

# **UNIVERSITY OF DEBRECEN**

## **DOCTORAL REGULATIONS**

This document was translated from the Hungarian form. In case of any questionable situations Hungarian language shall be controlling in all respects and English language version shall not be binding on the parties.

**D e b r e c e n – 6 November 2025**

## Table of Contents

Table of Contents .....	2
CHAPTER I .....	4
Legislative background .....	4
CHAPTER II .....	5
Definitions .....	5
CHAPTER III .....	8
The organisational framework of doctoral education and the obtaining of degrees .....	8
1. Doctoral schools and doctoral programmes .....	8
2. Doctoral councils of the university and of the disciplinary areas .....	12
3. Academic records .....	16
4. The state funding of doctoral education .....	16
CHAPTER IV .....	17
Doctoral education .....	17
5. Admission to regular doctoral education .....	17
6. Full-time form of regular doctoral education .....	20
7. The legal status of students in full-time regular doctoral education .....	23
8. Forms of support available to and fees payable by doctoral students .....	24
9. Regular doctoral education with funding non-state-funded external scholarships .....	25
10. Interruption of the doctoral studies .....	26
11. Correspondence form of regular doctoral education .....	27
12. Individual preparation .....	28
13. The complex examination .....	30
CHAPTER V .....	31
The degree conferment procedure .....	31
14. The general conditions of the degree conferment procedure .....	31
15. Independent academic work .....	34
16. Knowledge of foreign languages .....	34
17. The dissertation .....	35
18. The dissertation evaluation and the public defence .....	37
19. Digital (online) public defence .....	39
20. The closing of the degree conferment procedure, the qualification of the doctoral degree, the content of the doctoral diploma, and the conferment ceremony .....	40
21. Earning a doctoral degree with high distinction .....	41
22. The nostrification of academic degrees earned abroad .....	41
CHAPTER VI .....	43
Miscellaneous provisions .....	43
23. The revocation of a doctoral degree .....	43
23. The doctor honoris causa title .....	44
25. The doctoral regulations .....	44
26. The fees for procedures and the remuneration of persons participating in them .....	45
27. Legal remedies .....	45
28. Implementing and transitional provisions .....	45
Appendixes .....	51
Doctoral councils of disciplinary areas, doctoral schools and doctoral programmes .....	51
Form of application for regular doctoral (PhD) education .....	55
Point scores in the admission process to doctoral programmes .....	57
Form of application for the complex examination and the doctoral (PhD) degree conferment procedure .....	58
Written record of the complex examination .....	59
Written record of the doctoral (PhD) degree conferment .....	61

The scope of acceptable academic publications.....	63
The insert sheet of the doctoral dissertation.....	68
The title page and the required chapters of the theses of doctoral dissertation.....	69
The text of the doctoral oath.....	71
Application for the conferment of doctoral (PhD) degree on the basis of nostrification.....	72
Allowances, normative financing and fees to pay.....	73
Doctoral acts and the qualification of the doctoral degree.....	74

## CHAPTER I

### Legislative background

- (1) The legal background of the Doctoral Regulations of the University of Debrecen consists of the following acts and decrees:
- **Act CCIV of 2011** on national higher education (hereinafter: National Higher Education Act);
  - **Government Decree 137/2008 (V.16.)** on the state-recognised certified examination of foreign language attainment and on the nostrification in Hungary of language certificates of foreign language attainment issued abroad;
  - **Government Decree 389/2016 (XII.2.)** on financing the core activities of the higher education institutions;
  - **Government Decree 51/2007 (III.26.)** on allowances available to higher education students and certain fees payable by them;
  - **Government Decree 387/2012 (XII.19.)** on doctoral schools, the doctoral degree conferment procedure and habilitation;
  - **Government Decree 423/2012 (XII. 19.)** on the admission procedure to higher education institutions;
  - **Government Decree 87/2015 (IV.9.)** on the implementation of certain provisions of Act CCIV of 2011 on national higher education;
  - **Act C of 2001** on the recognition of foreign certificates and degrees;
- (2) In adopting its Doctoral Regulations, the University of Debrecen took into consideration:
- the official position of the Hungarian Accreditation Committee on the establishment and operation of doctoral schools;
  - the Rules of Operation and Organisation of the University of Debrecen, as well as the regulations related to doctoral education and the conferment of doctoral degrees, constituting an appendix thereto.
- (3) A scope of the Regulations extends to the students, faculty members and researchers participating in the doctoral education, others contributing to the doctoral education and procedures, as well as those participating in the doctoral degree conferment procedure. In case of students whose doctoral education commenced before 1 September 2016, as well as candidates whose degree conferment procedure started before that date, the provisions of the Doctoral Regulations of the University of Debrecen adopted in 2008, as amended, shall be applied for the entire period of the doctoral education and the degree conferment procedure.

- (4) Within the framework of the present Regulations, the doctoral committees of the disciplinary areas may also adopt supplementary regulations and rules of procedure. The detailed rules applicable to the operations of the individual doctoral schools shall be contained in their own rules of operation.
- (5) The University shall make the Doctoral Regulations available on its website. The doctoral schools shall make their own rules of operations available on their own websites, as well as in the national doctoral database (doktori.hu)

## CHAPTER II

### Definitions

For the purposes of the Doctoral Regulations of the University of Debrecen, the terms listed below, related to doctoral education and the conferment of doctoral degrees, shall have the following meanings:

**doctoral committee:** a body created for the organisation of doctoral education and the conferment of degrees, which has the right to make decisions with respect to doctoral education, specifically regarding admissions, starting the degree conferment procedure, as well as the decision on the conferment of degrees. At the University of Debrecen, there is a doctoral committee of the university, elected by the Senate, as well as doctoral committees of the disciplinary areas, elected by the doctoral committee of the university.

**doctoral school:** an educational organisation, operating with the approval of the Senate, encompassing various organisational units of the university, where the programmes aimed at earning academic degrees are conducted. Academic or other research groups supported by the Hungarian Academy of Sciences or research institutes outside of the institution may also participate in the work of the doctoral school.

**core member:** a faculty member or researcher having an academic degree in the discipline and research area of the doctoral school, engaged in continuous, high-quality academic activities, employed in full time in regular employment, who has identified the University of Debrecen in accordance with Section 26 (3) of the National Higher Education Act as his or her institute of affiliation for the purposes of public funding. With the approval of the doctoral committee, a Professor Emeritus of the University of Debrecen, as such term is defined in Section 32 (1) of the National Higher Education Act, may also be a core member. Further, core members may also be academic advisers or research professors having an academic degree in the discipline and research area of the doctoral school, engaged in continuous, high-quality academic activities, employed by a research institute in full time in regular employment or as state employees, provided that the University has concluded an agreement to this effect with the given research institute. A core member shall satisfy the above conditions for at least 5 years, and shall agree to also serve as a dissertation supervisor in the doctoral school. Core members may only be persons under whose supervision at least one (or in case of co-supervisors, two) candidate(s) has/have received a doctoral degree.

**head of the doctoral school:** a full professor of the University of Debrecen responsible for the academic standard and educational work of the doctoral school.

**council of the doctoral school:** a body assisting the head of the doctoral school, meeting regularly, elected by the core members of the doctoral school, and whose members are appointed and relieved by the doctoral committee of the disciplinary area.

**faculty members of the doctoral school:** faculty members and researchers having academic degrees who – at the recommendation of the head of the doctoral school – are considered suitable by the council of the doctoral school of the disciplinary area for the duties of teaching, research and supervising in the framework of the doctoral school.

**doctoral programme:** educational and research organisations operating within doctoral schools, in case of satisfying the conditions specified by the doctoral regulations and having the approval of the doctoral committee of the disciplinary area.

**section:** an educational and research organization within the doctoral school, consisting of doctoral program(s) pursuing a similar research area, operating with the approval of the doctoral council of the scientific area.

**doctoral student:** a student participating in doctoral education, who has the rights and obligations as defined in the provisions of law on higher education;

**doctoral student status:** status based on the legal relationship between the doctoral student and the higher education institution, the content of which consists of the rights and obligations of the doctoral student and the institution as defined in the provisions of law on higher education. Student status is evidenced by the university by way of issuing and validating a student identification card.

**state-funded doctoral scholarship:** financial aid provided to doctoral students of Hungarian citizenship, or foreign doctoral students to be given the same status as Hungarian students on the basis of a provision of law or international treaty, participating in full-time, regular doctoral programmes.

**doctoral education:** educational, research and reporting activity, conducted in line with the specific features of the disciplinary area and the needs of the doctoral student, in the framework of individual or group-based preparation. The doctoral education consists of the coursework and research, as well as the research and dissertation stages. A prerequisite of participation in doctoral education is the possession of a master's degree. The minimum number of credits to earn in the doctoral education is 240; the length of the education is 8 semesters.

**dissertation topic:** a research topic that is suitable for the purpose of the doctoral student, under the supervision of the dissertation supervisor, acquiring the knowledge and skills necessary for the application of research methods, to create original academic results, and to give proof of the above in the form of academic publications, academic presentations and a doctoral dissertation (work, project).

**complex examination:** an examination to be completed in the course of the doctoral education, at the end of the fourth semester, as the conclusion of the coursework and research stage and as the condition of the commencement of the research and dissertation stage, which assesses and evaluates the student's progress in the academic and research fields.

**dissertation supervisor:** a faculty member or researcher with an academic degree whose proposal for a dissertation topic or topics has been approved by the council of the doctoral

school and who, on the basis of the above, can responsibly supervise and assist the doctoral student in his or her studies, research and preparation for the receiving of a doctoral degree.

**academic point (credit):** the unit earned in the doctoral programme for the performance of academic work in the form of learning, fulfilling course requirements, conducting research or performing teaching activities. One credit may generally be earned by 30 hours of work.

**study abroad programme:** part of the doctoral education in which the doctoral student may participate on the basis of a work programme, approved by his or her supervisor, which ensures the validity of the given academic period in the university's doctoral education programme. The decision on the acceptance of the work programme of study abroad programmes shall be made by the council of the doctoral school.

**doctoral degree conferment procedure:** the research and dissertation stage of the doctoral education after the successful complex examination.

**doctoral dissertation:** a written document, work or project created by the student in the stage of the degree conferment procedure whereby the candidate is to prove that he or she is capable of independently creating academic work that is commensurate to the requirements of the doctoral degree. A dissertation may be written in Hungarian or English, or other languages if justified by the topic of the dissertation.

**doctoral theses:** a summary work prepared for the academic public on the basis of the doctoral dissertation, in which the candidate describes his or her academic results on the basis of which, in the degree conferment procedure, he or she can give proof of preparation for receiving the academic degree. The doctoral theses shall be prepared in Hungarian and English (or other languages, in line with the characteristics of the given discipline).

**doctoral degree:** a degree that may be conferred by the doctoral committee of the university, which can be obtained on the basis of participation in regular doctoral education organised by the university or individual preparation, in both cases in the framework of a doctoral degree conferment procedure.

**Doctor of Business Administration (DBA program):** a doctoral program for students with professional experience focused on applied research and practice-oriented business education. The DBA program is a professional doctoral program operating alongside doctoral schools offering PhD training in Hungarian and English, or exclusively in English, in the field of business and organizational sciences.

**cooperative doctoral training:** doctoral training during which the doctoral candidate is employed, in parallel with his/her doctoral student status, in a field related to his/her doctoral topic, for at least 20 hours per week

- a) in a teaching or research position at a higher education institution;
- b) at a healthcare service provider, or
- c) at another organization meeting the conditions specified in the Government Decree.

**research excellence doctoral training:** a self-funded doctoral training in which the doctoral student joins by being employed full-time in a doctoral position established within the framework of a project-based research support program at a higher education institution or in the HUN-REN Hungarian Research Network, and in parallel, continues his/her doctoral training in accordance with the conditions specified in the Government Decree.

## CHAPTER III

### The organisational framework of doctoral education and the obtaining of degrees

#### 1. Doctoral schools and doctoral programmes

(1) The University of Debrecen conducts regular doctoral education programmes in the disciplinary areas and disciplines covered by its operating permit, and confers doctoral (PhD) degrees as terminal university degrees, on the basis of such programmes. The doctoral degree is conferred as evidence of thorough knowledge of the given discipline at a high level, original academic results accomplished, and the ability to conduct research independently.

(2) The educational and research frameworks for the regular doctoral education programmes are the **doctoral schools**. Within doctoral schools, at the initiative of the doctoral school and with the approval of the doctoral committee of the disciplinary area, **sections** and **doctoral programmes** may operate.

(3) The setting up of a doctoral school may be initiated by at least seven core members. The majority of the core members shall be full university professors. One person may only be a core member in one doctoral school at a given time. A doctoral school working in several disciplines shall have at least three core members per discipline (but at least nine in total), the majority of whom shall be full university professors, and who shall conduct research in the given discipline. The doctoral schools working in the discipline of education science may also have core members from a disciplinary area related to teacher education.

(4) An application to the doctoral committee of the disciplinary area (or in the absence of such committee, to the doctoral committee of the university) shall be submitted by the person proposed as the head of the doctoral school for approval of the setting up of a **doctoral school**. In case the support is given, the doctoral committee of the disciplinary area shall submit the application to the doctoral committee of the university. The foundation documentation of the doctoral school shall be prepared by the core members of the doctoral school. The documentation shall include:

- a) the classification of the doctoral school according to disciplinary area, discipline (branch of art);
- b) the master's programmes, building on which the higher education institution satisfies the conditions set forth in section 16 (2) of the National Higher Education Act;
- c) the designation of the research area of the doctoral school;
- d) the designation of the doctoral degree that may be issued as a result of the doctoral degree conferment procedure;
- e) the names, academic (or artistic) CVs, and documentation on the most important academic (in case of a doctoral school of arts, academic or artistic) accomplishments and works of the person nominated as the head of the doctoral school, of the core members, of the supervisors proposed for the first three years, as well as of other faculty members of the doctoral school, visiting faculty members (or artists, in case of a doctoral school of arts) from Hungary and abroad;
- f) the educational plan of the doctoral school;
- g) the international relations of the doctoral school, which are expected to be taken into consideration in the course of its operations;
- h) the quality assurance plan of the doctoral school;



- i) the rules of operation of the doctoral school;
- j) the declarations of the persons concerned to the effect that they accept the positions for which they are nominated, and they satisfy the conditions applicable to them;
- k) the cooperation agreement(s) related to the activities of the doctoral school.

(5) If it agrees with the application, the doctoral committee of the university shall submit the same to the university senate.

(6) The rector shall, after the decision of the university Senate on the setting up of the doctoral school, request that the Hungarian Education Authority enter the doctoral school in its register.

(7) The **head of the doctoral school** shall be a university professor in the full-time employment of the university, who has an academic degree. The head of the doctoral school shall be elected from the core members of the doctoral school – on the nomination of the majority of core members, after also obtaining the opinion of the doctoral committee of the disciplinary area – by the doctoral committee of the university and appointed by the rector for a term not exceeding five years. The appointment is renewable without limitation. The appointment shall be terminated with the resignation of the head of the doctoral school or with the termination of his or her full-time employment. In case of the termination of the appointment of the head of the doctoral school, the core members of the doctoral school shall nominate, based on their majority vote, for the person of the new head, from among the core members of the doctoral school who are full professors. The duties of the head of the doctoral school:

- being responsible for supervising the work of the council of the doctoral school and for the execution of the decisions of the council;
- coordinating the professional work of the doctoral school and being responsible for its quality;
- representing the doctoral school;
- supervising the administration of the doctoral school and exchanging information with the relevant doctoral committee/councils;
- being responsible for the use of the state funding of doctoral education and other financial sources received by the doctoral school, in compliance with the university's rules of financial management.

(8) A **doctoral programme** may be created within a doctoral school if, in addition to the head of the programme, at least three other faculty members of the doctoral school having the necessary academic qualifications and being in the full-time employment of the university participate in the programme. An exemption from this rule may, in exceptional and justified cases, be granted by the doctoral committee of the disciplinary area. Within the doctoral school, doctoral programme(s) pursuing a similar research area may establish a section. The powers and the duties of the sections and the doctoral programmes operating within the doctoral school shall be drawn up in the rules of operation of the doctoral school. The decision on the launching of sections and doctoral programmes shall be made, on the basis of the recommendation of the doctoral school, by the doctoral committee of the disciplinary area. The doctoral schools, sections and the doctoral programmes of the university are listed in Appendix 1.

(9) The head of the section may be a full-time professor of the doctoral school, and the head of the doctoral programme may be a full-time member of the doctoral school in legal relationship with the university. The head of the section is elected by the full-time members of the given section, and the head of the doctoral programme is elected by the full-time members

of the given doctoral program, and – with the approval of the doctoral council of the scientific field – is appointed and dismissed by the president of the doctoral council of the scientific field. The appointment shall be terminated with the resignation of the head of the section or the doctoral programme, with the termination of his or her employment or other legal relationship with the university, or by way of being relieved of his or her duties, on the basis of the decision of the doctoral committee of the disciplinary area.

The duties of the head of the section / the doctoral programme:

- supervising the professional work in the section / the doctoral programme;
- participating in the work of the council of the doctoral school with responsibility.

Further duties and powers of the heads of sections / programmes shall be included in the rules of operations of the doctoral schools.

(10) **Faculty members** of a doctoral schools shall be the faculty members and researchers, having academic degrees, who are considered by the council of the doctoral school as suitable for the duties of teaching, research and supervising in the framework of the doctoral school. Faculty members of the doctoral school may announce courses and dissertation topics in the framework of the regular doctoral education.

(11) Faculty members may, at the recommendation of the council of the doctoral school and on the basis of the decision of the doctoral committee of the disciplinary area, undertake the duty of serving as **dissertation supervisors**. Dissertation supervisors responsibly supervise the studies and research of candidates. In exception cases, approved by the Doctoral and Habilitation Council of the University and justified by professional reasons, a co-supervisor may also be designated in addition to the principal supervisor. The duties of the dissertation supervisor:

- announcing doctoral dissertation topics (on the website of the doctoral school and in the national database);
- making a proposal on the educational and research plan of the doctoral student, and taking responsibility for the quality and the execution of the same;
- ensuring in a documented manner that the doctoral student is provided with special accident prevention knowledge relevant to the given research site or research topic
- ensuring an opportunity for regular professional consultations, and certifying the performance of research duties in each semester;
- preparing an annual written report for the head of the doctoral school on the progress and results of the doctoral student;
- supporting the doctoral student in the writing of academic publications, the preparation of the doctoral dissertation, and in securing national and international scholarships;
- certifying that the candidate contributed to the results contained in the dissertation by way of his or her own independent research, and confirming that he or she supports the acceptance of the dissertation.

In one admission period, a maximum of 3 new doctoral students may be admitted and assigned to one dissertation supervisor, and each dissertation supervisor may simultaneously have a maximum of 8 active doctoral students. In the course of the approval of the appointment of the dissertation supervisor, the doctoral committee of the disciplinary area shall take into consideration the results of the earlier supervising activity.

*In professionally justified cases, the supervisor may also be an external expert with academic qualifications, but in this case an internal co-supervisor or consultant who meets the requirements for supervisors must be appointed.*

(12) The professional activities of doctoral schools shall be supervised by the head of the doctoral school and the **council of the doctoral school** having at least three members. The

Chairperson of the latter shall be the head of the doctoral school, while its members shall be the heads of the sections and/or the doctoral programmes and a number of other faculty members, as prescribed in the rules of operation of the doctoral school. The council of the doctoral school may also have among its members one or several doctoral students, who shall have the right of consultation. The secretary of the doctoral school may, in case he or she is not otherwise a member, participate at the meetings of the council with the right of consultation.

The duties of the council of the doctoral school shall be:

- drawing up the rules of operation, the educational plan and the quality assurance plan of the doctoral school, as well as implementing the same;
- initiating any necessary changes in the persons of the heads of the sections and the doctoral programmes, and submitting proposals to the doctoral committee of the disciplinary area;
- making decisions concerning changes in the faculty members of the doctoral school;
- initiating changes as necessary in the name and content of the doctoral school, the sections and the doctoral programmes;
- initiating the launching of new sections and doctoral programmes;
- providing the infrastructural and professional conditions necessary for the academic and research activities of the doctoral students;
- defining the structure of the regular doctoral education programme, announcing courses;
- making proposals for the purpose of the supervisors of the individual doctoral students, as well as possible changes in the person of the dissertation supervisor;
- approving the individual educational plans and research topics of doctoral students in the regular education programme;
- monitoring the progress of doctoral students in terms of their education and research, as well as the activities of the dissertation supervisors, and recording the system of monitoring in the quality assurance plan of the doctoral school;
- in justified cases, making proposals to the doctoral committee of the disciplinary area for the deletion of students from the programme;
- making recommendations for the composition of the boards of the complex examination and the defence boards, as well as the examination subjects of those taking the complex examination;
- organising and holding the preliminary defence of the doctoral dissertations;
- making decisions on the use of the state funding of doctoral education and other financial sources received by the doctoral school.

The council of the doctoral school may delegate a certain part of its duties, as defined in its rules of operation, to the doctoral committee of the disciplinary area or the sections and the doctoral programmes operating within the school. The appeals forum from the council of the doctoral school shall be the doctoral committee of the disciplinary area.

**Additional tasks of the doctoral school council:**

- determines the range of foreign languages accepted by the doctoral school;
- deciding on the composition of the doctoral admissions committee;
- making proposals for the conduct of the candidate's defense procedure;
- determining publication requirements in accordance with the specific characteristics of the profession;
- selecting and approving the members of the preliminary discussion committee.

(13) The administrative duties of the doctoral school are performed by the **secretary of the doctoral school**. The secretary of the doctoral school shall be appointed by the head of the doctoral school, and may receive remuneration for his or her work. The duties of the secretary of the doctoral school:

- performing the administrative and record-keeping obligations of the doctoral school;
- announcing the subjects included in the educational plan of the doctoral school in the uniform academic administration system of the university (Neptun);
- uploading the doctoral dissertations and doctoral theses written in the doctoral school, as well as the invitations to the doctoral defences, to the electronic archive of the university (DEA);
- the regular updating of the data and documents of the doctoral school in the national doctoral database (doktori.hu); adding and deleting students, faculty members, dissertation supervisors and core members in accordance with the decisions of the relevant bodies; publishing dissertation topic announcements; publishing doctoral defence announcements;
- the regular updating of the website of the doctoral school;
- performing secretarial duties for the council of the doctoral school.

Additional duties of the secretary of the doctoral school shall be included in the rules of operation of the doctoral school. The head of the doctoral school shall be responsible for checking the performance of the administrative obligations of the secretary.

- The candidate uploads the short thesis and dissertation to the DEA, and the DI secretary sends confirmation of approval to the DEA. The secretary is responsible for uploading the defense invitation.

## 2. Doctoral councils of the university and of the disciplinary areas

(1) The university shall have a doctoral committee, and each of the disciplinary areas shall also have a doctoral committee, elected by the doctoral committee of the university. With the exception of doctoral student representatives, all members of the doctoral committees with voting rights shall be persons with academic degrees, satisfying the conditions for core members. In the selection of the members of the doctoral committees, it shall be ensured that at least one-third of all members with voting rights shall be persons who are not in the employment of the university. Doctoral committees shall have meetings at least twice per semester.

(2) The duties of the **doctoral committee of the university** are performed by the Doctoral and Habilitation Council of the University. The Chairperson of the Doctoral and Habilitation Council of the University shall be a full professor in the full-time employment of the university, who has an academic degree and the title doctor of the Academy (DSc). The Chairperson and the members of the Council are elected by the University Senate in accordance with Section 16 (5) of the National Higher Education Act and the university's Rules of Organisation and Operations. The chairman of the DBA Council is a member of the EDHT by virtue of his position. The Chairperson of the Doctoral Student Government shall be a member of the Doctoral and Habilitation Council.

(3) The Doctoral and Habilitation Council of the University shall primarily make decisions in issues related to the doctoral education and the conferment of doctoral degrees that are questions of principle or concern the entire university, thereby ensuring that the quality and reputation of the doctoral education is unified across the university. The merits of personnel-related questions are dealt with by the doctoral committees of the disciplinary areas; with the exception of the conferment, nostrification and revocation of doctoral degrees,

the doctoral committee of the university shall only deal with individual questions in case of disputes or complaints.

(4) **Doctoral committees of disciplinary areas** shall be formed in disciplinary areas where the university operates at least two doctoral schools. A disciplinary doctoral committee may also be established in a scientific field in which the university has only one doctoral school, provided that the given school has at least three sections operating in at least three scientific fields. Certain, individual disciplinary areas may also operate a joint doctoral committee. In case of doctoral schools operating in more than one disciplinary area the Doctoral and Habilitation Council of the University shall decide on which doctoral committee the given doctoral school belongs to. In justified cases, doctoral schools operating in interdisciplinary areas may belong to more than one doctoral committee operating in different disciplinary areas on the basis of the decision of the Doctoral and Habilitation Council of the University. All heads of doctoral schools in a disciplinary area shall, by virtue of their position, also be members of the doctoral committee of the disciplinary area. In the selection of the members of the doctoral committee of the disciplinary area, an effort shall be made to represent all disciplines in which the university is entitled to confer a doctoral degree. Doctoral committees of the disciplinary areas are created by the Doctoral and Habilitation Council of the University. The Chairpersons of the doctoral committees of the disciplinary areas shall be full professor members of the relevant doctoral committee, **in the full-time employment** of the university, and with voting rights. The Chairpersons and members of the committees shall be elected for a 4-year cycle by the Doctoral and Habilitation Council of the University on the basis of the proposals of the doctoral schools concerned, and shall be appointed and relieved from duty by the Chairperson of the Doctoral and Habilitation Council of the University. The Chairpersons of the doctoral committees of disciplinary areas shall, by virtue of their position, be members of the Doctoral and Habilitation Council of the University.

(5) The Doctoral and Habilitation Council of the University shall

- draw up the university's doctoral regulations, and initiate any amendments thereof, when necessary;
- decide on the appointment and relieving of the Chairpersons and members of the doctoral committees of the disciplinary areas;
- monitor the doctoral education at the university, and initiate changes when necessary;
- control the process of admissions, as well as the doctoral education and degree conferment procedures, also including the verification that the conditions of degree conferment (e.g. publications) have been satisfied;
- provide its opinion on proposals for the establishing, changing or discontinuing of doctoral schools, and then – in case of approval – forwards these proposals to the University Senate;
- regularly evaluates for the University Senate – when requested – the doctoral education and the degree conferment procedure;
- elects the heads of the doctoral schools;
- with a view to the principles of the National Doctoral Committee and the development strategies of the university, decides on the distribution of the annual number of admissible students between the disciplinary areas;
- adopts its position on proposals for the conferment of doctoral degrees with high distinction;
- adopts its position on proposals on the proposals for honorary doctors;
- monitors the use of the state funding of doctoral education;
- decides on the proposals of the doctoral committees of the disciplinary areas;
- decides on the appointment of co-supervisors;

- decides on the conferment, nostrification and revocation of doctoral degrees.

**(6) The doctoral committees of the disciplinary areas shall**

- monitor the doctoral education programme and, if necessary, initiate personnel-related or organisational changes;
- prepare their opinions and then forward their recommendations to the Doctoral and Habilitation Council of the University for the establishing of new doctoral schools, the changing or termination of doctoral schools in the disciplinary area, as well as changes in the persons of the heads of the doctoral schools;
- at the recommendation of the councils of doctoral schools, make decisions on the launching of sections and/or doctoral programmes in doctoral schools, as well as on the appointment and relieving of the heads of the sections and the programmes;
- decide on the announcement of admissions opportunities;
- decide on the distribution of the state scholarship places between the doctoral schools within the given disciplinary area;
- decide on the admission of students to the doctoral schools and on the dissertation supervisors of the admitted doctoral students;
- decide on the system of academic requirements in the given field of science, with particular regard to the number and composition of academic points (credits) to be obtained;
- decide on the application to take the complex examinations submitted by students preparing individually for the doctoral degree conferment procedure (cf. Section 53 (3) of the National Higher Education Act);
- at the recommendation of the councils of doctoral schools, decide on the approval of changing a doctoral student's dissertation supervisors and the appointment of the new supervisor;
- provide opinions on applications for the appointment of dissertation co-supervisors;
- decide on the approval of applications for the interruption of studies;
- decide on the recognition of documented achievements outside of the doctoral education by credits;
- decide on the reasoned proposals of the councils of doctoral schools on the suspension of the doctoral scholarships of those admitted to the doctoral programmes, as well as the unilateral termination of student status;
- ensure that the records required by Appendix 3 to the National Higher Education Act and Government Decree 87/2015. (IV.9.) are established and maintained;
- accept applications for the degree conferment procedure and decide on the admission of doctoral dissertations to the defence;
- appoint the Chairpersons and members of the admissions and complex examinations boards and the defence boards, as well as designate the subjects of the complex examination.
- on the basis of the opinion of the defence board, decide on the request of the candidate for a closed defence;
- provide opinions on the conferment and revoking of doctoral degrees, as well as the nostrification of academic degrees received abroad.

**Composition of the Doctoral Council (DT) for Natural Sciences and Engineering:**

- The chair of the DT, the heads of the doctoral schools, one internal and one external member delegated by the doctoral schools for each scientific discipline, the secretary (appointed by the current chair of the DT), and a PhD student representative (with advisory rights).
- Additional rules governing the operation of the DT: the DT shall meet as necessary, but at least twice per semester; in order to ensure smooth operation, the DT shall establish a Doctoral School Management Council (DIVT), which shall primarily perform administrative

and decision-preparation activities. The following shall remain within the exclusive competence of the DT:

- strategic matters
  - naturalization, awarding of degrees,
  - approval of doctoral regulations,
  - setting quality requirements and monitoring their fulfillment,
  - general management issues
- the heads of doctoral schools may appoint a deputy with voting rights if they are otherwise occupied;
  - Lecturers and researchers who are not members of the council may be invited to attend DT meetings in an advisory capacity for certain items on the agenda.
  - The DT meetings are prepared by the DT administrator according to the following criteria:
    - sends out invitations to meetings 5 days before the meeting;
    - prepares the attachments needed for the agenda items in writing, if possible, and sends them to the Council members in the way the chairperson decides;
    - prepares important proposals and suggestions from the Doctoral Schools for the DT meeting;
    - within 10 working days, prepares a memorandum on the decisions adopted at the DT meetings and sends it to the DT members.
  - The councils of the doctoral schools shall submit their proposals in writing, e.g., on the composition of the review committees or any issue to be discussed at the next DT meeting, by the deadline set by the DT secretary. The DT shall only include proposals submitted in this manner on the agenda of its meetings.
  - The DT shall publish the most important information (including various forms and logos) and the materials of the meetings on its website.
  - The DT shall regularly, but at least every three years, review and evaluate the training provided by doctoral schools, its effectiveness and problems, and the composition of the schools' core staff and teaching staff. Based on the evaluation, it shall make recommendations for possible measures.

**The tasks and decision-making powers of the Doctoral School Management Council (DIVT):**

- appointing the chairs and members of the comprehensive examination and review committees and determining the subjects of the comprehensive examination based on the recommendations of the DI;
- discussing issues related to the interpretation of regulations/procedures;
- prepares amendments to the regulations;
- reviews requests for interruption or postponement of studies and other requests
- appoints the defense committee and decides on the initiation of the defense process;
- authorizing changes of supervisors initiated by doctoral students and appointing new supervisors;
- preparing DT meetings;
- informing the DT of DIVT decisions within one week.

The administrative duties of the doctoral committees of the disciplinary areas, as well as the division of work between the doctoral committees of the disciplinary areas and the councils of the doctoral schools shall be defined in the rules of procedure of the doctoral committees of the disciplinary areas, which are drawn up by the doctoral committees of the disciplinary areas. The doctoral committees of the disciplinary areas provide in every issue specified by laws that are not detailed in the present Regulations.



(7) The meetings of the doctoral committees shall have a quorum if more than 50% of the members having voting rights are present. The decision-making shall be in accordance with the Rules of Organisation and Operations.

(8) If the decision of the doctoral committees of the disciplinary areas is different from the decisions of the professional boards (e.g. defence board etc.), then the doctoral committees of the disciplinary areas are required to justify their decision in writing.

(9) The forum of appeals from the doctoral committee of the disciplinary areas is the Doctoral and Habilitation Council of the University, while from the latter, the forum of appeals is the rector. An appeal against the decision of the doctoral committees may only be permitted in case of a breach of law or the doctoral regulations(s), or a procedural error.

(10) The general rules applicable to the election, legal status and operations of doctoral committees are defined in the Rules of Organisation and Operations of the University.

### **3. Academic records**

(1) The doctoral committees of the disciplinary areas shall provide for the maintenance of records as required in Government Decree 87/2015. (IV.9.) in the electronic academic record-keeping system as follows:

- the students participating in doctoral education;
- the subjects and academic units offered by the doctoral schools in the given semester;
- on the performance of the academic obligations and the required research;
- any postponements of studies;
- doctoral students who have passed their comprehensive doctoral examinations;
- the degree conferment procedures.

The payment of scholarships and fees shall take place on the basis of the data in the electronic academic record-keeping system. The doctoral committees of the disciplinary areas shall be assisted in the performance of their administrative duties by a rapporteur from the Scientific Directorate. The selection of the rapporteur shall be subject to the agreement of the Chairperson of the given doctoral committee of disciplinary area.

(2) The Scientific Directorate shall:

- coordinate the administrative activity of the rapporteurs of the disciplinary areas;
- maintain aggregated records of those admitted and participating in doctoral programmes;
- be responsible for the supply of data to supervising bodies;
- maintain a registry of data on persons who received doctoral degrees and on the issuance of the diplomas;
- ensure that the required records of persons who received doctoral degrees are kept;
- maintain contacts, as required, with the competent department of the ministry responsible for higher education, the National Doctoral Committee, the Hungarian Education Authority and the Hungarian Accreditation Committee;
- coordinate the administration of the National Doctoral Database (doktori.hu) at the university.

### **4. The state funding of doctoral education**

(1) The amount of the normative financing of state-financed doctoral students is determined by the Government in a decree.



(2) The proportion of the amount in the university's budget allocated to the doctoral education, as determined by the doctoral committee of the disciplinary area, which may not exceed 10%, may be spent on the operating costs of the councils and the salary of the rapporteurs of the disciplinary areas. The balance of the funding shall be divided up in full between the doctoral schools, in proportion to the number of doctoral students.

(3) The council of each doctoral school shall decide on the use of the funding received by that doctoral school. The council of the doctoral school shall submit an annual report to the doctoral committee of the disciplinary area on the use of the funding.

## **CHAPTER IV**

### **Doctoral education**

#### **5. Admission to regular doctoral education**

(1) There are two forms of regular (organised) doctoral education at the university: full-time (state scholarship supported or self-financing) and correspondence (self-financing, with the student maintaining his or her job). The Scientific Directorate shall announce admission opportunities and the related conditions annually, for all programmes, on the basis of data supplied by the doctoral committees of the disciplinary areas, in a distribution according to disciplinary areas and doctoral schools, in the national admissions bulletin and on the website of the university. Admission opportunities and the related conditions shall be also published by the doctoral schools on their own websites. The information shall include:

- the number of doctoral students that may be admitted;
- information on fees and allowances;
- the conditions of the admission, with special attention to the evaluation of the entrance examination as well as the principles of ranking applied;
- the amount of the fee payable for the admissions procedure, as well as information on the payment of the same;
- other information as specified in a decree or as may be necessary for the applicants.

(2) The university may also offer and provide doctoral education in foreign languages.

(3) The form of application (see Appendix 2) is available electronically on the website of the university. The deadline for the application is 15 May; while in case of starting in the spring semester, the deadline is 15 November. In the case of a doctoral program for research excellence, the application deadline may be different. Organising and supervising the entrance examinations is the duty of the doctoral committees of the disciplinary areas, while conducting them is the duty of the doctoral schools.

(3/A) Applicants for cooperative doctoral training must prove that they meet (or will meet by the time of the training) the requirement of employment for at least 20 hours per week. If the employer is not a higher education institution or healthcare provider, the employer's declaration that they meet the conditions specified in Section (3) of Government Decree 387/2012. (XII. 19.) must be submitted with the application.

(3/B) Applicants for a doctoral training program for research excellence must prove that they meet (or will meet by the time of the training) the requirement for full-time employment in a doctoral position created within the framework of a project-based research support program.

(4) Admission to regular doctoral education is open to Hungarian and foreign citizens who have master's degrees and qualification received from a university in Hungary or abroad, or have a university education and qualification that is equivalent to the above, or will receive such degree and qualification in the year of their admission. For admission to doctoral education the knowledge of a foreign language necessary for the cultivation of the disciplinary area is mandatory. The doctoral committees of the disciplinary areas determine which language(s) knowledge is required for the cultivation of the given field of the disciplinary area. The Rules of Operation of the doctoral school contains the way in which language skill may be certified. The scoring system to be used in the admission process can be found in Appendix 3 to the present regulation. All further conditions and details of the application and admissions procedure shall be determined by the doctoral committees of the disciplinary areas.

(4/A) In contrast to paragraph (4), the university may also admit an exceptionally talented applicant with a bachelor's degree and professional qualification to a doctoral program in parallel with the master's program. The condition for such an admission decision is that the applicant passes an entrance exam and also proves that he has outstanding academic, scientific and language skills.

Those who possess the language skills necessary for the pursuit of the relevant field of study may be admitted to doctoral programs in the natural sciences and technical sciences, i.e., Hungarian language skills for Hungarian-language programs and English language skills for English-language programs. The admissions committee shall verify this language proficiency during the admissions procedure and issue a written statement to that effect.

Applicants may be admitted to doctoral programs taught in Hungarian if they have the foreign language proficiency required to practice the discipline in one of the languages specified in the doctoral school's operating regulations. If the applicant's certified foreign language proficiency is not in English, the admissions committee shall verify the English language proficiency required for the field of study during the admissions procedure and issue a written statement to that effect.

The languages required for the pursuit of the discipline and the method of certifying language proficiency are determined by the doctoral schools in their own regulations.

(5) The decision on the admission is made by the doctoral committees of the disciplinary areas by 15 July, or in case of starting in the spring semester, by 15 January. In the case of a doctoral program for research excellence, the admission decision must be made within two months of the application. The admission of students shall be to a specific doctoral school and shall also name the supervisor of the student. The Chairpersons of the doctoral committees of the disciplinary areas shall inform the Doctoral and Habilitation Council of the University of decisions on admissions.

(6) The university may also admit students to non-state scholarships, but such applications shall be assessed on the basis of the same requirements as applicable to the others.

(7) The doctoral committees of the disciplinary areas shall inform applicants of the decision within 8 days, and in case of rejection, also provide the reasons. An appeal against

the rejecting decision of the doctoral committee may be submitted in case of a breach of a provision of law or institutional regulation occurred. The appeal is to be submitted to the rector of the university within 8 working days of the receipt of a decision of rejection. The rector shall make a decision on the appeal within 15 days of its receipt. No further appeal is available against this decision. In case of a positive decision, the admitted applicant shall be informed in the notice of the date of registration, the document necessary for the registration, and the starting date of the academic year. The notice shall also contain information on the costs related to doctoral education and how they are to be paid.

(8) Admitted applicants shall, at the time of registration, sign a declaration to the effect that they have read the doctoral regulation and the requirements of the doctoral school, and that they are therefore aware of their rights and obligations.

(9) In all cases where the costs of the education or the research are paid by the doctoral student, his or her employer, or some other party, the details conditions of the same shall be drawn up in writing.

**The application form and the required documents must be sent to the PhD office by post! (Doctoral Council for Natural Sciences and Engineering, PO BOX 400, Debrecen H-4002 HUNGARY)**

1. Professional CV that includes the list of publications, abstracts of papers and posters of the applicant (Please attach the published publications in a separate file).
2. Accepted publications (in case of accepted publications the acceptance letter OR *doi number* should also be enclosed).
3. Abstracts of papers and posters (based on Programme Book or Book of Abstracts. You are kindly requested to also enclose a copy of the title page of the Programme Booklet OR the link to the conference website OR signed certification from the supervisor).
4. Certification on your Student Competition (TDK)/ National Student Competition (OTDK) papers and project work.
5. Planned research topic and research plan signed by supervisor (max. 2 pages).
6. Opinion authenticated by the signature of supervisor about the applicant's professional competence.
7. The university diploma or a declaration on its expected date of issue (students from foreign universities must present a copy of their degree with a certified Hungarian translation.)
8. The document certifying language knowledge.
9. Screenshot of [www.doktori.hu](http://www.doktori.hu) to certify that the research topic is advertised.
10. Proof of payment of fee for admission procedure. Please transfer 9000 HUF to the following bank account number: Debreceni Egyetem, **11738008-21489815-00000000** (IBAN:HU03-1173 8008 2148 9815 0000 0000, BIC/Swift kód: OTPVHUHB) please write in the announcement: "name, fee for admission procedure, 1C00BT00PHDF247"
11. In case of individual preparation, please attach the Form of application for the complex examination and receiving the doctoral (PhD) degree, the form of Supervisor's opinion, and the Proposal for the complex examination committee. (The required documents can be found among the downloadable documents of <https://tdt.unideb.hu/en/downloadable-documents>). Furthermore, write a request - addressed to the head of the doctoral school - for accepting the 120 credit points of the the course of the doctoral education (there is no form for it, use your own words).

All documents must be presented in their original form at the admission interview.

Conduct of the procedure:

- Applicants will be interviewed by a committee of at least three members appointed by the DT and organized by doctoral school. During this interview, the committee will assess the candidate's professional intelligence, ideas related to their doctoral work, and previous academic activities.

- The committee will evaluate the applicants' performance, rank them, and recommend/or not recommend their admission.
- The admissions committee awards points in the following categories:

professional intelligence	max. 40 points
degree, academic results	max. 30 points
previous academic work, TDK thesis, etc.	max. 30 points
- In the case of degrees older than two years or foreign degrees, academic performance and degrees are not scored; in this case, the maximum number of points for professional intelligence and scientific work is increased by 15-15 points. The same procedure shall be followed if the applicant's degree is not classified.
- In the case of a degree obtained abroad, the applicant's university degree level and grade will be assessed by the admissions committees.
- For admission, in the case of applicants who are foreign nationals, the DT accepts the language of the country of origin as fulfilling the foreign language requirement.
- The minimum score required for admission (but not necessarily sufficient) is 60.

During the admission procedure, the Doctoral Schools appoint the members of the admission committee and set the date, conduct the admission examination, and inform the DT of the results.

The Doctoral School invites the members of the admissions committee and informs the students of the date and place of the admissions interview. The Doctoral Council decides on the admission quotas for each doctoral school, informs the students of the admissions, and informs the EDHT of the decision.

(10) In the case of a doctoral training program for research excellence, the contract between the university and the doctoral student must specify the obligations of the higher education institution and the doctoral student, the duration and mandatory number of hours of training, the identity of the project leader and the supervisor, the topic of the dissertation, and the amount of the cost. In the contract, the parties may deviate from the doctoral regulations of the university, except for the requirements for obtaining the degree. The contract must be countersigned by the project leader, the supervisor, and the head of the doctoral school before being signed by the institution.

## **6. Full-time form of regular doctoral education**

(1) The regular, full-time doctoral education programme is designed to help doctoral students in acquiring the knowledge and independent research practice necessary for obtaining the doctoral (PhD) degree. In the interest of the above, doctoral students participate in academic training, obtain research experience under the guidance of their supervisors, and may also undertake teaching duties on assignment.

(2) The length of the full-time programme is eight semesters, which consists of a coursework and research, as well as a research and dissertation stage. In doctoral education the autumn semester lasts from 1 September to 31 January, and the spring semester lasts from 1 February to 31 August. The programmes are organised by the doctoral schools with the coordination of the doctoral committees of the disciplinary areas. The doctoral committees of the disciplinary areas are responsible for making arrangements for announcing the sessions, the administration of the academic affairs and the closing of the semesters after proper examinations.

(3) The studies and the research of a doctoral student is supervised by his or her dissertation supervisor. If properly justified, a doctoral student may request from the head of

the doctoral school, **once in the course the entire term of the programme**, the appointment of a new supervisor. (If the supervisor is the head of the doctoral school, the request shall be submitted to the Chairperson of the doctoral committee of the disciplinary area). The head of the doctoral school shall, after obtaining the opinion of the council of the doctoral school, provided that the reasons for the request are found to be justified, forward the request along with a proposal for a new supervisor to the doctoral committee of the disciplinary area, which shall then make a decision to approve or reject the request.

(4) An admitted doctoral student shall register in the manner and by the deadline prescribed by the doctoral committee of the disciplinary area, and shall receive a student identification card. The rapporteur of the disciplinary area shall complete a registry sheet for the registered doctoral student. Each semester, the student shall sign up for the required and/or optional courses from among those offered to fulfil his or her academic and research obligations. Certification of the academic results shall take place in the electronic academic record-keeping system. The performance of the required research shall be certified by the student's supervisor. This certificate shall be a required condition of the successful completion of the semester. Any stipend may only be paid in the subsequent semester on the basis of the successful completion of the semester.

- Students enroll in the first semester with an enrollment form and the necessary documents.

- From the following semesters onwards, enrollment takes place via the electronic study registration system during the first three weeks of the semester, when courses must also be selected. The conditions for enrollment are research work completed in the previous active semester and payment of tuition fees.

- Requests for deferral must be submitted during the enrollment period.

- If a student does not register for the semester during the registration period and has not requested a deferral, the DT will send a written request for registration. If the student fails to comply, they will be subject to a compulsory deferral of one semester. Compulsory deferral is only possible once during the eight semesters of the program, so if the student fails to comply with their registration obligation at any time after the compulsory deferral, the DT will terminate their student status.

If the student fails to register for the next semester on two consecutive occasions and does not comply with the written request to fulfill their registration obligation by the specified deadline, DT will terminate their student status.

(5) The unit of measurement of academic requirements is the **academic point (credit)**. Credits are used for evaluating the performance of the academic, teaching and research duties of doctoral students in doctoral programmes. Doctoral students shall complete  $30 \pm 3$  credits per semester, and a total of at least 240 credits during the entire education. If a doctoral student fails, for reasons imputable to him or her, to earn the required number of credits in a semester, a decision on the suspension of the payment of scholarship stipends and the transfer of the student into the self-financing programme shall be made by the doctoral committee of the disciplinary area. If the doctoral student fails to make up for his or her missing credits within one year, the doctoral committee of the disciplinary area may decide on the termination of his or her student status.

(6) The doctoral student may earn academic (**course**) **credits** by way of studying and passing examinations. The number of academic (course) credits required to be earned over the course of first 4 semesters of doctoral education is 12 to 20, with the exact number to be determined by the council of the doctoral school in the educational plan of the doctoral school. The council of the doctoral school may determine the required number of academic (course) credits to be earned per semester. The completion of the credits, on the basis of an examination, paper, report, etc. related to the course, shall be certified by the faculty member in charge of the course in the electronic academic record-keeping system. A credit may only

be assigned to a course that is evaluated on a five-grade scale. Credits cannot be earned in the doctoral education by way of language courses.

(7) Based on the decision of the council of the doctoral school, **teaching credits** may be given to doctoral students for their teaching activities performed. The total number of credits that may be earned from such activity shall not exceed 40 credits over the course of the 8 semesters. 1 credit: teaching 1-2 hours per week, depending on the nature of the duty, over the course of one semester. The teaching duties and the credits assigned for it shall be entered in the electronic academic record-keeping system. The completion of the duty shall be certified by the head of the organisational unit in charge of the given module of teaching.

(8) The doctoral student shall earn the majority of the 240 credits required in the course of the programme (180-228 credits) as **research credits**. The completion of the credits shall be certified on the basis of the written report submitted by the doctoral student by his or her supervisor in each semester. The reports of the doctoral student shall be sent by the supervisor to the head of the doctoral school after the closing of the semesters.

Doctoral schools shall develop and familiarize students with a system of research credits that allows them to earn the required research credits within eight semesters.

- The supervisor shall evaluate the completion of research work on a semester basis with a grade.

(8/A) The doctoral councils of the scientific field may regulate the system of study requirements in the given scientific field differently from those described in paragraphs (5)-(8). The detailed requirements applicable to individual doctoral schools shall be set out in the training plans of the doctoral schools.

(9) The doctoral committee of the disciplinary areas shall make the decision on the transfer of credits earned or other documented performance by the doctoral student at another university or in the course of a study trip abroad –, on the basis of the prior approval of the student's supervisor.

A maximum of 4 credits may be earned from courses offered by other doctoral schools.

(10) From the period of core medical training and specialised practice completed as a resident participating in higher-level vocational training for healthcare professionals or as a central intern participating in specialised training for the supply of teaching faculty members of higher education institutions, the Doctoral Committee of Medical Sciences may approve the recognition and transfer of maximum two semesters or sixty credits. The conditions of such credit transfer and the procedure of recognition shall be defined by the Doctoral Committee of Medical Sciences in its own rules of procedure.

(11) Students in bachelor's, master's or undivided programmes may also register for courses offered for doctoral students, with the approval of the instructor, but no PhD/DBA credit shall be allocated for completing courses offered in bachelor's, master's or undivided programmes.

The structure of credits to be completed each semester is determined by the Doctoral Schools. A semester may be valid even if the student does not earn any academic credits during that semester. However, in the latter case, the supervisor must still certify the completion of the research work.

(12) Doctoral students shall undergo a **mandatory qualification** at the end of the first and the third years, the form of which may vary according to disciplinary area (e.g. progress assessment board, chapter defence, report given before the council of the doctoral school). The council of the doctoral school shall, in the manner and according to the criteria specified



in the quality assurance plan of the doctoral school, evaluate the progress made in the doctoral programme, as well as the performance of the doctoral student and the supervisor. The council of the doctoral school shall inform the doctoral committee of the disciplinary area of the result of such periodic evaluation, and if necessary, shall propose the changing of the person of the supervisor or the reclassification of the state-financed doctoral student into a self-financing programme.

The assessment must be carried out at the end of the first and third years, which must be included in the training program in the form of a subject, but without credits (e.g., "PhD report" or "annual assessment") and created as a subject in the electronic study record system, which must be mandatory for students to enroll in. The completion of the course is approved by the secretary/head of the doctoral school in the electronic study record system. Doctoral schools may, at their own discretion, request the report on more than one occasion.

(13) In the course of the doctoral education, at the end of the fourth semester, as the conclusion of the coursework and research stage and as the condition of the commencement of the research and dissertation stage, doctoral students shall take a complex examination, which assesses and evaluates their progress in the academic and research fields.

(14) Upon the successful completion of doctoral coursework, the doctoral student is given a pre-degree certificate (absolutorium). The absolutorium is the document evidencing that the doctoral student has completed all academic requirements. The doctoral committee of the disciplinary area may only issue the absolutorium for the doctoral student on the basis of the written approval of the head of the given doctoral school. No absolutorium may be issued to doctoral students who have not acquired the necessary credits. The detailed rules applicable to the issuance of the absolutorium shall be defined by the doctoral committees of the disciplinary areas.

Upon completion of doctoral training, the head of the doctoral school certifies that the required study, research, and teaching credits have been earned. The credits required to obtain the certificate of completion are verified by the secretary of the DI and issued by the DT administrator based on the certification of the head of the doctoral school. The certificate of completion must be issued no later than the end of the doctoral program (8 semesters).

## **7. The legal status of students in full-time regular doctoral education**

(1) Student status is created in doctoral programmes by way of registration, and shall last until the completion of the doctoral studies lasting not more than four years, dismissal from the programme, or the day of expulsion from the institute and/or deletion from the register of students.

(2) The employment law aspects of the student status, including how it is to be treated for the purpose of determining the length of employment, sick leave, guarantees for loans taken out, etc. shall be determined in higher-level provisions of law.

(3) A doctoral student typically performs his or her duties at the university (or the research institute participating in the work of the doctoral school). An exemption from the above rule may be granted by the doctoral committee of the disciplinary area in individual cases.

(4) Students participating in doctoral education may undertake teaching duties. Doctoral students performing teaching duties are entitled to the rights of instructors as specified in Section 35 (1) of the National Higher Education Act.

(5) The content, nature and duration of teaching activities shall be regulated in a contract (doctoral student agreement), which shall be signed by the doctoral student and the head of the organisational unit in charge of the given teaching activity, and countersigned by the supervisor of the student. The head of the organisational unit in charge of the given teaching activity shall certify the performance of the duties undertaken.

(6) Doctoral students shall be subject to the scope of the university's Intellectual Property Management Regulations and Students' Accident Prevention Regulations, as well as other university regulations as applicable.

(7) Doctoral students shall be required to keep the business secrets of the university in confidence. Any further legal relationship in which information constituting the business secrets of the university would be used shall be considered to create conflicts of interest.

(8) Doctoral students are entitled to an annual leave of 25 work days. The dates of the leave shall be recorded by the doctoral student's supervisor.

(9) Doctoral students who are recipients of state scholarships are entitled to live in a residence hall in all 12 months of the year, with the same conditions otherwise applicable to undergraduate students. The rules applicable to accommodation in residence halls shall be included in the documents titled "Regulations on the operation of the residence halls of the University of Debrecen" and "The regulations applicable to fees payable by and allowances available to the students of University of Debrecen".

## **8. Forms of support available to and fees payable by doctoral students**

(1) Full-time doctoral students in regular doctoral education (as well as foreign doctoral students given the same status as Hungarian students on the basis of a provision of law or international treaty) may receive scholarship stipends from state or other funding. Any planning or organisational unit of the university may use its domestic or foreign grant support, budgetary allocation or other incomes for the payment of stipends to doctoral students. The annual amount of a doctoral student participating in a state-financed, full-time regular doctoral education programme shall be the equivalent of the annual normative financing, plus 56% of the textbook, sports and cultural normative financing. Each month, registered doctoral students shall receive one-twelfths of the annual amount thus determined.

(1a) The support period for a student participating in doctoral training is a maximum of eight semesters. When calculating the support period, the semesters starting from the semester following the date of birth or adoption of a child for a married student, and the semester starting from the semester following the date of marriage for a student with children and ending with the semester preceding the semester following the student's 30th birthday shall not be taken into account.

(1b) Married students must be reclassified to a Hungarian state scholarship program from the semester following the date of birth or adoption of their child, or students with children must be reclassified to a Hungarian state scholarship program from the semester following the date of marriage, if they have not yet reached the age of 30 on the first day of the semester. The student submits his or her application for reclassification to the doctoral council of the discipline through the electronic study system.



(2) The range of services available to state-financed students free of charge shall be as follows:

- a) the lectures, seminars, consultations, practical sessions, field practices, reports, examinations necessary for the completion of the educational and academic requirements specified in the curriculum and the obtaining of the diploma and the absolution taken for the first time; the re-taking of unsuccessful examinations and reports on one occasion; as well as the degree-conferment procedure, during the existence of student status;
- b) activities in the college for advanced studies;
- c) the use of the various facilities of the higher education institute – library and basic library services, laboratory, IT, sports and recreational facilities – related to free services;
- d) the first issuance of all documents related to the education and the doctoral degree-conferment procedure.

(3) The university may not charge students for any administrative service fee (e.g. registration fee) in the framework of the state-financed education.

(4) In case of erroneous charging of fees, the doctoral student may submit an appeal to the Chairperson of the doctoral committee of the disciplinary area within 15 days of its communication. A decision on such appeal shall be made within 8 days of receipt. The doctoral student may submit a request to the rector for remedy against the decision within 15 working days of its receipt. The rector may uphold, change or quash the decision of the Chairperson of the doctoral committee.

(5) The doctoral student shall receive remuneration for his or her **teaching** activities not constituting part of the doctoral education (i.e. for which no credit is earned), which is to be paid by the given organisational unit of education. The performance of work shall be on the basis of a doctoral student agreement. The working time of such activities shall not, in the average of one academic semester, exceed fifty percent of the hours worked in full-time employment. The work schedule of the student shall be determined in such a way that the student can satisfy his or her obligations to prepare for and take examinations. On the basis of the doctoral student agreement, the doctoral student shall be paid a salary, the monthly amount of which shall not be less, in case of employment corresponding to fifty percent of the hours worked in full-time employment, than the smallest statutory salary to be paid (minimum wage), or its time-proportionate part in case of employment in different hours.

(6) The doctoral student shall receive a remuneration for the performance of any research duty performed (for which no credit is earned), which shall be paid from the given research project or by the organisational unit of education concerned. The performance of work shall be on the basis of a doctoral student agreement. On the basis of the doctoral student agreement, the doctoral student shall be paid a salary, the monthly amount of which shall not be less, in case of employment corresponding to fifty percent of the hours worked in full-time employment, than the smallest statutory salary to be paid (minimum wage), or its time-proportionate part in case of employment in different hours.

(7) In case of living in a residence hall, the doctoral student is required to pay a fee, the amount of which is determined in the document titled “The regulations applicable to fees payable by and allowances available to the students of the University of Debrecen”.

## **9. Regular doctoral education with funding non-state-funded external scholarships**

- (1) The university may conclude written contracts with non-governmental, religious and business organisations, as well as with foundations, public foundations, public bodies and private individuals on the establishment of a doctoral scholarship or scholarships.
- (2) Such contracts shall be signed by the authorised representative of the entity or person establishing the scholarship and, on behalf of the university, by the rector and the chancellor. In the contract, the university's obligation undertaken shall be only for the provision of doctoral education, not the conferment of the degree.
- (3) A contract may also be concluded on open scholarships (one that can be applied for by anyone) or closed scholarship (specifically offered to a doctoral school or person). In the latter case, the head of the given doctoral school shall also sign the contract.
- (4) The contract shall provide for the monthly amount of the stipend (the extent of the annual increase), as well as the schedule according to which the stipend is to be transferred by the entity to the university, and a statement to the effect that the source of the funding shall be available for a period of at least 4 years. The university shall be responsible for the payment of the stipend to the holder of the scholarship.  
[The doctoral school must declare in writing whether it has the capacity to train these doctoral students.](#)
- (5) The contract may include an agreement on the supporting of research, as well as assuming the fees to be paid by the doctoral student.
- (6) The contract may not contain any provisions that are contrary to the National Higher Education Act, the Government Decree, and the university regulations.
- (7) For the winning of the four-year scholarship, the applicant (candidate) shall satisfy certain requirements prescribed in the valid admissions regulations of the university.
- (8) After the successful admission procedure and decision, the doctoral student shall participate in the regular doctoral education, in either full-time or correspondence form, as a self-financing student.
- (9) The holder of a doctoral scholarship shall, after registration, have a (doctoral) student status at the university and shall be issued a student identification card. Accordingly, the relevant (doctoral, academic, accident prevention, examination and disciplinary) regulations of the university shall be applicable to such doctoral students as well.
- (10) The doctoral student shall pay tuition, the amount of which shall be determined by the council of the doctoral school, and published together with the admission requirements. The amounts received from the tuition shall be used for the doctoral education of the student paying it, with the decision on the actual use made by the council of the doctoral school.

## **10. Interruption of the doctoral studies**

- (1) If the student gives notice of the fact that in the next semester they do not intend to satisfy their academic obligations, or the student fails to register for the next semester, their student status shall be suspended. The total consecutive period for which a student may have suspended status shall not exceed two semesters. The total combined length of time during

which a student may have passive status during the doctoral education shall not exceed six semesters.

(2) A doctoral committee of the disciplinary area may, at the request of the student, approve a longer suspension of the student status than the limit set in section (1) above, provided that the student is unable to satisfy his/her academic obligations due to giving birth, suffering an accident or illness, or some other unexpected reason beyond his/her control. The student status may only be suspended for the entire semester. No stipend from state scholarship may be paid during the suspension of the student status.

[The interruption of studies shall be approved by the chair of the DT in agreement with the head of the doctoral school.](#)

(2a) A student may suspend their student status for four consecutive semesters if they are paid an infant care fee, a childcare fee or - in view of their maternity leave - a salary.

(3) The student status shall terminate:

- at the end of the fourth semester, if the doctoral student fails to complete the complex examination;
- on the last day of the semester when the doctoral student received the pre-degree certificate (absolutorium);
- at the end of the eighth semester of the doctoral programme for which the student registered.

The Chairperson of the committee of the disciplinary area shall send written notice to the person concerned in case of the termination of his or her student status.

(4) The doctoral student may participate in study abroad programmes. Doctoral students may participate in study abroad programmes on the basis of work programmes approved by their supervisors that ensures the validity of the given academic period in the university's doctoral education programme. The duration of the participation in study abroad programmes shall count toward the length of the doctoral education programme, the student's status is not suspended, and the stipend from the state scholarship shall be paid to the student.

## **11. Correspondence form of regular doctoral education**

(1) Employees of the university or persons who can be considered in analogous positions with employees may apply for and be granted admission to the correspondence form of regular doctoral education, while maintaining their employment.

(2) The admission procedure and the decision-making process is the same as in the case of those applying to the full-time form of the programme. The applicant may simultaneously request admission to the full-time and the correspondence form of regular doctoral education.

[Applicants for admission must declare on the admission exam whether they will accept a correspondence course if there are no places available for full-time scholarships.](#)

(3) Students participating in the correspondence form shall be required to complete their semesters in the same time and with the same conditions as those in the full-time form.

(4) Students in the correspondence form shall not receive a stipend, and the doctoral schools shall not receive state funding after them.

(5) Students in the correspondence form shall pay tuition, the amount of which shall be determined by the council of the doctoral schools, and published together with the admission requirements (cf. Appendix 12). The amounts received from the tuition shall be used for the doctoral education of the student paying it, with the decision on the actual use made by the Doctoral Committee of Medical Sciences.

Payment of the fee is a prerequisite for registration for the following semester.

The doctoral school council decides on the use of the fees collected.

In justified cases, doctoral students may request to pay in two installments, taking into account their social circumstances, no later than the end of the second week of each semester. The doctoral schools decide on the request and notify the DT and the HKSZK by the end of the third week of the semester.

- Doctoral students from countries outside the European Union (or countries subject to the same assessment) shall pay tuition fees in a similar manner upon successful admission and after the DT has made a decision on their admission.

- Individual doctoral schools may reduce the amount of tuition fees in justified cases and within their own jurisdiction.

(6) Students in the correspondence form shall be subject to the scope of the university's Intellectual Property Management Regulations, Students' Accident Prevention Regulations, as well as other university regulations as applicable.

(7) Students in the correspondence form shall be required to keep the business secrets of the university in confidence. Any further legal relationship in which information constituting the business secrets of the university would be used shall be considered to create conflicts of interest.

## **12. Individual preparation**

(1) The purpose of individual preparation is to enable professionals with master's degrees and certificates evidencing their professional qualifications, obtained from a Hungarian and foreign university (or diplomas certifying equivalent, university-level education and qualification), having a significant amount of experience as instructors and/or researchers, as well as documented academic accomplishments (publications of a sufficient number and quality) to obtain the doctoral (PhD) degree. The conditions of admission shall be defined in the rules of operation of the doctoral school. The conferment of doctoral degrees on the basis of individual preparation, as an exceptional procedure, should only be used in particularly justified cases. In the course of the admission procedure, the reasons shall be recorded by the doctoral committees of the disciplinary areas in writing.

(2) The doctoral committee of the disciplinary area may set the passing of an admission examination as the condition of accepting the application.

Applicants for individual preparation may be admitted to the doctoral program in the same manner as other participants in the training program, but they must submit a written statement from their prospective supervisor at the time of application stating that, based on their academic work to date, the dissertation can be submitted within two years. This statement must be countersigned by the doctoral school's admissions committee.

(3) Simultaneously with the acceptance of the application, the doctoral committee of the disciplinary area designates the board and the subjects of the complex examination. After the acceptance of the application, the individually preparing student shall take a complex examination. Upon passing the complex examination, the individually preparing doctoral

student shall be given the status of self-financing student, and their doctoral degree conferment procedure shall be started. If the student successfully completes the complex examination, the doctoral committee of the disciplinary area shall recognise the minimum credits defined as the condition of admitting the student to the complex examination. Upon the student's request, on the basis of the knowledge and competences previously acquired, the doctoral committee of the disciplinary area may also recognise additional credits.

Individual preparatory students are entered into the electronic study record system once they have successfully passed a complex exam. This is possible in the semester following admission: by October 10 or March 10.

(4) The doctoral committee of the disciplinary area shall appoint a supervisor, from among the professionally competent supervisor members of the doctoral school, who shall monitor and assist the candidate in his or her preparation.

(5) Those granted the option of individual preparation are only given an exemption from the academic requirements of the first two years of the doctoral education, but shall otherwise satisfy all requirements of the granting of doctoral (PhD) degrees.

Individual preparatory students begin the research and dissertation phase with a successful comprehensive exam. During this minimum of 1 and maximum of 4 semesters, they must complete 120 credits based on their research and dissertation, in addition to which a further 120 credits from the research phase of the program will be credited.

The completion of credits is verified by the supervisor on the basis of a semester report in the NEPTUN system.

(6) Those preparing individually shall be required to pay a fee, and all incomes from such fee payment shall be used for the purposes of the doctoral education, as provided by the council of the doctoral school. The decision on the amount of the fees to be paid and its use shall be made by the council of the doctoral school. The general rules of the university shall apply to the payment of the fees.

Individual doctoral schools may reduce the amount of tuition fees in justified cases and within their own jurisdiction.

(7) A student participating in individual preparation may be admitted or reclassified to a state-sponsored training program against the vacant state-sponsored scholarship place available in the given scientific field. The decision on admission to a state-sponsored training program or reclassification is made by the doctoral council of the scientific field upon request.

#### **12/A. § Individual preparation alongside undergraduate education**

(1) In the framework of doctoral education, undergraduate students of general medicine, veterinary medicine, dentistry or pharmacy preparing individually to obtain a doctoral degree alongside their undergraduate studies may also acquire doctoral student status by passing the complex examination, and having the credits earned during their master's education recognized.

(2) The student can join the doctoral program in such a way that, in parallel with the studies of the last academic year of the master's program, the student also participates in the preparation that is part of the doctoral program, provided that the student also fulfills the admission requirements after obtaining the master's certificate. At the same time as the admission decision is made, the credits taken in the master's program, which are part of the doctoral program, are recognized.

(3) The candidate shall submit an application for individual preparation, the decision on the admission is made by the doctoral committees of the disciplinary areas. The candidate preparing individually shall collect education (course) credits and conduct scientific research work. The candidate's research should be related to the research topics of one of the doctoral schools, and his/her supervisor should be a member of one of the doctoral schools. The individually preparing candidate may only register for the research and dissertation stage of doctoral (PhD) education after passing the complex examination and obtaining his/her university degree.

### **13. The complex examination**

(1) The complex examination is an examination to be completed in the course of the doctoral education, at the end of the fourth semester by the latest, as the conclusion of the coursework and research stage and as the condition of the commencement of the research and dissertation stage, which assesses and evaluates the student's progress in the academic and research fields.

(2) The condition of admission to the complex examination is that the student has earned the number of credits determined by the doctoral council of the scientific area in the "coursework and research stage" of the doctoral education (first four semesters), including all "course credits" prescribed in the educational plan of the doctoral school (with the exception of those preparing individually). Application for the complex examination shall be in writing (see Appendix 4). Since the student enters the degree-conferment procedure upon the completion of the complex examination, application for the complex examination shall also constitute application for the degree-conferment procedure.

- Before the comprehensive exam, all training credits (i.e., 12-20) + 4 semester teaching credits (but no more than 20) + 3 semester research credits must be completed. The comprehensive exam must also be entered into the Neptun system as a course. The 4th semester research credits must be completed by the end of the 4th active semester. The training and research phase must be completed with at least 120 credits.

- Students must apply for the comprehensive exam and the degree awarding procedure in the 4th active semester by the deadline set by the DT secretary. The DIVT and the DT approve the examination committee and the examination subjects proposed by the DI. Students must take the comprehensive examination by August 31 at the latest, or by January 31 in the case of a cross-semester.

The doctoral school shall propose the members of the comprehensive examination committee to the DT, in consultation with the supervisor and the program director, using the form provided by the DT and signed by the head of the school. The proposal shall be submitted to the DT Office by the secretary of the doctoral school in printed (signed) and electronic form.

- The complex examination committee must include a member who is knowledgeable in the candidate's field of research and can participate in the second part of the examination.

(2/A) A student admitted to the doctoral program according to section 5, paragraph (4a) with a bachelor's degree and professional qualification can take the complex exam only after obtaining a master's degree and professional qualification.



(3) The complex examination is to be taken publicly, before the board designated by the doctoral committee of the disciplinary area. The examination board shall consist of at least three members, and at least one third of them shall be persons who are not in the employment of the institute where the doctoral school operates. The Chairperson of the examination board shall be a faculty member or researcher with the title of full university professor, habilitated university association professor, habilitated college professor, Professor Emeritus *or* doctor of the Academy. All members of the examination board shall have academic degrees. The supervisor of the doctoral student may not be a member of the examination board.

(4) Prior to the complex examination, the supervisor shall evaluate the performance of the doctoral student, and shall make a declaration as to whether he or she recommends that the degree-conferment procedure be started.

(5) The complex examination consists of two main parts: in one part, the examinee's theoretical preparedness is assessed ("theoretical part"), while in the other part, the candidate shall give an account of his or her progress in the field of research ("dissertation part").

(6) In the theoretical part of the complex examination, the doctoral student shall give proof of his or her level of preparation in the literature of the field, as well as his or her knowledge of the most recent theoretical and practical knowledge in the relevant discipline. In the theoretical part of the complex examination, the candidate shall take examinations in at least two subjects/topics; the list of the subjects/topics shall be included in the educational plan of the doctoral school. The theoretical examination may also include a written part.

(7) In the second part of the complex examination, the examinee shall give an account, in the form of a lecture, of his or her knowledge of the relevant literature, reports on his or her research results, discusses the research plan pertaining to the second part of the doctoral programme, as well as the proposed schedule for the completion of the dissertation and the publication of the results. The supervisor shall be given an opportunity to also assess the candidate in the course of the examination.

(8) The examination board shall evaluate the theoretical and the dissertation parts of the examination separately. A written record, including a textual evaluation shall be drawn up of the complex examination (*see Appendix 5/1*). The results of the examination shall be announced on the day of the examination. The complex examination shall be considered as successful if the majority of the members of the examination board evaluated both parts of the examination as successful. The doctoral student may re-take an unsuccessful complex examination once, within the same examination period.

[The Doctoral School is responsible for organizing and conducting the complex exam.](#)

(9) The doctoral student may only register for the fifth semester of the doctoral programme after successfully completing the complex examination.

## **CHAPTER V**

### **The degree conferment procedure**

#### **14. The general conditions of the degree conferment procedure**

(1) The degree conferment procedure is the second, research and dissertation stage of the doctoral education programme, after the complex examination.

(2) The doctoral student is required to apply for the degree conferment procedure simultaneously with the application to the complex examination (see Appendix 4). The application is to be submitted to the doctoral committee of the disciplinary area. The doctoral degree conferment procedure shall commence by registration for the semester following the successful complex examination.

- Following successful completion of the comprehensive examination, the degree award procedure will commence if the student enrolls for the following (fifth) semester.

- The degree acquisition procedure is also the "research and dissertation phase" of the program (semesters five through eight), during which the student earns the credits necessary to obtain the absolutorium (a total of 240 credits throughout the entire program). The completion of credits must be recorded in the NEPTUN system.

(3) In the degree conferment procedure, student status may be suspended for a maximum of two semesters. If a student gives birth to a child after the beginning of their doctoral training, the student status in the degree-granting procedure may be suspended for a maximum of six semesters.

(4) The doctoral student is required to submit the final version of the doctoral dissertation (as revised after the preliminary defence) within three years after the complex examination. On the basis of the student's request, this deadline may be extended on the basis of the decision of the doctoral committee of the disciplinary area, by a maximum of one year, in case the student is unable to perform his/her obligations due to suffering an accident or illness, or some other unexpected reason beyond his/her control. If a student gives birth after the beginning of their doctoral training, the deadline for submitting the doctoral dissertation may be extended by a maximum of three academic years upon request, by decision of the doctoral council of the discipline. The deadline for submitting a request for an extension of the deadline for submitting the doctoral dissertation is the last day of the sixth semester following the semester of the complex exam.

(5) The conditions of receiving the doctoral degree:

- documented independent academic achievements;
- proof of the satisfaction of the language requirements;
- the submission of the dissertation and successful public defence.

(6) **Obtaining the absolutorium is the condition of the submission of the doctoral dissertation.** At the time of the submission of the doctoral dissertation, the candidate shall declare in writing that

- the student has no other doctoral degree conferment procedure in progress in the same discipline;
- the dissertation has not been submitted in another institute previously and has not been rejected;
- the student did not have an unsuccessful doctoral defence within the past two years;
- the candidate is not subject to proceedings aimed at the revocation of a doctoral degree, and that a doctoral degree earlier conferred has not been revoked from him or her during the past 5 years;
- the dissertation is his/her independent, original work, and the references are complete and clear.
- An evidence of payment of 160.000 Ft



**University of Debrecen account number: 11738008-21489815-00000000. Please write in announcement: Name, 1C00BT00PHDF-247, Fee for degree-conferment procedure**

(IBAN:HU03-1173 8008 2148 9815 0000 0000, BIC/Swift kód: OTPVHUHB)

- **1 copies of the doctoral dissertation** – B5 format (*please check the requirements on the website of the Doctoral School*) – signed by both the candidate and the supervisor!
- **1 copies of the thesis booklet** A5 format – in English. The last pages should contain the **certified publication list by DEA**
- professional CV
- **certified list of publications** –uploaded to the following website:  
[https://tudoster.idea.unideb.hu/upload/urlap\\_folyoiratcikk.html](https://tudoster.idea.unideb.hu/upload/urlap_folyoiratcikk.html)
- Request certified publication list:**  
<https://tudoster.idea.unideb.hu/en/igenyles>
- „records of the preliminary PhD exam and its attendance sheet
- a list of the suggested members of the Final Examination Committee made by the Doctoral School (the signed copy should be sent to the Secretary of the Doctoral School)
- candidates must register on the website: [mtmt.hu](http://mtmt.hu), upload their list of publications and the **registration number** must be submitted to the Secretary of the Doctoral School together with the recommendation of the Final Examination Committee,
- the dissertation and the thesis have to be uploaded to the University of Debrecen Database
- [https://ttdt.unideb.hu/sites/default/files/upload\\_documents/nyilatkozat\\_ertekezes\\_benyujtasahoz\\_en\\_2025.doc](https://ttdt.unideb.hu/sites/default/files/upload_documents/nyilatkozat_ertekezes_benyujtasahoz_en_2025.doc)

(7) In the composition of the defence boards, special attention shall be paid to avoid any possible conflict of interest. Close relatives of the doctoral students or other person from whom an objective evaluation may not be expected for any other reason shall not be allowed to participate in the doctoral procedure.

(8) The costs of the degree-conferment procedure and the remuneration of the persons participating in the procedure shall be detailed in Appendix 12 to the regulations.

(9) A written record in accordance with Appendix 10 of Government Decree 87/2015 (IV.9.) shall be drawn up on the individual stages of the doctoral procedure. The data shall be also entered in the electronic academic record-keeping system.

(10) In the course of the degree-conferment procedure, the doctoral committee of the disciplinary area shall act with special caution in determining whether the academic activity attributed to the candidate is in fact his or her own work, and whether the academic work and publications of the candidate submitted in the course of the degree-conferment procedure was used by others for the purpose of receiving an academic degree in Hungary or abroad. In the course of the procedure, the relevant declarations shall be obtained from co-authors in Hungary and abroad.

(11) If any well-founded suspicion of plagiarism, intentional manipulation of data, wilful misleading or any type of fraud should arise in connection with the academic publications or the dissertation of the candidate, the Chairperson of the relevant doctoral committee shall be required to initiate an ethics investigation to be conducted against the candidate in the course of which the potential responsibility of the candidate's supervisor shall also be examined. The degree-conferment procedure shall be suspended for the duration of the ethics

investigation. In possession of the results of the ethics investigation, the doctoral committee of the disciplinary area shall decide on possible penalties.

### **15. Independent academic work**

(1) The candidate shall give evidence of his or her academic accomplishments by the time of the submission of the dissertation, by way of at least two publications in a refereed academic journal or volume (accepted for publication or having its DOI number or available in proofs). It is a basic requirement that at least one of these should be written with the decisive contribution of the candidate. A copy of the publications (in original or photocopy) shall be submitted along with the dissertation, and also uploaded to the publications database of the University and National Library of the University of Debrecen. On the basis of the publications uploaded to the database, the library shall prepare and authenticate the candidate's list of publications, which shall then be submitted by the candidate, together with the dissertation, to the doctoral committee of the disciplinary area. The requirements of the given discipline in terms of the place and number of the publications shall be elaborated by the council of the doctoral school, and approved by the doctoral committee of the disciplinary area. The requirements shall be published in the rules of operation of the doctoral school. With justified disciplinary exceptions, publication in international journals is an expectation. Wherever the use of scientometric methods is justified, the results of the same shall also be taken into consideration.

[The minimum publication requirements generally expected of candidates for doctoral programs operating under the Doctoral Council of Natural Sciences and Engineering Sciences at the time of thesis submission are set out in Appendices 6 and 14.](#)

(2) Publications may also have co-authors, including the supervisor of the candidate. If two candidates are authors in a publication, the dissertation supervisor shall make a declaration on the percentage of the given candidate's contribution.

(3) In the evaluation of the acceptable academic publications, the doctoral committee of the disciplinary area shall use the criteria specified in Appendix 6 as guiding.

### **16. Knowledge of foreign languages**

(1) The scope of foreign languages required by the Act on National Higher Education, as necessary for the cultivation of the disciplinary area, shall be determined by the council of the doctoral school. The knowledge of one of these languages may be prescribed as mandatory. The Rules of Operation of the doctoral school contains the language requirements of the doctoral degree-conferment procedure, the list of the acceptable languages, and the way in which language skills may be certified. The Rules of Operation may also stipulate the knowledge of which foreign language the doctoral school considers as indispensable for working in their disciplinary area, and therefore, necessary for the conferment of the doctoral degree.

(2) The language requirement of conferment of the doctoral degree is the knowledge of one or more foreign languages necessary for the cultivation of the disciplinary area. The doctoral committees of the disciplinary areas determine which language(s) knowledge is required for the cultivation of the given field of the disciplinary area. The Rules of Operation of the doctoral school contains the way in which language skill may be certified.

## 17. The dissertation

(1) The **dissertation** is a work in Hungarian or a foreign language as justified by the needs of the profession summarising the objectives, new academic results, familiarity with the relevant literature, and the research methods of the candidate.

(2) On the title page of the dissertation, the author, the title of the dissertation, the name of the supervisor, as well as the place and date of writing shall be indicated. In the preliminary pages of the dissertation, space shall be set aside for entering the names of the opponents and the defence board, as well as the date of the defence (Appendix 7). The dissertation shall have a table of contents, a summary in Hungarian and English, as well as a bibliography. The latter shall also include the academic publications of the candidate. The dissertation may have an appendix (e.g. photographs, documents, etc.).

(3) The dissertation shall be submitted in the form and in the number of copies as specified by the doctoral committee of the disciplinary area, and also electronically to the doctoral committee of the disciplinary area.

(4) The theses of the dissertation shall also be enclosed with the dissertation, in the number of copies specified by the doctoral committee of the disciplinary area. The **doctoral theses** is a summary work prepared for the academic public in which the candidate describes his or her academic results on the basis of which, in the degree conferment procedure, he or she can give proof of preparation for receiving the academic degree. The doctoral theses shall be prepared in Hungarian and English (or other languages, in line with the characteristics of the given discipline and approved by the doctoral committee of the disciplinary area). The doctoral theses shall be printed and bound in A5 booklet format. Its title page shall indicate the name of the candidate, the name of the dissertation supervisor, the name and logo of the university, the name of the doctoral school, as well as the place and year of its preparation (see Appendix 8). It shall contain the list of publications and conference papers, which have been used as sources for the dissertation or that are otherwise related. The candidate shall provide for the preparation of the theses in Hungarian and English (or other languages in line with the specific requirements of the given discipline and approved by the doctoral committee of the disciplinary area), also in an electronic format, which shall be submitted at the time of the submission of the dissertation.

(5) Before finalising the dissertation, it shall be submitted to a preliminary defence in accordance with the quality assurance plan of the doctoral school. The preliminary defence shall be organised by the council of the doctoral school. A written record of the preliminary defence shall be drawn up. The Chairperson and the members of the defence board of the preliminary defence shall be appointed by the council of the doctoral school. The defence board shall consist of at least three members, and its members shall be the Chairperson, two opponents and further members in accordance with the Operational Order of the doctoral school. All members of the board shall have academic degrees. The Chairperson of the board should preferably be a university professor or professor emeritus of the university, or, in professionally justified cases, a habilitated associate professor. At least one-third of the committee members are not lecturers at the given doctoral school, or in the case of doctoral schools with multiple sections, at least one-third of the committee members are not lecturers at the given section. Before evaluation, the secretary of the doctoral school shall send the dissertation submitted for preliminary defence to the University and National Library for screening for duplicate text. The library shall prepare the document containing the result of screening within 3 business days, and the secretary of the doctoral school shall forward it to

the opponents. In their report the opponents shall declare that on the basis of the available data the dissertation meets the requirements of publication ethics. The preliminary defence may be conducted even if the opponent(s) raise an academic ethical objection, and the potential corrections to the final dissertation can be made without penalty. If the opponent of the preliminary defence has raised an academic ethical objection, the doctoral committee of the disciplinary area shall be notified of the objection at the submission of the final dissertation. In such cases the text of the final dissertation shall undergo a repeated screening for duplicate text, and the result of the screening shall be sent to the official opponents.

- The preliminary discussion is open to the public, anyone can participate and ask questions. During the preliminary discussion, the candidate presents their findings in a short lecture and answers questions from the reviewers, the committee, and the participants.

- The preliminary discussion can take place if at least one of the reviewers is present alongside the chair and the other reviewer has stated that the thesis can be submitted for public discussion after it has been finalized. The minutes of the preliminary discussion must be authenticated by the signature of the chair, the reviewers, and the members of the committee (if there are additional members). - - - Three copies of the minutes of the preliminary discussion and three copies of the reviews, each bearing the original signatures, must be prepared. (One copy is kept by the school, one copy by the DT office, and one copy by the candidate.)

- The reviewers of the preliminary discussion must make an explicit statement in their review regarding compliance with scientific ethics.

(6) The further formal requirements and length of the dissertation and the theses shall be determined by the doctoral committee of the disciplinary area.

The formal requirements for doctoral dissertations are set out in Appendix 14.

(7) After the submission of the dissertation, the theses and the publications in the subject of the dissertation, the doctoral committee of the disciplinary area shall make a decision as to whether the dissertation may be submitted to the public defence. The decision shall be recorded on the registry sheet of the candidate. With attention to the recommendation of the council of the doctoral school, the doctoral committee of the disciplinary area shall appoint the defence board and the official opponents. The official opponents shall declare within 15 days of the receipt of the request whether or not they undertake the duty, without the need to give reasons for their decision.

- Based on the preliminary discussion and knowledge of the thesis material and theses, the doctoral school shall submit a proposal for the composition of the Defense Committee to the DT on the form provided by the DT, signed by the head of the school. The proposal shall be forwarded to the DT Office by the secretary of the doctoral school in printed (signed) and electronic form.

- If the dissertation deals with national security issues or is subject to delayed publication (intellectual property protection, patenting, etc.), appropriate confidentiality must be ensured throughout the public discussion process by all parties involved and all participants in the process. This fact must be documented with appropriate statements.

(8) The candidate shall upload the doctoral dissertation and the theses in electronic form to the archive of the University and National Library before the announcement of the doctoral defence. After the successful defence, the University and National Library shall provide for ensuring public access to the entire doctoral dissertation and the theses, as well as its accessibility in the Hungarian National Scientific Bibliography (MTMT).

(9) In case of doctoral dissertation that have connections with patents or other protected intellectual property, the provision of public access to the doctoral dissertation and the theses

may be postponed at the request of the candidate, on the basis of the supporting opinion of the defence board and the approval of the doctoral committee of the disciplinary area, until the date of registration of the patent or other IP protection, at the latest. Public access to doctoral dissertations and doctoral theses containing classified data from a national security point of view shall be provided until the expiry of such classification.

An already accepted patent may be substituted for a publication as a condition for obtaining a degree, to which the candidate has contributed at least 50% as an author.

## 18. The dissertation evaluation and the public defence

(1) The doctoral dissertation shall be defended in a public defence held before the defence board. The language of the defence shall be Hungarian, or in justified cases any other world language. The defence shall be announced publicly, at least two weeks before the date of the defence on the website of the National Doctoral Committee, the university and the doctoral school, by way of providing access to the text of the dissertation and the theses. At the request of the candidate, a closed defence may also be held, provided that the doctoral dissertation contains data involved in a patent procedure or classified from a national security point of view. The request for holding a closed defence shall be submitted to the Chairperson of the doctoral committee of the disciplinary area. The decision on the approval of the application shall be made by the doctoral committee of the disciplinary area, on the basis of the supporting opinion of the defence board.

(2) The chairperson and the members (as well as backup members) of the **defence board** shall be appointed by the doctoral committee of the disciplinary area. The defence board shall consist of the chairperson, the official opponents and two to four additional members, and each member of the board shall have an academic degree. The chairman of the committee should preferably be a university professor or professor emeritus of the university, or, in professionally justified cases, a habilitated associate professor or a lecturer or researcher with the title of Doctor of the Hungarian Academy of Sciences. At least one-third of the members of the board, and within that at least one of the opponents shall be an external member not in the employment of the university (a professor emeritus or retired faculty member of the university shall not qualify as external members). The opponent rejecting the dissertation shall be also a member of the board (cf. section (3) below). The supervisor of the candidate, as well as any person who is a co-author of the publication(s) serving as the basis of the dissertation may not be a member of the board. The candidate must be informed about the composition of the defence board. The candidate may submit a written complaint to the doctoral committee of the disciplinary area against the composition of the defence board within 8 days, only on the basis of alleged bias or conflict of interest.

- The evaluation committee consists of four members in addition to the chair and the official evaluators.

- If the fact has been stipulated in a contract between the DE and a foreign university, the foreign supervisor may also participate in the defense committee concluding the jointly implemented doctoral program.

(3) The two opponents shall, at the request of the doctoral committee, within two months after the submission of the dissertation during the normal academic year, prepare a written opponents' **report** of the dissertation, and declare whether they support its submission for a public defence. The dissertation may only be submitted to the public defence in case of two supporting opponents. If the opinion of one of the opponents is negative, the doctoral committee of the disciplinary area shall also request the opinion of a third opponent. In case of two negative opinions, the degree-conferment procedure shall be considered as unsuccessful, and the doctoral committee of the disciplinary area shall end the procedure.

The dissertation shall be put to the public defence within two months after the availability of the two supporting opponents' reports, during the normal academic year.

In the opponents' reports, the positive and negative features of the dissertation in terms of content and form shall be detailed, with special attention as to whether the new academic results discussed by the candidate in the theses are acceptable or not. In case the dissertation underwent screening for duplicate text (cf. 17 section (5)), the opponents shall declare that on the basis of the available data the dissertation meets the requirements of publication ethics. The opponents shall declare as to whether they recommend that the dissertation be approved and – in case it is successfully defended – the PhD/DBA degree is conferred to the candidate. In the reports, questions may also be directed to the candidate. The opponents' reports shall be sent in 3 signed copies to the doctoral committee of the disciplinary area.

(4) The candidate shall receive the opponents' reports in advance, and shall send his or her written answers to the questions raised in them to the doctoral committee of the disciplinary area that organises the defence at least 15 days before the public defence. The doctoral committee of the disciplinary area shall ensure that the members of the defence board have access to inspect the dissertation, the opponents' reports and the answers.

(5) The public defence is chaired by the chairperson of the defence board. At the beginning of the defence, the chairperson examines if there is quorum. The defence may be conducted if at least one of the opponents is present, and the other opponent has stated in writing that he or she accepts the answers received to his or her questions; and further, if at least two-thirds of all members of the defence board are present, including at least one external member. If there is quorum, the supervisor (or, in the absence of the supervisor, the person invited by the chairperson) shall present the academic achievements of the candidate.

(6) In the framework of the public defence, the candidate may discuss the theses of his or her dissertation in the form of a free presentation, and then shall answer the questions raised by the opponents in writing, as well as any questions of the members of the board, opponents, and others present.

[The candidate presents their thesis, methods, and achievements in the field of science in a 20-minute free presentation.](#)

(7) After the closing of the defence, the board shall make a decision behind closed doors, by way of a ballot, on the doctoral dissertation and the independent academic accomplishments of the candidate, as well as his or her performance at the doctoral defence. All voting members of the board shall evaluate the dissertation and the academic accomplishment, and with a separate grade the performance given by the candidate at the defence, on a four-degree scale (summa cum laude, cum laude, rite, did not pass). The board shall adopt separate resolutions in both categories, and the result shall be determined on the basis of the votes of the members of the board, in accordance with Appendix 13. The chairperson of the board shall openly announce and justify the result of the public defence after the voting.

(8) A written record shall be drawn up of the public defence (*see Appendix 5/2*). The written record shall be public, and in case of a written request, the doctoral committee of the disciplinary area may issue a copy of it. The resolutions of the defence board, along with the reasons, shall be recorded on the registry sheet of the candidate. At the request of the candidate, the Chairperson of the doctoral committee of the disciplinary area may issue a certificate of the result of the public defence.



(9) Within 30 days of the successful doctoral defence, the doctoral committee of the disciplinary area shall make available to the University and National Library a printed copy of the dissertation. The University and National Library shall provide for the catalogued placement of the dissertation in the library's holdings.

(10) In case of a closed defence, the chairperson of the defence board shall, after obtaining the opinion of the candidate, decide on who – in addition to the candidate and the members of the defence board – may participate at the defence. All participants shall sign a confidentiality undertaking, which shall be attached to the written record of the defence. The procedure of the defence held behind closed doors, but the decision-making process shall be otherwise identical as in the case of a public defence, as described in sections (2) to (7). The written record of the closed defence shall not be publicly available, and no copy may be issued of it. A copy of a dissertation defended in a closed defence shall also be made available to the University and National Library, but the necessary measures shall be taken to maintain the confidentiality of the dissertation.

(11) In case of two negative opponents' reports or unsuccessful defences, a new defence procedure may only be initiated after not less than two years, and only once in the same doctoral topic. The amount of the procedural fee to be paid in case of initiating a new defence procedure shall be determined by the doctoral committee of the disciplinary area.

### **19. Digital (online or hybrid) public defence**

(1) The public defence may only be conducted in an online form in cases when the national/central and/or university provisions do not allow the participants of the defence to be present in the traditional (in-person) form. The online attendance of the candidate can only be accepted in exceptional duly justified cases, when his/her personal attendance is permanently hindered. In justified cases, with the approval of the doctoral committee, the defence may also be organized in such a way that one or more members of the defence board participate online in the defence conducted in the traditional (in-person) form (hybrid defence).

(2) A public defence may only be organised in an online or a hybrid form if the candidate submits an explicit and justified request thereof, supported by the head of the doctoral school, and the Doctoral Committee of the disciplinary area consents to the online or the hybrid form. The Chairperson of the Doctoral Committee of the disciplinary area shall provide reasons if the Committee does not consent to conducting the public defence in an online or a hybrid form.

[A maximum of three committee members may participate in the defense online. In justified cases, the candidate may also participate in the defense online.](#)

(3) It shall be ensured that the candidate, the official opponents and an appropriate number of defence board members (see section (4) below) attend the online defence with audio and video for each party. In addition, the conditions for ballot secrecy shall also be ensured. Furthermore, all the participants of the defence shall be granted the opportunity to comment.

(4) A public defence may only be organised in an online or a hybrid form if the technical conditions are met both by the candidate, and all the official opponents and defence board members, observing the provisions detailed in Section 18 (5) for defences conducted in person. (The defence may be conducted if at least one of the opponents is present at least in an online form, and the non-attending opponent has stated in writing that he or she accepts the

answers received to his or her questions; and further, if at least two-thirds of all members of the defence board are present at least in an online form, including at least one external member.)

(5) Persons wanting to participate online as guests at the online or hybrid public defence shall register in advance for the given defence in an electronic form created for that purpose. Anyone wishing to make a comment on the doctoral thesis may submit his/or signed remarks to the secretary of the Doctoral Committee of the disciplinary area by 12.00 noon the day before the defence. The comments shall be forwarded by the secretary of the Committee to the Chairperson of the defence board.

(6) At the request of the participants of the defence a preliminary technical trial session may be held in advance to look into the operation of the system.

(7) The camera of the candidate and the members of the evaluation board shall be kept on throughout the defence, their continuous attendance is required. If the digital public defence is interrupted due to a technical problem, and the Internet connection cannot be re-established for each and every participant whose presence is required (candidate, defence board, official opponents), the public defence shall be re-taken.

(8) If the Internet connection of one of the participants whose attendance is mandatory is interrupted during the defence, but the connection can be re-established later, the defence may be resumed from the point of interruption. The trial for re-establishing the Internet connection may last up to 10 minutes. If the connection with one single participant cannot be re-established, but there is still a quorum, the defence may be resumed. The defence board member forced to leave the defence cannot take part in voting. If the concerned person is the secretary (the person drawing up the minutes of the defence), the chairperson shall invite another member of the defence board to keep the minutes. If it is the candidate whose internet connection cannot be re-established, the defence shall be postponed and another date shall be set.

## **20. The closing of the degree conferment procedure, the qualification of the doctoral degree, the content of the doctoral diploma, and the conferment ceremony**

(1) The doctoral committee of the disciplinary area shall, on the basis of the reports of the defence board, as well as the qualifications received, make a recommendation to the Doctoral and Habilitation Council of the University on the conferment of the doctoral (PhD/DBA) degree and its qualification, by simultaneously also sending to them the entire documentation (copy of the university diploma, copies of documents certifying language skills, list of publications by the candidate, the official opponents' reports and the candidate's responses, the written record of the defence, and the resolution by the doctoral committee of the disciplinary area). The doctoral degree-conferment procedure shall conclude with the decision of the Doctoral and Habilitation Council of the University. The Doctoral and Habilitation Council of the University adopts a resolution on the conferment of the degree, which shall also be recorded on the candidate's registry sheet.

(2) The degree conferment procedure shall be successful if the defence board found the candidate's dissertation, independent academic accomplishments and performance given at the defence satisfactory.



(3) The qualification of the doctoral (PhD/DBA) degree is determined by the qualifications of a) the dissertation, b) the independent academic accomplishments, and c) the defence. The overall qualification of the degree shall be *summa cum laude* if all three qualifications were *summa cum laude*; *rite* if at least two of the three were *rite*; and *cum laude* in all other cases.

(4) The Student Administration Centre shall issue the doctoral diploma within 30 days of the resolution of the Doctoral and Habilitation Council of the University, and the Scientific Directorate shall provide an official copy of the same if requested. The date of the diploma shall be the date of the resolution of the Doctoral and Habilitation Council of the University, and holders of the doctoral (PhD/DBA) degree may use their title of Dr. (PhD/DBA) from that date. The printed diploma form issued by the Hungarian Education Authority bears a unique serial number; it is a paper based security document consisting of two A4 sheets: one to be filled in in Hungarian, the other one in a foreign language.

(5) The diploma shall be a public document bearing the coat of arms of Hungary, which shall show the name, the institutional identifier and an imprint of the seal of the University of Debrecen, the serial number of the diploma, the name of the holder of the diploma, his or her birth name, place and date of birth, the qualification of the doctoral degree, the disciplinary area and the discipline, as well as the place and date when the degree was conferred. The diploma may only be issued in one discipline. Along with the name of the discipline, if requested, the name of the doctoral school and/or the doctoral program from which the candidate received the degree may also be indicated. The diploma shall be signed by the rector and the Chairperson of the Doctoral and Habilitation Council of the University (Appendix 9).

(6) The university shall issue the diploma in Hungarian and English.

(7) The conferment of doctoral degrees shall take place in the framework of an official ceremony. In the framework of the conferment of the degrees, the candidates shall take an oath. The words of the oath are included in Appendix 10.

## **21. Earning a doctoral degree with high distinction**

(1) With the prior consent of the President of the Republic, the university shall confer the doctorate with the high distinction of *Promotio sub auspiciis Praesidentis Rei Publicae* to those who completed their secondary school, university and doctoral studies with outstanding results.

(2) The candidate concerned may initiate the conferment of the doctoral degree with high distinction in a written application submitted to the Chairperson of the Doctoral and Habilitation Council of the University. Such application shall be accompanied by certified copies of all documents evidencing that the candidate has satisfied the requirements of Section 18 of Government Decree 387/2012 (XII.19.). On the recommendation of the Doctoral and Habilitation Council of the University, the Senate shall decide whether it supports the application.

## **22. The nostrification of academic degrees earned abroad**

(1) The University shall nostrify an academic degree conferred abroad as a doctoral (PhD) degree, if

- a) it was issued by an educational institution in a foreign state that, on the basis of the laws of that state, has the right to issue academic degrees;
- b) the requirements of the obtaining of the academic degree correspond or, by prescribing certain additional conditions, can be rendered corresponding to the requirements imposed by the relevant provisions of law and the doctoral regulations of the university for the obtaining of the doctoral (PhD/DBA) degree.

(2) The university may only nostrify an academic degree issued by a foreign university in disciplinary areas and within that in disciplines in which it is entitled to conduct doctoral education and to confer doctoral degrees (see Appendix 1).

(3) The university may impose certain conditions on the nostrification of the academic degree conferred abroad, concerning which the doctoral committee of the disciplinary area shall make a decision based on the recommendation of the competent doctoral school. The additional conditions of the nostrification decision shall be stipulated by the doctoral committee of the disciplinary area in an interlocutory order.

(4) The applicant shall include the following with his or her application for the starting of the procedure, to be submitted to the doctoral committee of the disciplinary area (see Appendix 11):

- a) the certified copy of the original certificate or diploma or, in exceptional cases, a certified copy of a document that is equivalent to the original diploma (e.g. duplicate);
- b) the certified copy of a document issued by the educational institute abroad (e.g. academic record book, official transcript), which proves the length of the studies completed and the successful performance of the requirements prescribed for the conferment of the diploma (courses completed, examinations, doctoral dissertation, etc.);
- c) the certified Hungarian translations of the documents indicated in sections a) and b) above, and
- d) proof that the applicant has paid the procedural fee stipulated in section (6).

(5) For the purposes of this section, a certified copy shall be a copy considered as certified by virtue of a provision of law, as well as copies prepared by the university from the original document and certified as such. The university may call upon the applicant to present the originals of the documents mentioned in sections (4) a) and b) above. The doctoral committee of the disciplinary area may specify that the above mentioned documents may also be submitted in non-certified translations in certain languages.

(6) As the fee for the nostrification procedure, the applicant shall pay as prescribed by the relevant law.

(7) The approval or rejection of the nostrification request shall be made by the Doctoral and Habilitation Council of the University on the basis of the proposal submitted by the competent doctoral school and the recommendation of the doctoral committee of the disciplinary area.

(8) In its decision on the nostrification of the academic degree, the University shall declare that the scope of the certificate issued abroad corresponds with the scope of the doctoral (PhD/DBA) diploma issued by the University (nostrify the document), and shall

authorise the applicant to use the title of doctor. The decision shall be signed by the Rector and the Chairperson of the Doctoral and Habilitation Council of the University.

## **CHAPTER VI**

### **Miscellaneous provisions**

#### **23. The revocation of a doctoral degree**

(1) If a doctoral degree was conferred in such a way that its holder had presented another person's intellectual work as partly or wholly his or her own, or used fabricated or falsified data in the dissertation, and thereby misled or kept in error the body or person acting in the matters of the doctoral procedure, the degree may be revoked. A procedure aimed at the revocation of the doctoral degree may be conducted if the holder of the title is still alive at the time when the procedure is started.

(2) A procedure aimed at the revocation of a doctoral degree may be initiated by anyone with the Chairperson of the Doctoral and Habilitation Council of the University, if they are able to prove or establish the reasonable likelihood of the situation described in section (1) above.

(3) The decision on the revocation of the doctoral degree shall be made by the Doctoral and Habilitation Council of the University. The Chairperson of the Doctoral and Habilitation Council of the University shall request a resolution to be adopted by the doctoral committee of the disciplinary area competent on the basis of the discipline of the doctoral degree whether the situation described in section (1) can in fact be established concerning the holder of the degree. In a procedure launched for the revocation of a doctoral degree, an expert or experts may be retained, and the holder of the degree concerned must also be given a hearing. If the holder of the degree does not appear despite being summoned to a hearing on multiple occasions, or requests that the procedure be conducted without a hearing where he or she is present, the Doctoral and Habilitation Council may also adopt a decision on the issue concerned without holding a hearing.

(4) If, in a procedure launched at the initiative of the original author, a final court ruling has already established the breach of copyright prior to the launching of the procedure, the Doctoral and Habilitation Council of the University need not conduct the investigation in this question, and the final court ruling is sufficient grounds for the revocation of the degree.

(5) At the meeting of the Doctoral and Habilitation Council of the University, the entity submitting the proposal for the revocation of the doctoral degree shall be the Chairperson of the Doctoral and Habilitation Council of the University. The Chairperson of the Doctoral and Habilitation Council of the University shall notify the revocation of the doctoral degree to its holder in writing, and shall call upon him or her to return his or her diploma. An appeal against the resolution revoking the degree may be submitted within 8 working days of the receipt of the resolution, which is to be submitted to the rector of the university in writing. The rector shall make a decision on the appeal within 15 days of its receipt.

(6) The doctoral degree revoked by the Doctoral and Habilitation Council of the University may not be received back through another procedure either.

- (7) The University shall publish the final resolution of revocation.

### **23. The doctor honoris causa title**

(1) The University may confer the title of honorary doctorate (*doctor honoris causa*) to Hungarian and foreign individuals worthy of such recognition. The honorary doctorate may be earned with academic work of international recognition and through activities performed in the interest of the University.

(2) A proposal for the conferment of an honorary doctorate may be submitted by senior faculty members or by organisational units of education. The decision on the proposal shall be made by the Senate, after prior consultation and scheduling with the rector and the competent dean, and then obtaining the opinion of the Faculty Council and the Doctoral and Habilitation Council of the University. The honorary doctorate may generally be conferred to 6 persons per year and up to 3 persons at a time. A derogation from the above is possible, in case of proposals submitted out of the interests of the University, on the basis of the decision of the rector.

(3) Proposals by the individual faculties and independent institutes may be submitted in proportion to the number of qualified instructors and researchers. The details of the above shall be determined by the Doctoral and Habilitation Council of the University. Proposals submitted out of the interests of the University shall not influence the possibilities at the disposal of the individual faculties, even if the proposal is submitted from a professional standpoint by one of the faculties.

(4) The diploma of the honorary doctorate shall be issued in Latin. At the request of the conferee, the diploma shall also be issued in Hungarian or a world language as requested by the recipient. The personalised text of the invitation and the diploma shall be approved by the rector. The diploma shall be signed by the rector, the Chairperson of the Doctoral and Habilitation Council of the University, and the dean of the faculty submitting the proposal.

(5) The title of honorary doctor may be conferred at a ceremonial, publicly held session of the council where doctoral degrees are otherwise conferred, or in exceptional cases at other ceremonious events of the University.

(6) The recipient shall receive the gown of the university decorated with the emblem of the faculty proposing the conferment of the honorary doctorate.

(7) The title of honorary doctor may be revoked if:

- the recipient was banned from public affairs by a final judgement of the court;
- the recipient has committed a material breach of the norms of academic ethics, his or her obligations toward the University, or has otherwise become unworthy of the title. The decision on the revocation of the title shall be made by the Senate after obtaining the opinion of the Doctoral and Habilitation Council of the University.

### **25. The doctoral regulations**

(1) The doctoral regulations of the university shall be subject to approval by the Senate.

## **26. The fees for procedures and the remuneration of persons participating in them**

(1) The fees to be paid in the course of the doctoral education and the degree-conferment procedure, as well as the remuneration of the persons participating in the various procedures shall be specified in Appendix 12.

## **27. Legal remedies**

(1) Doctoral students and candidates applying for doctoral education and degree conferment procedure may submit an appeal, by keeping the proper order of levels, to the Chairperson of the committee of the doctoral school, the Chairperson of the doctoral committee of the disciplinary area, the Chairperson of the Doctoral and Habilitation Council of the University, and the rector.

## **28. Implementing and transitional provisions**

(1) The Doctoral Regulations of the University were adopted by the Senate on 23 September 2021 by way of resolution no. 11/2021. (IX. 23.). The Doctoral Regulations of the University were modified by the Senate on 27 January 2022; the changes have been introduced in the text of the regulations.

(2) For those persons who continue their doctoral degree acquisition procedure in the doctoral training program started before September 1, 2016, based on the absolutium obtained at the University of Debrecen, within the framework of the legal status of a doctoral candidate, the rules regarding the acquisition of degrees shall apply with the exceptions detailed in Section 29.

# **CHAPTER VII**

## **Miscellaneous provisions**

### **29. Different provisions regarding the degree-granting procedures conducted in the framework of doctoral candidate status, based on the absolutorium obtained at the University of Debrecen, in doctoral training programs started before 1 September 2016**

(1) The conditions for obtaining a doctoral degree are:

- successful completion of the doctoral examination;
- documented independent scientific work;
- proof of meeting the language requirements;
- submission and defense of the dissertation in a public debate.

(2) The condition for application is that the applicant has successfully completed the doctoral training (obtained an absolutorium) started before September 1, 2016 at the University of Debrecen (or its predecessor institution). The doctoral council of the discipline decides on the acceptance of the application. By accepting the application for the doctoral degree procedure, the legal relationship of a doctoral candidate is established. The legal relationship of a doctoral candidate is terminated upon the completion of the degree

procedure, or even if the doctoral candidate has not submitted his/her doctoral dissertation within two years from the date of establishment of the legal relationship. In the latter case, the chair of the doctoral council of the discipline notifies the person concerned in writing of the termination of the legal relationship, and the procedure fee is not refunded. The rights and obligations of the doctoral candidate - unless otherwise provided by law - shall be subject to the provisions on student rights and obligations.

(3) Upon the establishment of the doctoral candidate legal status, the doctoral councils in the scientific area issue a doctoral candidate master form, a registration form and – at the request of the doctoral candidate – a legal status certificate in the electronic study registration system. Minutes must be kept of the individual stages of the doctoral procedure, and the data must also be recorded in the electronic study registration system.

(4) The doctoral examination must be taken no later than two years after the establishment of the doctoral candidate's legal status. The doctoral examination is a form of assessment of the knowledge acquired by the doctoral candidate in the discipline. The examination is a summary, review oral examination consisting of a main subject and one or two minor subjects, which must be taken in public before a committee. The examination must be publicly announced at least one week before the examination.

(5) The chairman and members of the examination committee (or alternate member), as well as the examination subjects, are appointed by the doctoral council of the scientific area upon the proposal of the doctoral school council. The topics of the examination subjects are determined by the doctoral school council, and they must be made available to the candidate at least 1 month before the scheduled examination. When composing the examination committee, special attention must be paid to avoiding conflicts of interest. Anyone who is a close relative of the doctoral candidate or from whom an objective assessment of the case cannot be expected for other reasons may not participate in the doctoral procedure.

(6) The final examination committee consists of at least three members with an academic degree. The chairman of the final examination committee is a professionally competent senior lecturer (preferably a university professor) or professor emeritus of the university. One of the members of the final examination committee is an external expert not employed by the university (a professor emeritus and retired lecturer of the university are not considered external members). The candidate's supervisor may not be a member of the final examination committee. The composition of the committee must be communicated to the candidate. The candidate may raise an objection in writing to the doctoral council of the scientific field within 8 days – only in the case of bias or conflict of interest. The final examination may be conducted if at least three members of the committee are present (including the external member).

(7) The final examination performance is assessed individually by the members of the committee on a four-point scale (*summa cum laude*, *cum laude*, *rite*, *failed*). The results and classification of the doctoral final examination shall be determined based on the votes of the committee members, in accordance with Annex 13. The results shall be announced immediately after the final examination. Minutes shall be taken of the final examination, and the decision of the final examination committee shall be recorded on the doctoral candidate's record sheet.

(8) A failed final exam can be retaken once after six months. After two failed final exams, the degree-granting process must be closed.

(9) The dissertation must be submitted at the same time as the application for the degree or within two years of the acceptance of the application. The public debate of the dissertation may only take place after a successful final examination.

(10) The degree-granting procedure is successful if the candidate has successfully passed the doctoral examination and the evaluation committee has deemed both the candidate's dissertation and independent scientific work, as well as his or her performance at the defense, to be satisfactory.

(11) The qualification of the doctoral (PhD) degree is determined by a) the final exam b) the dissertation and independent scientific work and c) the public debate. The qualification of the degree is: summa cum laude if all three qualifications are summa cum laude, rite if at least two of the three qualifications are rite; in all other cases cum laude.

### **30. Special rules for business doctoral (DBA) training**

(1) The condition for admission to the DBA program is at least 5 years of high-level business management experience acquired in possession of a master's degree in the DBA programs operating in the field of business and organizational sciences, which offer PhD training in Hungarian and English, or exclusively in English, in addition to a master's degree. At least 180 credits must be obtained in the business doctoral program, and the training period is 6 semesters. The business doctoral program can be advertised as a self-funded program of the doctoral schools specified in Section 40 (6) of the National Research and Development Act. The business doctoral program is a program belonging to the discipline of business and organizational sciences. The requirement for core membership of the doctoral school corresponds to the launch of the business doctoral program as an independent program, which is to be operated based on a system of requirements different from the requirements of the scientific doctoral title.

(2) At least 5 years of high-level business management experience, as specified in Section 40 (6) of the National Higher Education Act, must be proven by the applicant's declaration.

(3) High-level management experience is defined as management experience acquired prior to the recruitment process:

- a) at an enterprise operating with an average statistical staff of at least fifty people, which is required to prepare an annual report according to the relevant legislation,
- b) at a budgetary body operating with an average statistical staff of at least fifty people,
- c) at a civil society organization operating with an average statistical staff of at least fifty people, or
- d) at a foreign enterprise, body or organization with a staff equivalent to that specified in points a)–c).

(4) In addition to the provisions of paragraph (3), activities performed as a manager or partner of an enterprise providing accounting services or financial consulting are considered high-level management practice if the service or consulting relates to a domestic or foreign organization that prepares at least 50 reports per year and has a total number of employees of one thousand.

(5) A person with a DBA Degree may

- a) perform co-supervisor and teaching duties in the field of management and organizational sciences, as well as in business doctoral programs, and

- b) participate in the program council of the doctoral school offering the business doctoral program, in accordance with the regulations of the doctoral school.
- (6) There is no opportunity for individual preparation in the business doctoral program; the research and dissertation phase can begin at the earliest at the end of the third active semester of studies by taking the complex exam.
- (7) The Senate establishes a DBA Council at the University of Debrecen to exercise powers related to the Doctor of Business Administration (DBA) program. The members of the DBA Council include one DBA student and three external members with a doctoral degree who are not in an employment relationship with the University of Debrecen.
- (8) The chairman of the DBA Council may only be a full-time university professor of the University of Debrecen. The chairman and members are elected by the EDHT for a four-year period based on the proposal of the rector. The appointments are issued and revoked by the chairman of the EDHT. The members of the DBA program council have the right to consult in the DBA Council. The program council is elected by the DBA Council on the proposal of the chairman. The chairman of the DBA Council is a member of the EDHT by virtue of his office. The DBA Council submits decision proposals regarding the DBA education directly to the EDHT. The EDHT may only make a different decision if the proposal does not comply with the applicable laws or the university-level regulations of the University of Debrecen.
- (9) Where these regulations mention the Doctoral Council of the Scientific Area or the Doctoral School Council, in the case of the DBA program, the DBA Council should be understood.
- (10) When examining the suitability of persons involved in the DBA training, especially but not exclusively DBA supervisors, DBA co-supervisors and lecturers, in addition to examining their scientific (artistic) activities, their professional and managerial activities relevant to the DBA training must also be taken into account.
- (11) When determining the number of doctoral students who can be admitted to a supervisor in an admission period, as well as the total number of doctoral students entrusted to the supervisor's supervision, DBA students entrusted to the supervisor's supervision do not need to be taken into account.
- (12) The DBA Council regulates the admission procedure for DBA training in its own admission procedure.
- (13) In the DBA training, it is mandatory to perform teaching and mentoring tasks as specified in the training plan (Section 6 (1)).
- (14) Doctoral students can earn study (training) credits by studying and reporting on their work in an exam. The number of study (training) credits that must be completed during the first 3 semesters of doctoral training is 12-20, the exact number of which is determined by the doctoral school council in the doctoral school's training plan.
- (15) In the DBA program, educational credits are awarded for the educational activities performed by the doctoral student. A total of 2 credits must be earned from this activity during the 6 semesters of the doctoral program. The educational task and its credit value must be included in the electronic study system. The completion of the task is certified by the head of the organizational unit responsible for the given educational module.



(16) The doctoral student obtains the majority of the 180 credits required during the training (158-166 credits) as research credits. The supervisor certifies the completion of the credits every semester based on the written report submitted by the doctoral student. The supervisor sends the doctoral student's semi-annual reports to the head of the DBA Council after the semesters are closed.

(17) During the doctoral training, the doctoral student must undergo a mandatory assessment at the end of each semester (a written report submitted to the DBA Council, with the supervisor's assessment). The DBA Council evaluates the progress achieved in the doctoral training and the doctoral topic, as well as the performance of the doctoral student and the supervisor, in the manner and according to the criteria specified in the quality assurance plan of the doctoral school. Taking into account the results of the periodic assessment, the DBA Council makes a proposal to modify the supervisor, if necessary.

(18) During the doctoral training, at the end of the third semester, as a conclusion of the training and research phase of the training and as a condition for starting the research and dissertation phase, a complex exam must be passed, which measures and evaluates academic and research progress.

(19) The doctoral student obtains an absolatory certificate after the successful completion of the six semesters. The absolatory certificate is a document that the doctoral student has fulfilled all the academic obligations of the doctoral program. The DBA Council issues an absolatory certificate to the doctoral student. An absolatory certificate cannot be issued to a doctoral student who has not obtained the required 180 credits. The detailed procedure for issuing the absolatory certificate is determined by the DBA Council.

(20) In doctoral training, the student status is established upon enrollment and lasts until the completion of doctoral studies, which can last up to three years, dismissal, expulsion from the institution, or deletion from the student list.

(21) The student status shall be terminated

- at the end of the third semester of the doctoral program, if the doctoral student fails the complex exam;
- on the last day of the semester in which the student obtained the final certificate (absolutório);
- at the end of the eighth semester of the doctoral program for which the student registered.

The President of the DBA Council shall notify the person concerned in writing of the termination of the student status.

(22) The complex exam is an exam to be taken during doctoral training, at the end of the third semester, as the conclusion of the training and research phase of the training and as a condition for starting the research and dissertation phase, which measures and evaluates academic and research progress.

(23) The condition for admission to the complex examination is to obtain at least 60 credits in the "training and research phase" of the doctoral training (first three semesters) and all "training credits" prescribed in the doctoral school's training plan. The complex examination must be applied for in writing (see Appendix 4). Since after passing the complex examination the student enters the degree-granting procedure, applying for the complex examination is also an application for the degree-granting procedure.

(24) The doctoral student may only register for the fourth semester of the doctoral program after successfully completing the complex exam.

*Debrecen, 6. November, 2025.*

*Prof. Zoltán Szilvássy, Rector*

## Appendixes

### Doctoral councils of disciplinary areas, doctoral schools and doctoral programmes

#### Doctoral Council of AGRICULTURAL SCIENCES

##### Doctoral School of Animal Husbandry

###### Doctoral programmes:

- Production of animal products
- Nutrition, fish biology
- Reproductive biology
- Genomics
- Animal genetics – Gene conservation, Animal ecology

##### Kálmán Kerpely Doctoral School

Discipline: **crop production and horticultural sciences**

###### Doctoral programmes:

- Horticultural sciences
- Crop production sciences

##### Doctoral School of Food Sciences

Discipline: **food sciences**

###### Doctoral programme:

- Food sciences

#### Doctoral Council of HUMANITIES

##### Doctoral School of Humanities

Disciplines:

- **philosophy**
- **pedagogy**
- **psychology**
- **sociology**

###### Doctoral programmes:

- Modern Philosophy
- Pedagogy
- Psychology
- Sociology and social policy

##### Doctoral School of Linguistics, Literature and Cultural Studies

Disciplines:

- **literary and cultural studies**
- **linguistics**

###### Sections and Doctoral programmes:

Section of Literature and Cultural Studies

- Hungarian and comparative literature
- English and North American literature

Section of Linguistics

- General and applied linguistics

- Hungarian and Finno-Ugric linguistics

#### Doctoral School of History and Ethnography

##### Disciplines:

- **history**
- **ethnography and cultural anthropology**

##### Doctoral programmes:

- History
- Ethnography

### Doctoral Council of MEDICAL SCIENCES

#### Doctoral School of **Medicine**

##### Disciplines:

- **health sciences**
- **theoretical medicine**
- **pharmaceutical sciences**
- **clinical medicine**

##### Sections and doctoral programmes:

##### Health Sciences Section

- Preventive Medicine and Public Health
- Prevention and Control of Metabolic and Endocrine Diseases

##### Dental Sciences Section

- Dental Sciences

##### Pharmacology and Microbiology Section

- Pharmacology
- Microbiology

##### Theoretical and Clinical Neurosciences Section

- Theoretical Neurosciences and Neuroimaging
- Neurology and Neurosurgery
- Anesthesiology and Intensive Care

##### Immunology and Allergology Section

- Theoretical Immunology and Allergology
- Clinical Immunology and Allergology

##### Clinical Medical Sciences Section

- Musculoskeletal Diseases
- Conservative Medicine and Clinical Trials
- Experimental and Operative Medicine
- Clinical Hematology

##### Kálmán Laki Hemostasis-Hematology, Cardiology, Vascular Biology Section

- Hemostasis-Hematology
- Cardiology
- Vascular Biology

##### Molecular Medicine Section

- Physiology and Neurobiology
- Cell and Molecular Biology of Signal Transduction Processes
- Biophysical Questions and Examination Methods

Molecular Genetics, Cell and Immunobiology Section

- Molecular Genetics, Cell and Immunobiology

Nutrition Science Section

- Nutrition Science

## Doctoral Council of SOCIAL SCIENCES

Géza Marton Doctoral School of **Legal and Political Sciences**

Doctoral program:

- Changes of state and law in Central and Eastern Europe

Doctoral School of **Management and Business**

Doctoral programmes:

- Management and Business (PhD) studies
- Doctor of Business Administration (DBA) studies

The Doctoral School's Doctor of Business Administration (DBA) studies doctoral program is affiliated with the DBA Council.

## Doctoral Council for NATURAL SCIENCES AND ENGINEERING

Doctoral School of **Mathematical and Computational Sciences**

Doctoral programmes:

- Didactics – the teaching of mathematics
- Differential geometry and its applications
- Diophantine and constructive number theory
- Explicit methods in algebraic number theory
- Functional analysis
- Ring theory: group algebras and unit groups
- Mathematical analysis, functional equations and disparities
- Computational science and its applications
- Applied mathematics, probability theory and mathematical statistics

Doctoral School of **Information Science and Technology**

Doctoral programmes:

- Artificial intelligence, data processing and visualisation
- Theoretical basis and applications of the information technology, artificial intelligence and the stochastic systems
- Theoretical computer science, data security and cryptography
- Information technology systems and networks with industrial applications
- Applied IT and its theoretical background

Doctoral School of **Physics**

Doctoral programmes:

- Atomic and molecular physics
- Nuclear physics
- Solid-state physics and material science
- Physical methods employed in interdisciplinary applications
- Particle physics

## Doctoral School of **Chemistry**

### Doctoral programmes:

- Reaction mechanisms and catalysis
- Coordination chemistry
- Analytical chemistry
- Macromolecular and surface chemistry
- Chemistry and chemical biology of carbohydrates and heterocycles

## Doctoral School of **Earth Sciences**

### Doctoral programmes:

- Landscape protection and climatology
- Natural and anthropogenic processes of the lithosphere and the atmosphere
- Social geography and regional development

## Pál Juhász-Nagy Doctoral School

### Disciplines:

- **biology**
- **environmental sciences**

### Doctoral programmes:

- Applied ecology
- Botanics
- Evolution and biodiversity
- Biotechnology and bioengineering
- Functional and restaurational ecology
- Hydrobiology
- Quantitative and terrestrial ecology
- Plant biology and plant biotechnology
- Biodiversity and climate change

## Imre Pekár Doctoral School of **Mechanical Engineering**

### Doctoral programmes:

- Building engineering, building energy
- Integrated, intelligent mechanical systems

UNIVERSITY OF DEBRECEN (FI 17198)

...../20...

## Form of application for regular doctoral (PhD) education

### I. Personal data

Name: ..... Sex: male/female  
 Name given at birth: .....  
 EHA/Neptun-code (for students of UD only):.....  
 Place of birth: ..... Date of birth: .....  
 Mother's name:..... Citizenship: .....  
 Number of ID card: *(in case of non-Hungarian citizens the type and number of the residence document)* :.....  
 Permanent address:.....  
 Postal address: .....  
 E-mail address: .....  
 Telephone number: ..... mobile phone number:.....  
 Place of work:.....

### II. Qualifications, professional experience

University degree programme (major) (to be provided even if the number of the diploma is not yet available): .....  
     qualification of the degree:.....  
     issuing institution:.....  
     number/year:.....

Language knowledge (language, certificate level, document number, date of issue):  
 .....

Has the candidate taken part in doctoral education and/or degree conferment procedure at the University of Debrecen or any other university:

- a) no  
 b) yes, namely: .....

### **Data pertaining to previous academic activities**

(as regulated by the doctoral committee of disciplinary area)

### III. The doctoral education applied for

Name of the doctoral school: .....  
 Name of the doctoral programme: .....

The title of the topic intended to be elaborated on: .....

.....

Name and e-mail address of the dissertation supervisor: .....

**The form of education applied for** (please underline as appropriate):

Full-time (state scholarship) – Full-time (other scholarship) – Correspondence

In case of “other scholarship”, please provide the source of the scholarship:

Date: .....

.....

signature of supervisor

.....

signature of applicant

**Supporting documents:**

1. The academic CV and list of publications of the candidate
2. Photocopy of the academic record book
3. Photocopy of the university diploma or a declaration on its expected date of issue
4. Photocopy of the document certifying language knowledge
5. Planned research topic and research plan (bearing the signature of the dissertation supervisor and the head of the doctoral school)



### Point scores in the admission process to doctoral programmes

The unified point score system consists of **100 available points** which can be earned in 3 categories.

- In the first category, the board of admissions examines the candidate's professional intelligence and orientation, plans related to the research project proposed to be carried out in the course of the doctoral programme, and how well-founded it is. The assessment of the above may take place in the form of an oral examination and/or on the basis of an application or research proposal submitted in writing. The maximum points available in this category is 40.
- The second category evaluates the prior academic results of the candidate. This may be in the form of an index number generated from the grade point averages of completed semesters and/or the evaluation of the diploma received in the university/master's programme. The maximum points available in this category is 30.
- The third category evaluates the prior academic record and accomplishments of the candidate. Points may be earned on the basis of documented products (publications, papers submitted to TDK (Student Competition), etc.). The accomplishments for which points may be earned shall be identical with those listed in Section II. 2, paragraph c) of the Regulations of the Talent Management Programme of the University of Debrecen. The maximum points available in this category is 30. The scores shall be assigned by the board of doctoral admissions with attention to the following tiers:

20–30 points:

- first authored refereed publication in an academic journal (“in extenso”)
- prize-winning paper in the National Student Competition, 1st to 3rd place
- national design plan competition, 1st to 3rd place (or the plans being purchased)
- documented place in a Hungarian or international artistic or professional competition

10-20 points:

- non-first authored refereed publication in an academic journal
- first authored paper or poster in non-local conference and non-OTDK (National Student Competition)
- paper (and/or competition project) presented in the National Student Competition, not winning a prize
- national design plan competition, not winning a prize

0-10 points:

- non-first authored paper or poster other than in National Student Competition
- paper presented at local or student conference (other than TDK Student Competitions)
- exhibition of design plans at public exhibition
- documented concert participation

The third category is used to evaluate the results achieved during management activities in accordance with laws and regulations in DBA training, which also takes into account the academic "background" according to these regulations.

**UNIVERSITY OF DEBRECEN**

FI 17198

.../20.....

**Form of application for the complex examination and the doctoral (PhD/DBA) degree  
conferment procedure**

I. Personal data

Name: ..... Student ID number: .....  
 Participated in regular doctoral education: ☐ Yes, full-time ☐ Yes, correspondence ☐ No  
 (individual preparation)  
 Place and date of birth: .....  
 Mother's name: .....  
 Number of ID card: .....  
 Permanent address: .....  
 Postal address: .....  
 E-mail address: .....  
 Place of work: .....  
 University degree programme (major): ..... qualification of degree: .....  
 issuing institute: ..... number/year: .....

II. Data pertaining to previous academic activities:

published .... academic articles - .... reviews - .... conference presentations - other:  
 .....

III. Language skills (date of documents): .....

IV. The disciplinary area of the doctoral degree: .....

Discipline: .....

Doctoral school: .....

Doctoral programme: .....

The topic of the dissertation: .....

Dissertation supervisor: ..... (Identification no.: .....)

The requested complex examination subjects: .....

Number of enclosures: .....

Debrecen, .....

(signature of applicant)

UNIVERSITY OF DEBRECEN  
FI 17198

.../20.....

### Written record of the complex examination

Name: ..... Student ID number: .....  
Dissertation supervisor: ..... Faculty ID number: .....  
(Co-supervisor: ..... Faculty ID number: .....)  
Disciplinary area: .....  
Discipline: .....

#### Board of complex examination:

NAME	FACULTY ID number	SIGNATURE
Chairperson:		
Dr. ....	.....	.....
members:		
Dr. ....	.....	.....
Dr. ....	.....	.....
Dr. ....	.....	.....
Dr. ....	.....	.....

The date of the examination: 20... .. Place:  
.....

#### I. Theoretical part

Primary subject: .....  
Secondary subject: .....

Questions asked at the examination:

Evaluation of the responses:

The opinion of the members of the board – theoretical part (*number of votes*):  
pass: ... did not pass: ...

## II. Dissertation part

- 1) Evaluation of knowledge of literature
- 2) Evaluation of prior research results
- 3) Evaluation of the research and publication plan

The opinion of the members of the board – dissertation part (*number of votes*):  
 pass: ...                      did not pass: ...

## III. The result of the complex examination

The examinee:

- a) passed both parts of the complex examination;
- b) passed the theoretical part of the complex examination and needs to retake the dissertation part;
- c) passed the dissertation part of the complex examination and needs to retake the theoretical part.
- d) needs to retake both parts.

(signature of the Chairperson of the board)

UNIVERSITY OF DEBRECEN  
FI 17198

.../20.....

**Written record of the doctoral (PhD/DBA) degree conferment**

Name: ..... Student ID number: .....  
Dissertation supervisor: ..... Faculty ID number: .....  
(Co-supervisor: ..... Faculty ID number: .....)  
Disciplinary area: .....  
Discipline: .....  
The title of the dissertation: .....  
.....

**I. The dissertation defence**

Official opponents: Dr. .... yes/no  
Dr. .... yes/no  
(Dr. .... yes/no)

**Defence board:**

NAME	FACULTY ID number	SIGNATURE
Chairperson: Dr. ....	.....	.....
members: Dr. ....	.....	.....
Dr. ....	.....	.....
Dr. ....	.....	.....
Dr. ....	.....	.....
Dr. ....	.....	.....
Dr. ....	.....	.....

The date of the defence: 20... . Place: .....

1) The opinion of the members of the defence board on the academic accomplishments of the candidate (number of votes):

did not pass: ...; rite: ...; cum laude: ...; summa cum laude: ...;

The qualification of the academic accomplishments:

did not pass / rite / cum laude / summa cum laude (*please underline*)

2) The opinion of the members of the defence board on the dissertation (number of votes):

did not pass: ...; rite: ...; cum laude: ...; summa cum laude: ...;

The qualification of the dissertation:

did not pass / rite / cum laude / summa cum laude (*please underline*)

3) The opinion of the defence board on the candidate's performance at the defence (number of votes):

did not pass: ...; rite: ...; cum laude: ...; summa cum laude: ...;

The evaluation of the performance at the defence:

did not pass / rite / cum laude / summa cum laude (*please underline*)

Reasons (please continue on a separate sheet if necessary):

(signature of the Chairperson of the board)

II. The decision of the doctoral committee of the disciplinary area:

The doctoral committee of the disciplinary area, by way of its resolution no. .... adopted at the meeting held on ..... **supported / did not support** the conferment of the doctoral degree to the candidate.

The qualification of the doctoral degree: **summa cum laude / cum laude / rite**

Reasons in case of rejection:

....., 20...

(signature of the Chairperson of the Doctoral Council of the discipline)

III. The decision of the Doctoral and Habilitation Council of the University:

By way of its resolution no. .... adopted at the meeting held on ..... 20..., the Doctoral and Habilitation Council of the University **conferred / did not confer** the doctoral degree to the candidate.

Reasons in case of rejection:

....., 20...

(signature of the Chairperson of the Doctoral and Habilitation Council of the University)

IV. The University conferred the doctoral degree on

....., 20...

The number of the doctoral diploma: ...../20....

(signature of the rector)

### The scope of acceptable academic publications

The scope of acceptable academic publications includes printed and/or electronic publications (journal articles<sup>1</sup>, university/college textbooks, technical books, academic monographs, book chapters, translations from ancient classic languages, etc.), which:

- a) present the author's own research findings and results (in case of books, also refers to them in an itemised manner);
- b) include precise references to literature;
- c) have an ISBN or ISSN number;
- d) are refereed<sup>2</sup>;
- e) are referenced (can be found in a publicly known database);<sup>3</sup>
- f) have an impact factor subject to the given discipline/branch of art,
- g) have appeared in or as a professional publication, and this publication was issued by
  - h) an internationally or at least nationally recognised publisher;<sup>4</sup>
  - i) preferably in a foreign language that is widely used in professional circles;
  - j) can be found and accessed in major public libraries;
  - k) can be ordered/subscribed/purchased.

Also acceptable as publications are completed technical or artistic works, patents registered in Hungary or abroad; and as references, the documented implementation of or industrial mass production based on a patent.

The following are **not acceptable** as academic publications:

- writings published in daily newspapers or non-professional weeklies (even if their topic is of professional nature);
- works published by the author (if not reviewed in terms of language/content);
- university or college notes, auxiliary materials, handouts, workbooks, compilations, works of editing in terms of content or language, etc.;
- short (one-page) writings in conference proceedings or on a poster;
- (book) translations, with the exception of the translation of ancient classics, with philological annotations;
- book reviews or critiques (except longer analyses of works);
- research reports prepared in the framework of grant applications or for order;
- student theses, dissertations (for titles of dr.univ., PhD, DLA, DBA, CSc, DSc, inaugural papers);
- other manuscript-type treatises, writings;
- writings in popular science journals and similar (e.g. in *Élet és Tudomány*);
- interviews other than those prepared with research objectives and methodologies (either as the reporter or the subject);
- any writings that have not yet been published (planned) or accepted for publication.

---

<sup>1</sup> **Journal:** a periodical publication, identified by a volume number, which appears regularly, typically at least four times (i.e. four issues) a year (but as a minimum twice), containing articles written for the given periodical, identified by a volume number.

<sup>2</sup> **Refereed** (peer-reviewed) publication: an independent reader or readers has/have provided their opinion on the work before its publication. The acceptance of conference presentations on the basis of abstracts and their publication in conference proceedings shall NOT mean that they are refereed publications.

<sup>3</sup> **Referenced** publication: the work of the candidate (i.e. all works with the exception of book chapters) can be found on the basis of the author's name in a searchable database (e.g. Web of Science/Science Citation Index, Scopus, Engineering Index, etc.) or a bibliographic indexing journal.

<sup>4</sup> **Hungarian publication of international circulation:** publication that is circulated internationally by way of official, regular (subscription-based) channels.

***The requirements of the disciplinary areas concerning the academic independent accomplishments of the candidate*****Agricultural sciences**

The condition of being admitted to the defence: at least 4 publications in the subject of the dissertation that have appeared in refereed journals (should be published in journals having an impact factor or accepted by the Department of Agricultural Sciences of the Hungarian Academy of Sciences, 1 conference paper (in Hungarian or foreign language) published in its entirety, and 2 other publications (conference paper, abstract, etc.). A copy of each of the above shall be submitted together with the dissertation. Special emphasis shall be laid on the quality of the publications: the suitability of the publications, as a condition to admissibility to defence, shall be examined individually in case of each candidate by the council of the doctoral school. It is a requirement that at least one of the 4 refereed publications needs to have appeared in a journal having an impact factor or accepted by the Department of Agricultural Sciences of the Hungarian Academy of Sciences, or the candidate has an accepted publication in the above. The publications may have co-authors, including the dissertation supervisor of the candidate. If two candidates are authors in a publication, the dissertation supervisor shall make a declaration on the percentage of the given candidate's contribution.

**Humanities**

The candidate shall, by the time of the commencement of the degree-conferment procedure, have at least three publications (with publications presented for the admission to the programme not counting), in any of the high-quality, refereed journals as determined by the council of the doctoral school (editor's letter of acceptance or pre-print proofs are also acceptable); the publications shall be related to the topic of the dissertation. At least two of the three publications shall be longer papers comparable to a dissertation chapter (the third one may be a shorter paper). A publication in a prestigious foreign periodical shall be counted as the equivalent of two publications in Hungary. A further condition of the commencement of the degree conferment procedure is also participation at a conference (other than the OTDK – National Student Competition, which does not count). If the length of time between being granted the absolutorium and the commencement of the degree conferment procedure is one year or longer, the student is required to write one additional longer paper; in such a case, this is a precondition to requesting the commencement of the degree-conferment procedure.

**Medical sciences**

It is an expectation from those desiring to receive a doctoral degree to have publications with an impact factor in the subject of their dissertation, submitted from the University of Debrecen and with the corresponding author being employed by the University of Debrecen. A condition of being admitted to the defence is to have at least 2 *in extenso* publications related to the topic of the dissertation published in foreign, refereed journals (having an impact factor). In the publications, it is an expectation that the author make a significant contribution to the results, and to be the first author in at least one of the publications, and further that the supervising role of the candidate's dissertation supervisor can be established from the list of authors of the publications. The use of the same publication by two candidates should be avoided. If, nevertheless, two candidates wish to use the same publication, the council of the doctoral school shall examine whether the extent and significance of the results in the publications allow this, and shall also consider the statements of the co-authors in terms of who participated in the work to what proportion and which candidate used what in his or her doctoral dissertation. If two candidates wish to use the same publication, this shall be notified to the head of the relevant doctoral school before the first procedure. Joint use approved by the council of the relevant doctoral school(s) shall be clearly documented, and the documentation shall be also sent to the Doctoral Council of Medical Sciences. The



approval of publications already used in a defence procedure shall not be permitted in a subsequent procedure if the intention was not indicated in the course of the earlier procedure.

### Social sciences

(1) The condition of the appointment of the dissertation committee of the public defence is that the candidate perform the conditions described in point (a) or point (b) or point (c), with the additional requirements specified in this section:

(a) The candidate has at least two international publications that have been published or accepted for publication.

(b) The candidate has at least one international publication published or accepted for publication and at least one more Hungarian academic article published or accepted for publication which fulfils the following requirements:

- in case of candidates of the “Marton Géza” Doctoral School of Legal and Political Sciences, the Hungarian academic article shall be published in a Hungarian scholarly journal or other publication of at least category “B” according to the classification of the Committee of Legal and Political Sciences of the Hungarian Academy of Sciences;
- in case of candidates of the Doctoral School of Management and Business, the Hungarian academic article shall be published in a Hungarian scholarly journal or other publication of at least category “D” according to the classification of the Specialized Qualifying Committee of Economic Sciences of the Hungarian Academy of Sciences;
- and the Hungarian academic article is not published or accepted for publication in case of the candidates of either of the doctoral schools in a periodical related to the University of Debrecen.

(c)<sup>5</sup> The candidate has at least four Hungarian academic articles published or accepted for publication, which satisfy the following conditions:

- at least two of the Hungarian academic articles were published or accepted for publication in a periodical not related to the University of Debrecen;
- in case of candidates of the “Marton Géza” Doctoral School of Legal and Political Sciences, two of the publication shall be published in a Hungarian scholarly journal or other publication of at least category “B”, and the rest of the publication in at least category “C” according to the classification of the Committee of Legal and Political Sciences of the Hungarian Academy of Sciences;
- in case of candidates of the Doctoral School of Management and Business, the Hungarian academic articles shall be published in a Hungarian scholarly journal or other publication of at least category “D” according to the classification of the Specialized Qualifying Committee of Economic Sciences of the Hungarian Academy of Sciences.

(2)<sup>6</sup> The requirements concerning the publication specified in paragraph (1) above shall be applicable with the following restrictions:

- only writings of at least 20,000 characters (including spaces) may be accepted as publications, with the exception of those that were published in a journal of category “A” or “B” according to the classification of the specialized committee of the Hungarian Academy of Sciences;

<sup>5</sup> This section was changed in the course of the amendment of the regulations on 29 September 2016.

<sup>6</sup> This section was changed in the course of the amendment of the regulations on 29 September 2016.

- only two writings published in the same journal may be accepted, with the exception of those that were published in a journal of category “A” or “B” according to the classification of the specialized committee of the Hungarian Academy of Sciences;
- not more than two different book chapters may also be accepted as academic publications, provided that they are peer reviewed and contain references, and their length is at least 20,000 characters including spaces;
- in case of co-authored publications, the co-authors shall make a declaration concerning the extent of the candidate’s contribution.
- all publications taken into consideration shall be linked to the subject of the dissertation.

(3) For the purposes of paragraph (1), an international academic journal shall be a periodical that satisfies the requirements set for academic professional journals in the Doctoral Requirements of Department IX of the Hungarian Academy of Sciences (see p. 87 in the January 2010 issue of *Magyar Tudomány*), i.e. an academic publication that has a board of editors and in which the articles submitted are peer-reviewed in terms of their professional quality by anonymous experts.

(4) For the purposes of paragraph (1), an international publication shall be an academic article published or accepted for publication in an international academic journal or an academic article published or accepted for publication in an international conference proceedings volume in its entirety, provided that the international conference proceedings satisfies the conditions prescribed for international academic journals.

(5) Satisfying the requirements concerning the publications in terms of form and content, including the uploading of the entire list of publications to the Hungarian National Scientific Bibliography (MTMT), shall be a precondition of the appointment of the defence committee.

#### Doctor of Business Administration (DBA) Program

(1) The condition for the appointment of the public debate review committee is that the candidate meets the conditions described in points (a) or (b), with the additions specified in this section:

- (a) The minimum requirement generally expected for the candidate's scientific work - at the time of submission of the dissertation - is 2 internationally refereed foreign language articles published in a journal ranked by Scimago (accepted for publication), at least one of which is published in a journal with a Q1-Q2 rating.
- (b) The minimum requirement for the complex examination is 1 internationally refereed foreign language article published in a journal ranked by Scimago (accepted for publication), or at least one published or accepted international publication, or one published or accepted domestic scientific article published in a journal with a standard academic list (based on the mtmt register) in the scientific field.

(2) The publication requirements specified in paragraph (1) shall apply with the following restrictions:

- only papers of at least 0.5 author pages (20,000 n spaces) may be accepted as publications, with the exception of journals classified as category A or B by the Hungarian Academy of Sciences' committees;
- in the case of co-authored publications, the co-authors must declare the candidate's contribution and that the publication will not be used for the award of another PhD/DBA degree. The minimum publication requirement can also be met by aggregating the co-authorship ratios; A study published in a journal ranked by Scimago is considered to have a single author, regardless of the number of authors,

provided that the publication will not be used for the award of another PhD/DBA degree. Other studies published solely with the co-authorship of the supervisor are considered to have a single author.

- All publications considered must be single-authored or single-author equivalent publications (if missing, the percentage of co-authors should be divided by the number of authors, as a percentage)

(3) With regard to paragraph (1), an international scientific journal is a publication that meets the requirements of a scientific professional journal as specified in the Doctoral Requirements System of the IXth Department of the Hungarian Academy of Sciences (Magyar Tudomány journal, January 2010 issue, page 87), i.e. a scientific publication that has an editorial board and the professional level of the submitted papers is reviewed (reviewed) by anonymous experts.

(4) For the purposes of paragraph (1), an international publication may be considered a scientific article published in an international scientific journal or accepted for publication, or a scientific article published in full in an international conference proceedings or accepted for publication, provided that the international conference proceedings meet the conditions required for an international scientific journal.

(5) Fulfillment of the publication requirements in terms of form and content (including the complete upload of the publication list to the Hungarian Scientific Works Archive) is a prerequisite for the appointment of the review committee for the public debate.

#### Natural sciences and engineering

The minimum requirement for the candidate's scientific work – at the time of submitting the dissertation – is generally 2 articles in a foreign language published (or accepted for publication) in an internationally refereed journal ranked by Scimago.

[Further additions are contained in Annex 14.](#)

### The insert sheet of the doctoral dissertation

<< TITLE OF THE DISSERTATION >>

Dissertation submitted in partial fulfilment of the requirements for the doctoral (PhD) degree  
in ..... (discipline name)

Written by ..... certified .....

Prepared in the framework of the ..... doctoral school of the University of  
Debrecen  
(..... programme)

Dissertation supervisor: Dr. ....

The official opponents of the dissertation:

Dr. ....  
Dr. ....

The evaluation board:

Chairperson: Dr. ....  
members: Dr. ....  
Dr. ....  
Dr. ....  
Dr. ....

The date and venue of the dissertation defence:

....., 20...

## The title page and the required chapters of the theses of doctoral dissertation

The title page of the thesis booklet:

### Theses of Doctoral (PhD/DBA) Dissertation

<< **TITLE OF THE DISSERTATION** >>

<<name of the candidate>>

Dissertation supervisor: Dr. ....



UNIVERSITY OF DEBRECEN

.....Doctoral School of .....

Debrecen, .....20...

The required chapters of the thesis booklet:

1. The antecedents and the objectives of the doctoral dissertation;
2. New contributions to academic knowledge;
3. The list of the candidate's publications in the topic of the dissertation (see Appendix 6), with all authors indicated.

The thesis booklet may also have further chapters, as customary in the given disciplinary area.

HUQF LEVEL: 8  
EQF LEVEL: 8

# PhD DIPLOMA

THE RECTOR AND THE DOCTORAL COUNCIL OF  
UNIVERSITY OF DEBRECEN  
HAVE CONFERRED UPON

**<NAME>**

(BORN <NAME, ON DAY MONTH, YEAR IN TOWN, COUNTRY>)  
THE DEGREE OF DOCTOR OF PHILOSOPHY (PhD)  
WITH

**<QUALIFICATION OF DIPLOMA>**

QUALIFICATION  
IN RECOGNITION OF HER/HIS PROFICIENCY IN

**<DISCIPLINE OF SCIENCE>**

**<BRANCH OF SCIENCE>**

WITH ALL THE RIGHTS APPERTAINING THERETO.  
GIVEN UNDER THE SEAL OF THE UNIVERSITY, IN DEBRECEN, HUNGARY  
ON <DAY MONTH YEAR.>

.....  
PRESIDENT OF THE DOCTORAL COUNCIL

.....  
RECTOR

### **The text of the doctoral oath**

Én, .....fogadom,  
 hogy a Debreceni Egyetem doktoraihoz méltó magatartást tanúsítok.

Legjobb tudásom szerint munkálkodom  
 az egyetem hírnevének öregbítésén.  
 A tudományos etika tiszteletben tartásával  
 szolgálom a tudományos haladást,  
 az egyetemes emberi kultúrát  
 és a nemzeti értékek megőrzését.

I , .....,  
 pledge myself  
 to behave in a manner  
 worthy of the doctors of the University of Debrecen.

I will do my best  
 to enhance the university's reputation.  
 I will serve the advancement of science,  
 universal human culture  
 and the preservation of national values  
 respecting scientific ethics.

**UNIVERSITY OF DEBRECEN**  
FI 17198

**Application for the conferment of doctoral (PhD/DBA) degree on the basis of  
nostrification**

Name: .....  
Place and date of birth: .....  
Mother's name: .....  
Personal identification card no.: .....  
Permanent address: .....  
Postal address: .....  
E-mail address: .....  
Place of work: .....  
Proficiency in foreign languages (date of certificate): .....  
Subject of university degree, number and year conferred: .....  
Issuing institution: ..... seat: .....  
Academic activities so far: published . . . . . scientific/scholarly articles . . . . . reviews  
- . . . . . presentations - other: .....  
The title of the dissertation submitted for the nostrification procedure: .....  
..... language: .....  
The number/year of the original diploma: ..... Discipline: .....  
Issuing institution: .....  
Seat/country: .....

I declare that I have not submitted an application for a doctoral (PhD/DBA) degree at another university, nor has such an application been rejected.

I hereby request . . . . . the conferment of the doctoral (PhD/DBA) degree in . . . . . (discipline) and the issuance of the doctoral (PhD/DBA) diploma.

Debrecen, ..... of ....., 20... ..

.....  
(signature of the applicant)

Enclosures:

- the certified copy of the original certificate or diploma or, in exceptional cases, a certified copy of a document that is equivalent to the original diploma (e.g. duplicate);
- the certified copy of a document issued by the educational institute abroad (e.g. academic record book, official transcript), which proves the length of the studies completed and the successful performance of the requirements prescribed for the conferment of the diploma (courses completed, examinations, doctoral dissertation, etc.);
- the certified Hungarian translations of the documents indicated in sections a) and b) above, and
- proof that the applicant has paid the procedural fee.

The doctoral committee of the disciplinary area *supports - does not support* the conferment of the degree.

Debrecen, ..... 20... ..  
(Chairperson)

The Doctoral and Habilitation Council of the University has *conferred - has not conferred* the degree.

Debrecen, ..... 20... ..  
(Chairperson)



### **Allowances, normative financing and fees to pay**

1. The annual amount of a doctoral student participating in a state-financed doctoral education programme shall be the equivalent of the annual normative financing, as determined in the Act on the National Budget, plus 56% of the normative financing provided for textbooks, sports and cultural services. Each month, registered doctoral students shall receive one-twelfths of the annual amount thus determined.
2. Doctoral students who participated in a state-financed doctoral education programme and obtained their absolutorium shall receive a one-time stipend of HUF 400,000 upon the successful defence of their doctoral dissertation submitted within the statutory deadline and the conferment of the doctoral degree.
3. Fee for admission procedure: HUF 9,000; for DBA training: HUF 20,000
4. Fee for degree-conferment procedure: HUF 160,000; for DBA training HUF 200,000 (The payment shall be due at the time of the submission of the doctoral dissertation.)
5. The decision on the use of the incomes from the fee for admission procedure and the fee for degree-conferment procedure shall be made by the doctoral committees of the disciplinary areas.
6. Decisions on further fees and honorariums shall be made, by taking into consideration the relevant provisions of law and the university regulations, by the doctoral committees and the councils of the doctoral schools in the disciplinary areas.

## Doctoral acts and the qualification of the doctoral degree

The qualification of the doctoral degree shall be calculated from the aggregate of the qualifications assigned by the members of the board. The qualification of the doctoral (PhD/DBA) degree is determined by the qualifications of a) the comprehensive examination b) the dissertation and the independent academic accomplishments, and c) the defence. The qualification of the doctoral degree: *summa cum laude* if all three qualifications were *summa cum laude*; *rite* if at least two of the three were *rite*; and *cum laude* in all other cases.

Each member shall provide an evaluation on a four-grade scale (*summa cum laude*, *cum laude*, *rite*, did not pass), and the opinion of the board shall be calculated from these.

- The result shall be ***summa cum laude*** if more than half of the members gave a *summa cum laude* evaluation, and there was no evaluation below *cum laude*. If there are at least 5 members, the result shall be *summa cum laude* also if all but one member gave a *summa cum laude* evaluation (regardless of the evaluation given by that one member).
- The result shall be ***did not pass*** if more than half of the evaluations given were ***did not pass***, and also, in case of an even number of members, half of the members gave an evaluation of *did not pass* and the other half gave a *rite* evaluation.
- In all other cases, the mathematical average of the evaluations shall be calculated on the basis of the following: did not pass corresponds to 1, *rite* to 2, *cum laude* to 3, and *summa cum laude* to 4. If the average is 2.5 or above, the result will be ***cum laude***; otherwise it will be ***rite***.
- The above principles are summarised by the tables below for boards having 3 to 7 members (the numbers shown in the table indicate the number of votes for the given grade, with the last column showing the final qualification by the board).

3-member board

NO	RITE	CL	SCL	result
3	0	0	0	NO
2	1	0	0	NO
2	0	1	0	NO
2	0	0	1	NO
1	2	0	0	RITE
1	0	2	0	RITE
1	1	1	0	RITE
1	1	0	1	RITE
0	3	0	0	RITE
0	2	1	0	RITE
1	0	1	1	CL
1	0	0	2	CL
0	2	0	1	CL
0	1	2	0	CL
0	1	0	2	CL
0	1	1	1	CL
0	0	3	0	CL
0	0	2	1	CL
0	0	1	2	SCL
0	0	0	3	SCL

4-member board

NO	RITE	CL	SCL	result
4	0	0	0	NO
3	1	0	0	NO
3	0	1	0	NO

3	0	0	1	NO
2	2	0	0	NO
2	0	2	0	RITE
2	1	1	0	RITE
2	1	0	1	RITE
2	0	1	1	RITE
1	3	0	0	RITE
1	2	1	0	RITE
1	2	0	1	RITE
1	1	2	0	RITE
0	4	0	0	RITE
0	3	1	0	RITE
2	0	0	2	CL
1	1	0	2	CL
1	1	1	1	CL
0	3	0	1	CL
0	2	2	0	CL
1	0	3	0	CL
1	0	2	1	CL
1	0	1	2	CL
1	0	0	3	CL
0	2	1	1	CL
0	2	0	2	CL
0	1	3	0	CL
0	1	2	1	CL
0	1	1	2	CL
0	1	0	3	CL
0	0	4	0	CL
0	0	3	1	CL

0	0	2	2	CL
0	0	1	3	SCL
0	0	0	4	SCL

**5-member board**

NO	RITE	CL	SCL	result
5	0	0	0	NO
4	1	0	0	NO
4	0	1	0	NO
4	0	0	1	NO
3	2	0	0	NO
3	1	1	0	NO
3	1	0	1	NO
3	0	2	0	NO
3	0	1	1	NO
3	0	0	2	NO
2	3	0	0	RITE
2	2	1	0	RITE
2	2	0	1	RITE
2	1	2	0	RITE
2	1	1	1	RITE
2	1	0	2	RITE
1	4	0	0	RITE
1	3	1	0	RITE
1	3	0	1	RITE
1	2	2	0	RITE
1	2	1	1	RITE
0	5	0	0	RITE
0	4	1	0	RITE
0	4	0	1	RITE
0	3	2	0	RITE
2	0	3	0	RITE
2	0	2	1	RITE
1	1	3	0	RITE
1	2	0	2	CL
0	3	1	1	CL
2	0	1	2	CL
2	0	0	3	CL
1	1	2	1	CL
1	1	1	2	CL
1	1	0	3	CL
1	0	4	0	CL
1	0	3	1	CL
1	0	2	2	CL
1	0	1	3	CL
0	3	0	2	CL
0	2	3	0	CL
0	2	2	1	CL
0	2	1	2	CL
0	2	0	3	CL
0	1	4	0	CL
0	1	3	1	CL
0	1	2	2	CL
0	1	1	3	CL
0	0	5	0	CL
0	0	4	1	CL
0	0	3	2	CL
1	0	0	4	SCL
0	1	0	4	SCL
0	0	2	3	SCL
0	0	1	4	SCL
0	0	0	5	SCL

**6-member board**

NO	RITE	CL	SCL	eredmény
6	0	0	0	NO
5	1	0	0	NO

5	0	1	0	NO
5	0	0	1	NO
4	2	0	0	NO
4	1	1	0	NO
4	1	0	1	NO
4	0	2	0	NO
4	0	1	1	NO
4	0	0	2	NO
3	3	0	0	NO
3	2	1	0	RITE
3	2	0	1	RITE
3	1	2	0	RITE
3	1	0	2	RITE
3	1	1	1	RITE
3	0	3	0	RITE
3	0	2	1	RITE
3	0	1	2	RITE
2	4	0	0	RITE
2	3	1	0	RITE
2	3	0	1	RITE
2	2	2	0	RITE
2	2	1	1	RITE
2	2	0	2	RITE
2	1	3	0	RITE
2	1	2	1	RITE
1	5	0	0	RITE
1	4	1	0	RITE
1	4	0	1	RITE
1	3	2	0	RITE
1	3	1	1	RITE
1	2	3	0	RITE
0	6	0	0	RITE
0	5	1	0	RITE
0	5	0	1	RITE
0	4	2	0	RITE
2	0	4	0	RITE
3	0	0	3	CL
2	1	1	2	CL
2	1	0	3	CL
1	3	0	2	CL
1	2	2	1	CL
0	4	1	1	CL
0	4	0	2	CL
0	3	3	0	CL
2	0	3	1	CL
2	0	2	2	CL
2	0	1	3	CL
2	0	0	4	CL
1	2	1	2	CL
1	2	0	3	CL
1	1	4	0	CL
1	1	3	1	CL
1	1	2	2	CL
1	1	1	3	CL
1	1	0	4	CL
1	0	5	0	CL
1	0	4	1	CL
1	0	3	2	CL
1	0	3	2	CL
1	0	2	3	CL
1	0	1	4	CL
0	3	2	1	CL
0	3	1	2	CL
0	3	0	3	CL
0	2	4	0	CL
0	2	3	1	CL
0	2	2	2	CL
0	2	1	3	CL

0	2	0	4	CL
0	1	5	0	CL
0	1	4	1	CL
0	1	3	2	CL
0	1	2	3	CL
0	1	1	4	CL
0	0	6	0	CL
0	0	5	1	CL
0	0	4	2	CL
0	0	3	3	CL
1	0	0	5	SCL
0	1	0	5	SCL
0	0	2	4	SCL
0	0	1	5	SCL
0	0	0	6	SCL

7-member board

NO	RITE	CL	SCL	eredmény
7	0	0	0	NO
6	1	0	0	NO
6	0	1	0	NO
6	0	0	1	NO
5	2	0	0	NO
5	1	1	0	NO
5	1	0	1	NO
5	0	2	0	NO
5	0	1	1	NO
5	0	0	2	NO
4	3	0	0	NO
4	2	1	0	NO
4	2	0	1	NO
4	1	2	0	NO
4	1	1	1	NO
4	1	0	2	NO
4	0	3	0	NO
4	0	2	1	NO
4	0	1	2	NO
4	0	0	3	NO
3	4	0	0	RITE
3	3	1	0	RITE
3	3	0	1	RITE
3	2	2	0	RITE
3	2	1	1	RITE
3	2	0	2	RITE
3	1	3	0	RITE
3	1	2	1	RITE
3	1	1	2	RITE
3	1	0	3	RITE
3	0	4	0	RITE
3	0	3	1	RITE
2	5	0	0	RITE
2	4	1	0	RITE
2	4	0	1	RITE
2	3	2	0	RITE
2	3	1	1	RITE
2	3	0	2	RITE
2	2	3	0	RITE
2	2	2	1	RITE
2	2	1	2	RITE
1	6	0	0	RITE
1	5	1	0	RITE
1	5	0	1	RITE
1	4	2	0	RITE
1	4	1	1	RITE
1	4	0	2	RITE
1	3	3	0	RITE
1	3	2	1	RITE

0	7	0	0	RITE
0	6	1	0	RITE
0	6	0	1	RITE
0	5	2	0	RITE
0	5	1	1	RITE
0	4	3	0	RITE
3	0	2	2	RITE
2	1	4	0	RITE
2	1	3	1	RITE
2	0	5	0	RITE
1	2	4	0	RITE
2	2	0	3	CL
1	3	1	2	CL
1	3	0	3	CL
0	5	0	2	CL
0	4	2	1	CL
3	0	1	3	CL
3	0	0	4	CL
2	1	2	2	CL
2	1	1	3	CL
2	1	0	4	CL
2	0	4	1	CL
2	0	3	2	CL
2	0	2	3	CL
2	0	1	4	CL
2	0	0	5	CL
1	2	3	1	CL
1	2	2	2	CL
1	2	1	3	CL
1	2	0	4	CL
1	1	5	0	CL
1	1	4	1	CL
1	1	3	2	CL
1	1	2	3	CL
1	1	1	4	CL
1	1	0	5	CL
1	0	6	0	CL
1	0	5	1	CL
1	0	4	2	CL
1	0	3	3	CL
1	0	2	4	CL
1	0	1	5	CL
0	4	1	2	CL
0	4	0	3	CL
0	3	4	0	CL
0	3	3	1	CL
0	3	2	2	CL
0	3	1	3	CL
0	3	0	4	CL
0	2	5	0	CL
0	2	4	1	CL
0	2	3	2	CL
0	2	2	3	CL
0	2	1	4	CL
0	2	0	5	CL
0	1	6	0	CL
0	1	5	1	CL
0	1	4	2	CL
0	1	3	3	CL
0	1	2	4	CL
0	1	1	5	CL
0	0	7	0	CL
0	0	6	1	CL
0	0	5	2	CL
0	0	4	3	CL
1	0	0	6	SCL
0	1	0	6	SCL

0	0	3	4	SCL
0	0	2	5	SCL
0	0	1	6	SCL
0	0	0	7	SCL

Cover page - signature page - insert page of the dissertation



## **TITLE**

Thesis for the Degree of Doctor of Philosophy (PhD)

<<name of candidate>>

Supervisor: <<name of supervisor>>

UNIVERSITY OF DEBRECEN

Doctoral Council for Natural Sciences and Engineering

Doctoral School of .....

Debrecen, 20..

Hereby I declare that I prepared this thesis within the Doctoral Council for Natural Sciences and Engineering, Doctoral School of ..... , University of Debrecen in order to obtain a PhD Degree in Natural Sciences/ Engineering at Debrecen University.

The results published in the thesis are not reported in any other PhD theses.

Debrecen, 202.. . . . .

.....  
signature of the candidate

Hereby I confirm that ..... candidate conducted his/her studies with my supervision within the ..... Doctoral Program of the Doctoral School of ..... between 20.... and 20.... The independent studies and research work of the candidate significantly contributed to the results published in the thesis.

I also declare that the results published in the thesis are not reported in any other theses.

I support the acceptance of the thesis.

Debrecen, 20.. . . . .

.....  
signature of the supervisor

**<<TITLE OF THE DISSERTATION>>**

Dissertation submitted in partial fulfilment of the requirements for the doctoral (PhD) degree  
in ..... (discipline name)

Written by ..... certified .....

Prepared in the framework of the ..... doctoral school of the University of  
Debrecen  
(..... programme)

Dissertation supervisor: Dr. ....

The official opponents of the dissertation:

Dr. ....  
Dr. ....

The evaluation board:

chairperson: Dr. ....  
members: Dr. ....  
Dr. ....  
Dr. ....  
Dr. ....

The date and venue of the dissertation defence: ..... 20...



## EDITING MODE

The dissertation—written in Hungarian or in a world language—is an independent, coherent document summarizing and evaluating the candidate’s new scientific results. It is divided into the following sections.

The doctoral candidate and their supervisor must attach a declaration stating that the results described in the theses do not form part of any other PhD dissertation; this is a mandatory element of the doctoral dissertation. After the cover page, the declaration, and the title pages, the following sections must appear:

1. **Introduction** (first numbered page): a concise formulation and justification of the candidate’s choice of topic and research objectives.
2. **Review of the Literature**: presentation and critical discussion of previous work in the field.
3. **Materials and Methods/Experimental Section**: in experimental and field sciences, this section should describe in detail the methods, tools, and computational procedures applied, such that the results can be verified based on this documentation.
4. **Presentation of Results**: it must be made clear and explicit which results are the candidate’s own work and which were contributed by others through collaboration. Alongside the names of collaborators, there should also be a reference to the document attesting to the collaboration (oral communication, e-mail, fax, letter, unpublished manuscript, research report, etc., including the date). The dissertation must clearly indicate which results originate from the candidate and which are derived from the scientific literature.
5. **Summary**: the dissertation must include a summary in both Hungarian and English. Additionally, other foreign-language summaries relevant to the topic may be attached. The English/foreign-language summary should be of such length (4–8 pages) that a reader who understands only English/another foreign language can become familiar with the results of the dissertation. (If the dissertation is written in English/another foreign language, the requirement applies in reverse.)
6. **References**: must be compiled according to the conventions of the relevant discipline. Citations must include at minimum the following data:
  - **Scientific article**: author(s), title of the article, journal, year (volume), page numbers (from–to);
  - **Book or chapter in an edited volume**: author(s), title of the book (and chapter), publisher, place of publication, year, page numbers (from–to);
  - **Conference**: author(s), title of presentation/poster, location and date of the conference, page numbers (from–to) in the conference proceedings.
7. **Appendix**: may contain published papers or accepted manuscripts. It may also include attachments (e.g., maps, figures, tables) that belong to the subject of the dissertation and facilitate understanding but cannot be incorporated into the main text due to their length.

The content structure and order described in points 1–5 may be expanded or, in special cases, modified according to the practice of the discipline or subfield.

8. **Theses:** separate theses must be attached to the dissertation in Hungarian and English (or another language appropriate to the field), containing a concise, bullet-pointed list of the new scientific results. (For foreign candidates, English/German theses only.) The theses must include a list of documents presenting the candidate's new scientific results; however, scientific publications that have appeared in peer-reviewed outlets and other (non-peer-reviewed) scientific products (e.g., popular science articles, presentations, reports, etc.) must always be listed in clearly separated groups. In providing references for the candidate's own results—both in the theses and the dissertation—the scientometric and other relevant data of the publications must be included (impact factor, ISBN/ISSN number, name of the indexing journal, place of citation, etc.).

**Formal requirements for the theses:** A5 format, with the university's logo on the cover page (DE DSz Annex 8).

## 2. SCHOOL-SPECIFIC REQUIREMENTS REGARDING LENGTH

### **Doctoral School of Physical Sciences:**

The dissertation must be prepared in the format specified by the Scientific Disciplinary Doctoral Council, with a recommended length of 80–120 pages. If the dissertation does not fall within the recommended page range, the supervisor must provide justification for the deviation.

### **Doctoral School of Earth Sciences:**

In the Doctoral School of Earth Sciences, the length of the dissertation should be 80–120 pages. If the dissertation falls outside this range, the supervisor must justify the deviation.

### **Doctoral School of Informatics:**

The dissertation must be prepared in the format specified by the Scientific Disciplinary Doctoral Council, with a recommended length of 80–120 pages. If the dissertation does not fall within the recommended page range, the supervisor must provide written justification. The length limit does not include the candidate's publication list and the appendix, which may contain attachments (e.g., figures, tables) that relate to the subject of the dissertation and support its understanding.

### **Juhász-Nagy Pál Doctoral School:**

The length of the dissertation should be 60–120 pages. If the dissertation does not fall within this range, the candidate must justify the deviation.

### **Doctoral School of Chemical Sciences:**

The dissertation must follow a fixed format: it must be submitted in B5 size, with a minimum length of 80 and a maximum length of 120 pages; deviations are allowed only with special permission. The length limit does not include the appendix, which may contain published or accepted manuscripts, as well as attachments (e.g., figures, tables) that are related to the dissertation's topic and aid understanding.

### **Doctoral School of Mathematics and Computer Science:**

The length of the dissertation should be 60–120 pages. If the dissertation does not fall within this range, the candidate must justify the deviation.

**Pekár Imre Doctoral School of Mechanical Engineering Sciences:**

The length of the dissertation should be 80–120 pages. If the dissertation does not fall within this page range, the supervisor must justify the deviation.

### 3. SCIENTIFIC REQUIREMENTS

#### 3.1

The dissertations must demonstrably meet the international standards of the given field. Ensuring and continuously monitoring this is the responsibility of the doctoral schools. The general requirements regarding the candidate's scientific publication activity are included in Annex 6 and Annex 14.

**Decisions on school-specific scientific requirements:**

The Doctoral School of Informatics and the Doctoral School of Mathematics and Computer Science do not impose additional school-specific restrictions on the minimum requirements beyond those outlined in the regulations of the Doctoral Council.

In the **Doctoral School of Physical Sciences**, the dissertation must be based on at least two publications accepted in or published by international journals with an impact factor. Among the impact-factor publications forming the basis of the dissertation, if the scientific field allows, at least one must be a first-author publication. Publications appearing in conference proceedings must be at least four pages in length. The Doctoral School Council considers the dissertation acceptable only under these conditions.

In the **Doctoral School of Earth Sciences**, it is required that of the two papers published in journals ranked by Scimago, at least one (at the time of submission) must appear in a Q2 or higher-ranked journal, and in this publication, the candidate must be first, last, or corresponding author.

In the **Juhász-Nagy Pál Doctoral School**, the dissertation must be based on at least two publications accepted in or published by international journals with an impact factor. Among the impact-factor publications forming the basis of the dissertation, if the scientific field allows, at least one must be a first-author publication.

**Doctoral School of Chemical Sciences** The Doctoral School of Chemical Sciences considers a doctoral dissertation acceptable from a professional standpoint if, at the time of submission, the research forming the basis of the dissertation has resulted in at least two internationally peer-reviewed publications in impact-factor journals (with a DOI number, or available as a proof copy, or officially accepted for publication and verified by the journal's editor). One copy of each publication (original or photocopy) must be submitted together with the dissertation.

For dissertations prepared in the field of chemistry education methodology, the school does not impose additional publication requirements beyond those described in the regulations of the Doctoral Council.

**Pekár Imre Doctoral School of Mechanical Engineering Sciences**

1. At least **5 English-language articles**, each at least **4 pages long**.

2. At least **250% total authorship share** (according to MTMT) in peer-reviewed English-language journal articles of at least 4 pages, or in English-language articles of at least 4 pages published in WoS/Scopus-indexed conference proceedings.
3. At least **150% total authorship share** in English-language WoS impact-factor journal articles of at least 4 pages, **at least one of which must be published abroad**.
4. At least **150% total authorship share** in English-language articles of at least 4 pages published in journals ranked **Q2 or higher** according to SJR.
5. For candidates whose native language is Hungarian: at least **one** Hungarian-language journal article, popular-science article, or conference paper.
6. At least **one oral presentation in English** at an international scientific conference.

Only those publications may be considered which, in the year of publication, are not flagged as problematic in MTMT and in which the candidate's authorship share is at least **12.5%**.

The 4-page requirement does not apply to highly ranked scientific journals (e.g., *Nature*, *Science*) where shorter articles are customary.

When calculating authorship share, only publications related to the topic of the dissertation may be included. The authorship share is calculated assuming equal contribution among authors, with supervisors **not counted** among the authors. In cases with multiple co-supervisors, only one may be excluded; the candidate must declare which supervisor is to be omitted from authorship calculations for each publication.

Publications may be partially substituted by equivalent profession-specific works with the approval of the Doctoral Council. If a paper has multiple co-authors, the candidate must provide authorship statements, signed by the co-authors, detailing the distribution of contributions. If this is not provided, authorship is assumed to be **100% divided equally** among all listed authors.

Scientific contributions presented orally or as posters at domestic or international conferences have varying scientific weight and may therefore be considered only as supplementary.

Deviations from the above requirements are possible only with a **unanimous decision** of the Doctoral Council.

In the case of outstanding scientific achievement (meeting at least **300%** of the publication requirements for degree completion), and with the prior approval of the Doctoral School Council, the dissertation may be submitted in a shorter format, consisting of a summary of **at least 30 pages**.

A given scientific result may be included as a thesis in **only one** dissertation. The doctoral candidate and the supervisor must declare that the results described in the theses do not appear as theses in any other dissertation.