholarship, students can apply for Modul University's undergraduate and graduate study programs, including the MBA and PhD programs. The tuition fee charged for the selected degree study programs and any prerequisite / bridging courses prescribed by Modul University (including the Foundation Program) for the scholarship recipient are covered by the Scholarship. Continuing education programs (except for the MBA program) are excluded from the scope of the Scholarship.
- 3.2. List of Modul University Vienna's eligible study programs:
  - a) Bachelor Programs
    - BSc in Applied Data Science
    - BSc in International Management
    - BSc in International Management with Professional Experience
    - BBA in Tourism and Hospitality Management, including the Hong Kong Polytechnic University joint mobility program
    - BBA in Tourism, Hotel Management & Operations, including the practical year option at the New York City College of Technology
  - b) Master Programs
    - MSc in Management
    - MSc in International Tourism Management
    - MSc in Sustainable Development, Management and Policy
  - c) MBA Program
  - d) PhD Program
    - Doctorate in Business and Socioeconomic Sciences

### **4. Eligibility**

- 4.1. To participate in the Program, the applicant must be a citizen of one of the following countries:
  - Hungary
  - Austria
  - Slovenia
  - Croatia
  - Serbia
  - Romania

- Ukraine
  - Slovakia
  - Poland
  - Czech Republic
  - Bulgaria
  - Albania
  - Kazakhstan
  - Montenegro
  - Kosovo
  - North Macedonia
  - Georgia
  - Azerbaijan
- 4.2. As the first step, candidates must submit their application via Modul University's application portal and go through the regular application process. Application deadlines are provided in paragraph 6.1 below. In the application form and during the application interview the applicant needs to indicate their wish to be considered for the MCC Scholarship in case of successful admission to an eligible study program of Modul University Vienna. Students indicating their interest in the MCC Scholarship hereby give their consent to Modul University Vienna to share the evaluation of their application with the Selection Board. Notwithstanding the above, Modul University Vienna reserves the right to contact high performing individual candidates demonstrating high potential in the application process to procure their consent to be included in the list of applicants suggested for consideration by the Selection Board.
- 4.3. Application fees and any other charges related to the application to Modul University Vienna are to be borne by the applicant. The application fee will be recharged to the student's account at Modul University Vienna in case of successful admission with full scholarship and can be used to cover any potential charges incurred during the studies. Recipients of partial or no scholarships will get the application fee deducted from their first tuition fee instalment.
- 4.4. In line with its standard admission procedure, Modul University Vienna will inform candidates indicating their interest in the MCC Scholarship about the admission decision and whether they are suggested for consideration by the Selection Board for full or partial scholarship under the MCC Scholarship. Admitted candidates shall submit all documents necessary requested by the Selection Board to assess their eligibility for the MCC Scholarship. For relevant deadlines and list of documents to be submitted to MCC, see paragraph 6.2 and 8.
- 4.5. Ideal candidates for the MCC Scholarship shall demonstrate solid work ethic, integrity, a high level of maturity, a strong sense of responsibility, good communication and interpersonal skills. They are also personally motivated, independent, and proactive. They are eager to learn about the culture and business practices of other countries, and look for returning home to put their experience to good use.
- 4.6. MCC will not provide any additional reimbursement under this scholarship beyond the scholarship awarded, and any additional costs not covered by the scholarship will be covered by the successful applicant's own resources or through any other scholarships.
- 4.7. Modul University Vienna retains the right to request a refundable deposit from full scholarship recipients in value of up to 1.500 EUR. Modul University Vienna will issue an invoice for the said deposit immediately after the signing of the study contract between Modul University Vienna and the scholarship recipient (envisaged after the scholarship decision) with a due date of 7 days. The deposit is refundable in 30 calendar days from semester start to students successfully enrolling in courses and commencing their studies as per their study contract. The deposit will be used to cover any fees, charges, contractual penalties charged by Modul University Vienna in case of students failing to comply with the terms of the MCC Scholarship and thus losing their eligibility for the funding of their tuition fee.

## 5. The managing authority, the managing entity and the operator of the call for applications

- 5.1. The Office for International Projects is the professional manager and administrator of the Scholarship.
- 5.2. The call for applications will be published on MCC's information platforms, on MCC's public website and on the website of Modul University Vienna.
- 5.3. The Selection Board evaluates the application and awards the Scholarship. There is no right of appeal against the decision.

## 6. Application deadlines

- 6.1. **Admission to Modul University Vienna:** The below application deadlines refer to the deadlines until which applicants shall submit a full application to Modul University Vienna. Application deadlines for the two upcoming semesters (Fall 2024 and Spring 2025) are provided in the below table.

Category	Country of citizenship <sup>1</sup>	Fall 2024 semester	Spring 2025 semester
Students with visa requirements	Kazakhstan, Azerbaijan	Not available	1-Jun-2024
Students eligible for a 90-day visa free stay in the Schengen Zone	Albania, Georgia, Kosovo, North Macedonia, Montenegro, Serbia	1-May-2024	1-Jun-2024
Students with no visa requirements	All other eligible countries' citizens (EU + Ukraine)	1-Jun-2024	1-Jun-2024

- 6.2. **MCC Scholarship:** On best effort basis, Modul University Vienna aims to communicate the admission decisions to students applying for the Scholarship within a calendar month from the submission deadline. Applicants undertake to collaborate in good faith with Modul University Vienna to expedite the decision. By applying for the MCC Scholarship, applicants consent to the sharing of their admission documentation and evaluations by Modul University with the Selection Board in case their application was suggested for consideration by the Selection Board for full or partial scholarship under the MCC Scholarship. Applicants need to submit their complete application (see para. 8) via MCC's application platform provided in para. 8.1 at least 7 calendar days prior to their interview with the Selection Board. Interview slots with the Selection Board are expected to be provided in the range indicated below.

Category	Modul University Vienna Admission decision communicated by (subject to applicant's collaboration)		Interviews with the Selection Board	
	Fall 2024 semester	Spring 2025 semester	Fall 2024 semester	Spring 2025 semester
Students with visa requirements	Not available	1-Jul-2024	Not available	9-Jul-2024 - 12-Jul-2024
Students eligible for a 90-day visa free stay in the Schengen Zone	31-May-2024	1-Jul-2024	10-Jun-2024 - 14-Jun-2024	9-Jul-2024 - 12-Jul-2024
Students with no visa requirements	1-Jul-2024	1-Jul-2024	9-Jul-2024 - 12-Jul-2024	9-Jul-2024 - 12-Jul-2024

<sup>1</sup> Applicable as of 5-Mar-2024. Any changes beyond that date are not reflected in the table. MCC and Modul University Vienna assume no responsibility for the accuracy and completeness of the information contained herein about any visa rules. Applicants shall check official websites and seek expert advice in case of doubt.

## **7. No representation**

- 7.1. The Scholarship is an individual grant, applications must be submitted individually. Candidates must submit the application exclusively in their name, no representation is permitted.

## **8. How and where to apply, required documents**

- 8.1. Applications for the scholarship will need to be submitted online via a weblink to be shared with candidates proposed for consideration by the Selection Board.
- 8.2. Selected candidates will be invited for an online video interview. Interviews are scheduled on a rolling basis, subject to notifications received from Modul University Vienna. Evaluation of candidates is done in multiple rounds on first come first served basis.
- 8.3. Application documents to be submitted:
  - 8.3.1. Applicant's Curriculum Vitae in the English language – one A4 page, stating the applicant's name, current studies, basic information and contact details;
  - 8.3.2. Proof of citizenship of an eligible country (passport copy);
  - 8.3.3. Motivation Essay in the English language (2-4 A4 sized sheets). The applicant is required to explain their motivation for studying at Modul University Vienna and gaining experience in Austria. It must also specify the fields and industries in which the applicant wishes to work in particular. It is of key importance that the applicant states how the time spent in Austria will support their goals and how they are planning to leverage the knowledge and experience gained during their studies in the interest of their wider community;
  - 8.3.4. A short (up to 3 minutes) self-recorded video introduction, explaining why the Selection Board shall award the Scholarship to the applicant and providing details about the applicant's planned activities contributing to the development of academic and social life at Modul University Vienna;
  - 8.3.5. A reference letter in the English language from an independent person with contact details (professor, mentor, line manager, etc.) – the Selection Board reserves the right to contact the issuer of the reference letter after previous alignment;
  - 8.3.6. Documents shall be submitted electronically either as MS Word documents or pdf files.

## **9. Validity of the application, missing documents**

- 9.1. Upon receipt, a formal check of the validity of the applications will be carried out.
- 9.2. Applications are received and formally checked by the staff of the Office for International Projects. The Office for International Projects will notify the applicant of the acceptance of the application within a maximum of 7 working days of receipt.
- 9.3. If during the formal check of the application, the Office for International Projects notices that the application is incomplete and the deficiencies are such that they can be remedied by providing correction and the application can be made formally correct by means of correction, it shall invite the applicant, by means of an electronic notification sent once to the e-mail address indicated in their CV, to correct the deficiencies, stating the errors and deficiencies and the method of correcting them, and setting a deadline for remedying the deficiencies of no more than 3 working days from the date of sending the notification.
- 9.4. It is the responsibility of the applicant to ensure that the electronic address provided in the CV is correct. If the applicant has not corrected the deficiencies or has not done so in the manner and to the extent specified in the call for corrections or has not done so by the deadline specified in the call for corrections, the Office for International Projects shall declare the application invalid and shall send the applicant an electronic notification of the rejection of the application without further examination, stating the reason for the invalidity.
- 9.5. In the following cases corrections are not allowed, and the application will be rejected:
  - 9.5.1. the applicant fails to submit their application by the deadline specified in this call;
  - 9.5.2. the applicant does not meet the conditions set out in this call;

- 9.5.3. the application contains false or misleading information.
- 9.6. In line with paragraph 6.2, the applicant will participate in an online video interview to present their application to the Selection Board convened by the Office for International Projects.

## **10. Criteria for the evaluation of applications**

- 10.1. Motivation of the applicant
- 10.2. Quality of the application
- 10.3. Academic performance
- 10.4. Past professional performance (if available)
- 10.5. Language proficiency
- 10.6. Successful oral interview

## **11. Notification of the applicant following the decision**

- 11.1. Applicants shall be informed of the result of their application by e-mail (to the e-mail address provided by the applicant in their CV) from a staff member of the Office for International Projects within 15 days following the completion of the interview. The Office for International Projects is not required to provide any reasons for its decision, and there is no right of appeal against the decision.
- 11.2. The applicant may either accept or decline the scholarship awarded. In case of rejection, no reasons need to be provided by the applicant.

## **12. Conclusion of contract**

- 12.1. The conclusion of the contract shall be subject to the successful completion of the admission and study contract signing procedure at Modul University Vienna.
- 12.2. If the applicant accepts the awarded scholarship and all the conditions for the conclusion of the contract are met, the Office for International Projects will arrange for the preparation and sending of the contract to the applicant. If the applicant fails to sign the contract for the MCC Scholarship in 5 working days, then MCC reserves the right to revoke the offered scholarship and assign it to further candidates on waiting list.
- 12.3. The scholarship granting decision shall be null and void, if the contract cannot be concluded due to the default of the applicant or for any other reason attributable to them.
- 12.4. In case of applicants for the PhD program, the signing of the MCC Scholarship contract by MCC is conditional upon the conclusion of a supervision agreement with a Modul University faculty member.

## **13. Disbursement**

- 13.1. Once the contract comes into force, the scholarship is disbursed to Modul University Vienna on a semesterly basis, with the semesterly tuition fee being transferred directly by MCC to Modul University Vienna. MCC shall inform the applicant of the disbursement.
- 13.2. At the time of contract signing, the applicant must be in possession of sufficient financial resources to cover costs not covered by the scholarship or to cover unforeseen costs.

## **14. Further information**

- 14.1. The Office for International Projects reserves the right, once the decision has been made, to set an additional deadline and/or amend the conditions and publish an amended Call for Applications if it is unable to use the amount available for the program due to the number or content of the proposals received.
- 14.2. Contact details of the Office for International Projects for the Program: [mcc\\_modul@mcc.hu](mailto:mcc_modul@mcc.hu)
- 14.3. The present Call for Applications and the application documents listed in paragraph 8.3 together constitute the application dossier and together they cover all the conditions required for the application. For further information on the application, the applicant is invited to contact the contact person at the Office for International Projects.