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EVALUATION SHEET FOR UNIVERSITY PROFESSOR APPLICATIONS		
Law and Government Sciences, Public Administration, Media and Communication Sciences, Political Sciences, Police Sciences, Sociological Sciences Social Sciences – Social Sciences		
MAB code: E.....	Name and institution of Applicant	
Evaluation criteria		
I. Higher education activities (maximum score)	100	
1a.1. Teaching experience	Maximum	Score obtained
<p><u>Minimum requirement* (10 points):</u> The Applicant is required to have taught at least 800 contact hours (including at least 100 hours of lectures) at any higher education institution during the ten years preceding the submission of the application. The teaching activity must be certified by the Applicant's direct superior, and the relevant student feedback results for at least the last 5 years must be provided. In the absence of student feedback, the assessment of the Applicant's direct superior is also acceptable.</p> <p><u>Specific criteria for the minimum number of hours to be completed:</u> of the 800 contact hours, a maximum of 600 hours may be taught in vocational higher education, bachelor's degree and postgraduate studies.</p> <p><u>¹In the case of foreign Applicants:</u> instead of the Applicant's superior certifying the contact hours taught, other means of proof used in the particular country are also admissible. For example, a certificate from the dean's office, or an itemised list of the courses which yielded the contact hours stating the course titles, the name of the institution/faculty/subject, the level of education (bachelor, master, doctoral), and the date.</p> <p>With respect to student feedback on teaching activity, the information resulting from the processes of the given country must be taken into account.</p>	10	
<p><u>Additional points for teaching activities:</u> +20 points are given for 1000 contact hours, +30 points for 1200 contact hours, +40 points for 1400 contact hours.</p> <p>With respect to teaching activities (1a.1), the minimum requirement is 800 contact hours (including 100 hours of lectures), for which the Applicant is given 10 points. For 1600 contact hours (including 200 hours of lectures), a maximum of 50 points may be given (including the minimum requirement). Between the maximum and the minimum, the score is determined proportionally and must be rounded to the nearest whole number.</p>	40	

¹**Foreign Applicants are:** a) Applicants who are not Hungarian citizens, and b) Applicants who are Hungarian citizens working abroad on a long-term basis (more than five years).



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<p>A maximum of 25 (10+15) points may be given for contact hours where the Applicant did not attach student feedback or where student feedback result was below 3.50. In the absence of student feedback, the assessment of the Applicant's direct superior is also acceptable.</p>		
<p>1a.2. Leading the academic and scientific work of students Minimum requirement* (5 points): The Applicant is required to have supervised at least 20 theses and/or dissertations, or has been a consultant to OTDK theses (co-supervision is worth 0.5 point). A TDK thesis may be included in the minimum requirement if it has won a prize at the OTDK.</p>	5	
<p>Additional points may be given for: Ten more examples of supervising activities. Special criterion: extracurricular activities, remedial education, talent management, leading a student circle, supervising students' work at faculty, university, national conferences, competitions, Master Teacher title, successfully preparing a courtroom speech contests, preparing students for an international seminar, conference, prizes received, professional-scientific publications of supervised students, organisation of professional quizzes and competitions.</p> <p>Special criteria for foreign Applicants: student talent development activity (instead of TDK/OTDK supervision).</p>	5	
<p>Total (1a.1.+1a.2.)</p>	60	
<p><i>Written evaluation of performance, supported by specifics:</i></p>		
<p>1a.3. Lectures, practice sessions and seminars delivered in a foreign language at graduate and/or postgraduate level or at any level of learning in the Bologna system.</p>	Maximum score	Score obtained
<p>Minimum requirement* (5 points): The Applicant is required to have delivered at least 80 contact hours (including guest teaching assignments at foreign higher education institutions) up to the date of submission of the application, as certified by the Applicant's direct superior. For example, Erasmus Mobility, guest lecturer invitations, summer/winter university courses, certified lectures can be credited as foreign language higher education experience.</p> <p>In the case of foreign Applicants: in the case of non-native English speakers, the "foreign language" criterion may be replaced by a language relevant to international scientific communication (which is foreign to the Applicant). In the case of native English-speaking Applicants, since the language of international scientific communication is English today, giving lectures, practice sessions, or seminars in another language is not a requirement. Teaching activities as an invited or visiting lecturer conducted at a university outside the Applicant's country may be accepted, but 80 hours is not a minimum requirement.</p>	5	



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<i>Additional points may be given for:</i> The delivery of an additional 80 contact hours.		5	
Total (1a.3.)		10	
<i>Written evaluation of performance, supported by specifics:</i>			
1b. <u>Activities and achievements in education development</u>		Maximum score	Score obtained
1b.1. <i>Minimum requirement* (10 points):</i> The Applicant is course director of at least one compulsory (type "A") course or at least two optional (type B or C) courses at the time of submission of the application and at least for four years preceding it, confirmed by electronic data (faculty website, department website) (one compulsory subject for 10 points, or two optional subjects 10 for points).		10	
<i>For foreign Applicants:</i> overall responsibility for courses may be substituted for activities leading and/or managing programmes, courses or projects. (However, participation in research/development/innovation projects should be accounted for and evaluated under item 2b.1, not under this item.)			
<i>Additional points can be given:</i> another 4 points for acting as course director for one subject or meaningful participation in the development of two more subjects.		4	
1b.2. <i>Minimum requirement* (5 points):</i> the Applicant is the sole author or having authored at least 50% of at least one textbook or course book, or at least one teaching aid or digital teaching material comprising at least 8 author's sheets.		5	
<i>Additional points may be given for:</i> Sole or first author of one additional coursebook, textbook or teaching aid.		5	
1b.3. <i>Minimum requirement* (5 points):</i> professional recognition of teaching excellence, evaluations, awards, prizes, distinctions, awards for teaching excellence, grants awarded for teaching. (1 point per element, maximum 3 points.) Educational activities: Head of department, institute director, central director, faculty and university leader, chairman and secretary of faculty and university committees. (1 point per element, maximum 3 points.)		6	
Total (1b.1.+1b.2.+1b.3.)		30	
<i>Written evaluation of performance, supported by specifics:</i>			
I.	Higher education activities	100	



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II. Scientific activities (maximum score)	100	
2a.1. Outstanding scientific or research work (up to the submission of the application)	Maximum score	Score obtained
<p>Internationally recognised, outstanding scientific achievements. <u>Minimum requirement* (30 points):</u></p> <p>A) At least two Q1 or Q2 international publications in a foreign language in a field relevant to the field of the Applicant, or in the Hungarian Academy of Sciences' IX. An article in category A or B international journals of the Section of Economics and Law or at least one monograph published in a foreign language by a renowned international publisher.</p> <p>B) The Applicant must be the sole author of at least one peer reviewed monograph, which must be different from the Applicant's PhD dissertation.</p> <p>C) In addition, the Applicant is expected to present at least 20 scientific journal articles, papers or edited book chapters (journals must be Hungarian Academy of Sciences' IX. Section A-B category in Hungary and international A-B-C-D or Q1-Q2-Q3).</p> <p>D) A Hirsch index of at least 8 is also a minimum requirement.</p> <p>E) The minimum requirement is at least 150 independent citations of scientific publications, of which at least 30 must be in foreign languages.</p> <p>If these five conditions [A), B), C), D) and E)] are met, 30 points may be awarded. In the event that any of these five conditions (A), (B), (C), (D) and (E) are not met, 2a.1 cannot be given any points for.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><u>For foreign Applicants:</u> the criteria "foreign language" and "international publisher" can be met by a work published in an international journal or by an internationally renowned publisher. In the case of native English-speaking Applicants, publication in another language is not required. In the case of non-native English speaking Applicants, publication in a (foreign) language relevant to international scientific communication is required.</p> </div>	30	
<p><u>Additional points may be given for:</u> Scientific publications in at least ten foreign languages in addition to the minimum requirements, including only research papers published in scientific journals, and peer-reviewed books and book chapters.</p>	10	
<p>A further 150 independent citations to scientific publications, including at least 60 foreign language citations.</p> <p>If the Applicant is the head of a Lendület team of the Hungarian Academy of Sciences or has won an ERC Starting Grant, he/she is given at least 20 points in the field of scientific achievements.</p> <p>Applicants who obtained the title Doctor of the Hungarian Academy of Sciences no more than 10 years before submission of the application are considered to have</p>	10	



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met the criteria for outstanding scientific or research work (2a.1) and are to be given the maximum number of points (50 points).		
Total (2a.1.)	50	
<i>Written evaluation of performance, supported by scientometric data or specific references to recognition, awards or other data:</i>		
2a.2. <u>Supervising the scientific work of young academics, participation in doctoral training as a thesis supervisor</u>	Maximum score	Score obtained
<i>Minimum requirement* (5 points):</i> The Applicant has been a thesis supervisor to at least one doctoral student who has obtained his/her doctoral degree (as confirmed by the doktori.hu website). Where there is no PhD training, the assessment must take into account the Applicant's achievements in the education of the next generation of scholars, but the requirement regarding the number of PhD students who obtained a doctoral degree under the supervision of the Applicant is not applicable.	5	
<i>Additional points may be given for:</i> Additional PhD students obtained his/her doctoral degree and/or postdoctoral fellows supervised by the Applicant (5 points each). In addition to the points given for a student who has obtained his/her doctoral degree, 3 additional points may be given for each currently supervised doctoral student and doctoral candidate, registered by the doctoral school, who are recorded by name in the database of the National Doctoral Council (or on the certificate from the foreign university for students who have studied abroad), including the expected year of obtaining their pre-degree certificate and degree.	15	
2a.3. <i>Minimum requirement* (5 points):</i> Substantial influence on the work of young academics, creation of an intellectual hub, which is publicly recognised by the professional community (e.g. head or founder of a research team). <i>For foreign Applicants:</i> creation of an intellectual hub can be substituted by other student talent development activities, as well as prizes and awards (which, however, cannot be the same as those related to teaching activities listed under item 1a.2, e.g. activities substituted for activities related to TDK/OTDK).	5	
2a.3. <i>Minimum requirement* (5 points):</i> Activity in the professional public sphere (e.g. as head or member of a professional committee at a university, as external member of a committee at another university, as member of a non-university professional body, as member of a university senate or faculty council, or as head or member of a professional committee at a university).	5	



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Total (2a.2.+2a.3.+ 2a.4.)	30	
<i>Written evaluation of performance, supported by specifics:</i>		
2b.1. <u>Experience and achievements in research management</u>	Maxim um score	Score obtain ed
<u>Minimum requirement* (5 points):</u> Up to the date of submission of the university professor application, role as project manager of at least one research/development/innovation project that won support in a national or international competitive procedure, or substantial participation in the implementation of at least three such projects, or roles as project manager of three institutional projects.	5	
<u>Additional points may be awarded:</u> domestic research activity: e.g. Bolyai, Bolyai+, Eötvös, Lendület, NKA, Premium Postdoctoral, institutional grants. Foreign grants: e.g. ERC, Fulbright, Jean Monnet, Marie Curie, Mellon, Humboldt, EURIAS, Sasakawa. At least one research team leader role, or at least three meaningful participant roles, or an individual research fellowship. Non-competitive participation in research will not be taken into account if it is directly linked to the Applicant's job (e.g. as part of the duties to be performed).	5	
Total (2b.1.)	10	
<i>Written evaluation of performance, supported by specifics:</i>		
2b.2. <u>Recognition in Hungary and abroad</u>	Maxim um score	Score obtain ed
<u>Minimum requirement* (5 points):</u> Head of domestic or international scientific organisation (5 points), member of board or supervisory board (3 points), conference chair or conference organiser (3 points), co-chair, section organiser, section chair, invited plenary speaker at conferences (1 point each).	5	
<u>Specific criterion for the minimum requirement and additional points:</u> Domestic and international professional prizes and awards, membership in the editorial boards of international academic journals, invitations to deliver professional lectures at international forums. (1 point per element, maximum 3 points.) Prestigious international conferences, seminars and professional workshops organised by the Applicant in Hungary or abroad. Active and competitive conference participation (accepted papers) is required. (1 point per element, maximum 3 points.)	5	
Total (2b.2.)	10	



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<i>Written evaluation of performance, supported by specifics:</i>			
II.	Science	100	



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Maximum score points:	Final score:	I. Teaching activities	II. Scientific activities	I.+II. In total
200				
<p>The minimum score necessary for supporting the Applicant's appointment: 160</p> <p>* If the Applicant did not meet the minimum requirement for an item (any requirement, if there are more than one), then a score of 0 must be given for that item (e.g. 1b.1.). This means that no additional points may be given for the item in question.</p> <p style="text-align: right;"><i>(the appropriate one to be underlined:)</i></p>				
The Applicant achieved the minimum score			The application merits endorsement	
The Applicant did not achieve the minimum score			Not supported	