GUIDE

to the registration and updating data in Akadémiai Adattár (AAT, Academy Database)

In the case you have already registered with AAT, follow the guide’s steps beginning from the 3rd point, or for filling in data necessary for submitting a Lendület application.

In the case you have AAT registration but have forgotten your password, a new password can be required on the https://aat.mta.hu website. In the case you are not sure about possessing an AAT registration, please ask for assistance at aat@titkarsag.mta.hu.

In the case you are not a member of MTA’s public body and you don’t have AAT registration yet, you can begin submitting a Lendület application by following the steps below:

1) Creating a user ID in AAT. For registering in AAT, go to https://aat.mta.hu, switch the language to English, then click to „Applications”. Choose „New applicant registration. You have to fill in the data on this site. Choose Lendület Application from the list. Please, do not mark your scientific degree, doctoral title etc. in the „Name” box.

Once filling in the data, click „Registrate”. If your e-mail address is already in the system, a notification appears. This means that you already have a registration in AAT. In this case ask for help at aat@titkarsag.mta.hu.
After registration the system saves the data. Click on „Signing into Academy Database” for entering the website.

2) Sign in to AAT.

Type your user ID and password. On the main page of AAT, click on „Accept”.
3) **Editing data.** Click on „Own data sheet“ for filling in or editing your data.

Edited data appear in the system after validation from the AAT administrators.
The „Data of the applicant” on the Lendület website comes from AAT. These data can be edited in AAT through the following steps:

**Compulsory data for Lendület application (signed in red):**

- name (as it is on your ID card)
- sex
- citizenship
- Place and date of birth
- Contact (postal address, e-mail, telephone number
- Employment (name, country)

(Data signed in blue are not compulsory to fill in.)
Editing basic data and birth data

On „Basic data” click on „Edit”.

If your place of birth is not in the list, contact the AAT administrators (aat@titkarsag.mta.hu).
Editing availabilities

On „Own data sheet” click on „Mailing address.”
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<thead>
<tr>
<th>Város</th>
<th>IRSZ</th>
<th>Utcanév és házszám</th>
<th>Adatértv. kezdete</th>
<th>Adatértv. vége</th>
<th>Levelezési cím</th>
<th>Címőrups</th>
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Mailing address can be marked out of availabilities.
Choose “New address” or edit the existing data.

Choose “permanent address”.

Country will be filled in automatically.

Date of editing data.
Editing employment

On „Own data sheet” click on „Availabilities” then edit “Employments”.

Choose „New employment”.
4) Now you have created and filled in your own data sheet in AAT. Filled or edited data will be validated by the administrators of AAT and will appear on AAT and Lendület website after validation.

For submitting a Lendület application, please use the guide to the Lendület website.