

UNIVERSITY OF DEBRECEN

DOCTORAL REGULATIONS

D e b r e c e n – 28 April 2016

Drawn up in consolidated structure with the amendments adopted on 29 September 2016.

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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-recognized certified examination of foreign language attainment and on the nostrification in Hungary of language certificates of foreign language attainment issued abroad;
- *Government Decree 50/2008 (III.14.)* on funding higher education institutions based on an education, science and maintainer-dependent formula;
- *Government Decree 51/2007 (III.4.)* on allowances available to higher education students and certain fees payable by them;
- *Government Decree 387/2012 (XII. 9.)* 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 measures required for the implementation of certain provisions of Act CXXXIX of 2011 on 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 Organization 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 doctoral 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 councils 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

(1) 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 council: a body created for the organization 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 council of the university, elected by the Senate, as well as doctoral councils of the disciplinary areas, elected by the doctoral council of the university;

doctoral school: an educational organization, operating with the approval of the Senate, encompassing various organizational 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 or as a state employee, who has identified the University of Debrecen in accordance with Section 26 (3) as his or her institute of affiliation for the purposes of public funding. With the approval of the doctoral council, 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, having the title “Doctor of the Hungarian Academy of Sciences,” 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, who shall be a regular or corresponding member, or a doctor of the Hungarian Academy of Sciences, or a doctor of sciences (hereinafter, collectively: doctor of the academy);

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 council of the disciplinary area;

faculty members of the doctoral school: faculty members and researchers having academic degrees who – at the recommendation of the director 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 organizations operating within doctoral schools, in case of satisfying the conditions specified by the doctoral regulations and having the approval of the doctoral council of the disciplinary 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 coursework stage 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 doctoral 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 council of the university, which can be obtained on the basis of participation in regular doctoral education organized by the university or individual preparation, in both cases in the framework of a doctoral degree conferment procedure.

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 council of the disciplinary area, **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 two disciplines shall have at least four core members per discipline (but at least eleven in total), the majority of whom shall be full university professors, and who shall conduct research in the given discipline. A doctoral school working in three 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.

(4) An application to the doctoral council of the disciplinary area (or in the absence of such council, to the doctoral council 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 council of the disciplinary area shall submit the application to the doctoral council 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 council 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 or the title doctor of the Academy (DSc). 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 council of the disciplinary area – by the doctoral council 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 council/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.

(9) A **doctoral program** 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 council of the disciplinary area. The powers and the duties of 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 doctoral programmes shall be made, on the basis of the recommendation of the doctoral school, by the doctoral council of the disciplinary area. The doctoral schools of the university, and the doctoral programmes operating within those doctoral schools, are listed in Appendix 1.

(10) The **head of the doctoral programme** shall be a core member of the doctoral school in employment or other legal relationship with the university, who is a holder of the title doctor of the Academy or – in exceptional cases, on the basis of the decision of the Doctoral and Habilitation Council of the University – of equivalent academic accomplishment. The head of the doctoral programme is appointed and relieved from his or her duties, at the initiative of the doctoral school and with the approval of the doctoral council of the disciplinary area, by the president of the doctoral council of the disciplinary area. The appointment shall be terminated with the resignation of the head of 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 council of the disciplinary area.

The duties of the head of the doctoral program:

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

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

(11) **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.

(12) Faculty members may, at the recommendation of the council of the doctoral school and on the basis of the decision of the doctoral council of the disciplinary area, undertake the duty of serving as dissertation supervisors. **Dissertation supervisors** supervise the studies and research of doctoral candidates. In exception cases, approved by the Doctoral and Habilitation Council of the University and justified by professional reasons, an association 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 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 scholarships abroad;
- 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 2 new doctoral students may be admitted and assigned to one dissertation supervisor, and each dissertation supervisor may simultaneously have a maximum of 6 doctoral students. In the course of the approval of the appointment of the dissertation supervisor, the doctoral council of the disciplinary area shall take into consideration the results of the earlier supervising activity.

(13) 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 president of the latter shall be the head of the doctoral school, while its members shall be the heads of 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 education 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 doctoral programmes, and submitting proposals to the doctoral council 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 and the doctoral programmes;
- initiating the launching of new 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 education 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 council of the disciplinary area for the deletion of students from the programme;
- making recommendations for the composition of the committees of the complex examination and the defence committees, 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 council of the disciplinary area or the doctoral programmes operating within the school. The appeals forum from the council of the doctoral school shall be the doctoral council of the disciplinary area.

(14) 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.

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

(1) The university shall have a doctoral council, and each of the disciplinary areas shall also have a doctoral council, elected by the doctoral council of the university. With the exception of doctoral student representatives, all members of the doctoral councils with voting rights shall be persons with academic degrees, satisfying the conditions for core members. In the selection of the members of the doctoral councils, 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 councils shall have meetings at least twice per semester.

(2) The duties of the **doctoral council of the university** are performed by the Doctoral and Habilitation Council of the University. The president 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 Organization and Operations. The president 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 councils of the disciplinary areas; with the exception of the conferment, nostrification and revocation of doctoral degrees, the doctoral council of the university shall only deal with individual questions in case of disputes or complaints.

(4) **Doctoral councils of disciplinary areas** shall be formed in disciplinary areas where the university operates at least two doctoral schools. Certain, individual disciplinary areas may also operate a joint doctoral council. In case of doctoral schools operating on more than one disciplinary area, the Doctoral and Habilitation Council of the University shall decide on

which doctoral council the given doctoral school belongs to. The doctoral councils of the disciplinary areas and the doctoral schools belonging to them are listed in Appendix 1. All heads of doctoral schools in a disciplinary area shall, by virtue of their position, also be members of the doctoral council of the disciplinary area. In the selection of the members of the doctoral council 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 council of the disciplinary areas are created by the Doctoral and Habilitation Council of the University, the presidents and members of the councils – with a view to the above principle – shall be elected 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 president of the Doctoral and Habilitation Council of the University. Presidents of the doctoral councils 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 presidents and members of the doctoral councils 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 Council 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 councils of the disciplinary areas;
- decides on the appointment of associate supervisors;
- decides on the conferment, nostrification and revocation of doctoral degrees.

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

- monitor the doctoral education programme and, if necessary, initiate personnel-related or organizational 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 doctoral programmes in doctoral schools, as well as on the appointment and relieving of the heads of 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 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 associate dissertation 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 committees and the defence committees, as well as designate the subjects of the complex examination.
- on the basis of the opinion of the defence committee, 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.

The administrative duties of the doctoral councils of the disciplinary areas, as well as the division of work between the doctoral councils of the disciplinary areas and the councils of the doctoral schools shall be defined in the rules of procedure of the doctoral councils of the disciplinary areas, which are drawn up by the doctoral councils of the disciplinary areas. The doctoral councils 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 councils 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 Organization and Operations.

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

(9) The forum of appeals from the doctoral council 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 councils 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 councils are defined in the Rules of Organization and Operations of the University.

3. Academic records

(1) The doctoral councils 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 councils 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 president of the given doctoral council 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 of Human Resources, the National Doctoral Council, 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 council 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.

(4) 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 council 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 (organized) 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 councils 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 application form (see Appendix 2) is available electronically from the website of the university. The deadline for the application is 15 May; in case of starting in the spring semester, the deadline is 15 November. Organizing and supervising the entrance examinations is the duty of the doctoral councils of the disciplinary areas, while conducting them is the duty of the doctoral schools.

(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. The applicant must have at least one state-recognized, at least intermediate level (corresponding to level B2 of the Common European Framework of Reference for Languages of the Council of Europe), complex (certifying both oral and written skills, earlier called "C"-type) or equivalent nostrified language examination in the language necessary for conducting research in the given disciplinary area. The doctoral councils of the disciplinary areas shall determine what language(s) can be accepted. If the applicant is a Hungarian citizen and is not a student of employee of the University of Debrecen, a certificate of clean criminal record issued not more than 3 months before shall also be submitted with the application form. In case of foreign citizens, the certificate of good character may be substituted by a statement in which the applicant declares that he or she has a clean criminal record. 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 admission process shall be determined by the doctoral councils of the disciplinary areas.

(5) The decision on the admission is made by the doctoral councils of the disciplinary areas by 15 July, or in case of starting in the spring semester, by 15 January. The admission of students shall be to a specific doctoral school and shall also name the supervisor of the

student. The presidents of the doctoral councils 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 admission decisions shall be publicly available to all interested persons at the university. The doctoral councils 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 council 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.

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 (48 months), which consists of a coursework and research, as well as a research and dissertation stage. The programmes are organised by the doctoral schools with the coordination of the doctoral councils of the disciplinary areas. The doctoral councils 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 president of the doctoral council 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 council 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 council 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.

(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 ± 3 credits per month, and a total of at least 240 credits during the entire programme. 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 council of the disciplinary area. If the doctoral student fails to make up for his or her missing credits within one year, the doctoral council 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 6 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. A 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 organizational unit in charge of the given module of teaching.

(8) The doctoral student may 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.

(9) The doctoral council 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.

(10) From the period of core medical training and specialized practice completed as a resident participating in higher-level vocational training for healthcare professionals or as a central intern participating in specialized training for the supply of teaching faculty members of higher education institutions, the Doctoral Council 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 Council 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 students in bachelor's, master's or undivided programmes may not receive PhD credits for the completion of such courses.

(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 committee, 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 council 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.

(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 the eight semesters of 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 council 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 240 credits. The detailed rules applicable to the issuance of the absolutorium shall be defined by the doctoral councils of the disciplinary areas.

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 council 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 organizational unit in charge of the given teaching activity, and countersigned by the supervisor of the student. The head of the organizational 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, 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 with income from full-time employment may not receive a stipend from a state scholarship.

(10) 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 organizational 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.

(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 absolutorium 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 president of the doctoral council 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 president of the doctoral council.

(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 organizational 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 organizational 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 authorized 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.
- (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, 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 council of the disciplinary area may, at the request of the student, approve a longer suspension of the student status than the limit set in paragraph (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.

- (3) The student status shall terminate:
- at the end of the fourth semester, if the doctoral student fails to complete the complex examination;
 - upon receiving the absolutorium;
 - at the end of the 14th semester after the student's admission;
 - at the end of the eighth semester of the doctoral programme for which the student registered.

The president of the council 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.

(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 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.

(6) Students in the correspondence form shall be subject to the scope of the university's Intellectual Property Management 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)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 councils of the disciplinary areas in writing.

(2) The doctoral council of the disciplinary area may set the passing of an admission examination as the condition of admittance.

(3)² Upon the acceptance of the application for admission, the individually preparing doctoral student shall be given the status of self-financing student, and their doctoral degree conferment procedure shall be started. With the admission, the doctoral council of the disciplinary area recognises 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 council of the disciplinary area may also recognise additional credits. Simultaneously with the acceptance of the application, the doctoral council of the disciplinary area designates the committee and the subjects of the complex examination. After the acceptance of the application, the individually preparing student shall take the complex examination; the complex examination shall belong to the first semester of the research and dissertation stage.

(4) The doctoral council 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.

(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.

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, 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.

¹ This section was changed in the course of the amendment of the regulations on 29 September 2016.

² This section was changed in the course of the amendment of the regulations on 29 September 2016.

(2) The condition of admission to the complex examination is that the student has earned at least 90 credits in the “coursework and research stage” of the doctoral education, including all “course credits” prescribed in the education 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.

(3)³ The complex examination is to be taken publicly, before the board designated by the doctoral council of the disciplinary area. The board of examination 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 board of examination 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 board of examination shall have academic degrees. The supervisor of the doctoral student may not be a member of the board of examination.

(4) Prior to the complex examination, the supervisor shall evaluate the performance of the doctoral student, and shall declare 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)⁴ 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)⁵ The board of examination 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 board of examination evaluated both parts of the examination as successful. The doctoral student may re-take an unsuccessful complex examination once, within the same examination period.

³ This section was changed in the course of the amendment of the regulations on 29 September 2016.

⁴ This section was changed in the course of the amendment of the regulations on 29 September 2016.

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

(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 council of the disciplinary area. The doctoral degree conferment procedure shall commence by registration for the semester following the successful complex examination.

(3) In the degree conferment procedure, student status may be suspended for a maximum of two 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 council of the disciplinary area, by a maximum of one year, in case the student is unable to perform his/her obligations due to giving birth, suffering an accident or illness, or some other unexpected reason beyond his/her control.

(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)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 doctoral 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.

(7) In the composition of the defence committees, special attention shall be paid to avoid any possible conflict of interest. Close relatives of the doctoral students or other person from

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

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 10 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 council 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 president of the relevant doctoral council 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 council 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 council of the disciplinary area. The requirements for the different disciplinary areas are included in Appendix 6. 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 council 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.

(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 council 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 first foreign language may only be one of the foreign languages determined by the doctoral council.

(2) The language requirements of conferment of the doctoral degree:

- In one language (the “(a) language”) a state-recognized, at least intermediate level (corresponding to level B2 of the Common European Framework of Reference for Languages of the Council of Europe), complex (certifying both oral and written skills, earlier called “C”-type) or equivalent nostrified language examination, or a degree in a language programme or a specialized translator’s certificate. No exemption may be granted from the above requirement.

- The requirements in the other language (the “(b) language”) shall be determined by the rules of operation of the doctoral council of the disciplinary areas and of the doctoral schools.

(3) In case of Hungarian doctoral candidates from countries outside of Hungary, the language of their country of origin may be accepted as the (b) language.

(4) If the candidate’s native language is not Hungarian, it shall be accepted as fulfilling the given level of language requirement.

17. The dissertation

(1) The **dissertation** is a work in Hungarian or a foreign language as justified by the needs of the profession summarizing 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 committee, 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 list 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 council of the disciplinary area, and also electronically to the doctoral council 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 council of the disciplinary area. The **doctoral theses** is a summary work prepared for the academic public in which the doctoral 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 council 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, authenticated by the library, 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 council of the disciplinary area), also in an electronic format, which shall be submitted at the time of the submission of the dissertation.

(5) Before finalizing 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 organized by the council of the doctoral school. A written record of the preliminary defence shall be drawn up.

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

(7) After the submission of the dissertation, the theses and the publications in the subject of the dissertation, the doctoral council 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 council of the disciplinary area shall appoint the defence committee 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.

(8) The candidate shall upload the doctoral dissertation and the theses in electronic form to the archive of the University and National Library. 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 committee and the approval of the doctoral council 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.

18. The dissertation evaluation and the public defence

(1) The doctoral dissertation shall be defended in a public defence held before the defence committee. 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 Council, 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 president of the doctoral council of the disciplinary area. The decision on the approval of the application shall be made by the doctoral council of the disciplinary area, on the basis of the supporting opinion of the defence committee.

(2) The chairperson and the members (as well as backup members) of the **defence committee** shall be appointed by the doctoral council of the disciplinary area. The defence committee shall consist of the chairperson, the official opponents and two to four additional members. The chairperson of the committee may be a full professor or professor emeritus of the university having the necessary professional competence, and each member of the committee shall have an academic degree. At least one-third of the members of the committee, 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 committee (cf. paragraph (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 committee. The candidate may submit a written complaint to the doctoral council of the disciplinary area against the composition of the defence committee within 8 days, only on the basis of alleged bias or conflict of interest.

(3) The two opponents shall, at the request of the doctoral council, 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 council 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 council 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. The opponents shall declare as to whether they recommend that the dissertation be approved and – in case it is successfully defended – the PhD degree is conferred to the candidate. In the reports, questions may also be directed to the candidate. The opponents' reports shall be sent to the doctoral council of the disciplinary area in 3 signed copies.

(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 council of the disciplinary area that organizes the defence at least 15 days before the public defence. The doctoral council of the disciplinary area shall ensure that the members of the defence committee have access to inspect the dissertation, the opponents' reports and the answers.

(5) The public defence is chaired by the chairperson of the defence committee. 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 committee are present, including the at least

one external member.

(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 committee, opponents, and others present.

(7) After the closing of the defence, the committee 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 committee 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 committee shall adopt separate resolutions in both categories, and the result shall be determined on the basis of the votes of the members of the committee, in accordance with Appendix 13. The chairperson of the committee 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 council of the disciplinary area may issue a copy of it. The resolutions of the defence committee, along with the reasons, shall be recorded on the registry sheet of the candidate. At the request of the candidate, the president of the doctoral council 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 council 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 committee shall, after obtaining the opinion of the candidate, decide on who – in addition to the candidate and the members of the defence committee – 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 paragraphs (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 council of the disciplinary area.

19. 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 council of the disciplinary area shall, on the basis of the reports of the defence committee, 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) 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 council 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 committee found the candidate's dissertation, independent academic accomplishments and performance given at the defence satisfactory.

(3) The qualification of the doctoral (PhD) 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 Scientific Directorate shall issue the doctoral diploma within 30 days of the resolution of the Doctoral and Habilitation Council of the University, and 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) degree may use their title of Dr. (PhD) from that date.

(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 numb 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 president 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. The faculties/doctoral schools may contribute to the costs of the ceremony in proportion to the number of doctorates conferred by them (see Appendix 12). 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.

20. 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 president 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 19 of Government Decree 387/2012 (XII. 9.). On the recommendation of the Doctoral and Habilitation Council of the University, the Senate shall decide whether it supports the application.

21. The nostrification of academic degrees earned abroad

(1) The University shall nostrify an academic degrees 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) 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 council of the disciplinary area shall make a decision based on the recommendation of the doctoral council of the disciplinary area.

(4) The applicant shall include the following with his or her application for the starting of the procedure, to be submitted to the doctoral council 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 paragraphs a) and b) above, and
- d) proof that the applicant has paid the procedural fee.

(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 paragraph (4), points a) and b) above. The doctoral council of the disciplinary area may specify that the abovementioned documents may also be submitted in non-certified translations in certain languages.

(6) As the fee for the nostrification procedure, the applicant shall pay the amount equalling 0.75 times the smallest statutory salary (minimum wage), as prescribed by the relevant law, at the time of the application (*see Section 64 (3) of Act C of 2001*).

(7) The decision on the nostrification 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 council of the disciplinary area.

(8) In its decision on the nostrification of the academic degree, the University shall authorize the applicant to use the title of doctor and shall issue a diploma to this effect. The diploma shall be signed by the rector and the president of the Doctoral and Habilitation Council of the University. The diploma thus issued shall have not qualification. The diploma shall be issued in accordance with Section 17 (6) and (7) of the present regulations.

CHAPTER VI

Miscellaneous provisions

22. 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 president 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 paragraph (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 president of the Doctoral and Habilitation Council of the University shall request a resolution to be adopted by the doctoral council of the disciplinary area competent on the basis of the discipline of the doctoral degree whether the situation described in paragraph (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 president of the Doctoral and Habilitation Council of the University. The president 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 organizational 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 personalized text of the invitation and the diploma shall be approved by the rector. The diploma shall be signed by the rector, the president 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.

24. The doctoral regulations

(1) The doctoral regulations of the university shall be subject to approval by the Senate. A copy of the regulations shall be sent to the Ministry of Human Resources and the Hungarian Accreditation Committee.

25. 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.

26. Implementing and transitional provisions

(1) The doctoral regulations shall enter into effect on 1 September 2016.

(2) In case of students whose doctoral education commenced before 1 September 2016, as well as doctoral 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 on several occasions, shall be applied for the entire period of the doctoral education and the degree conferment procedure.

27. Legal remedies

(1) Doctoral students and participants in the doctoral education and degree conferment procedure may submit an appeal, by keeping the proper order of levels, to the president of the council of the doctoral school, the president of the doctoral council of the disciplinary area, the president of the Doctoral and Habilitation Council of the University, and the rector.

Final clauses

(1) The doctoral regulations were approved by the Senate on 28 April 2016 by way of resolution no. 46/2016. (IV. 28.).

Debrecen, 28 April 2016

Prof. Dr. Zoltán Szilvássy
Rector

(2) The doctoral regulations were modified by the Senate on 29 September 2016; the changes have been introduced in the text of the regulations.

Prof. Dr. Zoltán Szilvássy
Rector

Doctoral councils of disciplinary areas, doctoral schools and doctoral programmes

Doctoral Council of AGRICULTURAL SCIENCES

1. Doctoral School of **Animal Husbandry** (head of doctoral school: **Dr. István Komlósi**)

Doctoral programmes:

- Production of animal products
(head of programme: Dr. András Jávör)
- Nutrition, fish biology
(head of programme: Dr. László Babinszky)
- Reproductive biology
(head of programme: Dr. József Rátky)
- Genomics
(head of programme: Dr. Szilvia Kusza)
- Animal genetics – Gene conservation, Animal ecology
(head of programme: Dr. István Komlósi)

2. “Kerpely Kálmán” Doctoral School (head of doctoral school: **Dr. János Nagy**)

Discipline: **crop production and horticultural sciences**

Doctoral programmes:

- Horticultural sciences
(head of programme: Dr. Imre Holb)
- Crop production sciences
(head of programme: Dr. Péter Pepó)
- The food safety and quality auditing of plant products
(head of programme: Dr. Béla Kovács)

Doctoral Council of HUMANITIES

3. Doctoral School of Humanities (head of doctoral school: **Dr. Gabriella Pusztai**)

Disciplines:

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

Doctoral programmes:

- Philosophy
(head of programme: Dr. Gergely Angyalosi)
- Pedagogy
(head of programme: Dr. Gabriella Pusztai)
- Psychology
(head of programme: Dr. Ákos Münnich)
- Sociology and social policy
(head of programme: Dr. Imre Kovách)

4. Doctoral School of Literature (head of doctoral school: **Dr. Tamás Bényei**)

discipline: **literary and cultural studies**

Doctoral programmes:

- Hungarian and comparative literature
(head of programme: Dr. Mihály Imre)
- English and North American literature
(head of programme: Dr. Tamás Bényei)

5. Doctoral School of **Linguistics** (head of school: **Dr. András Kertész**)Doctoral programmes:

- General and applied linguistics
(head of programme: Dr. András Kertész)
- Hungarian and Finno-Ugric linguistics
(head of programme: Dr. István Hoffmann)

6. Doctoral School of History and Ethnography (head of doctoral school: **Dr. Klára Papp**)

Disciplines:

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

Doctoral programmes:

- History
(head of programme: Dr. Klára Papp)
- Ethnography
(head of programme: Dr. Elek Bartha)

Doctoral Council of MEDICAL SCIENCES7. Doctoral School of Molecular Medicine (head of doctoral school: **Dr. László Csernoch**)
discipline. **theoretical medicine**Doctoral programmes:

- The cellular and molecular biology of signal transduction
(head of programme: Dr. László Virág)
- Questions and investigative methods of membrane bio-physics
(head of programme: Dr. János Szöllősi)
- Physiology and neurobiology
(head of programme: Dr. László Csernoch)

8. “Laki Kálmán” Doctoral School (head of doctoral school: **Dr. György Balla**)

Disciplines:

- **theoretical medicine**
- **clinical medicine**

Doctoral programmes:

- Thrombosis, haemostatis, vascular biology
(head of programme: Dr. László Muszbek)
- Haematology
(head of programme: Dr. Miklós Udvardy)
- Cardiovascular diseases
(head of programme: Dr. István Édes)

9. Doctoral School of **Clinical Medicine** (head of doctoral school: **Dr. András Berta**)Doctoral programmes:

- Locomotor diseases
(head of programme: Dr. Zoltán Szekaneecz)
- Clinical examinations
(head of programme: Dr. András Berta)
- Experimental and clinical oncology
(head of programme: Dr. Zoltán Hernádi)

10. Doctoral School of **Health Sciences** (head of doctoral school: **Dr. Róza Ádány**)Doctoral programmes:

- Preventive medicine and public health
(head of programme: Dr. Róza Ádány)
- The prevention and control of metabolic and endocrine diseases
(head of programme: Dr. György Paragh)

11. Doctoral School of **Pharmacy** (head of doctoral school: **Dr. Árpád Tósaki**)Doctoral programmes:

- Microbiology
(head of programme: Dr. Lajos Gergely)
- Pharmacology
(head of programme: Dr. Árpád Tósaki)

12. Doctoral School of Molecular Cellular and Immune Biology (head of doctoral school: **Dr. László Fésüs**)Discipline: **theoretical medicine**13. Doctoral School of Neurosciences (head of doctoral school: **Dr. Miklós Antal**)

Disciplines:

- **theoretical medicine**
- **clinical medicine**

14. “Petrányi Gyula” Doctoral School of Clinical Immunology and Allergology

(head of doctoral school: **Dr. Margit Zeher**)Discipline: **clinical medicine**15. Doctoral School of Dental Sciences (head of doctoral school: **Dr. Ildikó Márton**)Discipline: **clinical medicine****Doctoral Council of SOCIAL SCIENCES**16. “Marton Géza” Doctoral School of **Legal and Political Sciences** (head of doctoral school: **Dr. Tamás Horváth M.**)Doctoral program:

- Changes of state and law in Central and Eastern Europe
(head of programme: Dr. Béla Szabó)

17. “Ihrig Károly” Doctoral School of **Management and Business** (head of doctoral school: **Dr. József Popp**)

Doctoral Council of MATHEMATICAL AND COMPUTATIONAL SCIENCES**18. Doctoral School of Mathematical and Computational Sciences** (head of doctoral school: **Dr. Zsolt Páles**)Doctoral programmes:

- Didactics – the teaching of mathematics
(head of programme: Dr. Gyula Maksa)
- Differential geometry and its applications
(head of programme: Dr. Lajos Tamássy)
- Diophantine and constructive number theory
(head of programme: Dr. Kálmán Györy)
- Explicit methods in algebraic number theory
(head of programme: Dr. István Gaál)
- Functional analysis
(head of programme: Dr. György Gát)
- Ring theory: group algebras and unit groups
(head of programme: Dr. Ákos Pintér)
- Mathematical analysis, functional equations and disparities
(head of programme: Dr. Zsolt Páles)
- Computational science and its applications
(head of programme: Dr. Lajos Hajdu)
- Probability theory, mathematical statistics and applied mathematics
(head of programme: Dr. Attila Bérczes)

19. Doctoral School of Information Science and Technology (head of doctoral school: **Dr. Attila Pethő**)Doctoral programmes:

- Discrete mathematics, data processing and visualisation
(head of programme: Dr. András Kruppa)
- Theoretical basis and applications of the information technology and the stochastic systems
(head of programme: Dr. István Fazekas)
- Theoretical computer science, data security and cryptography
(head of programme: Dr. Attila Pethő)
- Information technology systems and networks
(head of programme: Dr. János Sztrik)
- Applied IT and its theoretical background
(head of programme: Dr. György Terdik)
- Industrial and scientific applications of the informatics
(head of programme: Dr. Gábor Halász)

20. Doctoral School of Physics (head of doctoral school: **Dr. Zoltán Trócsányi**)Doctoral programmes:

- Atomic and molecular physics
(head of programme: Dr. Ágnes Vibók)
- Nuclear physics
(head of programme: Dr. Zsolt Fülöp)
- Solid-state physics and material science
(head of programme: Dr. Sándor Jenő Kökényesi)
- Physical methods employed in interdisciplinary applications
(head of programme: Dr. Ferenc Kun)
- Particle physics
(head of programme: Dr. Zoltán Trócsányi)

21. Doctoral School of **Chemistry** (head of doctoral school: **Dr. Vilmos Gáspár**)Doctoral programmes:

- Chemical kinetics and catalysis
(head of programme: Dr. Ferenc Joó)
- Coordination and analytical chemistry
(head of programme: Dr. István Fábíán)
- Macromolecular and surface chemistry
(head of programme: Dr. Sándor Kéki)
- Chemistry and chemical biology of carbohydrates and heterocycles
(head of programme: Dr. László Somsák)

22. Doctoral School of **Earth Sciences** (head of doctoral school: **Dr. Péter Csorba**)Doctoral programmes:

- Landscape protection and climatology
(head of programme: Dr. Attila Kerényi)
- Natural and anthropogenic processes of the lithosphere and the atmosphere
(head of programme: Dr. József Lóki)
- Social geography and regional development
(head of programme: Dr. Gábor Kozma)

23. “Juhász-Nagy Pál” Doctoral School (head of doctoral school: **Dr. Béla Tóthmérész**)

Disciplines:

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

Doctoral programmes:

- Biodiversity
(head of programme: Dr. Zoltán Barta)
- Biology
(head of programme: Dr. Mátyás Sipiczki)
- Biotechnology
(head of programme: Dr. István Pócsi)
- Hydrobiology
(head of programme: Dr. György Dévai)
- Applied ecology
(head of programme: Dr. Tibor Magura)
- Quantitative and terrestrial ecology
(head of programme: Dr. Béla Tóthmérész)

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**FORM OF APPLICATION
to regular doctoral (PhD) programme**

I. Personal data

Name: Sex: male / female
 Name at birth:
 EHA/Neptun code (only to be entered by students of UD):
 Place of birth: Date of birth:
 Mother's name: Citizenship:
 Number of ID card:
(In case of non-Hungarian citizen, the name and number of residence permit)
 Permanent address:
 Postal address:
 E-mail:
 Phone no.: Mobile no.:
 Place of work:

II. Qualifications, professional experiences

University degree programme (major):
 qualification:
 issuing institute:
 number/year:

Knowledge of foreign language(s) [language, level of language examination, number and date of certificate]:

Data pertaining to prior academic activities (number): ... TDK (student competition) theses; ... academic articles; ... reviews; ... conference papers; ... other (e.g. participation in university talent management programme):

Have you previously participated in any doctoral education programme or degree-conferment procedure of UD or other university: a) no b) yes, please specify:

III. The doctoral programme applied for:

Name of doctoral school:
Name of doctoral programme:
Name of sub-programme:
 The title of the proposed research topic:

 Supervisor:
 Form of programme applied for: Full-time – Correspondence

Date: 20.... ..

signature of applicant

Documents to be enclosed:

- 1 Curriculum vitae and list of publications;
- 2 Copy of academic record book (official transcript);
- 3 Copy of the university degree certificate or declaration on the expected date of graduation;
- 4 Copy of document certifying language skills;
- 5 Proposed research topic and research plan;
- 6 Recommendation by supervisor.

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

A prerequisite of admission is an intermediate-level, C-type (complex, i.e. oral and written) language examination, for which no points may be conferred. Extra points may be given for any additional language examinations. An intermediate-level C-type, or an advanced level A or B type language examination is worth 3 points, while an advanced-level C-type language examination is worth 5 points.

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FI 17198

.. 20.).

WRITTEN RECORD OF THE COMPLEX EXAMINATION

Name: Student ID number:
 Dissertation advisor: 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: ...

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.. 20).

WRITTEN RECORD OF THE DOCTORAL (PHD) DEGREE CONFERMENT

Name: Student ID number:
 Dissertation advisor: 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 committee:

	NAME	FACULTY ID NUMBER	SIGNATURE
chairperson:	Dr.
members:	Dr.
	Dr.
	Dr.
	Dr.

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

1) The opinion of the members of the defence committee 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 committee 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 committee 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 separate sheet if necessary):

(signature of the chairperson of the committee)

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

The doctoral council 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:

Date: 20...

(signature of president of doctoral council)

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:

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

IV. The University has 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 articles⁷, 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 itemized manner);
- b) include precise references to literature;
- c) have an ISBN or ISSN number;
- d) are refereed⁸;
- e) are referenced (can be found in a publicly known database);⁹
- 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 recognized publisher;¹⁰
 - 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, 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.

⁷ **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.

⁸ **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.

⁹ **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.

¹⁰ **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 “Ihrig Károly” 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)¹¹ 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 “Ihrig Károly” 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)¹² 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

¹¹ This section was changed in the course of the amendment of the regulations on 29 September 2016.

¹² This section was changed in the course of the amendment of the regulations on 29 September 2016.

“A” or “B” according to the classification of the specialized committee of the Hungarian Academy of Sciences;

- 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.

Natural sciences

The minimum requirements generally expected in terms of the candidate’s academic accomplishments, at the time of the submission of the dissertation, is two refereed articles published (or accepted for publication) in an international journal. These shall be uploaded at the time of the submission of the dissertation to the DEA database, as well as submitted on a CD-ROM to the Doctoral School of Natural Sciences.

In exceptional cases, based on the decision of the Doctoral Council of Natural Sciences, 1 refereed article published in an international journal (as above) + 2 refereed articles published in a Hungarian journal (in a foreign language) are also acceptable.

The Doctoral School of Physics and the “Juhász-Nagy Pál” Doctoral School specifically prescribe two publications in an international journal having an impact factor. It is an expectation that the candidate should be the first author in case of at least one publication.

The Doctoral School of Chemistry expects two articles published in refereed journals having an impact factors (or articles having a DOI number, or available in pre-print proofs, or confirmed by the editor of the journal as accepted for publication). It is a basic requirement that at least one of these should be written with the decisive contribution of the candidate.

The Doctoral School of Information Science and Technology expects two articles published (or accepted for publication, having a DOI number or available in pre-print proofs) in refereed academic journals or volumes. It is a basic requirement that at least one of these should be written with the decisive contribution of the candidate.

The Doctoral School of Mathematical and Computational Sciences expects a printed and/or electronic publication (journal article, college/university textbook, technical book, academic monograph, etc.) that preferably has an impact factor and is referenced (available in publicly known databases). Publications that have appeared in specialized books, journals or conference proceedings shall be assigned between 3 and 20 points, depending on the place of publication (see the website of the Doctoral School), and the minimum number of points to be thus accumulated shall be 15.

The Doctoral School of Earth Sciences shall assign points for the publications according to the following criteria: a publication in a journal with an impact factor is 25 points; a publication in a foreign, peer-reviewed and referenced journal is 20 points; a foreign-language publication in a Hungarian, peer-reviewed and referenced journal is 10 points. The minimum number of points to achieve shall be 40. The candidate shall be required to write at least one paper in the first two types.

With a view to the specificities of their disciplines, the Doctoral School of Physics (primarily in the field of didactics) and the Doctoral School of Earth Sciences (in the field of social geography) provides an itemized list of the journals publications in which are acceptable for the purposes of admittance to the doctoral defence.

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 advisor: Dr.

The official opponents of the dissertation:

Dr.
Dr.
Dr.


The evaluation committee:

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

The date 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

<p>Theses of Doctoral (PhD) Dissertation</p> <p><<TITLE OF THE DISSERTATION>></p> <p><<name of the candidate>></p> <p>Dissertation supervisor: Dr.</p> <div style="text-align: center;">  </div> <p>UNIVERSITY OF DEBRECEN Doctoral School</p> <p>Debrecen, 20...</p>

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), authenticated by the Library, with all authors indicated.

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

DOKTORI OKLEVÉL

*Mi, a Debreceni Egyetem
Rektora és Doktori Tanácsa
megállapítottuk, hogy*

.....

aki-ban, 19 ... év havának ... napján született, doktori bizottságaink előtt a tudományterületen, a tudományágban, summa cum laude / cum laude / rite minősítéssel megfelelt a törvényben, valamint az Egyetemünk szabályzatában meghatározott doktori követelményeknek.

*Ennek alapján részére a **doktori (PhD) tudományos fokozatot** odaítéltük és ezzel feljogosítottuk a "**doktor (PhD)**" cím viselésére.*

Ennek hiteléül az Egyetemünk pecsétjével és sajátkezű aláírásunkkal megerősített ezen okíratot részére kiadtuk.

Debrecen, 20....év hó ... nap.

.....
Doktori Tanács elnöke

.....
Rektor

Anyakönyvi szám: .../20... . PhD

PhD Diploma

*The Rector and the Doctoral Council of
the University of Debrecen
have conferred upon*

.....

(born: mm dd, yy)

*the degree of Doctor of Philosophy (PhD)
with summa cum laude / cum laude / rite qualification
in recognition of his/her proficiency in
..... Science
with all the rights appertaining thereto.*

*Given under the Seal of the University, in Debrecen, Hungary
on mm dd, yy.*

.....
President of the Doctoral Council

.....
Rector

Registered: .../20....

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 egyetememes emberi kultúrát
és a nemzeti értékek megőrzését.

I, hereby solemnly swear
that I shall engage in a conduct worthy to the doctors of the University of Debrecen.
and that I shall strive, giving the best of my knowledge,
to further the reputation of the University.
Always observing the rules of academic ethics,
I shall serve the causes of advancing knowledge,
universal human culture, and the preservation of national values.

UNIVERSITY OF DEBRECEN
FI 17198

APPLICATION FOR THE CONFERMENT OF DOCTORAL (PHD) 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
- presentation - 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) degree at another university, nor has such an application been rejected.

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

Debrecen, of, 20...

.....
(signature of the applicant)

Enclosures:

- 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 paragraphs a) and b) above, and
- d) proof that the applicant has paid the procedural fee.

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

Debrecen, 20...

.....
(president)

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

Debrecen, 20...

.....
(president)

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.
2. Fee for admission procedure: HUF 9,000
- 3.¹³ Fee for degree-conferment procedure: HUF 160,000
(The payment shall be due in two instalments: HUF 60,000 shall be due at the time of registering for the complex examination and the degree-conferment procedure, and HUF 100,000 at the time when the absolutorium is issued.)
Honorarium for official opponent: HUF 20,000
The honorarium of external members of the defence committees: HUF 7,500
4. Contribution to the costs of the conferment ceremony (cf. Section 19 (7)), and the fee for the issuance of foreign-language diploma: 0.2 x PA (HUF 4,000 in 2016) (PA = supplements base for state employees)
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 councils.
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 councils and the councils of the doctoral schools in the disciplinary areas.

¹³ This section was changed in the course of the amendment of the regulations on 29 September 2016.

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/committee. The qualification of the doctoral (PhD) 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/committee 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 summarized by the tables below for boards and committees 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/committee).

3-member board/committee

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/committee

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/committee

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/committee

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

NO	RITE	CL	SCL	result
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