

Organisational and Operational Regulations of the Interdisciplinary Doctoral School

Based on Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.), Government Decree No. 87/2015 (IV.9.) on the implementation of certain provisions of the Nftv., Government Decree No. 387/2012 (XII.19.) on doctoral schools, the order of doctoral procedures and habilitation, as well as the relevant effective legislation, the Doctoral Regulations of the University of Pécs, the resolutions of the Hungarian Accreditation Committee (hereinafter: MAB) and the National Doctoral Council (hereinafter: ODT), the Council of Humanities and Social Sciences Doctoral Council, i.e. the disciplinary doctoral council (hereinafter: Doctoral Council, in the appendices BTDT), for the determination of the organisation and operation of the Interdisciplinary Doctoral School (hereinafter: Doctoral School, in the appendices IDI), establishes the following regulations (hereinafter: Regulations):

Scope of the Regulations

§ 1 (1) The scope of the Regulations extends to the Doctoral School, within the Doctoral School:

- a) to the lecturers and researchers participating in and delivering the doctoral training and in the doctoral degree-awarding procedure,
- b) to the employees performing the administration of the doctoral training and the management of study affairs (hereinafter: doctoral administration),
- c) to the students participating in the doctoral training (hereinafter: doctoral student or student), to the individual candidates, to the doctoral candidates and to the doctoral aspirants,
- d) to the applicants submitting an admission application for the doctoral training.

The Legal Status of the Doctoral School

§ 2 (1) The name of the Doctoral School: *Interdisciplinary Doctoral School*

(2) The name of the Doctoral School in English: *Interdisciplinary Doctoral School*

(3) The seat of the Doctoral School: Pécs

(4) The languages of doctoral training and degree acquisition in the Doctoral School: Hungarian and English

(5) The identification number of the Doctoral School: D97

Further data, programs, and current heads of the school and programs of the Doctoral School are contained in Annex No. 1 of these Regulations.

(6) The Doctoral School conducts accredited doctoral training in the fields of humanities and social sciences, and provides research and teaches the subject matter of research topics belonging to these fields, in particular, the disciplines of ethnography and cultural anthropology, political sciences, and historical sciences.

(7) For the operation of the Doctoral School, at least nine lecturers or scientific researchers are required, possessing a scientific degree, at least three per discipline, who carry out continuous, high-level scientific activity in the discipline – to be examined based on the Hungarian Science Bibliography (MTMT) defined in Act XL of 1994 on the Hungarian Academy of Sciences – and have at least one supervised doctoral topic.

A core member must be a lecturer/scientific researcher employed full-time, in employment status at the University of Pécs, who, according to the provisions of the Act on National Higher Education, has designated the University of Pécs for the consideration of the existence of the institution's operational conditions, or must be a former lecturer of the University of Pécs holding the title of *Professor Emeritus/Professor Emerita*, or, according to an agreement concluded with a research institute to this effect, must be a scientific adviser or research professor – holding the title *Doctor of the Hungarian Academy of Sciences* – employed full-time, in an employment relationship or in a public servant status at the research institute.

More than half of the core members (per discipline) must hold the title of *university (full) professor*, furthermore – besides the active university professors – one core member may be a *Professor Emeritus*, and one may be a *scientific adviser or research professor (DSc)* of a research institute.

A person may be a core member in only one doctoral school at a time.

The core members of the Doctoral School are contained in Annex No. 2 of these Regulations.

The Tasks and Scope of Authority of the Doctoral School

§ 3 The Doctoral School possesses:

- a) the joint right of making proposals regarding the doctoral training and the awarding of the doctoral degree,
- b) the right of doctoral training, which encompasses the right to participate in examinations and to conduct teaching sessions,
- c) the right and obligation to develop its own regulations determining its operation,
- d) the right to delegate members to the University Doctoral Council (hereinafter: UDC), as well as to the Doctoral Council,
- e) the right to conduct the admission procedure for doctoral training (in accordance with the rules of the Doctoral Council making the decision concerning the admission requirements for doctoral students, the submission of applications, and the admission procedure),
- f) the regulatory right for the control of language proficiency, as assigned to the Doctoral School by higher-level regulations,
- g) the right, within its research areas, to determine thematic groups or doctoral programs (hereinafter jointly: doctoral program).

The Head of the Doctoral School

§ 4 (1) The Head of the Doctoral School may be a university professor who is a core member, holds a scientific degree and the title *Doctor of the Hungarian Academy of Sciences (DSc)*, and is employed full-time at the University of Pécs (hereinafter: University), and possesses outstanding professional recognition.

(2) The Head of the Doctoral School is elected by the University Doctoral Council (UDC) from among the university professor core members of the Doctoral School, based on the opinion of the majority of the core members, and is appointed by the Rector for a period of up to five years. The appointment may be extended multiple times.

(3) The Head of the Doctoral School:

- a) coordinates the professional activities carried out by the Doctoral School,
- b) directs the activities of the council of the Doctoral School, and is responsible for the implementation of the decisions made by the council of the Doctoral School,
- c) represents the Doctoral School,
- d) submits proposals to the Doctoral Council for the development of the Doctoral School,
- e) in accordance with the provisions of these Regulations, decides on requests submitted by students for the reduction of their tuition and certain procedural fees, and for the granting of payment deferrals,
- f) sets the annual quality objectives of the Doctoral School,
- g) decides on all other matters assigned to his/her scope of authority by university regulations.

(4) The appointment of the Head of the Doctoral School shall terminate:

- a) upon expiry of the appointment,
- b) upon reaching the age of seventy,
- c) by withdrawal,
- d) by resignation,
- e) upon termination of employment with the University,
- f) upon the death of the Head.

(5) The Rector may withdraw the appointment of the Head of the Doctoral School after obtaining the opinion of the UDC, if the Head of the Doctoral School does not properly perform the duties defined in paragraph (3), or if the person is prevented from leading the Doctoral School for at least half a year.

A proposal for the withdrawal of the appointment may be made by the council of the Doctoral School, the Doctoral Council, or the UDC.

The Council of the Doctoral School

§ 5 (1) The Doctoral School establishes a body to assist the work of the Head of the school, a doctoral school council (hereinafter: Council of the Doctoral School or CDS), whose members are elected by the core members of the Doctoral School by simple majority. The current number of members of the Council of the Doctoral School, as well as the list of the chair and members, are contained in Annex No. 3 of these Regulations. At the time of the creation of these Regulations, the Council of the Doctoral School consists of 14 members.

(2) The voting members of the Council of the Doctoral School are:

- a) the Head of the Doctoral School,
- b) the program leaders (6 persons),
- c) one lecturer delegated by each program (6 persons).

(3) The member of the Council of the Doctoral School with the right to participate in discussions: a) a representative of the doctoral student government.

(4) The chair of the Council of the Doctoral School is the Head of the Doctoral School. The work of the council is assisted by a secretary appointed by the chair. At the time of the creation of these Regulations, an administrative secretary participates in the work of the CDS, but the chair may also appoint a scientific secretary. If the work of the council is assisted by an administrative secretary who does not hold a scientific degree, he/she may participate in the council's meetings not as a member of the council.

(5) The tasks and scope of authority of the Council of the Doctoral School:

- a) develops the draft of the regulations concerning its organization and operation, which is adopted by the Doctoral Council,
- b) with the involvement of the concerned parties, develops the quality assurance plan and quality policy of the Doctoral School, which are approved by the Doctoral Council,
- c) on the proposal of the Head of the Doctoral School, decides on the lecturers of the Doctoral School and on the supervisors, whose persons are approved by the Doctoral Council,
- d) submits proposals for the training plan of the Doctoral School and for the doctoral programs launched within it, which are adopted by the Doctoral Council,
- e) approves the topic announcements and the doctoral topics,

- f) submits proposals for the requirements of the complex examination, on which the Doctoral Council decides,
- g) submits proposals to the UDC for the election of members of the Doctoral Council (in the event of a necessary change of member among the non-school leader or delegated members, at the request of the chairs of the competent councils),
- h) on the presentation of the chair, submits proposals to the Doctoral Council for the designation of members of the doctoral admission committee, the final examination committee and the complex examination committee, for the appointment of official reviewers, and for the establishment of professional review committees acting in doctoral and habilitation matters,
- i) in accordance with Annex No. 6 of the Organizational and Operational Regulations of the University of Pécs, and with §48 (1) of the Regulations on Tuition and Benefits of the University of Pécs, jointly with the Faculty of Humanities and Social Sciences determines the amount of the tuition fees of the trainings, furthermore, according to §51 (5)-(8), within the determined limits, determines the fees of the degree-awarding procedures within its own competence,
- j) may decide on the public announcement of the public defense of the dissertation in the press,
- k) may propose the withdrawal of the appointment of the Head of the Doctoral School,
- l) in the case of individual candidates, upon successful completion of the complex examination, recognizes the minimum credits determined as a condition for admission to the complex examination of those participating in full training, furthermore, upon request, based on previously acquired knowledge and competences, may also recognize further credits as already completed,
- m) submits proposals to the Doctoral Council regarding the regulation of the admission requirements, the submission of applications, and the admission procedure for doctoral students, as well as the admission of applicants in procedures conducted according to the regulations,
- n) approves the annual quality objectives of the Doctoral School, and after the expiration of the deadline for the quality objectives, evaluates their fulfillment,
- o) defines the range of data to be collected, analyzed, and obligatorily published concerning the operation of the Doctoral School, and supervises the implementation of the data collection and data analysis process,
- p) establishes and adopts the system of requirements concerning publication performance,
- q) performs all other tasks assigned to its competence based on university regulations.

(6) The preparation of the proposal defined in point g) of paragraph (5) is the task of the Head of the Doctoral School, based on the list of nominees adopted by simple majority by the Council of the Doctoral School.

(7) The Council of the Doctoral School meets as necessary, but at least once per semester. If current matters make it justified, the Council is obliged to adjust the date of its meetings to the submission deadline of the next meeting of the Doctoral Council. The meeting must be convened without delay if it is initiated by one-third of the members or by the chair of the Doctoral Council. The meeting is convened in writing by the chair of the Council of the Doctoral School, indicating the agenda, at least five working days before the meeting. The Council has a quorum if at least half of its members are present; it makes its decisions by open vote, with a simple majority of the concurring votes of the members present, except in cases defined in these Regulations. In personnel matters, a secret ballot must be held. Minutes of the meetings are prepared by the secretary, which are authenticated by the signatures of the chair and the secretary.

(8) In justified cases, the Council of the Doctoral School may also make its decisions by electronic voting. Valid voting – except for secret ballots on personnel matters – may be carried out exclusively from the e-mail address previously provided by the member. In the case of electronic voting, the voting is valid if more than half of the members of the Council of the Doctoral School have sent their votes. The voting is successful if more than half of the valid votes sent are of identical content.

The Lecturers of the Doctoral School

§ 6 (1) The lecturers of the Doctoral School are university lecturers and researchers holding a scientific degree, who are capable of performing educational, research, and supervisory tasks. Concerning the lecturers of the Doctoral School – upon the proposal of the Head of the Doctoral School – the Council of the Doctoral School makes a majority decision, and their persons are approved by the Doctoral Council, provided that, on the basis of their continuous, high-level scientific performance, they are deemed suitable for this.

(2) The lecturers of the Doctoral School are professionals recognized in their field of expertise, possessing significant teaching and research experience, whose persons are presented by the Head of the Doctoral School upon the proposal of the program leaders or other experts of the programs. In its decision-making, the Council of the Doctoral School primarily ties professional experience and suitability for supervision to achieved, documented professional results and to the teaching and research aptitude.

(3) The lecturers of the Doctoral School may announce topics within the framework of doctoral training.

The Supervisor

§ 7 (1) The supervisor of the doctoral topic is a university lecturer or researcher holding a scientific degree, whose topic announcement is approved by the Council of the Doctoral School, and who – on this basis – responsibly directs and assists the studies and research work of the doctoral student working on the topic, as well as the preparation of doctoral students, doctoral candidates, and doctoral aspirants for obtaining the scientific degree.

(2) The supervisor:

a) announces the doctoral topic,

b) in the Neptun study system (hereinafter: Neptun), certifies – in accordance with the relevant training plan – the fulfillment of the doctoral student's research tasks for the purpose of recording completion,

c) in the semesters that can be taken into account according to the individual progress of the doctoral student, evaluates the report on the work of the doctoral student and gives an opinion on the doctoral student's performance,

d) assists the doctoral student, as well as the doctoral candidate or doctoral aspirant, in the preparation of the doctoral dissertation and scientific publications,

e) submits a proposal for the doctoral student's research plan and assists in its implementation,

f) checks the preparedness of the student participating in the training phase for the complex examination, authorizes or temporarily does not recommend the activation of the possible last semester of the training and research phase for the supervisee,

g) for the dissertation part of the complex examination, gives an opinion on the research results and the documents prepared for the examination by his/her supervisee, thereby (and, in the

case of personal participation, also by the oral presentation of his/her opinion) assists the evaluation work of the examination committee,

h) in the research and dissertation phase, is responsible for monitoring the progress of his/her supervisee, authorizes (or, if still possible, temporarily does not recommend) the use of the possible last active semester of the phase,

i) on the basis of the experiences of the dissertation's workshop discussion – if he/she deems it necessary – makes proposals concerning the modification and finalization of the dissertation,

j) provides a written statement regarding the admissibility for submission of the final version of the dissertation prepared under his/her supervision.

(3) Supervision is a professional and human responsibility and activity in assisting the doctoral student. Accordingly, only a professional who is worthy may receive or undertake such recognition/task. Based on the entirety of an individual professional career, scientific experience and higher education or research practice, as well as independent, documented, successful research work and publication activity, the Council of the Doctoral School can assess after how much time following the attainment of the degree a lecturer/researcher within the institution of the doctoral school or from outside may initiate the announcement of a topic and may be granted supervision. The CDS generally estimates a period of three years after the attainment of the degree as the time during which the lecturer can meet the requirements; however, depending on the independent, documented, successful research work and publication activity, it is possible to deviate from the three-year waiting period. The supervisor verifies his/her continuous scientific activity with the data registered in the ODT database.

(4) The criteria for selecting the supervisors of the Doctoral School, the special circumstances that may be taken into account in decision-making, the reasons and grounds for inviting co-supervisors and external supervisors, the procedural rules relating to the designation or change of supervisors, and the detailed description of other expectations regarding supervisors and their work are contained in Annex No. 4 of these Regulations.

In the selection of supervisors, the Council of the Doctoral School takes into consideration the following aspects:

a) domestic and/or foreign network of connections,

b) outstanding professional and scientific activity accepted by the Council of the Doctoral School,

c) research topic relevant to the scientific profile of the program,

d) a minimum of 30 scientific publications registered in the Hungarian Science Bibliography (MTMT), of which at least one is a significant international publication, and at least 30 independent citations,

e) consideration of the strategic interests of the relevant educational organizational unit(s) of the University.

(5) A doctoral student or doctoral candidate may have two supervisors simultaneously. The designation of the supervisor/supervisors takes place after the successful admission procedure, following the establishment (enrollment) of the doctoral student's student status. If later this becomes necessary, the designation of a co-supervisor may occur upon a request addressed to the Head of the Doctoral School and, in accordance with the usual procedure, based on the professional decision of the Council of the Doctoral School and with the approval of the Doctoral Council. On the title page of the doctoral dissertation, the name or names of the supervisor(s) must be clearly indicated. A change of supervisor may occur upon a request

addressed to the Head of the Doctoral School and, according to the decision of the Council of the Doctoral School, with the approval of the Doctoral Council. On the part of the Doctoral Council, approval is in every case formal; the mixed-composition body does not overrule the decision of the professionally competent Council of the Doctoral School.

(6) One supervisor may simultaneously participate in the supervision of a maximum of six doctoral students having active student status. The number of doctoral students is calculated based on the data indicated on the website www.doktori.hu

Rules on Discounts Related to the Payment of Tuition Fee

§ 8 (1) Based on the decision of the Doctoral School, a discount may be granted to the student on the amount or the payment of the tuition fee. For the tuition fee established in Annex No. 5 of these Regulations, the Doctoral School may provide a discount to the student, based on his/her social situation, in the form of a fee reduction or a deferred payment deadline. The extent of the discount that may be granted, the formal and substantive requirements for its application, the form to be used, the procedural order of decision-making, and the persons responsible for the execution of the decision are contained in Annex No. 6 of these Regulations.

(2) During the evaluation of applications for fee reduction, the training cost determined as a result of the calculation according to Chancellor's Instruction No. 4/2022 on the rules of tuition fee calculation must be taken into account, and it must be ensured that the reduction of the tuition fee does not result, in the given Doctoral School, in the continuation of the programs – taking into account all programs of the given Doctoral School – becoming loss-making. From January 1, 2015, the student may request a discount from the tuition fee/cost reimbursement fee to be paid by him/her no later than the last working day of the registration period. From January 1, 2015, those students may submit a request for a discount after the given deadline whose payment requirement (posting) is, for any reason, prepared in September (or thereafter) in the case of the autumn semester, or in February (or thereafter) in the case of the spring semester. In such a case, the deadline for submitting the request is 8 days from the date of becoming aware of the payment requirement (posting), but no later than the payment deadline. The decisions related to student applications must be sent by the doctoral school to the concerned student and to the Central Study Office (hereinafter: CSO) – no later than March 15 in the spring semester, and no later than October 15 in the autumn semester – thus ensuring that the University can fulfill its data provision obligations prescribed by law with accurate data content.

(3) In the case of students participating in doctoral training, the Head of the given Doctoral School, upon the student's request, in the presence of an objectively justified circumstance supported by documentation (e.g. foreign scholarship, delayed arrival of foreign student loan), may authorize a payment receipt deadline differing from the deadline set in §52 of the Regulations on the Rules of Payments and Allowances of the University of Pécs; in such cases, the payment receipt deadline may be, at the latest, the day preceding the first day of the examination period of the given semester.

Rules for Scholarships Available to Students Through Application

§ 9 Doctoral students may apply for scholarships from the Rector of the University and from the organizational units of the University, based on the decision of the Head of the organizational unit, for outstanding academic, professional, scientific, sports, and artistic activities, for public activities, for other activities or achievements that can be supported by a scholarship, as well as on a social basis, in accordance with §25 of the Regulations on the Rules

of Payments and Allowances of the University of Pécs. The Doctoral School provides information to students about the current scholarship opportunities on its website.

Rules for Admission to Organized Doctoral Training

§ 10 (1) Hungarian and foreign citizens who possess a degree and qualification obtained in a domestic or foreign master's program, or who obtain it in the year of admission before enrollment, and who have knowledge of a foreign language necessary for the pursuit of the scientific field as determined by the Doctoral Council, may apply for organized doctoral training. Applications may be submitted for the announced research topics published by the supervisors of the Doctoral School, which the Doctoral School makes available to everyone on its own website and on the website www.doktori.hu

(2) Application for doctoral training may be made exclusively by completing the online application form on the doctoral application interface of the University of Pécs and by uploading the compulsory attachments. The application becomes final when, after submitting the online application form, the applicant has printed the confirmation sheet and, signed, sent it together with the supplementary documents specified in the call for applications, by the deadline, to the place and in the manner indicated in the admission announcement.

(3) As a general condition of application for admission to the Doctoral School, the applicant must hold a domestic or foreign undivided university or master's degree, preferably in a relevant field, with at least a "good" (3.51) grade, as well as at least one state-recognized intermediate "C" type (that is, B2 level complex) language examination in one of the languages determined by the Doctoral Council: English, German, French, Russian, Italian, Spanish, or Portuguese. The disciplinary doctoral council may, in justified cases, also permit admission with certified knowledge of another foreign language used in the scientific community (proven by a language examination certificate or an equivalent document).

The detailed conditions of application are contained in Annex No. 7 of these Regulations – and regarding the foreign language(s) in Annex No. 13.

(4) The documents required to be attached to the application online and on paper are contained in Annex No. 7 of these Regulations.

(5) In the application, the applicant shall indicate whether he/she wishes to pursue studies in a state-funded or self-financed form of financing. The applicant may indicate both forms, but may be admitted only to the training form indicated by him/her in the application.

(6) The detailed procedure of conducting the admission process, the rules for evaluating the applications, the minimum requirements necessary for admission, and the minimum scores required for nomination to state scholarship places are contained in Annex No. 7 of these Regulations.

Rules for Admission Parallel with Master's Studies

§ 11 (1) A candidate of exceptional talent may be admitted to the doctoral training – parallel with the master's program – by the decision of the admission committee, who has obtained a degree and qualification in a bachelor's program, has achieved 1st, 2nd, or 3rd place in a section of the National Scientific Students' Associations Conference (OTDK) relevant to the research field, and has published at least two studies as first author: one in a journal classified as "A" category by the Hungarian Academy of Sciences (MTA), and one in an international journal with at least a Q2 classification fitting the scientific field of the doctoral program. Proven at least intermediate-level foreign language proficiency is a compulsory requirement, similar to other applicants.

(2) If these criteria of excellence are fulfilled, the applicant must take a successful entrance examination and, in addition, must prove that he/she possesses outstanding academic, scientific, and linguistic knowledge. The detailed rules regarding the submission of applications and the admission procedure described above are contained in Annex No. 7 of these Regulations.

Rules for the Admission of Individual Candidates

§ 12 (1) A professional possessing significant teaching and/or research experience, as well as documented scientific achievement, who has prepared individually for obtaining the degree, may also join the doctoral training, provided that he/she has fulfilled the requirements of admission and the other expectations set for individual candidates, and that his/her application for the complex examination submitted on the PTE online doctoral admission platform has been accepted by the Council of the Doctoral School. The individual candidate applicant, in order to establish student status, gains the right to enroll – in a self-financed form of funding – only for the research and dissertation phase upon the successful completion of the complex examination.

(2) The detailed requirements demanded of the individual candidate applying for the complex examination, which are necessary for the authorization to take the complex examination, as well as the procedural order applicable to such applicants – differing from that of the ordinary admission procedure – are contained in Annex No. 8 of these Regulations.

Training Plan, Rules Concerning Doctoral Programs

§ 13 (1) The Doctoral School determines the credits obtainable for each activity within the framework of the training plans of the programs.

(2) The Council of the Doctoral School prepares the training plan of the programs, which is adopted by the Doctoral Council. The Council of the Doctoral School, as necessary but at least every five years, regularly reviews the training plan in accordance with level 8 of the Hungarian Qualifications Framework, and if it considers modification necessary, it submits the new training plan to the Doctoral Council for approval, and, following approval, takes immediate action to create the new curriculum in the Neptun Unified Study System, publishes the new model curriculum on the website of the Doctoral School, and also carries out and announces the modifications necessary in connection with the complex examination.

(3) During the preparation and review procedure of the training plan, the Doctoral School obtains the opinions of external experts, cooperating partners, and students involved in the training, which it takes into account during the review.

The Complex Examination

§ 14 (1) The general regulation of the complex examination is contained in the Doctoral Regulations of the University of Pécs. The template of the minutes in accordance with Section 42 (4) of Government Decree No. 87/2015 (IV. 9.) on the implementation of certain provisions of Act CCIV of 2011 on National Higher Education, and the rules of evaluation necessary for the establishment of the “passed” / “failed” result, as well as the preparation and conduct of the examination, are contained in Annex No. 9 of these Regulations.

(2) The requirements of the complex examination – detailed according to the training plans valid in the academic year of enrollment – must be published on the website of the Doctoral School at the time of announcing the admission, and they are also contained in Annex No. 9 of these Regulations.

(3) The doctoral student participating in the training and research phase may activate the semester of the complex examination only if his/her supervisor has given prior permission for it with a statement that forms an annex to these Regulations.

(4) The doctoral student participating in the training and research phase may apply for the complex examination only if, by the deadline set in the schedule of the doctoral academic year, at least 90 registered credits – including all training credits of the phase – appear in the Neptun study system. For eligibility for the complex examination, the doctoral student must, in addition to the training credits, also complete all the research and teaching/research practice credits prescribed for the phase.

(5) At the same time as applying for the complex examination – or at a separate time and in the manner determined by the program – the doctoral student shall submit the documents required for the dissertation part of the examination.

(6) The conditions of eligibility for the complex examination of an individual candidate are examined by the professional review committee appointed for this purpose. In the theoretical part of the complex examination, the individual candidate and the doctoral student taking the examination as the conclusion of the training and research phase must fulfill the same requirements.

The Doctoral Degree Awarding Procedure and the Doctoral Degree

§ 15 (1) The University Doctoral Regulations contain provisions regarding the degree awarding procedure and the doctoral degree, the doctoral dissertation, the publicity of the doctoral dissertation, and the minimum requirements of independent scientific work.

(2) The details that fall within the regulatory competence of the Doctoral Council and the Council of the Doctoral School concerning the degree award procedure –

- publication requirements,
- language proficiency requirements,
- requirements and procedures for the workshop discussion of the doctoral dissertation,
- formal requirements of the final version of the dissertation and its theses,
- submission of the electronic and printed versions of the dissertation and theses,
- further details of the publication of the dissertation and the announcement of its public defense, are contained in Annexes No. 10–14 of these Regulations.

§ 16 (1) A doctoral student or doctoral candidate who established his/her doctoral student/candidate status before the 2016/2017 academic year may obtain a doctoral degree according to the provisions in force on 31 August 2016, as laid down in the Nftv. and Government Decree No. 387/2012 (XII. 19.).

a) For students who have completed the 180-credit system, the provisions concerning registration for the degree awarding procedure, the establishment of the doctoral candidate status, the conduct of the doctoral candidates' degree awarding procedure, the details of their comprehensive examination procedure, and the publication requirements for obtaining the degree are contained in Annex No. 10 of these Regulations, and the language proficiency requirements are contained in Annex No. 13 of these Regulations.

b) The formal and substantive expectations regarding the doctoral candidates' PhD dissertation, the details of the review procedure and the public defense do not differ from those of the doctoral aspirants in the 240-credit system. Detailed information concerning the

dissertation and its public defense, the description of the defense procedure, and the sample minutes of the public defense are contained in Annex No. 11 of these Regulations.

(2) Doctoral students who established their student status in the 2016/2017 academic year and thereafter, and who participate in the training and research phase, begin the degree awarding procedure in the semester following the successful completion of the complex examination, by registering for the first semester of the research and dissertation phase; individual candidates begin it by enrollment necessary for the establishment of student status. After the issuance of the absolution certifying the acquisition of the credits prescribed by the training plan, doctoral aspirants remain such until they obtain the degree or lose the possibility of doing so, i.e., until the dissertation submission deadline related to the date of the complex examination expires. After the submission of the final version of their dissertation, their degree awarding procedure enters the evaluation phase.

a) The formal and substantive expectations concerning the PhD dissertation of doctoral aspirants, the order of the dissertation review, the procedure for conducting the public defense, and the sample minutes – according to the provisions of the implementation decree of the Higher Education Act – are contained in Annex No. 11 of these Regulations.

b) Concerning the publication requirements for the degree award of doctoral aspirants, Annex No. 12 of these Regulations – based on the provisions of the University Doctoral Regulations – contains the following breakdown:

- publication requirements for degree award for those enrolled between the autumn semester of the 2016/2017 academic year and the spring semester of the 2018/2019 academic year,
- publication requirements for degree award for those enrolled between the spring semester of the 2018/2019 academic year and the autumn semester of the 2022/2023 academic year,
- and the minimum publication requirements expected from those enrolled after September 2022.

c) The language proficiency requirement for obtaining the degree, in the case of every doctoral aspirant, is the knowledge of the language prescribed as compulsory for admission by the University Doctoral Regulations and by the Council of Humanities and Social Sciences Doctoral Council, certified by a language examination certificate – or by a document equivalent to it according to the relevant legal provisions – as well as the knowledge of at least one additional foreign language at a basic level. The regulation of the first language examination required for admission, the knowledge of the second foreign language, and the manner and possibilities of proving language proficiency are contained in Annex No. 13 of these Regulations.

(3) Before the finalization of the PhD dissertation, Annex No. 14 of these Regulations contains provisions concerning the workshop discussion of the dissertation or dissertation chapters, and the details of the preliminary assessment and preliminary discussion procedures, both in the case of doctoral candidates and doctoral aspirants.

The Doctoral Dissertation and the Publicity of the Doctoral Dissertation

§ 17 (1) The University Doctoral Regulations contain detailed provisions – based on legal requirements – regarding the doctoral dissertation and its publicity.

(2) The details falling within the regulatory competence of the Council of the Doctoral School (including the formal and length requirements of the dissertation and the theses) are found in Annex No. 11, and the detailed regulation concerning the workshop discussion of the

dissertation is found in Annex No. 14. The annexes apply equally to the dissertations of both doctoral candidates and doctoral aspirants, to their review prior to the regular public defense, and to their workshop discussion.

Independent Scientific Work

§ 18 (1) Annexes No. 10 and 12 of these Regulations contain what kind of – published or accepted for publication – scientific publications the submitter of the doctoral dissertation must possess at the time of submitting the dissertation.

The University Doctoral Regulations, in order to maintain the quality of doctoral training, prescribe as minimum requirements for doctoral aspirants who established their student status before the 2022/2023 academic year at least one publication published in a journal classified within Q1–Q4 in the given field, or in a journal qualified according to the classification of the competent section of the Hungarian Academy of Sciences (MTA), as well as at least one foreign-language publication.

(2) Considering that within one enrollment period it is not possible to apply different regulations to those enrolled from the same semester, the minimum requirement formulated in the University Doctoral Regulations as “in the case of those establishing student status from 22 September 2022” shall apply to those establishing student status in the spring semester of the 2022/2023 academic year and thereafter:

In order to maintain the quality of doctoral training, differing from paragraph (1), the requirement is at least two publications published in journals classified within Q1–Q4 in the given field according to Scimago, or in journals qualified according to the A–D classification of the competent section of the Hungarian Academy of Sciences (MTA), or an independent, peer-reviewed monograph, or a publication published as a chapter in a peer-reviewed edited volume.

Knowledge of Foreign Languages

§ 19 (1) The requirements concerning the knowledge of foreign languages necessary for admission to doctoral training and for obtaining the degree, as well as the methods of verification/examination of language proficiency, are contained in Annex No. 13 for all students, doctoral candidates, and doctoral aspirants belonging to the Doctoral Schools under the Humanities and Social Sciences Doctoral Council.

(2) The list of languages acceptable as the first foreign language required for obtaining the doctoral degree, that is, the language of at least an intermediate-level complex language examination necessary for admission to doctoral training, has been determined by the Doctoral Council as follows:

a) English, German, Russian, French, Spanish, Italian,

b) upon the proposal of the Council of the Doctoral School, the Doctoral Council may also accept a language examination certificate or a document equivalent to it certifying the knowledge of another foreign language necessary for the research topic.

(3) For obtaining the doctoral degree, it is also necessary to certify/prove knowledge of at least a basic level of another foreign language that is accepted for scientific publications or required in relation to the discipline researched by the doctoral student.

The knowledge of the second foreign language must be certified by every doctoral student by the time of the submission of the final version of the dissertation, or with the permission of the council of the doctoral school, by the time of the public defense, in the manner defined in Annex No. 13.

Quality Assurance

§ 20 (1) The Quality Assurance Plan and Quality Policy of the Doctoral School are adopted by the Doctoral Council upon the proposal of the Council of the Doctoral School. The review of the Quality Policy must be carried out at least once a year, which is the task of the Council of the Doctoral School.

(2) The Council of the Doctoral School annually adopts the quality objectives set by the Head of the Doctoral School and, after the expiration of their deadlines, evaluates their fulfillment.

(3) The publication of the Quality Assurance Plan, the Quality Policy, and the quality objectives is carried out according to the rules of ensuring publicity detailed below.

(4) Students participating in the doctoral training may, during their studies, express their opinion each semester regarding the teaching activities of lecturers employed by the University under an employment relationship or any other legal relationship aimed at work, and regarding their satisfaction with the quality of education, in accordance with the University's Regulations on "The Student Evaluation of Teaching Performance."

(5) The Quality Assurance Plan constitutes Annex No. 16 of these Regulations.

Ensuring Publicity

§ 21 On its website, the Doctoral School publishes the following documents and data concerning the Doctoral School:

a) the Organizational and Operational Regulations of the Doctoral School, which are also published in the National Doctoral Database (hereinafter: ODT database) on the website www.doktori.hu

b) the training plans of the doctoral school according to the programs (with the exception of the training plans prior to the unification of the credit system, the archived 180-credit training plans, but in particular all 240-credit training plans related to the requirements of the comprehensive examination)

c) quality policy,

d) Quality Assurance Plan,

e) quality objectives and their evaluation,

f) Organizational structure (organogram),

g) Regulations of the University of Pécs on Doctoral Studies – accessible in the Complex Legal Database (Complex Jogtár) by logging in with EduID identification, as Annex No. 13 of the Organizational and Operational Regulations of the University of Pécs (version effective on 25 April 2025 at the time of the creation of this regulation <https://uj.jogtar.hu/#doc/db/584/id/A19Do321.PTE/ts/20250425/>)

Fees of Doctoral Training and Degree Awarding

§ 22 (1) Depending on their individual situation, the form of financing of their training, and the services used, but also applying to doctoral students in a legal relationship, the fees for tuition and services specified in the Regulations on the Rules of Payments and Allowances of the University of Pécs are applicable; however, certain fee items may be issued by the Doctoral School.

a) The Doctoral School, together with the Faculty of Humanities and Social Sciences, is entitled to determine the tuition fee (cost reimbursement) in accordance with Annex No. 6 of the Organizational and Operational Regulations of the University of Pécs and § 48 (1) of the Regulations on the Rules of Payments and Allowances of the University of Pécs. The tuition fees of students in legal status at the time of the creation of these Regulations – as undertaken

in the contract concluded simultaneously with their enrollment – are contained in Annex No. 5.

The issuance, payment, and late payment of tuition fees are governed by the provisions of the Regulations on the Rules of Payments and Allowances of the University of Pécs.

b) Doctoral students shall pay, for failure or delayed fulfillment of an obligation defined in the Study and Examination Regulations (TVSZ) or other regulations, if the failure or delay is attributable to them, the fee items applicable to students of the Faculty of Humanities and Social Sciences (BTK), based on the table contained in Annex No. 1 of the Regulations on the Rules of Payments and Allowances (TJSZ), issued separately by the Doctoral School.

c) For the use of other services not belonging to the fulfillment of study obligations contained in the training and outcome requirements or in the curricula, other fees applicable to students of the Faculty of Humanities and Social Sciences (BTK) may also be determined, in accordance with the table contained in Annex No. 1 of the Regulations on the Rules of Payments and Allowances (TJSZ), with the consent of the University Student Union.

(2) The Doctoral School determines, within its own competence and within the limits set by § 51 (5)–(8) of the University's Regulations on the Rules of Payments and Allowances (PTE TJSZ), the current procedural fees of those holding doctoral candidate status and those in doctoral aspirant status, as contained in Annex No. 5 of these Regulations.

a) Doctoral candidates (that is, those who have completed the 180-credit system, whose student status ceased no later than at the end of the 2021/2022 academic year) are required to pay the following procedural fees in the amount, breakdown, and by the deadline specified in Annex No. 5:

- degree awarding procedural fee,
- comprehensive examination fee,
- defense fee.

b) Doctoral aspirants (that is, doctoral students who have obtained the absolutorium in the 240-credit system and who, during the degree awarding procedure begun after the complex examination, did not pay any procedural fee while their student status was in effect) are required to pay the defense fee in the amount, breakdown, and by the deadline specified in Annex No. 5 of these Regulations.

(3) Annex No. 5 of these Regulations contains the frameworks set by the PTE TJSZ for foreign-language procedures and within these defines the general defense fee for doctoral aspirants in English-language programs. In accordance with the costs of the given procedure – and within the set limits – the Doctoral School may also determine individually the fees payable for procedures conducted in foreign languages.

The procedure may also be conducted in Hungarian even if the doctoral student, enrolled in a Hungarian-language program, was granted permission to write the dissertation in a foreign language.

(4) In the national admission information bulletin, it is mandatory to publish, for the following academic year, the amount of the tuition fees for fee-paying programs among the data of the doctoral training to be announced. The admission call must also include the semester tuition fees at the time of the announcement of the admission procedure.

(5) The Doctoral School also publishes on its website, according to the regulation ensuring publicity, the current amount of tuition fees and degree awarding procedural fees.

(6) The degree awarding procedure is free of charge for doctoral students during the existence of their student status.

a) In the semester of issuing the absolutorium (at the latest at the end of the semester), the student status ceases. Students who started their studies in or after the 2016/2017 academic year may submit the final version of their dissertation only while holding the absolutorium, according to the currently effective legal provisions. The doctoral student who, after receiving the absolutorium, has become a doctoral aspirant no longer has student status, and therefore is not exempt from paying the defense fee.

b) Doctoral students who began their studies before the 2016/2017 academic year could maintain their student status at most until twice the duration of the training period, that is, up to 12 semesters, counting both active and passive semesters. Thus, students of the last such cohort could apply, no later than the 2021/2022 academic year, for admission to the degree awarding procedure in parallel with their student status, even without an absolutorium. Doctoral candidate statuses established in 2022 expired in 2024, therefore, at the time of the creation of these Regulations, there are no doctoral candidates who would be exempt from the fees of the degree awarding procedure.

On Habilitation

§ 23 (1) The Doctoral School possesses the right to make proposals for the initiation of habilitation procedures belonging to its field of expertise.

(2) The Doctoral Council participates in habilitation procedures in the manner defined in the University's Habilitation Regulations and, within this framework, may elaborate its own regulations concerning habilitation procedures. In the process of creating the habilitation regulations, the Humanities and Social Sciences Doctoral Council requested the Doctoral School to define the discipline-specific characteristics in addition to the general requirements set for conducting the procedures.

(3) The Council of the Doctoral School's system of professional criteria and discipline-specific minimum requirements expected for the initiation and conduct of habilitation procedures are contained in Annex No. 15 of these Regulations.

Final, Transitional, and Enacting Provisions

§ 24 (1) These Regulations enter into force on the day of their adoption, simultaneously repealing all previously adopted organizational and operational regulations of the Interdisciplinary Doctoral School.

(2) The present Regulations do not contain the generally binding parts of the Doctoral Regulations of the University of Pécs and of the Regulations of the Humanities and Social Sciences Doctoral Council (as well as of other related institutional regulations), but supplement them. Therefore, they are valid only together with these institutional and disciplinary regulations.

(3) In matters not regulated in the present Regulations, the provisions of Act CCIV of 2011 on National Higher Education, Government Decree No. 87/2015 (IV. 9.) on the implementation of certain provisions of the Act on National Higher Education, Government Decree No. 387/2012 (XII. 19.) on doctoral schools, the order of doctoral procedures, and habilitation, as well as the provisions contained in the Doctoral Regulations of the University of Pécs and other internal regulations, shall prevail.

(4) All doctoral forms, declaration templates, and descriptions containing the usual procedures of the Doctoral Council and the Doctoral School not included in these Regulations are contained in Annex No. 17 of these Regulations.

Pécs, 3 September 2025

Prof. Dr. Zoltán Nagy

Chair of the Humanities and Social Sciences Doctoral Council

Prof. Dr. Tamás Fedeles

Head of the Interdisciplinary Doctoral School