

**Annex 13 to the Statutes of the  
University of Pécs**

**The Code of Doctoral Studies  
of  
the University of Pécs**



**Pécs 2019**

*Effective of 21 March 2019*

*Please note that this document is solely a translation of the official Hungarian text, therefore binding decisions can only be made based on the Hungarian text. In case of any doubt, the Hungarian text has authority.*

The Senate of the University of Pécs (hereinafter: University) adopts the following Code of Doctoral Studies (hereinafter: Code) pursuant to Act CCIV. of 2011 on Higher Education (hereinafter: HEA), Governmental Decree 387/2012 (XII. 19.) on the Procedures of Doctoral Studies and Habilitation, other relevant laws, the regulations of the University, the resolutions of the Hungarian Accreditation Committee (hereinafter: HAC) and the Hungarian Doctoral Council (hereinafter: HDC).

## **Chapter I.**

### **General Provisions**

#### **The Scope of the Code**

1. § (1) The scope of the Code covers the University Doctoral Council (hereinafter: UDC), which organizes and supervises doctoral education, the respective Doctoral Councils of the various sciences and arts (hereinafter: DC), the lecturers and researchers participating in the doctoral training and graduation procedure, the doctoral students having student status at the University (hereinafter: doctoral students), the individual preparers, and the doctoral candidates.

(2) The student benefits and fees related to the doctoral training, as well as the fees for the graduation procedure, are governed by the Code of Charges and Benefits of the University. The financing issues and conditions related to doctoral training are governed by the University's financial regulations.

(3) Issues not regulated in this Code in connection with student status and the rights and obligations of the students are set forth in the Statutes of the University and their Annexes.

(4) Within the limits of this Code, the DCs adopt their regulations and codes of procedures as complementing sets of rules to this Code.

(5) This Code shall be published on the University website. The Doctoral Schools publish their regulations on their respective websites and in the HDC database, on the website <http://doktori.hu>.

#### **The objectives of the doctoral training**

2. § Doctoral education is the highest level of the university education process. Its objectives are to invest the students with creative skills in the field of sciences or arts, and to transfer a high level of scientific and artistic knowledge, thus enabling the graduates to be able to apply scientific and artistic methods creatively, and prove these skills and qualities through scientific publications, works of art, lectures and a doctoral dissertation.

## **Chapter II.**

### **Organizational framework of the doctoral training**

**3. § (1)** Organizing the doctoral training and awarding the doctoral degree (hereinafter graduation procedure) shall be the responsibility of the UDC.

(2) The University provides doctoral training in its accredited and registered Doctoral Schools and in this framework awards the highest possible university qualifications (PhD or DLA as set forth in Article 16 (4) of the HEA, hereinafter jointly: doctoral degree) at the end of a successful graduation procedure. The Doctoral Schools presently registered at the Educational Authority (EA) are listed in Annex no. 1.

(3) A doctoral training is comprised of learning, researching and reporting activities in the form of individual or group training tailored to the specificities of the discipline or art field and the needs of the doctoral student.

(4) The doctoral degree demonstrates a high level of knowledge of a particular discipline or art, new scientific and artistic achievements in this field, and the ability to undertake independent research.

### **The Doctoral Schools**

**4. § (1)** In the doctoral training, the accredited Doctoral Schools provide the framework for education and research.

(2) The Doctoral School has:

- a) the joint right to make proposals on doctoral training and graduation;
- b) the right to doctoral training, which shall include the right to organize lectures and exams;
- c) the right and obligation to establish its own rules of procedures;
- d) the right to delegate to the UDC and the DC;
- e) the right to conduct the procedure for admission to a doctoral training;
- f) the right to determine the rules on language skills evaluation delegated to its competence by higher regulations;
- g) the right to initiate habilitation procedures in its area of expertise.

(3) A Doctoral School may research and teach material on one or more research topics within a given discipline or art.

(4) Doctoral Schools may, within their research area, define subject groups or doctoral programs (hereinafter jointly: doctoral programs). The detailed rules for doctoral programs shall be laid down in the Doctoral School's regulations.

(5) Several Doctoral Schools in a single discipline can be created at the University if Doctoral Schools are established in different fields of research within the particular discipline and independently meet the requirements for establishing Doctoral Schools.

(6) Doctoral Schools manage their own normative subsidies and their own revenue. Doctoral Schools may hire lecturers to the detriment of their own budgets.

### **The Chairperson of the Doctoral School**

5. § (1) The Chairperson of the Doctoral School shall be a full-time university professor with a doctoral degree and, except for Doctoral Schools of art, with the title of Doctor of the Hungarian Academy of Sciences.

(2) The Chairperson of the Doctoral School shall be appointed by the Rector for a maximum period of five years on the basis of the opinion of the majority of the core professors of the Doctoral School, on the recommendation of the UDC. The appointment may be renewed several times.

(3) The Chairperson of the Doctoral School

- a) coordinates the professional activities of the Doctoral School,
- b) directs the activities of the Doctoral School Council (hereinafter: DSC) and is responsible for the implementation of the decisions taken by the DSC;
- c) represents the Doctoral School,
- d) makes proposals to the DSC for the development of the Doctoral School.

(4) The appointment of the Chairperson of the Doctoral School shall be terminated:

- a) at the end of the appointment,
- b) at the age of seventy years,
- c) with withdrawal,
- d) with resignation,
- e) with termination of employment as a public servant,
- f) with the death of the Chairperson of the Doctoral School.

(5) The rector may revoke the appointment of the Chairperson of the Doctoral School after consulting with the UDC, if the Chairperson of the Doctoral School does not perform his or her duties properly under paragraph (3) or if he or she is incapacitated for at least half a year. The DSC, the DC, and the UDC may propose the revocation of the appointment.

### **The Doctoral School Council**

6. § (1) The Doctoral School shall establish a Doctoral School Council (DSC) which shall be selected by the core members of the Doctoral School. DSCs are open to core members, leaders of doctoral programs within the Doctoral School, and other academics with a doctoral degree, who are appointed and recalled by the UDC or the DC if this responsibility is delegated to it.

(2) Further rules governing the composition, election, and operation of the DSC are contained in the Doctoral School's regulations.

### **The lecturers of the Doctoral School**

7. § (1) The lecturers of the Doctoral School are those university lecturers with a doctoral degree and researchers who, upon the recommendation of the Chairperson of the Doctoral School, are

considered by the DSC to be capable of performing lecturing, research and supervising duties within the Doctoral School.

(2) The lecturers at the Doctoral School can announce topics within the doctoral trainings.

### **The Advisor**

**8. § (1)** The doctoral research topic Advisor is a PhD or DLA-level university lecturer or researcher, whose offered topic is approved by the DSC and, on this basis, is responsible for advising and assisting the doctoral student's and candidate's training, research, and preparation for the doctoral degree.

(2) The Advisor

- a) announces the doctoral research topic,
- b) certifies the completion of the research assignments by signing the doctoral student's gradebook or by registering the achievements in the Neptun Higher Education System (hereinafter ES),
- c) periodically evaluates the doctoral student's work report and comments on the doctoral student's performance, as specified in the regulations of the Doctoral School,
- d) assists the doctoral student in the preparation of the doctoral dissertation and scientific publications,
- e) proposes and assists in the implementation of the doctoral student's lecturing and research plan.

(3) Further rules governing the Advisor are contained in the Doctoral School's regulations.

(4) One doctoral student or candidate may have several Advisors at once, if the DC approves it. The titlepage of the doctoral dissertation shall clearly state the name(s) of the supervisor(s).

(5) An Advisor may advise up to six students at a time, including the graduation procedure and the doctoral candidate period. The number of students is calculated based on the data provided on the [www.doktori.hu](http://www.doktori.hu) website.

### **University Doctoral Council**

**9. § (1)** The tasks of the doctoral Council described in Article 16 (5) of the HEA shall be fulfilled by the University Doctoral Council (UDC) appointed by the Senate.

(2) The Senate elects the members and the Chairperson of the UDC.

### **Members of the UDC**

**10. § (1)** The UDC has a Chairperson, a Co-Chairperson, and internal and external members. The Chairpersons of Doctoral Schools, the Co-Chairperson of the UDC, the Chairpersons of the DCs, and the doctoral student representative are the voting members of the UDC. UDC has at least two external

members with voting rights who shall not be employed by the University. For the purposes of this paragraph, Professor Emeritus of the University shall be deemed to be employed by the University. Voting members of the UDC, with the exception of the doctoral student representative, shall only be individuals who meet the criteria for core membership.

(2) The Chairperson of the UDC is elected by the Senate from among the Chairpersons of the Doctoral Schools operating at the University, on the proposal of the Rector.

(3) The external members are proposed by the Chairperson of the UDC after consulting the Doctoral Schools. The term of office of external members shall be for a maximum period of five years but may be renewed several times.

(4) An internal member with voting rights is delegated by the Doctoral Student Association of the University.

(5) The UDC's Co-Chairperson is the Vice-Rector for Science and Innovation. The Co-Chairperson shall act as president of the UDC if the Chairperson is prevented from attending.

### **UDC duties and powers**

#### **11. § The UDC**

- a) elaborates the university-level doctoral regulations and, if necessary, initiates amendments thereto;
- b) comments on the proposal to establish Doctoral Schools;
- c) regularly makes assessments of the doctoral training and the graduation process for the Senate;
- d) where appropriate, initiates the closure of Doctoral Schools;
- e) pursuant to Article 16 (5) of the HEA, the UDC may set up Doctoral Councils (DC) in any field of disciplines and arts, included in the doctoral regulations of the University taking into account the requirements of Article 10 as to composition and personal conditions;
- f) decides on the appointment and dismissal of the Chairpersons and members of the DCs;
- g) adopts the regulations of the Doctoral Schools and the doctoral programs to be established within the Doctoral School, which task may be delegated to the DCs;
- h) appoints, on the proposal of the Doctoral Schools, the members of the doctoral admissions Committee, members of the jury and the jurors, establishes a complex examination Committee and approves the namelist of doctoral Advisors and Doctoral School lecturers, which task may be delegated to DCs;
- i) decides on the distribution of doctoral student headcounts within the publicly financed doctoral training between Doctoral Schools which task may be delegated to the DCs;
- j) decides on credit recognition, complex examination requirements, degree awarding, naturalization and revocation of doctoral degrees, which task may be delegated to the DCs, except for the awarding, naturalization and revocation of doctoral degrees;
- k) determines the list of languages that may be accepted as a first foreign language in the foreign language requirements for doctoral degrees, which task may be delegated to the DCs;
- l) decides, on the basis of the opinion of the jury, on the application for closed dissertation defense, which task may be delegated to the DCs;

- m) comments on the proposals made by the Rector to the Senate for the award of the title of Docto Honoris Causa r or Doctor et Professor Honoraris Causa;
- n) makes proposals to the Rector for the appointment of the Chairpersons of Doctoral Schools;
- o) appoints or dismisses members of the Doctoral School Councils, which task may be delegated to the DCs;
- p) makes proposals for the provisions on the funding for the operating conditions of doctoral training, including in particular the normative funds of the doctoral students with state scholarships as described in the relevant government decree;
- q) annually audits the operation of Doctoral Schools in accordance with the University's quality assurance principles, determines the requirements for admission of doctoral students, initiates the termination of the Doctoral School, if appropriate, and comments on the Rector's proposal to close a Doctoral School;
- r) in the event that the Senate decides to close a Doctoral School, decides upon the proposal of the DC to transfer the doctoral students, candidates and Advisors involved in the training of the Doctoral School concerned to an accredited and registered Doctoral School in the relevant field.

### **The operation of the UDC**

**12. § (1)** The detailed rules governing the operation of the UDC and the rights and obligations of its members shall be laid down in the regulations of the UDC, which shall be adopted by the UDC by simple majority on a proposal from the Chairperson.

(2) The term of office of the members of the UDC lasts until the end of the Senate mandate, and after the end of the Senate mandate, the Committees carry out their duties until the inaugural meeting of the new Senate.

(3) At meetings of the UDC, the Chairpersons of Doctoral Schools may be substituted by a member of the Doctoral School by voting rights if they are prevented from attending to their duties.

(4) The head office of the UDC is at the Rector's Cabinet Department of Research and Innovation.

(5) The Chairperson of the UDC is assisted by the UDC secretary, entrusted by the UDC Chairperson. The duties of the UDC secretary shall be governed by the rules of procedure of the UDC.

(6) The decisions of the UDC are contained in the minutes drawn up by the secretary of the UDC, which shall be handled and archived as specified in the University's records policy.

(7) The administration of the UDC is carried out by the Rector's Cabinet.

(8) A quorum of the UDC shall exist when at least half of its members are present.

(9) The decisions of the UDC are generally taken by open vote and simple majority. In personal matters, the UDC holds a secret ballot.

(10) In duly justified cases, except for the award of the degree, the UDC may take its decision by e-mail voting. Voting can only be valid from an email address previously provided by a UDC member.

Electronic voting is valid if more than half of the UDC members cast their votes. Voting is successful if more than half of the valid votes cast are of the same content.

### **Doctoral Councils of Sciences and Arts**

**13. § (1)** In order to ensure the exercise of the rights delegated by the UDC, the University has several Doctoral Councils of sciences and arts (DCs). The Doctoral Councils of sciences and arts *to be established* by the UDC are added to the list in Annex 2 *after their establishment*.

(2) During the course of its operation, the DCs

- a) draw up their own regulations and submit them to the UDC for adoption and, if necessary, propose amendments thereto;
- b) comment on the proposal for the establishment of Doctoral Schools and submit it to the UDC;
- c) submit the proposed composition of the DC to the UDC;
- d) comment on proposals for the award of the title of Doctor Honoris Causa and Doctor et Professor Honoraris Causa and submit it to the UDC;
- e) make proposals for the appointment of the Chairpersons of Doctoral Schools;
- f) propose on the use of funds for the operating conditions of Doctoral Schools;
- g) participate in habilitation procedures as defined in the University's habilitation regulations, and may develop their own regulations for habilitation procedures.

(3) DCs, under the authority delegated by the UDC

- a) decide on the commencement of graduation procedures, the recognition of credits for study abroad, the requirements for the complex examinations, the exemptions, and the subjects of the doctoral final examinations;
- b) on the proposal of the Doctoral Schools, appoint the examination Committee, the members of the jury and the jurors, set up the final examination Committee and the complex examination Committee;
- c) determine the list of languages acceptable for the first foreign language requirement of the doctoral degree;
- d) decide on the application for closed dissertation defense on the basis of the opinion of the jury,
- e) comment and present to the UDC the initiative to establish a Doctoral School,
- f) make proposals to the UDC for the development and transformation of doctoral training at the University and for the development of a university strategy for doctoral training;
- g) adopt the rules of the Doctoral School in its area of activity; accept programs started within the Doctoral School;
- h) determine the requirements for the admission of doctoral students.

(4) To select DC members, Doctoral Schools in their respective fields make proposals to the UDC as specified in their regulations.

(5) DC has two voting external members nominated by Doctoral Schools. An external member may be a person not employed by the University, who has a scientific or artistic doctoral degree and who meets the core membership criteria. For the purposes of this Code, Professor Emeritus shall be deemed to be a person employed by the University.



(6) A voting member of the DC is delegated by the Doctoral Student Association from among active students in the respective Doctoral Schools.

(7) The rules governing the operation of the DC are contained in its regulations adopted at the inaugural meeting and approved by the UDC. DC may create its own regulations to ensure its normal operation.

(8) The administrative tasks within the scope of the DC are performed by the faculty organizational unit (hereinafter: the Faculty Office) defined in the regulations.

(9) All of DC's operational activities are subject to UDC regulations.

### **Legal remedy**

**14. §** Pursuant to the provisions of Article 57 of the HEA, the student shall be entitled to legal remedy against decisions or actions of the higher education institution or against lacking action, within fifteen days from the notification of the student in question, or in the lack of such notification, from the date when he or she learns about such decision, in the framework of the procedural rules set out in Article 12 of the Code of Studies and Examinations of the University of Pécs (Annex 5 of the Statutes of the University of Pécs, hereinafter Code of Studies).

## **Chapter III.**

### **Rules of procedure on establishing Doctoral Schools**

**15. §** (1) Doctoral studies may only be pursued within the framework of a Doctoral School. The Senate of the University shall decide on the establishment of a Doctoral School as defined in these regulations.

(2) The Senate decides on the launch of a doctoral training program taking into account the provisions of the HEA and other relevant laws.

(3) When establishing a Doctoral School, the discipline and field of study in which the doctoral training program is to be established shall be identified.

**16. §** (1) The establishment of a Doctoral School may be initiated by at least seven core members. More than half of the core members shall have a university professor title. A person may be a core member of only one Doctoral School at a time.

(2) A multidisciplinary Doctoral School shall have at least nine core members and at least three core members in each discipline, most of whom are professors and conduct their research in the respective discipline. In Doctoral Schools in the field of education, there may also be a core member of the discipline related to teacher training.

(3) The requirements to become a core member:  
a) has to hold a doctoral degree,

b) has to be engaged in continuous high-level scientific activity in the discipline and research field of the Doctoral School, which scientific activity, excluding artistic activity, shall be assessed based on the data registered in the Hungarian Scientific Bibliography (hereinafter: Database) defined in Article 3 (1) o) of Act XL of 1994 on the Hungarian Academy of Sciences.

c) in the case of habilitation based on artistic works, his or her works are known and recognized nationally and internationally, as evidenced by the positive feedback of international forums,

d) he or she has demonstrated the ability to guide a doctoral student or candidate by having at least one doctoral student or candidate who has been awarded a doctoral degree under his or her advisement; and

e) he or she is a full-time employee or public servant lecturer or researcher, who, based on Article 26 (3) of the HEA, has designated the University for consideration of the existence of the operating conditions of the higher education institution.

(4) Subject to the conditions set forth in Article 3 a)-d), for the establishment of a Doctoral School, with the approval of the UDC, a core member may be a Professor Emeritus/Emerita (collectively: Professor Emeritus) if he or she is a Professor Emeritus at the University. In a Doctoral School, only one of the Professor Emeritus members may be considered as a core member, while in multi-disciplinary Doctoral Schools one Professor Emeritus may be core member per discipline.

(5) In addition to the conditions set out in Article 3 a)-d), a core member may also be a full-time employee or public-servant research Advisor or research professor holding the Doctor of the Hungarian Academy of Sciences title of a research institute, if the University has concluded an agreement with that particular research institute in this matter. Up to two of them may be considered as core members, and in multi-disciplinary Doctoral Schools one member may be considered as a core member per discipline.

#### **17. § The core member**

a) shall comply with the requirements of Article 16 (3) for at least one training cycle (four years) and for the duration of the graduation procedure of the cycle (one additional year), and

b) shall undertake to guide students as an Advisor at the Doctoral School.

#### **18. § Core members prepare documents for establishing a Doctoral School that include:**

a) the classification of the Doctoral School by discipline or field of art;

b) the master's degree programs on which the University meets the requirements of Article 16 (2) of the HEA;

c) the name of the research area of the Doctoral School;

d) the title of doctoral degree awarded as a result of the graduation process;

e) the names of the candidate for the Chairperson of the Doctoral School, the core members of the Doctoral School, the Advisors proposed for the first four years of the Doctoral School, additional lecturers of the Doctoral School, invited domestic and foreign lecturers (artists), their scientific or artistic bibliography and the documentation of their most important scientific or artistic achievements and works of the last five years;

f) the curriculum of the Doctoral School corresponding to the 8th level of the Hungarian Qualifications Framework,

g) the international relations of the Doctoral School which may be taken into account in its operation;

- h) the Doctoral School's quality assurance plan,
- i) the regulations of the Doctoral School.

(2) The documentation shall be accompanied by a declaration by the persons concerned that they accept the appointment and that they comply with the terms and conditions laid down in this Code.

(3) The documentation of the establishment of the Doctoral School shall include the cooperation agreements concluded by the University in connection with the activities of the Doctoral School, in particular the cooperation agreements specified in Article 16 (5).

(4) An application for the establishment of a Doctoral School shall be submitted to the Senate by the person proposed to be the Chairperson of the Doctoral School through the Rector, with the consent of the DC, after approval by the UDC.

**19. §** (1) After the Senate has decided to establish a Doctoral School, the Rector of the University requests the EA to register the Doctoral School. The application for registration shall be accompanied by:

- a) documents establishing the Doctoral School;
- b) the opinion of the UDC;
- c) the development plan of the research area involved in the establishment of the Doctoral School;
- d) the Doctoral Code of the University;
- e) a statement that the Doctoral School's website provides regular and public information on the doctoral program each year, and that the admission requirements are published annually on the website and in the usual manner at the University.
- f) a statement that the records of the Doctoral School are kept up to date to reflect the actual state of the Doctoral School.

(2) The EA obtains the opinion of the HAC in the process of establishing a Doctoral School. In order to substantiate the expert opinions formed during the establishment of the Doctoral School, the HAC shall examine in particular the scientific activities of the Doctoral School core members, the implementation of the agreements specified in Article 16 (5) and 18 (3), and the fulfillment of other requirements outlined in the evaluation criteria. The deadline for drawing up the expert opinion is ninety days, which may be extended by sixty days by the EA. The registration of a new discipline of the Doctoral School is governed by the HAC requirements for the establishment of multi-disciplinary Doctoral Schools.

(3) Changes in Doctoral School records shall be reported to the EA within thirty days.

(4) The Senate may decide to close the Doctoral School at the initiative of the DC, UDC or the Rector. If initiated by the DC or the Rector, the Senate will seek the opinion of the UDC before deciding. According to the decision of the Senate, the Rector shall initiate the modification of the registered data of the Doctoral School at the EA. The EA deletes the Doctoral School from the register without conducting a discovery.

## **Quality Assurance**

**20. § (1)** UDC develops principles and methods for quality assurance in the doctoral training and graduation process, and continuously monitors the operation of Doctoral Schools in cooperation with the DCs. The Doctoral School reports to DC once a year about its work. The UDC uses the opinions of doctoral students and recent graduates to develop a quality assurance system for doctoral training at the University and to conduct ongoing quality reviews, and, if necessary, employs an external expert.

(2) The quality assurance principles and methods of the doctoral training and graduation process shall be consistent with the University's quality assurance policy. The report prepared by the UDC is subject to the opinion of the Senate Committee on Quality Development and, if necessary, it may propose to supplement or amend the content of the report.

## **Chapter IV.**

### **The doctoral training**

**21. § (1)** In the doctoral training and graduation process

- a) the language of instruction is Hungarian, but the University may also announce and sustain doctoral training and graduation procedures in foreign languages;
- b) both participation in organized training or on the basis of individual preparation are possible;
- c) it is possible to pursue studies in scholarship-supported form in the organized doctoral training or in a tuition-paying form.

(2) In the case of students who enrolled before the academic year 2016/2017, the duration of the organized doctoral training is six semesters. In their case, doctoral training consists of a single training period of 36 months, which can be divided into reporting periods. In the case of students who enrolled in or after the academic year 2016/2017, the duration of the organized doctoral training is eight semesters.

(3) A person who has been admitted for organized doctoral training or for individual preparation (hereinafter referred to as a doctoral student) shall have a student status with the University. Student status is created through enrollment. The doctoral student shall fulfill his or her enrollment obligation by the last day of the first month of the semester. The Faculty Office issues a registry sheet of the enrolled student and records the doctoral student's data in the ES.

(4) When enrolling, the doctoral student shall sign a declaration stating that he or she has read the university regulations and the Doctoral School's recommended curriculum and is aware of the rights and obligations set forth therein. A doctoral student may require a student card upon enrollment. The doctoral student also records the data in the HDC database and then manages the data concerning him or her.

(5) No additional enrolment is required while having a student status, however, the student is required to register in the ES or at the Faculty Office at the beginning of each semester.

(6) If the doctoral student declares that he or she does not wish to fulfill his or her study obligations in the next semester, or if the doctoral student does not register for the next semester, his or her student

status shall be passivated. The period of consecutive passivation of student status may not exceed two semesters. During the doctoral training, the total duration of passivation may not exceed six semesters in case of students who enrolled before the academic year 2016/2017 and eight semesters in the case of students who enrolled in or after the academic year 2016/2017. Student status can only be passivated for a full semester. No state scholarship may be granted during passivation.

(7) Upon the doctoral student's request, the DC may also allow passivation of the student status for a longer consecutive period than what is set forth in paragraph (6) if the doctoral student cannot meet his or her academic obligations as a result of childbirth, accident, illness or any other unanticipated cause through no fault of his or her own. Student status shall be passivated if the student is not allowed to continue his or her studies for a definite period of time as a result of disciplinary sanctions. Student status shall be passivated for the period of doing Army Services. In this period the student is exempted from the obligations stated in the Code of Studies. The certificate proving such cases shall be submitted by the student to the Faculty Office prior to the start of the Army Service. In the cases provided for in this paragraph, the restrictions set out in paragraph (6) shall not apply.

(8) In the case of doctoral students who enrolled in or after the academic year 2016/2017, the doctoral training shall consist of a training and research phase and a research and dissertation phase. As a conclusion of the training and research phase, and as a condition for starting the research and dissertation phase, doctoral students shall pass a complex examination that measures and evaluates their academic and research progress at the end of the fourth semester of the doctoral training.

**22. § (1)** The student status of the doctoral student who enrolled before the academic year 2016/2017 shall be terminated on the last day of the sixth active semester, which is 31 August of the given year in the case of the spring semester. With the issuance of the absolutorium, the student may enter into a doctoral candidate status. Following the termination of the student status, the doctoral candidate status may be applied for at the DC at a later date.

(2) The student status of a doctoral student who enrolled in or after the academic year 2016/2017 shall terminate on the last day of the semester in which he or she obtained the final certificate (absolutorium) or at the end of his or her eighth semester. The last day of the eighth semester of doctoral training is 31 August of a given year in the case of a spring semester. The doctoral student shall submit a doctoral dissertation as defined in this Code within three years of completing the complex exam. By submitting a doctoral dissertation, the student acquires the right to conduct the graduation procedure and the public debate. The deadline for submitting a doctoral dissertation may be extended by one year, in justified cases, due to childbirth, accident, illness, or other unexpected cause.

(3) The DC terminates the doctoral student status with effect from the date of its first instance decision on termination

- a) at the request of the student;
- b) if the doctoral student has not registered for the third consecutive semester, except as provided for in Article 21 (7) of this Code;
- c) if the doctoral student does not restart studies after the passivation of the student status ends;

The conditions for the termination of the student status are regulated by Article 1 (4) and Article 23 (2) of the Code of Studies.

(4) If the doctoral student who enrolled in or after the academic year 2016/2017 does not pass the complex exam, his or her student status shall terminate on the day of the failed or missed exam.

(5) In the doctoral training, the rule in Article 6 (2) (e) of Annex 6 of the Statutes of the University of Pécs on the Code of Charges and Benefits (hereinafter: Code of Charges and Benefits) shall be interpreted as meaning that the remaining duration of the training period of the student who has left the institution shall be understood as full semesters, not months.

**23. § (1)** The University may, upon the proposal of the DC concerned, enter into written agreements with community, religious, or business organizations, as well as with foundations, public foundations, public bodies, or individuals to establish doctoral scholarships.

(2) The agreement shall be concluded by the Rector on behalf of the University, and by the authorized representative on behalf of the sponsor. In the agreement, the University commits itself only to training and not to graduation.

(3) Agreements may be concluded for open (tender-based) or closed (offered particularly for a Doctoral School or individual) scholarships. In the latter cases, the agreement also requires a professional countersignature from the Chairperson of the Doctoral School concerned.

(4) The agreement shall specify the monthly amount of the scholarship (the amount of the annual increment), the schedule for the transfer of the scholarship to the University by the sponsor, and a statement that sources for the scholarship are sufficient for the whole period of the scholarship. The scholarship is paid for the scholarship holder by the University. Only tuition-paying doctoral students may be eligible for agreement-based scholarships.

(5) The agreement may include a provision for research support and assumption of the doctoral student's tuition fee.

(6) In order to be eligible for the scholarship, the applicant (candidate) shall comply with the rules governing admission to the doctoral training in force at the University.

**24. §** The detailed rules on the tendering procedures for the scholarships set out in Article 26/A of the Code of Charges and Benefits are stipulated in the regulations of the Doctoral Schools.

### **The organized doctoral training**

**25. § (1)** Doctoral training helps doctoral students to acquire the knowledge and independent research experience needed to obtain a doctoral degree. To this end, the doctoral student is engaged in scientific training and individual research. A doctoral student may also undertake teaching duties, but this is not part of the study obligation.

(2) Credit points may be awarded for the teaching activity provided by the doctoral student. Up to one quarter of the credits required to complete the training can be obtained from this activity. The educational assignment and its credit value shall be fixed in the ES. Completion of the task is confirmed by the Chairperson of the department responsible for the given educational module.

(3) For teaching and research activities that are not part of the doctoral program (not recognized by credit), the doctoral student may be remunerated on the basis of a doctoral contract. The amount of time worked in this way may not exceed fifty per cent of the total weekly working time on an academic year average. The student's working time schedule shall be determined in such a way that he or she can fulfill his or her examination and preparation requirements. The work is carried out on the basis of a doctoral contract governed by Article 40 (2) of the Code of Charges and Benefits. Further issues concerning the reimbursement of the doctoral student's educational activities are settled by a joint order of the Rector and the Chancellor.

(4) Doctoral students continue their studies based on the Doctoral School's recommended curriculum. During the training, the doctoral student carries out the research required for the dissertation in accordance with the curriculum, passes the exams required by the curriculum, and can perform educational and other research tasks.

(5) The doctoral student registers to the subjects recommended in the curriculum each semester via the ES or by fixing them in the gradebook. The subjects may be compulsory, elective, or optional. The doctoral student shall fulfill the study requirements of the subjects taken during the semester. There should be one opportunity to improve study results during the semester.

(6) Taken exams and fulfillment of research requirements shall be registered in the ES and/or in the gradebook.

(7) A doctoral student may participate in part-time training abroad, in addition to his or her student status. The doctoral student shall apply for the recognition of the knowledge acquired during the mobility at the DC. The DC shall consult the Advisor before adopting its decision about the recognition of studies.

(8) The doctoral student, if he or she has fulfilled his or her study obligations, may request the issuing of a final certificate (absolutorium) from the Faculty Office.

### **The individual preparation**

**26. §** (1) The aim of the individual preparation is to provide graduates having a master's degree (or equivalent university degree and qualification) and significant teaching and/or research experience and documented scientific or artistic qualifications with the opportunity to obtain a doctoral degree. The conditions of admission shall be defined in the regulations of the Doctoral School. The graduation process begins with passing the complex exam.

(2) Successful completion of the DC entrance exam may be a prerequisite for admission.

(3) At the same time as accepting the application, DC will designate the complex exam Committee and the subjects for the complex exam. After the application has been accepted, the individual preparer shall pass a complex exam. By completing the complex exam, the individual preparer enters into a tuition-paying student status, and the doctoral graduation process begins. Upon successful completion of the complex exam, DC recognizes the

minimum credits required to qualify for the complex exam. Upon request, DC may also recognize additional credits based on prior knowledge and competencies.

(4) Doctoral students in individual preparation shall meet all further requirements of the graduation process.

(5) The DC entrusts an Advisor to monitor and assist the candidate's preparation from among the Advisors of the professionally competent Doctoral School.

(6) Students admitted after the successful complex exam shall enroll in the semester beginning after passing the exam.

(7) The doctoral student in individual preparation may request the Faculty Office to issue the absolutorium after verified completion of all study requirements.

### **The admission procedure**

**27. §** (1) Hungarian and foreign citizens who hold a national or foreign master's degree or qualification in the year of enrolment and have at least one state-accredited general intermediate (B2) level complex language exam certificate, or equivalent, can apply for organized doctoral training. Other language requirements are laid down by each Doctoral School. Detailed rules regarding admission requirements, application submission, and admission procedures will be determined jointly by the Doctoral School and the DC. The conditions for applying for doctoral training programs are made available by Doctoral Schools on their public websites.

(2) Enrollment decisions are made public by Doctoral Schools at the University in a manner that is accessible to all interested parties. Applicants will be notified by the DC of the decision via the Faculty Office and in the event of rejection, the applicant shall be informed of the reasons of the decision and the possibility of redress. In the case of admission, the notice shall state the date of enrolment, the documents required for enrolment, and the beginning of the academic year. Information shall be given on fees and expenses in connection with the training. The admission decision includes the name of the Doctoral School.

(3) The application fee for doctoral training is 9000 HUF per application. When submitting an application, the applicant shall provide proof of payment of the application fee to the Doctoral School.

(4) Those who meet the requirements of paragraph (1) and their application has been approved by the DC according to Article 26 (1) can apply for doctoral training in individual preparation.

(5) A doctoral student or candidate who enrolled before the academic year 2016/2017 is eligible to apply for doctoral training with that he or she may not exceed the eight months support period set forth in Article 47 (2) of the HEA including the period used in previous doctoral training.

### **Records of the doctoral students and candidates**



**28. §** (1) Registry sheets of the doctoral students and candidates are maintained by the Faculty Offices. Faculty Offices forward data based on the registry sheets to the higher education information system via the ES.

(2) Faculty Offices keep records of:

- a) data about the doctoral students and candidates as stipulated by the law,
- b) the subjects and units announced by the Doctoral Schools during the semester,
- c) the fulfillment of study obligations and research,
- d) the passivation of studies,
- e) doctoral students having acquired the absolutorium,
- f) the graduation procedures.

**29. §** The Rector's Cabinet

- a) keeps a register of all doctoral students who has been admitted and who has enrolled,
- b) provides the information requested by authorities,
- c) ensures that doctoral graduates are properly registered,
- d) acts as liaison with the Ministry of Education and the HAC,
- e) keeps a register of graduates and diplomas,
- f) ensures that doctoral dissertations are registered in the manner prescribed by law.

## **Chapter V.**

### **The doctoral graduation procedure and the doctoral title**

#### **Conditions of acquiring the doctoral degree**

**30. §** (1) In the case of doctoral students who enrolled before the academic year 2016/2017, the doctoral degree may be obtained following a separate graduation procedure.

(2) In the case of doctoral students who enrolled before the academic year 2016/2017, the graduation procedure is initiated based on an application upon its approval. Applicants who have successfully completed their doctoral studies at the University, meaning those who have an absolutorium, cannot be rejected. The decision to start the graduation procedure is taken by the DC. The person involved in the graduation procedure is the doctoral candidate. The Faculty Office issues a registry sheet of the doctoral candidate.

(3) For students who enrolled before the academic year 2016/2017 the requirements for awarding the degree are:

- a) fulfillment of the obligations outlined in this Code and stipulated by the Doctoral Schools,
- b) successful completion of the doctoral final examination,
- c) knowledge of two foreign languages necessary for practicing the discipline, as well as appropriate certification of this language proficiency, which in the case of a deaf doctoral candidate may include a certificate of non-Hungarian sign language;
- d) the presentation of independent scientific work; in sports sciences presenting activities through articles, studies or otherwise; as a prerequisite for earning a DLA degree, the

presentation and fixing in the Database of the results of independent artistic creation as appropriate to the specifics of the particular artistic field;

- e) solving a scientific or art task independently, presenting a dissertation or a work, successfully defending the results in public debate,
- f) the absolutorium issued by the competent faculty certifying the achievement of the required 180 credit points.

(4) In the case of doctoral students who enrolled before the academic year 2016/2017, the doctoral candidate status is terminated upon the closure of the graduation procedure, and if the doctoral candidate has not submitted his or her doctoral dissertation within two years of the establishment of the candidate status. Unless otherwise specified by law, the rights and obligations of the doctoral candidate shall be governed by the provisions concerning student status.

(5) In the case of students who enrolled in or after the academic year 2016/2017, the graduation procedure begins with the completion of the complex exam.

(6) For students who enrolled in or after the academic year 2016/2017 the requirements for awarding the degree are:

- a) fulfillment of the obligations laid down in the doctoral regulations and collecting all the credits required by the doctoral training program; in individual preparation, for students who establish student status with a complex exam, previously acquired knowledge and competencies may be recognized as additional credits by the DC.
- b) Knowledge of two foreign languages necessary for practicing the discipline, as well as appropriate certification of this language proficiency, which in the case of a deaf doctoral candidate may include a certificate of non-Hungarian sign language;
- c) the presentation of independent scientific work; in sports sciences presenting activities through articles, studies or otherwise; as a prerequisite for earning a DLA degree, the presentation and fixing in the Database of the results of independent artistic creation as appropriate to the specifics of the particular artistic field;
- d) solving a scientific or art task independently, presenting a dissertation or a work, successfully defending the results in public debate,
- e) At the time of submitting the doctoral dissertation, the works certifying the scientific results or artistic activity are fixed in the Database.

### **The doctoral final exam**

**31. §** (1) In the case of doctoral students who enrolled before the academic year 2016/2017, completing the doctoral final examine is part of the graduation process, the exam being an overview of the knowledge of the student in his or her discipline.

(2) The doctoral final exam shall be taken publicly before an examination Committee, not later than two years after the date of applying for the graduation process, during the term of the doctoral candidate status. The examination Committee consists of at least three members and is set up by the DC on the proposal of the Doctoral School Council. Members of the examination Committee shall have a scientific degree. When setting up the examination Committee, it shall be ensured that there is at least one member who is not employed by the University. For the purposes of this provision, Professor Emeritus shall be deemed to be a person employed by the University. Only a university

professor, Professor Emeritus, or a habilitated associate professor or a habilitated college professor may chair the examination Committee. The Advisor of the doctoral student may not be a member of the examination Committee. Close relatives or a person who cannot be expected to judge the case objectively cannot be a member of the examination Committee. A person may only participate in one function in a graduation procedure.

(3) The examination Committee decides in a closed session by secret ballot on the result of the exam on a scale of 1 to 5 points per member. The exam shall be deemed successful, if the student receives at least 60% of the points that can be given by the Committee members present. Distinctions of the exam: summa cum laude (above 85%), cum laude (71-85%), rite (60-70%). If the exam is below 60%, the exam is unsuccessful.

(4) The results of the doctoral final examination shall be announced immediately after the exam. Minutes shall be taken of the doctoral final exam.

(5) The defense of the doctoral dissertation can be done after the successful doctoral final exam.

(6) An unsuccessful examination in the same procedure may be repeated once in the next semester.

### **The complex exam**

**32. §** (1) In the case of students who enrolled in or after the academic year 2016/2017, the following provisions shall apply.

(2) The complex exam, pursuant to Article 72 (5) of the HEA, shall be organized according to the principles outlined by the Hungarian Doctoral Council. The requirements for the complex exam shall be published in the manner specified in the rules of procedure of the Doctoral School.

(3) The complex exam shall be public and taken before a Committee. The Committee shall consist of at least three members. With the exception of the Doctoral School, which is active in religious education exclusively, at least one third of the members of the Committee shall not have employment relations with the University. The Chairman of the Committee shall be a university professor, a habilitated university associate professor, a habilitated college professor, Professor Emeritus or a lecturer or researcher with the title of Doctor of the Hungarian Academy of Sciences. All members of the Committee shall have a scientific degree. The Advisor of the doctoral student sitting the exam shall not be a member of the Committee. A person may only participate in one function in a graduation procedure.

(4) The complex exam consists of two parts:

- a) the theoretical part, during which the doctoral student reports on his or her knowledge of the relevant discipline or art and his or her current theoretical and methodological knowledge;
- b) reporting on scientific or artistic progress.

(5) Separate parts of the exam may be taken on separate days in any order but its latest closing time shall be on the last day of the given semester.

(6) The doctoral student may repeat the failed complex exam once in the same exam period.

(7) Minutes of the complex exam shall be drawn up. The result of the exam shall be announced on the day of the last part of the exam.

(8) The result of the complex exam shall be either failed or passed.

### **The doctoral dissertation**

**33. §** (1) A doctoral research topic is a research area suitable for the doctoral student to master, under the guidance of the Advisor, the application of scientific methods, to produce valid scientific results, and to prove this in the form of scientific publications, scientific lectures, works of art and a doctoral dissertation. The doctoral research topic is approved by the Doctoral School Council. A doctoral research topic shall be announced by a lecturer or researcher with a scientific degree whose topic has been approved by the Doctoral School Council.

(2) The doctoral dissertation (hereinafter: dissertation) is a summary paper presenting the candidate's objectives, new scientific results, knowledge of the literature, research methods in Hungarian or in a foreign language justified by the profession, proving that he or she is capable of independently solving scientific challenges on a doctoral level.

(3) The title page of the doctoral dissertation shall indicate the author, the name of the Doctoral School, the name of the Advisor(s), the place and date of preparation. The dissertation includes a table of contents, a summary in Hungarian and a bibliography. The latter shall include the candidate's scientific publications used in the dissertation. The dissertation may have an appendix (e.g. images, document collection, etc.). If a foreign language summary is produced, its language will be chosen by the Doctoral School. When submitting the dissertation, the doctoral student or candidate declares the authenticity of the presented work (Annex 3).

(4) In the case of doctoral students who enrolled before the academic year 2016/2017, the dissertation shall be submitted at the same time as applying for the graduation procedure or within two years of the application at the professionally competent Doctoral School. The following additional conditions of submitting the dissertation shall apply: the doctoral candidate does not have a graduation procedure underway in the same discipline; in the last two years, his or her application has not been rejected or he or she has not failed in the defense of the dissertation; his or her doctoral degree has not been withdrawn in the last five years. Statements are made in writing on compliance with these additional conditions, the authenticity of the work, the fact that references used are unambiguous and complete upon the submission of the dissertation and the application for the graduation procedure. In the case of doctoral students who enrolled in or after the academic year 2016/2017, the doctoral student shall submit a doctoral dissertation within three years of the complex exam. This deadline may be extended by a maximum of one year if the doctoral student is unable to meet this obligation due to childbirth, accident, illness or any other unexpected cause outside his or her fault, as specified in the regulations. A prerequisite for submitting a doctoral dissertation is obtaining an absolutorium. The following additional conditions of submitting the dissertation shall apply: the doctoral candidate does not have a graduation procedure underway in the same discipline and in the last two years, he or she has not failed in the defense of the dissertation. Compliance with these additional conditions shall be stated in writing by the applicant at the time of submission of the doctoral dissertation.

(5) The theses of the dissertation shall be attached to the work. The thesis booklet of the doctoral dissertation summarizes the results of independent scientific research or independent artistic activity. The results shall be presented in a coherent, self-explanatory system, with the new findings itemized, based on the applicant's professional publications or artwork.

(6) The formal requirements and scope of the dissertation and the theses are determined by the Doctoral School.

(7) When submitting the dissertation, the Doctoral School Council makes a proposal to the jury and the two official jurors, which the DC approves or modifies. One of the jurors shall not be an employee of the University. The invited official jurors may reject the assignment within 15 days without giving any reason. A person may only participate in one function in a graduation procedure.

(8) Any preliminary discussion of the doctoral dissertation prior to finalization of the work is governed by the regulations of the Doctoral Schools. The preliminary discussion is organized by the Doctoral School Council.

(9) The dissertation and the theses shall be submitted electronically and in printed form in the format, number of counterparts, and language specified in the regulations of the Doctoral School.

### **The review procedure and the public debate**

**34. §** The dissertation shall be defended in public debate before the jury. The dispute shall be published at least one week in advance on the notice board and the website of the competent Faculty, the HDC website and at the venue of the debate. The Doctoral School Council may also decide to advertise in the press.

**35. § (1)** To conduct the public debate on the doctoral dissertation, and to decide on whether to accept the dissertation and evaluate the public defense, DC sets up a jury on the proposal of the Doctoral School. The jury shall consist of a chairman, two jurors and two other members. The chairman of the jury shall be a university professor, a habilitated university associate professor, a habilitated college professor, Professor Emeritus or a lecturer or researcher with the title of Doctor of the Hungarian Academy of Sciences. Each member of the jury shall have a scientific degree, of which at least one-third, that is one juror and at least one other member, shall not be employed by the University. The Advisor of the doctoral student shall not be a member of the jury. Within 8 days of the formation of the jury, the candidate may object to the composition of it in writing to the DC exclusively on the basis of conflict of interest or bias.

(2) At the request of the DC, the two jurors will make a written review of the thesis within 2 months of the presentation of the dissertation and state whether or not they recommend that it be defended in public. The dissertation shall be put up for public debate during term-time within two months of receipt of the two supportive review. The dissertation can only be submitted for public debate if there are two supporting reviews. If one of the juror's recommendation is negative, the DC will invite a third juror. In this case, the number of members of the jury shall be increased to six. In the case of two rejections, a new doctoral dissertation on the same doctoral topic may be initiated at the earliest after two years, and at most once.

(3) The review should detail the merits and errors of the dissertation, specifying whether the new scientific results of the doctoral dissertation presented in the theses are acceptable. Jurors shall make a statement on whether they recommend accepting the dissertation and awarding the doctoral degree to the doctoral candidate. Questions may be addressed to the applicant for the doctoral dissertation.

(4) Signed reviews shall be addressed to the DC and sent in electronically or in print to the competent Doctoral School Council. The author of the doctoral dissertation shall reply to the reviews in writing. The candidate shall send the answer to the competent Doctoral School Council.

(5) The dissertation shall be put up for public debate during term-time within two months of receipt of the two supportive review. The candidate shall receive the written reviews in advance, and shall respond in writing at least 10 days before the public debate. The competent Faculty Office shall ensure that members of the jury have access to the dissertation, the reviews and the answers. The candidate responds verbally to the questions raised during the public debate.

**36. § (1)** The debate is moderated by the Chairperson of the jury.

(2) At the start of the public debate, the Chairperson shall establish a quorum, which shall require the presence of at least four members of the jury, including at least one external expert. The debate may be resumed when at least one of the jurors is present and the other juror has stated in writing that he or she accepts the answers to his or her questions.

(3) In the course of the public debate, the doctoral candidate presents his or her dissertation or artwork in a lecture, then answers the written questions of the jurors and the questions and comments of the jury members, jurors and other attendees. At the request of the doctoral candidate, based on the supportive opinion of the jury and approved by the DC, the defense may be closed if the doctoral dissertation contains proprietary data or is classified for national security reasons.

(4) After the Chairperson closes the debate, the jury decides in a closed session by secret ballot on the dissertation on a scale of 1 to 5 points per member. The dissertation shall be deemed successful, if the candidate receives at least 60% of the points that can be given by the members present. Distinctions of the dissertation: *summa cum laude* (above 85%), *cum laude* (71-85%), *rite* (60-70%). If the exam is below 60%, the exam is unsuccessful. The Chairperson shall announce and explain the result of the public debate after the ballott.

(5) Minutes shall be drawn up of the defense and of the decision of the jury. The University will, upon request, provide a certificate of the results of the doctoral final exam and the defense, indicating that the certificate does not mean the award of the doctoral degree.

(6) In case of unsuccessful defense, the submission of a new doctoral dissertation on the same doctoral research topic may be initiated at the earliest after two years, but not more than once.

(7) The doctoral degree may be withdrawn upon the motion of the DC by decision of the UDC, if it is determined that the conditions for the award of the doctoral degree have not been met.

### **Publicity of the doctoral dissertation**

**37. §** (1) The doctoral dissertation and its theses are open to the public. The Doctoral Schools, in cooperation with the University Library and Knowledge Center (hereinafter referred to as the Library), shall ensure that the doctoral dissertation and its theses are registered and published in full, in a way that the doctoral dissertation and its theses are recorded in print and electronically as specified in paragraphs (2), (3), (4) and (5).

(2) The doctoral dissertation and the theses are recorded, stored in full text, in electronic form in a separate database, in the Doctoral Repository of the University of Pécs, operated by the Library (hereinafter: DRP). The Doctoral Schools provide the doctoral repository before the defense procedure. The data, as well as the full text of the doctoral dissertation and its theses, will be placed by the Library, after data management, in the collection of DRP's "Dissertations before defense".

(3) In addition to the placement in the repository, the dissertation shall be made public on the University's website in the language in which it is defended, also its theses in Hungarian and English, and in other languages appropriate to the discipline in question, in accordance with the regulations of the Doctoral Schools.

(4) Upon successful defense, the Library, based on the official notice of the UDC, will place the dissertation and theses in the appropriate DRP Doctoral School Collection and provide the dissertation with a DOI, which will be made available to everyone through the repository link.

(5) In the case of a doctoral dissertation subject to proprietary rights, the publication of the doctoral dissertation and doctoral theses may be suspended until the date of registration of the patent, upon the request of the applicant, on the basis of the jury's recommendation and DC approval. Doctoral dissertations and doctoral theses containing classified information for national security reasons shall be made public after the expiry of the classification period.

### **Independent scientific research**

**38. §** (1) The doctoral student reports on the results of his or her research on the doctoral topic in scientific publications or (documented) artistic works. The regulations of the Doctoral School contain the requirements in connection with the scientific publications - published or accepted for publication - and the documentation of the artistic works that the doctoral candidate shall fulfill by the time of submission of the dissertation. In order to maintain the quality of doctoral education, at least one publication shall be classified as Q1 - Q4 or classified by the relevant department of the Hungarian Academy of Sciences, as well as at least one foreign language publication is required. These conditions can be fulfilled in one piece by publishing in an appropriately ranked foreign language journal.

(2) Publications may be co-authored, including the co-authorship with the Advisor. If there are two doctoral students in the publication, the Advisor should state how the results used in the dissertation reflect the contribution of the candidate.

(3) Recognition of a doctoral student's independent scientific work shall take into account his or her inventive activity of at least 15% (documented) in the creation of an invention related to his or her

doctoral research topic, if approved by the University Innovation Committee. The admissibility of other types of intellectual property created independently of the University shall be consulted by the University Innovation Committee. The rules governing the recognition of inventor's activities are contained in the regulations of the Doctoral School.

### **Language skills**

**39. §** (1) The first foreign language required to complete the degree shall be one of the foreign languages specified by the DC. The language proficiency certificate shall be at least a B2 level, complex, state-recognized language examination or equivalent.

(2) The regulations of the Doctoral School contain the language skills required for the award of the doctoral degree and the areas of competence of the Doctoral School in the matter, the list of languages accepted for the fulfillment of the requirements, and the language proficiency requirements for Hungarian and foreign students.

### **The doctoral degree, the distinctions the of doctoral degree, the content of the doctoral degree, the doctoral conferment ceremony**

**40. §** (1) Successful completion of the graduation process is subject to full compliance with the publication and examination requirements adopted by DC for the particular Doctoral School, successful defense of the doctoral dissertation, and the fulfillment of language requirements.

(2) Following the successful completion of the graduation process, the DC proposes to award the degree based on the recommendation of the Doctoral School. Based on the recommendation from the Doctoral School, the degree is awarded by the UDC by secret ballot with a simple majority of the members present. The doctoral degree is awarded by the UDC, signed by the Chairperson of the UDC and the rector of the University.

(3) The addressee of the UDC's decision may appeal against it in accordance with Article 14 of this Code.

(4) The doctoral degree shall be qualified as follows. In the case of doctoral students who enrolled before the academic year 2016/2017, the ratio of the doctoral final exam to the public defense shall be 30 % to 70 %. The method of calculation:  $\% = (3 * \text{doctoral final exam} + 7 * \text{defense}) / 10$ . Based on this calculation, the following distinctions shall apply: summa cum laude (above 85%), cum laude (71-85%), rite (70% -60%) In the case of doctoral students who enrolled in or after the academic year 2016/2017, the distinction of the degree is the same as the distinction of the public debate.

**41. §** (1) The doctoral degree contains the name of the University of Pécs, its seal, the name of the graduate, the place and date of birth of the graduate, the distinction of the doctoral degree, the discipline, the place, year, month and day of award. The degree template is provided in Annex 4 and Annex 5 of this Code.

(2) The degree is issued by the University in Hungarian and English. Rules on obtaining the information required for issuing the degree is covered by the regulations of the UDC.



**42. § (1)** Doctoral graduates are conferred by the University as part of a public Senate meeting. As part of their doctoral conferment, candidates take an oath.

(2) Doctoral Graduates can use their doctoral title (PhD / DLA) after conferment. At the request of the student, the University issues a certificate signed by the Chairperson of the UDC about the results of the doctoral final exam and public debate, and the decision of the UDC before conferment.

## **Chapter VI.**

### **Graduation with honors**

**43. § (1)** After the proposal of the Senate, on the recommendation of the Minister of Education, and with the prior consent of the President of Hungary, the University shall award a doctoral degree with "Promotio sub auspiciis praesidentis Rei Publicae" to a candidate, if

a) during secondary school years (as per Article 11 of Act CXC of 2011 and Article 29 of Act LXXIX of 1993 on public education), all of his or her end-of-term and secondary school exit exam grades have been very good (5), and his or her end-of-term assessments of diligence have been exemplary (5);

b) all the compulsory examinations during his or her bachelor's, master's, or undivided training programme have been very good (5) or equivalent in the evaluation system of the University; and

c) all the compulsory examinations during his or her doctoral studies have been very good (5) and, if applicable, his or her doctoral final exam have been very good (5), and his or her dissertation defense performance was rated highest in the defined grading system.

(2) If the candidate has completed part of his or her studies abroad, the conditions of paragraph (1) shall be taken into account following the recognition of the level of education and training awarded by the foreign diploma and the degree system of the foreign educational establishment.

(3) In the case of other college or university level degrees equivalent to those outlined in paragraph (1) b), the provisions therein shall also apply.

(4) Promotion to the graduation with honors is initiated by the candidate concerned in a written application to the DC. The request will be forwarded by the DC, with its opinion, to the Chairperson of the UDC. The Senate decides on the request.

(5) On the proposal of the Senate, the Rector shall submit to the Minister the attested copies of the documents certifying that the candidate meets the conditions laid down in Article 40 (1).

## **Chapter VII.**

### **Recognition of the Candidate of Science(s) title**

**44. §** The Candidate of Science(s) - if the University is accredited in the discipline indicated in the candidate's diploma - shall, upon written request, the University shall issue a doctoral degree without any special examination procedure and with reimbursement of related costs. The degree issued in this way has no distinction.

## **Chapter VIII.**

### **Naturalization of scientific degree acquired abroad**

**45. §** (1) The University conducts the naturalization process in accordance with the provisions of Act C of 2001 on the Recognition of Foreign Certificates and Diplomas.

(2) Upon the DC's proposal, the UDC may naturalize a foreign diploma as a doctoral degree if the requirements for obtaining the doctoral degree are met, or if it may be qualified as a doctoral degree after providing and fulfilling additional requirements. The naturalized degree has no distinction.

(3) The detailed rules are contained in the regulations of the DCs.

## **Chapter IX.**

### **Tiszteletbeli doktorrá (Doctor Honoris Causa), valamint a tiszteletbeli doktorrá és professzorrá (Doctor et Professor Honoris Causa) avatás**

**46. §** (1) In accordance with the requirements set out in this Code, the University may initiate the awarding of Honorary Doctor (Professor Honoris Causa) or Honorary Doctor and Professor (Doctor et Professor Honoris Causa).

(2) With the support of the Faculty Council, Faculties may submit one person per Faculty to Doctor Honoris Causa (Honorary Doctor) each year, provided that the proposed person

- a) has for decades been an internationally recognized, outstanding scholar of his or her discipline,
- b) maintains close connections with the University or have added great value to the University or to Hungarian science; and
- c) awarding Doctor Honoris Causa title adds to the reputation of the University.

(3) With the support of the Faculty Council, Faculties may submit one person per Faculty to Doctor et Professor Honoris Causa (Honorary Doctor and Professor) each year, provided that the proposed person

- a) has for decades been an internationally recognized, outstanding scholar of his or her discipline,

- b) maintains close connections with the University through his or her educational or research activity or have added great value to the University through increasing the quality of education at the University; and
- c) awarding Doctor Honoris Causa title adds to the reputation of the University.

(4) The proposals will be decided by the Senate on the basis of the UDC's supportive opinion, taking into account inter-faculty ratios.

(5) The Honorary Doctor and the Honorary Doctor and Professor title awarding ceremony is traditionally held at a special Senate session twice a year (commemorating March 15 and in November as part of the Hungarian Science Day).

(6) During the awarding ceremony, the honorary doctor will receive a Latin handwritten diploma and a professor's robe. The cost of the diploma and professor's robe shall be borne by the proposing Faculty.

## **Chapter X.**

### **Pre-doctoral employment**

**47. §** (1) The University, in agreement with the Doctoral Schools, may advertise a fixed number of pre-doctoral positions per year to doctoral students who have completed their absolutorium in organized training, in accordance with current university regulations governing employment relationships. The purpose of the pre-doctoral employment is to help the doctoral candidate prepare the dissertation within one year of completing the organized training.

(2) The pre-doctoral positions are filled under a fixed-term contract for up to 12 months, and the pre-doctoral candidate shall not enter into student status. The net commission fee is equal to the amount of the current doctoral scholarship for the research and dissertation phase.

(3) The pre-doctoral candidate may not have any other full-time income during the term of the contract.

(4) Other conditions for applying for a pre-doctoral position and the terms of application are determined by the Faculty regulations.

## **Chapter XII.**

### **Closing and transitional provisions, entry into force**

**48. §** (1) This Code shall enter into force on the day of its adoption by the Senate. At the same time, the Doctoral Regulations adopted on 21 June 2007 and repeatedly amended and supplemented by the Senate of the University of Pécs shall lose effect.

(2) DCs shall be created no later than 31 December 2019, after the entry into force of this Code, which will require the necessary changes to the relevant University regulations.

(3) Doctoral Schools are required to prepare their own rules until the accreditation process, but no later than 31 December 2019. DCs are required to prepare their own regulations by 31 December 2019 at the latest.

(4) The faculty doctoral Councils shall continue their activities and perform the functions specified in Article 13 until the formation of the DCs, but not later than 31 December 2019.

(5) Faculties shall review and, where necessary, supplement or amend their doctoral training regulations.

(6) Validation of the publication activity specified in Article 38 (1) is mandatory for doctoral candidates enrolled after the entry into force of this Code.

(7) The incumbent University Doctoral Committee at the time of adoption of this Code shall continue to function as the University Doctoral Council after the entry into force of this Code, with the limitation that the DC Chairpersons shall be added to the UDC after formation of the DCs.

**46. §** A copy of the Code shall be sent to the Ministry of Human Resources and the Hungarian Accreditation Committee. The University also prepares the Code in English.

Dr. Attila Miseta  
rector

Clause: The Senate has adopted this Code at its session of 21 May 2019 with its Resolution ...../2019 (03.21.).

**Doctoral Schools registered by the Education Office of the University of Pécs (in alphabetical order) and their Chairpersons**

**1. Doctoral School of Law**

Dr. László Kecskés

**2. Doctoral School of Biology and Sportbiology**

Dr. Róbert Gábrriel

**3. Marcell Breuer Doctoral School**

Dr. Bálint Bachmann

**4. Doctoral School of Demography and Sociology**

Dr. Zsolt Spéder

**5. Doctoral School of Health Sciences**

Dr. József Bódis

**6. Doctoral School of Basic Medicine**

Dr. Dóra Reglódi

**7. Doctoral School of Philosophy**

Dr. János Boros

**8. Doctoral School of Physics**

Dr. János Hebling

**9. Doctoral School of Earth Sciences**

Dr. István Geresdi

**10. Doctoral School of Business Administration**

Dr. Gábor Rappai

**11. Doctoral School of Pharmacological and Pharmaceutical Sciences**

Dr. Erika Pintér

**12. Interdisciplinary Doctoral School**

Dr. Ilona Kovács Pálné

**13. Doctoral School of Interdisciplinary Medical Sciences**

Dr. Ferenc Gallyas jr.

**14. Literary Doctoral School**

Dr. Péter Müller

**15. Doctoral School of Chemistry**

Dr. Ferenc Kilár

**16. Doctoral School of Clinical Neurosciences**

Dr. József Janszky

**17. Doctoral School of Clinical Medicine**

Dr. Lajos Bogár

**18. Doctoral School of Linguistics**

Dr. Gábor Alberti

**19. Education and Society Doctoral School of Education**

Dr. György Heidl

**20. Doctoral School of Music and Visual Arts**

Dr. Péter Somody

**21. Doctoral School of Psychology**

Dr. Tamás Bereczkei

**22. Doctoral School Regional Policy and Economics**

Dr. László Szerb

**The Doctoral Councils of the UP and their chairpersons**

**University Doctoral Council**

Dr. István Geresdi

**Submission of doctoral dissertation and declaration on the authenticity of the dissertation**

I, the undersigned

Name:.....

Birth name:.....

Mother's name:.....

Place, time of birth:.....

hereby submit my doctoral dissertation on this day with the title

.....  
.....

in the

.....

Doctoral School in the

.....

training program.

Advisor's name:.....

At the same time, I declare that my doctoral dissertation submitted in the course of this procedure  
- have not been submitted previously to another Doctoral School (either at home or abroad),  
- my application for the degree awarding process was not rejected within two years,  
- I have no unsuccessful doctoral defense in the last two years,  
- my doctoral title have not been withdrawn within five years,  
- my dissertation is independent work, I did not present anyone's intellectual property as my own, the references I used are clear and complete, I did not use false or falsified data in the preparation of the dissertation.

Date:.....

.....  
signature of the candidate/doctoral student



**CERTIFICATE OF DOCTORAL DEGREE (Ph.D)**

The Rector and the University Doctoral Council salute the reader.

In compliance with the time-honoured traditions of our University, whereby upon those who have demonstrated sufficient advancement in their studies the degree of Doctor of Philosophy shall be conferred and since

**Name**

born in ....., in the country of ..... on ..... in the year .....,  
has proven *his/her* knowledge in examinations held in front of the Committees established by the statutes of the University and has successfully defended *his/her* doctoral dissertation in public in the field of ....., we have conferred upon him, on the date herein

**Doctor of Philosophy**  
*summa cum laude/etc.*

with all the rights and privileges ordained by law and custom. This diploma stands in testimony thereof bearing the Great Seal of the University and the signature of its Officers.

Given in Pécs, Hungary on this ..... day of ..... in the year .....

Chairperson of the University Doctoral Council

Rector of the University of Pécs

**Reg. no.: 1./2003./Ph.D**

**CERTIFICATE OF DOCTORAL DEGREE (DLA)**

The Rector and the University Doctoral Council salute the reader.

In compliance with the time-honoured traditions of our University, whereby upon those who have demonstrated sufficient advancement in their studies the degree of Doctor of Philosophy shall be conferred and since

**Name**

born in ....., in the country of ..... on ..... in the year .....,  
has proven *his/her* knowledge in examinations held in front of the Committees established by the statutes of the University and has successfully defended *his/her* doctoral dissertation in public in the field of ....., we have conferred upon him, on the date herein

**Doctor of Liberal Arts**  
*summa cum laude/etc.*

with all the rights and privileges ordained by law and custom. This diploma stands in testimony thereof bearing the Great Seal of the University and the signature of its Officers.

Given in Pécs, Hungary on this ..... day of ..... in the year .....

Chairperson of the University Doctoral Council

Rector of the University of Pécs

**Reg. no.: 1./2003./Ph.D**