

<b>EVALUATION SHEET FOR UNIVERSITY PROFESSOR APPLICATIONS</b>		
Branches of Science: Law, Public Administration, Media and Communication Studies, Political Science, Law Enforcement, Sociology Discipline: Social Sciences – Social Sciences		
MAB code: E.....	<i>Name and institution of applicant</i>	
<b>Evaluation criteria</b>		
<b>I. Higher education activities</b> (maximum score)	<b>100</b>	
<b>1a.1 Teaching experience</b>	<b>Maxim um score</b>	<b>Score obtain ed</b>
<p><b><u>Minimum requirement* (10 points):</u></b> The applicant is required to have taught at least 800 contact hours (including at least 100 hours of lectures) in 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 must be provided.</p> <p><b><u>Special criteria for the minimum requirement:</u></b> Of the required 800 contact hours, a maximum of 600 may have been delivered for tertiary vocational programmes, bachelor level education or postgraduate specialisation programmes.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><u>In the case of foreign applicants:</u></b> 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> </div>	10	
<p><b><u>Additional points may be given for teaching activities:</u></b> 20 points are given for 1000 contact hours, 30 points for 1200 contact hours, 40 points for 1400 contact hours, and 50 points for 1600 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. Between the maximum and the minimum, the score is determined proportionally and must be rounded to the nearest whole number.</p> <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.</p>	40	
<p><b>1a.2 Leading the academic and scientific work of students</b></p> <p><b><u>Minimum requirement* (5 points):</u></b> The applicant is required to have supervised at least ten theses and/or dissertations, or been a consultant to papers presented at conferences of student research and art societies (co-supervision is worth 0.5 point).</p>	5	

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<p><u>Additional points may be given for:</u> Ten more roles as a consultant.</p> <p><u>Special criteria:</u> TDK supervision counts toward the fulfilment of the minimum requirement only if the paper supervised by the applicant won an award at the National Conference of Student Research Societies (OTDK). Points may also be given for extracurricular activities, activities aimed at helping disadvantaged students to catch up, talent promotion, contribution to the work of student research societies as a programme leader, helping students to present their work or to win awards at competitions organised at faculty, university or national level, title of master teacher, successfully preparing students for moot court competitions, preparing students for international seminars and conferences, awards won at such forums, professional and academic publications by supervised students, organising professional competitions and contests.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><u>Special criteria for foreign applicants:</u></b> student talent development activity (instead of TDK/OTDK supervision).</p> </div>	5	
<b>Total (1a.1+1a.2)</b>	<b>60</b>	
<i>Written evaluation of performance, supported by specifics:</i>		
<p><b>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.</b></p>	Maxim um score	<b>Score obtain ed</b>
<p><b><u>Minimum requirement* (5 points):</u></b> 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. Experience in teaching in higher education in a foreign language may include Erasmus Mobility and other guest teaching assignments at foreign higher education institutions, certified summer/winter university courses and lectures.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><u>In the case of foreign applicants:</u></b> 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, 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 are not a minimum requirement.</p> </div>	5	
<p><u>Additional points may be given for:</u> The delivery of an additional 80 contact hours.</p>	5	
<b>Total (1a.3)</b>	<b>10</b>	
<i>Written evaluation of performance, supported by specifics:</i>		

<b>1b <u>Activities and achievements in education development</u></b>	<b>Maximum score</b>	<b>Score obtained</b>
<p>1b.1 <b><u>Minimum requirement* (8 points):</u></b> The applicant holds overall responsibility for 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, having held such positions for at least four years, as confirmed by electronic data (faculty or department website) (10 points for one compulsory course or for two optional courses).</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><u>In the case of foreign applicants:</u></b> 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.)</p> </div>	8	
<i>Additional points may be given for:</i> Overall responsibility for an additional course or substantial participation in the development of two more courses (5 points).	5	
1b.2 <b><u>Minimum requirement* (5 points):</u></b> The applicant must be the editor, first author, sole author or co-author of at least one coursebook or textbook, or a teaching aid or digital teaching material of 100 or more pages. If co-author, the applicant must have contributed at least 50% of the total work.	5	
<i>Additional points may be given for:</i> First or sole authorship of one additional coursebook, textbook or teaching aid.	6	
1b.3 <b><u>Minimum requirement* (5 points):</u></b> Professional recognition of teaching effectiveness, student satisfaction, appraisals recognising excellence in teaching, awards, prizes and other types of recognition, successes achieved as a teacher/trainer in competitive procedures. (1 point for each item, for a total maximum of 3 points). Education management activities: head of department, institute or centre, management position at a faculty or university, chair of a university or faculty committee. (1 point for each item, for a total maximum of 3 points).	6	
Total (1b.1+1b.2+1b.3)	<b>30</b>	
<i>Written evaluation of performance, supported by specifics:</i>		
<b>I</b>	<b>Higher education activities</b>	<b>100</b>
<b>II. Scientific activities (maximum score)</b>		<b>100</b>
2a.1 <b><u>Outstanding scientific or research work</u></b> (up to the submission of the application)	<b>Maximum score</b>	<b>Score obtained</b>

<p>Internationally recognised, outstanding scientific achievements.</p> <p><b><u>Minimum requirement* (10 points):</u></b> Authorship of at least two foreign language articles published in a field relevant to the applicant’s field of specialty in Q1 or Q2 journals or in journals listed in categories A or B of the list of international journals of Department 9 for Economics and Law of the Hungarian Academy of Sciences, or of at least one monograph published by a recognised international publisher. When assessing the impact of publication activity, the MAB requires applicants to achieve two thirds of the requirements for the linear discipline-specific numerical indicators used in the assessment of applications for the title Doctor of the Hungarian Academy of Sciences.</p> <p>The applicant must also be the single author of at least one peer reviewed monograph, which must be different from the applicant’s PhD dissertation. Additionally, at least twenty papers/peer reviewed book chapters on a technical subject must be listed (the journals must be category A or B domestic journals or category A, B, C or D international journals according to the classification of the Hungarian Academy of Sciences). In the fields where the Hungarian Academy of Sciences has not yet developed criteria and indicators for the assessment of compliance (e.g. communication and media studies), the applicable set of criteria is that which has the closest connection with the applicant’s field of research.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><u>In the case of foreign applicants:</u></b> the criteria “foreign language” and “international publisher” can be met by a work published in an international journal or by an internationally renowned publisher. For native English-speaking applicants, publication in another language is not required. For non-native English speaking applicants, publication in a (foreign) language relevant to international scientific communication is required.</p> </div>	10	
<p><b><u>Scoring:</u></b> 20 points for 80%; 30 points for 100%; 40 points for 120%.</p> <p>The assessment of scientific achievements (2a.1) is based on the requirements for obtaining the title Doctor of the Hungarian Academy of Sciences. The applicant is given 10 points for achieving two thirds of the minimum requirements applicable to the category (25% of the maximum score), and is given the maximum, i.e. 40 points, for achieving 120%. Between the maximum and the minimum, the score is determined proportionally and must be rounded to the nearest whole number.</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 30 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 met the criteria for outstanding scientific or research work (2a.1) and are to be given the maximum number of points (10+40).</p>	40	
<b>Total (2a.1)</b>	<b>50</b>	
<p><i>Written evaluation of performance, supported by scientometric data or specific references to recognition, awards or other data:</i></p>		

<b>2a.2 <u>Leading the scientific work of young academics, participation in doctoral training as a thesis supervisor</u></b>	<b>Maximum score</b>	<b>Score obtained</b>
<p><b><u>Minimum requirement* (5 points):</u></b> 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.</p>	5	
<p><b><u>Additional points may be given for:</u></b> Additional PhD students and/or postdoctoral fellows who were supervised by the applicant and have obtained their doctoral degree (5 points each).</p> <p>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, including the expected year of obtaining their pre-degree certificate and degree.</p>	15	
<p><b>2a.3 <u>Minimum requirement* (5 points):</u></b> 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).</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b><u>In the case of foreign applicants:</u></b> creation of an intellectual hub can be substituted for 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).</p> </div>	5	
<p><b>2a.4 <u>Minimum requirement* (5 points):</u></b> 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).</p>	5	
<b>Total (2a.2+2a.3+2a.4)</b>	<b>30</b>	
<i>Written evaluation of performance, supported by specifics:</i>		
<b>2b.1 <u>Experience and achievements in research management</u></b>	<b>Maximum score</b>	<b>Score obtained</b>
<p><b><u>Minimum requirement* (5 points):</u></b> 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.</p>	5	

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<i>Additional points may be given for:</i> Research performed in Hungary, e.g. Bolyai, Bolyai+, Eötvös, Lendület, National Cultural Fund of Hungary (NKA), Prémium Postdoctoral Research Programme, or institutional research programmes. Abroad, e.g. ERC, Fulbright, Jean Monnet, Marie Curie, Mellon, EURIAS, Sasakawa. Leading role in at least one research team, or substantial participation in at least three research teams, or individual research grant. 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) or if it is funded on a non-competitive basis.		5	
Total (2b.1)		<b>10</b>	
<i>Written evaluation of performance, supported by specifics:</i>			
<b>2b.2 Recognition in Hungary and abroad</b>		Maximum score	<b>Score obtained</b>
<b><i>Minimum requirement* (5 points):</i></b> Head of domestic or international scientific organisation (5 points), member of board (3 points), conference chair (3 points), co-chair, section organising chair or invited plenary speaker at conferences (1 point each).		5	
<b><i>Special criteria: for the minimum requirement and the additional points that may be given:</i></b> 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 for each item, for a total maximum of 3 points). Prestigious international conferences, seminars and professional workshops organised by the applicant in Hungary or abroad. Active and competitive participation in conferences (accepted presentations) is required. (1 point for each item, for a total maximum of 3 points).		5	
Total (2b.2)		<b>10</b>	
<i>Written evaluation of performance, supported by specifics:</i>			
<b>II</b>	<b>Scientific activities</b>	<b>100</b>	
Maximum score: 200 points	<b>Final score (I+II):</b>		
<b>The minimum score necessary for supporting the applicant's appointment: 160</b> * 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.			
The applicant achieved the minimum score		<b>Supported</b>	

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The applicant did not achieve the minimum score	<b>Not supported</b>
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