

**REGULATIONS OF
THE DOCTORAL TRAINING AND
THE DOCTORAL DEGREE AWARD PROCEDURE OF
THE UNIVERSITY OF MISKOLC**

I



Miskolc, 2018

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REGULATIONS OF THE DOCTORAL TRAINING AND THE DOCTORAL DEGREE AWARD PROCEDURE OF THE UNIVERSITY OF MISKOLC

for those who started their studies after 1 September 2016

**Senate Resolutions No. 189/2016, 230/2016, 34/2017, 69/2017, 160/2017 and
67/2018 of the University of Miskolc**

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Chapter 2
PREPARATION FOR OBTAINING A DOCTORAL DEGREE
Doctoral programmes
Section 6

- (1) The doctoral programmes organized by the University promote the acquisition of the knowledge and scientific research skills required to obtain a doctoral degree.
- (2) The doctoral programmes are open to scholarship and self-funded students.
- (3) ²¹The detailed rules of admission are specified in Section 1 of Annex 16.
- (4) ^{22 23}The doctoral training plan and the order of examinations are laid down in the operational regulations of the doctoral schools.
- (5) The doctoral training is divided into two phases of maximum 4 semesters each; the first is the „study and research” phase, and the second is the “research and dissertation” phase after passing the complex examination. Writing the dissertation is part of the second phase. The submission of the dissertation initiates the degree award procedure.
- (6) ²⁴At least 240 credits shall be earned over the course of the doctoral programme. No exemption from the complex examination may be granted.
- (7) Doctoral students shall submit their dissertation within three years after the complex examination as defined in the doctoral regulations. This deadline may be extended with no more than one year in special justified cases (for reasons beyond control because of child birth, an accident or illness, or for other unforeseen reasons) pursuant to Section 45.2 of the National Higher Education Act.
- (8) Doctoral students may apply for studies abroad. They may pursue studies abroad on the basis of a work programme, approved by their supervisor, which ensures the validity of the given academic period in the doctoral training programme.
- (9) During their studies abroad doctoral, students are entitled to stipend for a maximum of six months, for longer studies abroad (seven to twelve months) the Disciplinary Doctoral Council shall decide on the doctoral students’ eligibility for stipend. Studies abroad longer than twelve months shall not be funded by the University.
- (10) State-funded doctoral students may be obliged to work, performing teaching and scientific activities of the institution within the framework of their academic duties, for up to twenty percent of the total weekly working time.

The time spent working by the doctoral student, including the twenty percent of working time, cannot exceed fifty percent of the total weekly working time on average for a semester.

The work schedule of doctoral students shall be determined so that they can prepare for and take examinations.

In the case of employment corresponding to fifty percent of the hours worked in full-time employment, the monthly salary shall not be less than the minimum wage or its time-proportionate part in the case of employment in different work hours.

²¹ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

²² Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

²³ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

²⁴ Amended by the Senate in Resolution No. 160/2017, effective as of 16 June 2017

(11) ²⁵Doctoral students' external employment beyond the previous provisions shall be subject to the approval of the Disciplinary Doctoral Councils based on the suggestion of the supervisor; the conditions are laid down in the operational regulations.

(12) Doctoral students are assisted and supported by supervisors.

Duties of a supervisor:

- a) developing a personal relationship with the doctoral student supervising, directing and assisting the candidate's research work,
- b) assisting the candidate in developing his/her research plan and work on a commonly agreed schedule,
- c) regularly asking the candidate to report on the development of his/her research work, the problems and difficulties encountered, and the way in which they are handled. The supervisor shall review the candidate's report to the doctoral school and indicate if any delays or lags occur in the candidate's work or if he/she finds that the candidate cannot complete his/her research plan within the prescribed deadline,
- d) evaluating in writing the candidate's work, acquired skills and progress in the research topic,
- e) attending his/her doctoral student's complex examination without voting rights,
- f) reviewing in writing the candidate's thesis and declare if it is submissible,
- g) attending the candidate's departmental discussion and public debate.

(13) ²⁶The pre-degree certificate attests that the doctoral student has fulfilled the requirements laid down in the statutes and regulations as well as the acquisition of the required 240 credits.

Study and research as well as research and dissertation phases

Section 7

(1) During the first four semesters incorporating the study and research phase, doctoral students are engaged in theoretical and practical training related to their topic, collecting information and researching literature to make a foundation for the topic of the dissertation, and thus create the necessary conditions for conducting their own research and perform individual work against the research background formed. They give account of their results through the reporting system defined by the doctoral school as well as publicly available publishing opportunities. They perform their activities with increasing self-reliance under the direction and supervision of the supervisor. They demonstrate the results, skills and competences acquired to meet the doctoral training objectives in the complex examination organized at the end of the fourth semester.

(2) During the four-semester research and dissertation phase, doctoral students carry out research, publish their research findings, prepare a dissertation suitable for departmental discussion.

(3) ²⁷Doctoral students shall earn study, research and publication credits.

²⁵ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

²⁶ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

²⁷ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

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- (4) ^{28 29}During the first four semesters, they shall earn at least 90 credits including all the study credits in order to apply for the complex examination. They may start the research and dissertation phase after passing the complex examination, completing four semesters and earning at least 120 credits, including all study credits, during the first four semesters.
- (5) ³⁰Study credits (min.: 40 credits)
- a) ³¹Doctoral students earn study credits by passing subjects. Examinations may be awarded with maximum 10 credits. The subjects and the accompanying credits are laid down in the operational regulations of the doctoral school. Subjects may be taken from the list advertised by the doctoral schools every semester.
- b) Doctoral students may take electives advertised by other doctoral schools.
- (6) Research and publication credits
- a) Research and publication credits may be earned by research co-operation with departments and submitting reports on the findings of experiments and research work carried out. Maximum 5 credits may be earned by the semester.
- b) ^{32 33}The publication activities and the accompanying credits are laid down in the operational regulations of the doctoral school. As a publication, only revised journal and conference articles as well as chapters may be taken into account which contain own results and which are printed or electronically accessible to the public.
- c) ³⁴Doctoral students submit a written report to the doctoral school on the independent research on the dissertation topic each semester to be reviewed and present it in a research seminar. Maximum 15 and 20 credits may be earned by the semester in the first and the second phase respectively.
- (7) ³⁵Teaching activity is worth maximum one credit for one class, a total of five credits by the semester.

Individual preparation

Section 8

- (1) ^{36 37}Anyone preparing individually for obtaining a doctoral degree may join the research and dissertation phase of the doctoral training provided they have fulfilled the general requirements for admission. Application deadline is 15 April or 15 November. The complex examination shall be administered by the approval of the appointed Admission Committee provided the applicant has at least 90 credits to be recognised. The degree award procedure shall begin with the application for complex examination and the admission decision of the Doctoral Council of the University.
- (2) ³⁸Admission requirements for complex examination are laid down in the operational regulations of the Disciplinary Doctoral Councils.

²⁸ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

²⁹ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

³⁰ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

³¹ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

³² Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

³³ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

³⁴ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

³⁵ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

³⁶ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

³⁷ Amended by the Senate in Resolution No. 67/2018, effective as of 1 September 2018

³⁸ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

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Complex examination

Section 9

- (1) The conditions for taking a complex examination: earning at least 90 credits during the study and research phase of the doctoral programme including all the study credits.
- (2) ³⁹The complex examination consists of two main parts:

theoretical part: doctoral students give an account of their knowledge of the literature of the branch of science, their current theoretical and methodological knowledge. They take examinations in at least two subjects/topics. The list of subjects/topics are laid down in the study plan of the doctoral school. The examination may have a written part.

dissertation part: doctoral students report on research results, describe the research plan for the second phase of the doctoral programme as well as the scheduling of the dissertation and the publication of the results. They submit the scientific research report and plan in writing prior to the examination and present them in the examination. The length and formatting requirements of the written report are decided by the doctoral school.
- (3) The complex examination is a public examination taken before a board. 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.
- (4) ⁴⁰The chairperson of the board of examination shall be a faculty member or researcher with the title of university professor, habilitated university associate professor, habilitated college professor, Professor Emeritus/Emerita or doctor of the Hungarian Academy of Sciences employed at the University of Miskolc.
- (5) Each member of the board of examination shall have an academic degree.
- (6) The supervisor of the doctoral student cannot be a member of the board of examination but shall assess the doctoral student's work in writing in advance and at the complex examination in person.
- (7) ⁴¹Further details and procedures of the complex examination are laid down in the operational regulations of the doctoral schools. Complex examinations are taken in the given examination periods.
- (8) ⁴²The board of examination shall assess the theoretical and dissertation parts separately by awarding points on a 0-3 scale. Classification shall be based on the points gained. A complex examination is graded as pass or fail.
- (9)
- (10) ⁴⁴Detailed minutes shall be taken of the completed requirements for the complex examination and procedure of the examination, assessing the doctoral student's current and expected performance according to the complex requirements. This document shall be duly submitted to the Secretariat of the Vice-rector for Research and International Relations (henceforth TNRT). The minutes shall consist of:

³⁹ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁴⁰ Amended by the Senate in Resolution No. 230/2016, effective as of 1 May 2018

⁴¹ Amended by the Senate in Resolution No. 67/2018, effective as of 27 October 2016

⁴² Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁴⁴ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

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- a) the name and institutional ID of the higher education institution,
 - b) the doctoral student's name, student ID, former level of education and qualification,
 - c) supervisor's name and academic ID,
 - d) the research field and branch of science to obtain a PhD degree in,
 - e) the questions asked and the assessment of the answers at the complex examination,
 - f) classification of the complex examination,
 - g) the name, academic ID and signature of the chairperson and members of the board of the complex examination.
- (11) ⁴⁵The result of the complex examination shall be disclosed on the day of the second part of the examination.
- (12) ⁴⁶The complex examination shall be successful if the candidate scores 60% at both parts of the examination. Doctoral students may continue their studies after passing the complex examination.
- (13) ⁴⁷A failed complex examination may be retaken during the same examination period once.

Chapter 4 OBTAINING A DOCTORAL DEGREE

General requirements of obtaining a doctoral degree

Section 13

- (1) ⁴⁹Terms and conditions of obtaining a doctoral degree
- a) obtaining the pre-degree certificate,
 - b) proof of an appropriate level of independent scientific achievements (articles, studies),
 - c) ⁵⁰proof of the appropriate level of knowledge in two foreign languages as laid down in these regulations (the list of languages accepted for fulfilling the language requirements is contained in the operational regulations of the doctoral schools),
 - d) independent achievement of a scientific task meeting the requirements of the degree, the presentation of a dissertation/work (henceforth dissertation), the defence of the results summarized in the theses in a public debate,
 - e) minutes of the departmental discussion.

⁴⁵ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁴⁶ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁴⁷ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁴⁹ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁵⁰ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

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- (2) Doctoral degrees may be obtained at doctoral schools. At the University, doctoral degrees may be obtained in the research fields and branches of science specified in Annex 1.
- (3) Candidates shall give evidence of their academic achievements by listing accepted (including submitted) publications in prestigious, refereed academic journals or volumes as well as in major Hungarian and foreign conference articles. In order to be assessed, a list of publications and their compendia or copies shall be submitted.
- (4) In case of co-authoring, the co-author(s) shall make a declaration stating that the results in the publications and those that are included in the candidate's thesis are the candidate's own results.
- (5) ⁵¹Publication requirements for the degree award procedure are laid down in the operational regulations of the doctoral schools, in which at least one Hungarian and one prestigious foreign language publication is required.

Foreign language proficiency

Section 14

- (1) ⁵³ ⁵⁴For those pursuing the doctoral programme in English, obtaining the pre-degree certificate shall prove their English language proficiency.

For foreign candidates their native tongue shall prove their language proficiency of another language.

⁵¹ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

⁵² Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁵³ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁵⁴ Amended by the Senate in Resolution No. 69/2017, effective as of 27 April 2017

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Departmental discussion

Section 15

- (1) At least a month before submission, the dissertation shall be submitted to a departmental discussion held by the relevant organisational unit (department/institute). Upon submission of the dissertation, the minutes of the discussion shall be attached.
- (2) The departmental discussion shall be organised by the relevant educational organisational unit commissioned by the Disciplinary Doctoral Council. The chairperson of the departmental discussion shall be the head of the organisational unit concerned unless he/she is the candidate's supervisor. In the latter case, the head of the organisational unit shall appoint a chairperson of adequate level.
- (3) The departmental discussion shall be held at a place crucial for the candidate's research.
- (4) The departmental discussion shall establish if
 - a) the dissertation contains credible data,
 - b) the scientific results presented are the candidate's own results,
 - c) the dissertation complies with the formatting requirements.
- (5) The minutes of the departmental discussion shall contain the name of the participants and briefly summarise the views and opinions expressed regarding the Points (a), (b), (c) of Subsection 4. The minutes shall be submitted to the Chairperson of the Disciplinary Doctoral Council.
- (6) ⁵⁵The departmental discussion and its minutes shall be public unless the discussion is closed.

The dissertation

Section 16

- (1) The dissertation is a work in Hungarian or a foreign language approved by the Disciplinary Doctoral Council summarizing the candidate's new academic results. The length and desirable structure of the dissertation is laid down in the regulations of the doctoral schools. Dissertations cannot be written in co-authorship.
- (2) In the dissertation, the name of the author, supervisor, co-supervisor, doctoral school and its head, as well as the place and date of writing and the DOI number shall be indicated. The dissertation shall have the supervisor's recommendation covering the candidate's publication in maximum three pages, a table of contents, a bibliography, a summary of maximum two pages in Hungarian and a foreign language. The bibliography shall include the list of the candidate's academic publications. The dissertation may have appendices (e.g. a set of photos, documents, etc.).
- (3) The dissertation to be defended shall be submitted in five bound copies. One copy shall be registered in the Library, Archives, Museum of the University and the rest shall be retained in the libraries of the relevant educational organisational units. Candidates shall submit one electronic copy of the whole dissertation and its thesis booklet in Hungarian and English (or in another language appropriate to the characteristics of the branch of science), which shall be archived in the Library, Archives, Museum of the University of Miskolc after the defence.

⁵⁵ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

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Archived documents shall include a detailed explanation of assessors (as voiced at the defence), as well as a declaration of acceptance of the theses. The Library, Archives, Museum shall provide for making the dissertation and its attached documents publicly available in a separate database on the website of the University. At the request of the candidate, public access may be postponed for a maximum of two years on the basis of the decision of the Doctoral Council of the University. In case of doctoral dissertation involving patents or protected intellectual property, public access to the doctoral dissertation and thesis booklet may be postponed at the request of the candidate based on the supporting opinion of the defence committee and the approval of the Disciplinary Doctoral Council until the date of registration of the patent or other IP protection at the latest. Dissertations and thesis booklets containing data classified for national security reasons shall be published after the expiry of the classification period.

- (4) Doctoral dissertations and thesis booklets shall be granted public access in the Hungarian National Scientific Bibliography (MTMT) in electronic form with a DOI number in compliance with the generally accepted international practice.
- (5) Candidates shall attach 50 copies of the thesis booklet to the dissertation. A thesis booklet shall include
 - a) Chapter 1: a short summary of the research objectives set,
 - b) Chapter 2: a short description of the analyses and experiments conducted, the methodology of data collection and the exploration and application of resources,
 - c) Chapter 3: a short summary of the scientific results, their utilisation and opportunities for utilisation. The utilisation of the achieved results may involve direct and indirect practical application, promotion of the internal development of the branch of science or enhancement of other branches of science with new knowledge,
 - d) Chapter 4: a list of publications related to the topic of the research field,
 - e) In the case of a dissertation or a printed work containing the results of collective research work, the candidate shall describe in detail and accurately his/her share in the work of the team. Theses shall be signed in advance by each member of the research group involved declaring that the results presented in the thesis booklet are recognised as those of the candidate.

Submission of the dissertation

Section 17

- (1) The conditions for submitting the dissertation and initiating the degree award procedure are as follows:
 - a) using the form available at the TNRT the candidate shall submit an application for defence with recommendation from the supervisor to the Chairperson of the Doctoral Council of the University. (The TNRT shall keep a record of incoming applications and forward them to the Chairperson of the Disciplinary Doctoral Council after formal review. Incomplete applications shall be returned to be put in order. After rectification, the application may be resubmitted.)
 - b) minutes of the departmental discussion,
 - c) in case of a defence in a foreign language, the prior permission of the Chairperson of the Disciplinary Doctoral Council,

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- d) a dissertation pursuant to Section 16 of the present regulations and its electronic version in Hungarian,
 - e) 50 copies of the thesis booklet, as well as the thesis booklet in electronic version in English (or in another language appropriate to the characteristics of the branch of science),
 - f) the pre-degree certificate obtained in the doctoral programme,
 - g) certificates of language proficiency pursuant to Section 14.2 of the present regulations, and a possible application for certifying proficiency in the second language pursuant to Section 14.2,
 - h) a declaration that the candidate has no other doctoral degree conferment procedure in progress (in the same branch of science), has not failed a doctoral defence within the past two years and his/her application for degree award procedure has not been rejected within two years,
 - i) declarations of co-authorship (Section 13.4).
- (2) The application shall be submitted in the language as laid down in Section 1.5 of the present regulations.

The assessment committee

Section 18

- (1) The Disciplinary Doctoral Council shall invite a panel of assessors of at least five members including the two assessors to conduct a public debate on the doctoral dissertation, decide on the acceptance of the dissertation and evaluate the public defence. One of the two reviewers cannot have an employment relationship with the University. When setting up an assessment committee, one third shall be members who are not in employment with the University. A professor emeritus/emerita of the University is considered to have an employment relationship with the university. The chairperson of the assessment committee shall be a university professor, professor emeritus/emerita, habilitated university associate professor, or habilitated college professor.
- (2) Members of the Disciplinary Doctoral Council may be invited to the assessment committee. In this case, however, they shall not take part in the decisions to be made in the rest of the procedure. The decision-making number of the Disciplinary Doctoral Council (the number of remaining members with voting rights) shall not be less than five.

The defence of the dissertation, public debate

Section 19

- (1) The dissertation shall be defended in a public debate before an assessment committee.
- (2) The two official reviewers shall make a written evaluation of the dissertation within two months of after request of the Disciplinary Doctoral Council and declare whether to recommend it to public debate. The dissertation may only be submitted to public debate in case of two positive reviews. If one of the reviews is negative, the Disciplinary Doctoral Council shall invite a third reviewer. In the case of two negative reviews, a new procedure may be initiated two years after the earliest, only once in the same topic.

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- (3) ⁵⁶In the case of two positive reviews, the dissertation shall be submitted to public debate within two months of the study period. The candidate shall receive the reviews in advance and respond in writing before the public debate and in a presentation during the public debate. One copy of the dissertation and the thesis booklet shall be submitted at least one month before the public debate to the faculty and made available to interested persons. Invitations to the public debate shall be sent at least 15 days before the debate. Information on the doctoral defence and the date of public debate shall be disclosed 14 days in advance on the website of the doctoral school. At least three weeks and one day before the defence, the dissertation in Hungarian as well as the thesis booklet in Hungarian and in a foreign language shall be uploaded to the electronic database complying with the HAS requirements and the links shall be made available in the National Doctoral Database.
- (4) The debate shall be chaired by the Chairperson of the assessment committee. At least one of the reviewers shall be present at the debate. The debate shall not be resumed in absence of the reviewer giving the negative review. During the debate, the opinion of the reviewers shall be listened to.
- (5) At the public debate, the candidate shall make a free presentation of the theses of the dissertation, and then respond to the comments and questions of the official reviewers, the other members of the assessment committee and those present.
- (6) After the debate has been closed, the committee shall decide on the dissertation in a sealed session with a secret ballot using a scoring system of 0-5; the acceptance of the dissertation shall require at least 60% of the available score. The chairperson shall announce the result publicly after the vote and justify it.
- (7) At the candidate's request, the University shall issue a certificate of the classification of the doctoral defence.

The classification of the doctoral dissertation shall be determined in proportion to the available score.

90 - 100 % "summa cum laude",

80-89.9 % "cum laude",

60-79.9 % "rite".

- (8) The Doctoral Council of the University shall decide on the award of the doctoral degree based on the report of the assessment committee, the scores received and the proposal of the Disciplinary Doctoral Council.
- (9) Minutes shall be taken of the doctoral defence, the minutes shall be public. The defence minutes shall include the name and institutional ID of the University, the candidate's name, student ID, university qualification, the branch of science the degree to be obtained in, the title of the dissertation/work, supervisor's name, instructor ID, the time, location and language of public debate, the name, instructor ID and signature of the chairperson and members of the assessment committee, the opinion of the official reviewers, the questions asked and the essence of remarks made at the public debate, the names of the participants in the debate, the opinion and the evaluation of the assessment committee.
- (10) If the defence fails, a new procedure may be initiated two years later the earliest, only once in the same topic.

⁵⁶ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

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The doctoral diploma and conferment ceremony

Section 20

- (1) After the successful doctoral procedure, the University shall issue a doctoral diploma in Hungarian and English. This shall include the branch and field of science in which the candidate has received the doctoral degree. The sample of the diploma is found in Annex 5. The TNRT shall record the diplomas issued.
- (3) The University shall confer the doctoral diploma at a solemn conferment ceremony. Doctoral candidates shall take a doctoral oath at the conferment ceremony. The oath is found in Annex 7.
- (4) Persons who have obtained a doctorate shall have the right to use the title of "Doctor", "Dr.", "Doctor of Philosophy" or "PhD" in their name.

Nostrification of a doctoral degree obtained abroad

Section 24

- (1) The University has the right to nostrificate an academic degree attested by a foreign diploma if it has the right to conduct doctoral education and confer a doctoral degree in the branch of science attested by the foreign academic diploma (Annex 1 of the present regulations).
The Disciplinary Doctoral Council shall take a position on the nostrification of an academic degree obtained abroad if the requirements for obtaining a degree are fulfilled or, may be fulfilled by setting additional conditions to meet the requirements of Sections 14 and 16 of the present regulations for obtaining a doctorate degree. In the latter case, it shall set out the conditions to be fulfilled. In the case of academic degrees obtained in state or state recognized higher education institutions in the European Union (under the national law entitled to confer an academic degree), the Doctoral School shall take into account the value system adopted in the European Higher Education Area.
- (2) ^{57 58}Applications for nostrification shall be submitted to the TNRT addressed to the chairperson of the relevant Disciplinary Doctoral Council with attachments required by the recognition and nostrification regulations of the University after paying the procedural fee specified therein. After formal review, the TNRT shall forward the application to the relevant Disciplinary Doctoral Council, and the recommendation of the Disciplinary Doctoral Council to the Doctoral Council of the University. Based on the decision of the Doctoral Council of the University, the Rector shall decide on the nostrification.
- (3) A designated employee of the relevant Dean's Office shall notify the Educational Office about the nostrification for the purposes of the national register.
- (4) ⁵⁹With regard to issues of the nostrification of doctoral degrees not regulated herein, the recognition and nostrification regulations of the University shall apply.

⁵⁷ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁵⁸ Amended by the Senate in Resolution No. 160/2017, effective as of 16 June 2017

⁵⁹ Amended by the Senate in Resolution No. 160/2017, effective as of 16 June 2017

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Annex 1

**RESEARCH FIELDS
BRANCHES OF SCIENCE**

**of the doctoral programme and the doctoral degree award procedure of
the University of Miskolc**

Branches of science:

- Humanities
- Engineering
- Social Sciences
- Natural Sciences

Research fields:

- Material Sciences
- Law
- Earth Sciences
- Business and Management
- Engineering
- Literature
- Computer sciences

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Annex 2

Doctoral schools at the University of Miskolc

Faculty	Name and website of the doctoral school	Head of the doctoral school
<i>Law</i>	Ferenc Deák Doctoral School of Law www.uni-miskolc.hu/~wwdeak	Dr. András Bragyova DSc
<i>Arts</i>	Doctoral School for Literary Studies www.uni-miskolc.hu/~bolphd	Dr. Gábor Kecskeméti Corresponding Member of the Hungarian Academy of Sciences
<i>Economics</i>	“Enterprise Theory and Practice” Doctoral School http://gtk.uni-miskolc.hu/doktoriiskola	Dr. Károly Balaton DSc
<i>Mechanical Engineering and Informatics</i>	Sályi István Doctoral School of Mechanical Engineering Sciences www.siphd.uni-miskolc.hu	Dr. Miklós Tisza DSc
	József Hatvany Doctoral School for Computer Science and Engineering www.hjphd.iit.uni-miskolc.hu	Dr. János Végh DSc ⁶³
<i>Materials Science and Engineering</i>	Antal Kerpely Doctoral School of Material Science and Engineering www.kerpely.uni-miskolc.hu	Dr. Zoltán Gácsi DSc
<i>Earth Science and Engineering</i>	Sámuel Mikoviny Doctoral School of Geosciences http://mfk.uni-miskolc.hu/wp/?page_id=51	⁶⁴ Dr. Péter Szűcs DSc

⁶³ Amended by the Senate in Resolution No. 34/2017, effective as of 23 February 2017

⁶³ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

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Annex 3

Definitions

doctoral council: a body established by the Senate for the organization of doctoral training and the conferment of degrees which has the right to make decisions with respect to doctoral training, specifically regarding admissions and the decision on the conferment of degrees,

contract for doctoral students: doctoral students may undertake a teaching activity for credits, the content, nature and duration of which shall be stipulated in a contract,

head of the doctoral school: the head of the doctoral school is an internationally renowned core member university professor in possession of the title of Doctor of Science/Doctor of the Hungarian Academy of Sciences who is responsible for the academic quality and the educational work of the doctoral school and who during the course of the operation is under the age of 71 and at the time the doctoral school is established under the age of 66.

faculty members of the doctoral school: faculty members of the doctoral school are academic staff and researchers having academic degrees as well as professors emeriti who, on the recommendation of the head of the doctoral school, are considered suitable by the Disciplinary Doctoral Council to perform teaching and research duties within the framework of the doctoral school.

head of research field: the head of educational programmes based on the decision of the Disciplinary Doctoral Council

dissertation topic: a research topic that is suitable for enabling the doctoral student, under the supervision of the dissertation supervisor, to acquire 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 then a doctoral dissertation. The dissertation topic shall be approved by the Disciplinary Doctoral Council.

proposer of dissertation topics: faculty members or researchers having an academic degree whose dissertation topic is approved by the Disciplinary Doctoral Council. Proposers are required to pursue active research activities, i.e. in the 5 years prior to the announcement of the topic the indicators of their relevant scientific publications exceed the publication requirements of the doctoral school for degree award.

dissertation supervisor: a dissertation supervisor is a faculty member or researcher having an academic degree as well as a professor emeritus/emera pursuing active research activities whose dissertation topic has been approved by the Disciplinary Doctoral Council and who can responsibly supervise and assist doctoral students in their studies, research and preparation for a doctoral degree. Exceptionally, a co-supervisor may be appointed in addition to the supervisor in a case professionally justified and approved by the Doctoral Council of the University. One of the supervisors shall be appointed as a supervisor in charge. A supervisor shall not have more than six doctoral students.

doctoral dissertation: a written document, work or project created by the candidate to prove that he/she is capable of creating academic work independently meeting the requirements of a doctoral degree.

doctoral school: the organised framework of a doctoral programme that facilitates the preparation for obtaining an academic degree,

⁶⁵ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2017

grade: a grade for the student's performance during the semester which may be obtained during the study period as defined in the study and examination regulations,

phasing-in system: a training organization principle based on which the new or revised study and examination requirements may be applied to students who started their studies after introduction or those who started their studies beforehand but chose to work for their degree in accordance with the new or amended study and examination requirements,

semester: a five-month training period,

student with disability or a health condition pursuant to Government Decree 51/2007 (III.26.): a student who

- a) due to his/her disability requires permanent or intensive supervision, care or due to his/her disability requires personal and/or technical assistance and/or care systematically, or
- b) has lost at least 67% of his/her capacity to work and this condition has lasted for one year or is expected to last for at least one year,

disadvantaged student or candidate: a student or candidate who was taken under the protection of a notary during his/her secondary school studies for family reasons, social status as well as a student after whom the state pays child welfare benefit and is authorised to get child welfare allowance; or a student in state care,

student or candidate with multiple disadvantages: a disadvantaged student or candidate whose custodial parent, at the start of compulsory school age, had maximum eight years of primary education according to a voluntary parental declaration made pursuant to the Act on Child Protection and Guardianship, as well as those who have been placed in extended care,

disclosure on the website: disclosing information on a publicly available website,

branch of study: the programmes in a certain field of study the contents of which are identical in the initial phase of studies,

training time: the statutory time stipulated for obtaining the required credits, level of qualification, qualification,

training period: the division of training time for study periods and examination periods,

educational programme: the complex educational document of the institution which contains,

- a) the detailed educational and academic requirements of the Bachelor, Master, higher education vocational training and specialist post-graduate programmes,
- b) the programme of the doctoral studies together with detailed rules of studies, thus the curriculum, the programme of studies and course-units, and the evaluation and assessment methods together with the pertaining procedures and rules,

consultation: the opportunity for personal discussion provided by the lecturer of the higher education institution to a student,

credit: a unit of students' work which represents in relation to the course-unit or curricular unit the estimated time necessary for the acquisition of a specific body of knowledge and the fulfilment of requirements; one credit equals 30 study hours on average, and the value of a credit – supposing that the student's performance was accepted – does not depend on the evaluation the student's knowledge received,

partial studies: a student pursuing studies at another higher education institution by acquiring visiting student status and earning credits,

contact hour: a class requiring the personal cooperation of the lecturer for the fulfilment of the academic requirements specified in the curriculum (lecture, seminar, practice, consultation, classroom observation), with a duration of no less than 45 minutes and no more than 60 minutes. The time devoted to research activity/creative work at the university or at an institution with a

university cooperation agreement is counted as a contact hour.

disciplines of science: humanities, religion, agriculture, engineering, medicine, social sciences, natural sciences, and arts, which divide into branches of science,

pre-degree certificate: a certificate which states without qualifications and evaluations that the student has passed the curricular examinations and – except for passing the language examination and writing the degree thesis – met all academic requirements and has earned the number of credits prescribed in the educational and outcome requirements – except for the credit points rendered to the degree thesis,

examination: a form of assessment to verify and evaluate the acquisition of knowledge, skills and abilities,

research area: it identifies the main field of activity constituting the core of the programme within the branch of science or several branches of science, reflecting the operating framework of the doctoral school.

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UNIVERSITY OF MISKOLC

3515 Miskolc-Egyetemváros

.....

Chairperson of the Doctoral Council of the University

**APPLICATION
for conducting a public debate**

I. PERSONAL DATA

Name (birth name):

(identical with that of the personal ID card)

Citizenship:

Place and date of birth:

Number of personal ID card:

Permanent address:

Postal address:

E-mail: Phone number:

Place of work (faculty, university):

Number, year, qualification of diploma:

Classification of diploma:

Level and certificate of language proficiency (date of issue):

.....

Type of doctoral programme (state-funded, self-funded):

DOCTORAL SCHOOL

Name of doctoral school:

Head of the doctoral school:

Title of research topic:

Name of supervisor:

Name of co-supervisor:

Research field:

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Date of submission of the dissertation:

Miskolc,

.....

signature of the applicant

The form and the annexes shall be submitted in their complete form (except for the dissertation in 5 copies)

Annexes

- the prior permission of the Disciplinary Doctoral Council to conduct a defence in a language other than Hungarian
- the dissertation and its electronic version
- declarations (Annexes 12 and 13)
- the pre-degree certificate obtained in the doctoral programme
- detailed scientific curriculum vitae,
- minutes of the departmental discussion
- 50 copies of the dissertation theses as well as electronically in Hungarian and English or in another language appropriate to the branch of science
- declarations of co-authorship (Section 13.4)

II. Recommendations, opinions, data regarding the doctoral procedure:

1.Opinion of the Disciplinary Doctoral Council:

a public debate (doctoral procedure) may be organised yes / no

reason for rejection:

date of opinion:

Assessment committee

chairperson (name, position, scientific title, place of work):

.....

members (name, position, scientific title, place of work):

.....

.....

.....

assessors (name, position, scientific title, place of work):

.....

.....

Date of appointment:

.....

Chairperson of the Disciplinary Doctoral Council

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12. Annex

DECLARATION

I, the undersigned, (name)
state that I do not have an ongoing doctoral procedure in the academic field of
.....
....., my application
for degree award procedure has not been rejected and I have not had an unsuccessful defence of my
doctoral dissertation within the last two years.

I also declare that I am not under a procedure for doctoral degree revocation or no doctoral degree
revocation has been issued for me within five years.

Date:

.....
signature

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DECLARATION

In full awareness of my criminal liability I, the undersigned,
..... (name) declare that the
dissertation submitted is my independent, original work, and the references are complete and clear.
I have uploaded my publications to the MTMT database (MTMT ID:). I have
enclosed the print of the annotated list of publications.

Date:

.....

signature

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Annex 14

Regulations for plagiarism

- (1) In the doctoral procedure, the University shall adopt and apply the principles and recommendations of the Science Ethics Code of the Hungarian Academy of Sciences on plagiarism. The substantive decisions made in pursuant to Section 10(2) of the Fundamental Law shall not be challenged either before a court or an administrative body.
- (2) The doctoral degree may be revoked if it has been obtained by the holder claiming someone else's intellectual property in whole or in part to be his/her own or has used false or falsified data in his/her dissertation and thereby deceived or misled the body or person acting on the doctoral case. The procedure for the revocation of the doctorate may be carried out if the holder of the title is still alive at the initiation of the proceedings.
- (3) The acts referred to in Paragraph 2 shall not lapse, liability shall be limited to the holder of the title.
- (4) The proceedings for the revocation of the doctorate may be initiated to the Chairperson of the University Doctoral Council (henceforth UDC) issuing the degree by someone in possession of a doctoral or equivalent academic degree in the discipline related to the subject of the disputed dissertation who justifies or justifiably assumes the wording of Paragraph 2.
- (5) UDC shall decide on the revocation of the doctorate degree. In the case of the revocation of a degree, the Chairperson of the UDC shall ask the opinion of the relevant Disciplinary Doctoral Council whether Paragraph 2 may be effectively appropriate for the holder of the degree. An expert/Experts may be entrusted with the procedure for the revocation of the doctoral degree and the person concerned shall be heard. If the person concerned does not appear despite the repeated notice or if he/she requests not to hold the hearing, the UDC is entitled to make a decision in his/her absence. If, in the proceedings initiated by the original author, a legally binding judicial decision has already been established on the copyright before the initiation of the proceedings, the UDC no longer has to carry out investigations on this matter, the final judgment being sufficient to revoke the degree.
- (6) In the case of an appeal against the decision on the revocation of a degree, the UDC shall appoint an ad hoc committee consisting of the core members of the doctoral school, at least 50% of whom shall not be employed by the higher education institution revoking the degree. The appeal is decided on by the senate of the higher education institution based on the opinion of the ad hoc committee.
- (7) The university shall disclose the final revocation decision to the public.
- (8) In the event of the revocation of a doctoral degree, the person concerned shall not be eligible for a new degree award procedure for the following five years.

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Academic and examination regulations pertaining to doctoral programmes and individual preparation

Section 3

- (1) Credit points requirements: In the doctoral programmes, the fulfilment of study and other requirements shall be monitored in a credit system.
- (2) ⁷⁶During the first four semesters, doctoral students shall earn at least 90 credits including all the study credits in order to apply for the complex examination. They may start the research and dissertation phase after passing the complex examination, completing four semesters and earning at least 120 credits, including all study credits, during the first four semesters.
- (3) Doctoral students shall earn study, research and publication credits.
- (4) ⁷⁷Study credits (min.: 40 credits)
 - a) ⁷⁸Doctoral students earn study credits by completing subjects. Examinations may be awarded with maximum 10 credits. The subjects and the accompanying credits are laid down in the operational regulations of the doctoral school. Subjects may be taken from the list advertised by the doctoral schools every semester.
 - b) Doctoral students may take electives advertised by other doctoral schools.
- (5) Research and publication credits
 - a) Research and publication credits may be earned by research co-operation with departments and submitting reports on the findings of experiments and research work carried out. Maximum 5 credits may be earned by the semester.
 - b) ^{79 80}The publication activities and the accompanying credits are laid down in the operational regulations of the doctoral school. As a publication, only revised journal and conference articles as well as chapters may be taken into account which contain own results printed or electronically accessible to the public. The credits assigned to publications are laid down in the operational regulations of the doctoral school.
 - c) ⁸¹Doctoral students submit a written report to the doctoral school on the independent research on the dissertation topic each semester to be reviewed and present it in a research seminar. Maximum 15 and 20 credits may be earned by the semester in the first and the second phase respectively.

⁷⁶ Amended by the Senate in Resolution No. 67/2018, effective as of 1 September 2018

⁷⁷ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁷⁸ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

⁷⁹ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

⁸⁰ Amended by the Senate in Resolution No. 67/2018, effective as of 1 May 2018

⁸¹ Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

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- (6) ⁸²Teaching activity is worth maximum one credit for one class, a total of five credits may be earned by the semester.
- (7) During the structured programme, 8 semesters must be completed, which is equivalent to 240 credit points for eight semesters.
- (8) In the case of individual preparation, the doctoral student is not involved in the structured programme, but he/she shall take the complex examination and earn the 240 credits. His/her student status shall be established by passing the complex examination.
- (9) The allocation of credit points to each academic, teaching, research activity of the doctoral students shall be controlled by the Disciplinary Doctoral Council.
- (10) The basic professional documents of the programme are as follows:
- a) Doctoral programme: an educational and research programme developed by the Disciplinary Doctoral Council in connection with the disciplinary area.
 - b) Course description: it defines the body of knowledge to be acquired in each course-unit. The course descriptions and the prerequisites of each course-units are determined by the relevant Disciplinary Doctoral Councils.
- (11) Academic Provisions
- a) The Disciplinary Doctoral Council shall proceed in the study and examination cases of the doctoral students in the first instance.
 - b) The academic year of the structured doctoral programme shall last from 1 September to 31 August through the whole calendar year.
 - c) The academic year is divided into semesters (study period, examination period, research period and breaks). Besides the statutory public holidays, there is a twenty-five-day annual leave - especially in July and August, the time schedule of which is to be agreed with the head of the institute. Scholarship shall be paid during the breaks.
 - d) Transfer: Doctoral students of other universities may apply for transfer to the University of Miskolc if the terms and conditions of the studies and research activities to be carried out are provided within the framework of the doctoral programme. The Doctoral Council of the University decides on the terms of the transfer including the financial matters.
 - e) Parallel studies: doctoral students may pursue parallel studies in a field closely related to the doctoral programme with the permission of the Disciplinary Doctoral Council. The permission may be revoked based on the performance in the programme.
 - f) doctoral students may attend any lectures announced by any faculty without special permission.
 - g) Guest student status: doctoral students may pursue partial studies at another higher education institution with the permission of the Disciplinary Doctoral Council and the credits earned at the other institution shall be recognised.

⁸² Amended by the Senate in Resolution No. 230/2016, effective as of 27 October 2016

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- h) Information on the requirements: the dean shall ensure that students are acquainted with the requirements of disciplinary areas and groups of the doctoral school. During the doctoral programme, the requirements for the work plan, the teaching duties undertaken by the doctoral student, and the subjects to be taken are set by the supervisor, the head of the institute, and the lecturer concerned respectively. Information shall be provided on course requirements, forms of assessment, textbooks, notes at the beginning of the semester, on the first lesson at the latest and disclosed on the website of the doctoral school.
- i) Attendance: the Disciplinary Doctoral Council shall define the academic sessions and other activities where students' participation is compulsory as a part of the doctoral programme.
- j) Announcement of and registration for subjects
 - ja) According to the decision of the Disciplinary Doctoral Council, subjects are shall be advertised as obligatory, obligatory elective or optional elective course-units.
 - jb) Obligatory elective and optional elective course-units shall be offered in an appropriate selection of at least two credits per academic year.
 - jc) Course-units ending with an examination may be announced with or without sessions. In the latter case, only examinations shall be taken, mid-term requirements shall not be set.
 - jd) If a student is unable to earn the credits of a course-unit taken in the given semester, he/she may re-take it in a later semester. If a student has met the requirements for the semester, he/she shall only take the exam the following semester. If he/she is unable to meet the requirements for the semester, he/she has to re-take the course-unit in the semester when it is announced.
 - je) The Disciplinary Doctoral Council shall select and announce the course-units.
 - jf) At the beginning of each semester, the doctoral student shall prepare an teaching/educational - research plan approved by the supervisor and, after approval, the doctoral student shall submit it to the Head of the Doctoral School.

(12) Provisions concerning the assessment of knowledge

- a) Electronic registration course book (henceforth registration course book): it is a document certifying registrations, the fulfilment of study and examination obligations and the circumstances related thereto, and except for the publications, all the activities performed for credit points which shall be recorded in the Neptun system.
- b) The fulfilment of the semester requirements of the different subjects is certified by the lecturer in charge of the subject in the registration course book. In case of his/her incapacitation, it is certified by the head of the institute or the dean in the Neptun system.
- c) In case the signature is denied in any optional elective subjects, the subject shall be deleted from the registration course book in the Neptun system. In case of other subjects, 'signature denied' shall be entered.
- d) Doctoral students who have not fulfilled the semester interim requirements in a subject shall not get the end-of-semester signature. The institute shall provide an opportunity to make up for the failure in the last week of the study period the latest.

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Following the end of the study period, obtaining signatures may be permitted by the Disciplinary Doctoral Council. The relevant application, together with the necessary certificates, shall be submitted to the dean's offices of the faculties according to the institute/department announcement on the last day of the study period the latest or within five days upon the disclosure of the announcements. In the permit, the Disciplinary Doctoral Council shall set a deadline for obtaining the signature and shall notify the dean's office of the faculty thereof. The Disciplinary Doctoral Council may give permission for one make-up opportunity setting a deadline without any special application and based on the notification of the department/institute. There is an opportunity to make up for fulfilling the semester interim requirements during the first half of the examination period.

- e) In case of a lingering illness or a cause or circumstance beyond the student's control, the Disciplinary Doctoral Council may extend the deadline for obtaining the end-of-semester signature. Together with the necessary certificates, the relevant application shall be submitted by the last day of the study period, or in case of a justified hindrance, immediately after such hindrance ceases to exist.
- f) If the doctoral student fails to fulfil his/her make-up obligation, the subject shall be deleted from his/her registration course book after the deadline. In a subject deleted from his/her registration course book, a student may only obtain a signature after its repeated completion.
- g) Except for the pre-examinations and the cases permitted (e.g. special consideration), examinations may only be taken in the examination period.
- h) The lecturer in charge of the subject or the examiner shall advertise as many number of examination days as appropriate to the number of doctoral students, making sure that the examinations are scheduled in a way to ensure that the students can distribute the exams evenly during the examination period, and they have the time and opportunity to re-sit failed exams. The head of the institute shall be responsible for setting and disclosing a sufficient number of examination days.
- i) Pre-examinations may be taken in the last week of the study period, or exceptionally, even before. Every student shall have the right to take pre-examinations after he/she has arranged them with the relevant lecturer or examiner and if the necessary conditions are met.
- j) Taking the announced examination days into account, doctoral students shall sign up for examinations through the Neptun system pursuant to the faculty regulations.
- k) Doctoral students may only take examinations if they have obtained the end-of-semester signature, have paid any due charges/fees, have fully complied with the requirements of the curriculum, and their previous semester has been closed by the dean's office.
- l) Examinations shall be held in the official rooms of the university. In justified cases, the dean may give permission to deviate from this, also designating the place of the examination. Examinations may be held orally, in writing, or orally and in writing, as well. Combined examinations and comprehensive examinations may be held orally, in writing, or orally and in writing, as well.
- m) Examinations shall be administered by the lecturer in charge of the subject or by the lecturer(s) appointed by the head of the institute. Oral examinations are open to the public, but in justified cases, their publicity may be restricted by the dean. Prior to their presentations, examinees shall be given time to prepare.

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- n) At the doctoral student's request, the first and second examination resits shall be administered before a board consisting of at least two members. In case of a resit, at the doctoral student's request, lecturers not having participated in the previous examination shall also be appointed to hold the examination, in which case, a further representative of the faculty shall be present at the examination. The chairperson and members of the committee shall be appointed by the head of the institute. If the lecturer in charge of the subject is the head of the institute, the dean of the faculty shall decide on this question.
- o) The lecturer in charge of the subject indicated in the registration course book, the examining lecturer or the chairperson of the examination board are entitled to enter the examination grade in the registration course book. The examination grade and the signature of the examining lecturer shall be entered in the result sheet and in Neptun at the time of obtaining the grade.
- p) The results for any subjects not announced in the curriculum that the student has registered for shall be entered in the Neptun system.
- (13) The appropriate forms of assessment, built on one another in accordance with the academic objectives, shall be determined by the doctoral programme.
- a) Knowledge of the subject material shall be assessed on a five-grade scale: excellent (5), good (4), satisfactory (3), pass (2) and fail (1).
- b) Major forms of assessment of the knowledge of subject material are as follows:
- ba) The oral test is a form of assessment of the material covering an instructional period specified in the doctoral programme.
- bb) The end-term examination is the assessment of the material in a subject generally covering one instructional period. The level at which the student has acquired the study material shall be evaluated and the fact whether he/she will be able to acquire any further study material built on it. The assessment of end-term examination performance shall be done on a five-grade scale.
- bc) The provisions in the above sections shall be applied to the forms of assessment in the obligatory electives.
- bd) Oral tests or end-term examinations may be required in optional electives. If, with respect to an optional elective course, no assessment is required, attendance at the classes shall be certified by the lecturer in the registration course book through the Neptun system.
- (14) In case of oral tests or end-term examinations, the lecturer may offer the student the following evaluations or grades based on the doctoral student's performance during the instructional period:
- a) 'excellent' or 'satisfactory' or
- b) 5 or 4.
- The doctoral student is not obliged to accept the evaluation (grade) offered but may request to take the examination.
- (15) Unsuccessful examinations may be retaken during the same examination period. If the second resit is unsuccessful, as well, the subject shall be deleted from the registration course book. The student may only obtain a grade in a subject deleted from the registration course book if he/she signs up for it again.

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- (16) If the doctoral student wishes to improve the grade or evaluation obtained, he/she may take a resit as many examinations as specified by the Disciplinary Doctoral Council during every instruction period. In such a case, the grade obtained in the resit shall be valid even if it is worse than the former one. The result of the resit examination shall be entered in the registration course book by the lecturer through the Neptun system.
- (17) The results of the doctoral student shall be entered into the registration course book through the Neptun system by authorised persons. Registration course books are public documents. Any unauthorised entries into the Neptun system involves disciplinary and penal law consequences. The amount of work completed by the doctoral student is indicated by the number of credits earned in the relevant semester and from the start of studies. The quality of work is indicated by credit weighted GPA.

Weighted average = $\sum (\text{credit points} \times \text{grade}) / \text{total credit points earned for studies}$

In case of a three-grade qualification system, the qualification 'excellent' shall be taken into account as an excellent grade (5), the qualification 'satisfactory' as a satisfactory grade (3) while the qualification 'fail' as a fail (1) grade in the calculation of credit-weighted GPA. Fulfilment of examination and other curricular requirements shall be certified in the registration course book by the dean's office of the faculty. In the calculation of weighted GPA, the final examination grade (so in case of a resit, the last grade) shall be taken into account in all cases. No grades earned in optional examinations shall be taken into account in the calculation of the GPA. The calculation of weighted GPA shall be made to two decimal places, and the result shall be entered in the student's registration course book through the Neptun system.

Weighted GPA:

- a) excellent, if the GPA is 5.00
 - b) very good, if the GPA is 4.51-4.99
 - c) good, if the GPA is 3.51-4.50
 - d) satisfactory, if the GPA is 2.51-3.50
 - e) pass, if the GPA is 2.00-2.50
 - f) fail, if the GPA is less than 2.00
- (18) Doctoral student status shall be suspended if the doctoral 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. This period shall not be longer than two semesters during the research and dissertation phase.
- (19) In the doctoral programme, student status shall be terminated:
- a) if the doctoral student is transferred to another institution, as of the date of the transfer,
 - b) if the doctoral student declares that he/she terminates his/her student status, as of the date of the declaration,
 - c) if the doctoral student cannot continue his/her studies in a state-funded programme/on a state grant, and does not wish to continue them in a fee-paying programme,
 - d) at the end of the eighth semester for which the student registered,
 - e) if the status of the doctoral student is terminated by the Rector due to overdue payment, on the day the resolution comes into force,
 - f) on the day the disciplinary ruling for expulsion comes into force.

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- g) if the doctoral student does not pass the comprehensive examination, on the day of the failed or missed examination,
 - h) upon the issuance of the pre-degree certificate,
 - i) if he/she does not register for the next semester on three consecutive occasions.
- (20) ⁸⁴The pre-degree certificate shall attest that the doctoral student has fulfilled the requirements laid down in the statutes and regulations as well as the acquisition of the required 240 credits.
- (21) ⁸⁵From the first semester of the academic year 2016/2017 - and later on in a phasing-in system, a doctoral student whose studies are financed (partially) by the state may only continue his/her studies in the following academic year in self-financed form if, at the end of the academic year, the doctoral school determines that the student failed to earn at least 20 credits in the average of the last two semesters in which his/her student status was not interrupted and.

Tuition fee for those studying in a language other than Hungarian

Section 5

- (1) Admission fee: €150

Tuition fee: €3.500/semester

- (2) As a general rule, non-Hungarian citizens may only participate in self-funded programmes in Hungary. In accordance with the international obligations undertaken, the National Higher Education Act defines the range of those non-Hungarian citizens who are allowed to participate in state-funded programmes/programmes financed through state grant in a Hungarian higher education institution.
- (3) However, non-Hungarian citizens studying in state-funded programmes/programmes financed through state grant are not automatically entitled to all the social benefits Hungarian students are entitled to. Foreign citizens participating in state-funded programmes are entitled to social benefits subject to international agreements. Students living in Hungary and having refugee, temporary protected, immigrant or settler status as well as pursuant to European legal practice, migrant employees and children from the countries belonging to the European Economic Area (the latter irrespective of their citizenship) shall be entitled to the same social benefits as Hungarian students.

Section 7

Pertaining to doctoral students, the provisions of the Academic Requirements for Students shall apply to matters not covered by these regulations.

Beyond the Doctoral Regulations of the University, the provisions in the operational regulations of the doctoral schools shall apply.