

# **University of Pécs**

## **Doctoral Regulations of the Faculty of Law**

**Consolidated text as amended on 28<sup>th</sup> June, 2023.**

In accordance with Act CCIV of 2011 on National Higher Education (hereinafter referred to as: Higher Education Act), Government Decree № 387/2012. (XII.19.) on doctoral schools, the order of doctoral procedures and habilitation, and the Rules and Regulations of the Doctoral School of the University of Pécs, the Faculty Council of the Faculty of Law (hereinafter: Faculty Council and Faculty) hereby adopts the following regulations (hereinafter: Doctoral Regulations).

### **Chapter I**

#### **Scope of the Doctoral Regulations**

**Section 1** The scope of the Doctoral Regulations extends to the training carried out at the Doctoral School of Law of the University of Pécs, including in particular

- a) the operation of the Doctoral School,
- b) the procedure for the granting of the doctoral (PhD) degree (hereinafter: doctoral procedure) and the award of the doctoral (PhD) degree,
- c) the students and doctoral candidates involved in the doctoral training,
- d) the lecturers and researchers involved in the doctoral training,
- e) those participating in the doctoral training,
- f) those participating in the doctoral procedure,
- g) having a foreign academic degree officially recognized in Hungary, and
- h) the conferment of a doctoral degree with high distinction.

### **Chapter II**

#### **General Provisions**

**Section 2** (1) The Doctoral School of Law of the University of Pécs (hereinafter referred to as: Doctoral School) shall organize doctoral (PhD) training at the Faculty, monitor work carried out within the framework of doctoral programmes and decide in all matters assigned to its competence by these regulations.

(2) The Doctoral School is represented through the Head of the Doctoral School at University's bodies and forums that concerned with the organization of research and the award of academic degrees and titles.

**Section 3** (1) Name of the Doctoral School in Hungarian: Pécsi Tudományegyetem Állam- és Jogtudományi Doktori Iskola

(2) Name of the Doctoral School in English: Doctoral School of Law of the University of Pécs

(3) Short name: Doctoral School

(4) Registered office: 7622-Pécs, 48-as tér 1.

### **Chapter III**

## **Organization and Operation of the Doctoral School**

### ***1. Organization of the Doctoral School***

#### **Section 4** Organs of the Doctoral School:

- a) Head of the Doctoral School,
- b) Council of the Doctoral School (hereinafter referred to as: Doctoral Council),
- c) leaders of the doctoral subprograms.

#### *Head of the Doctoral School*

**Section 5** (1) The Head of the Doctoral School shall be elected from the range of university professors who are core members of the Doctoral School - based on the recommendation of the majority of core members - by the Doctoral Council of the University of Pécs (hereinafter: University Doctoral Council). The head of the Doctoral School shall be appointed by the Rector of the University for a maximum term of five years.

(2) On expiry of his term of office, the Head of the Doctoral School is eligible for re-election.

(3) The mandate of the Head of the Doctoral School shall be terminated:

- a) on expiry of his or her term of office,
- b) on his or her attaining the age of seventy,
- c) by the withdrawal of his or her appointment,
- d) by his or her resignation,
- e) on the termination of his or her employment by the Faculty,
- f) on the death of the Head of the Doctoral School.

(4) The appointment of the Head of the Doctoral School may be withdrawn by the Rector following consultation with the University Doctoral Council, provided the Head of the Doctoral School does not properly perform his or her obligations specified in Section 6 (1), or if he or she is obstructed in managing the Doctoral School for at least half a year. A recommendation about withdrawal of the appointment may be made by either the Doctoral Council or the University Doctoral Council.

#### **Section 6** (1) The Head of the Doctoral School shall

- a) supervise the activity of the Doctoral School, be responsible for the execution of decisions made by the Doctoral Council,
- b) coordinate the professional activity carried out by the Doctoral School,
- c) represent the Doctoral School,
- d) make recommendations to the Doctoral Council of Law and Philosophy, University of Pécs about the members of the Admissions Committee,
- e) make recommendations to the Doctoral Council about further development of the Doctoral School.

(2) The Head of the Doctoral School shall be in charge of summoning and conducting the meetings of the Doctoral Council and drafting a proposed agenda for the meetings.

#### *The Doctoral Council*

**Section 7** (1) The supreme decision-making body of the Doctoral School is the Doctoral Council, which – as a doctoral council of the given discipline - also constitutes a permanent committee of the Faculty Council.

(2) The Council of the Doctoral School comprises the following members having the right to vote:

- a) the Head of the Doctoral School,
- b) university professor core members and professor emeritus core members employed full-time by the University,
- c) at least two university professors with noted expert authorities and academic degrees invited by the Faculty Council who meet the membership criteria for core members and who are not employed by the University,
- d) a PhD student or doctoral candidate member delegated by the Doctoral Student Government of the University of Pécs (hereinafter: PTE DOK) for a term of one year.

(3) The mandate of a core member in the Doctoral Council shall be terminated:

- a) by his or her resignation,
- b) if the member does not participate in the meetings of the Doctoral Council for more than one year for reason only attributable to him or her,
- c) on expiry of his or her full-time employment (with the exception of professor emeritus appointment), becoming part-time employee or in case of withdrawal of the declaration with reference to Section 26. § (3) Act CCIV of 2011 on National Higher Education regarding University of Pécs  
or upon termination of the professor emeritus mandate,
- d) on the event of the member's death.

(4) The mandate of chosen and invited members in the doctoral school shall be terminated:

- a) on the expiry of his or her term of office,
- b) by his or her resignation,
- c) by a terminating resolution adopted by a two-third vote of the core members of the Doctoral School,
- d) on the member's death.

(5) The mandate of the doctoral candidate member shall be terminated:

- a) on the expiry of his or her mandate,
- b) by his or her resignation,
- c) on the event of the member's death
- d) with exemption
- e) on the loss of capacity to act
- f) on the expiry of his or her doctoral candidacy

(6) Core member emeritus is a professor emeritus / emerita whose status as a full professor has been terminated while being core member and later has been elected professor emeritus / emerita by the Senate of the University of Pécs.

**Section 8** (1) Acting within the scope of its duties and competence, the Council shall decide in organizational, scientific and financial matters relating to the operation of the Doctoral School as

well as all other matters assigned to its competence by law or university regulations. In this scope, the Doctoral Council shall:

- a) approve and submit to the Hungarian Accreditation Committee the doctoral training programme of the School or a subprogram thereof;
- b) lay down the conditions for Hungarian and foreign citizens' participation in the doctoral training;
- c) give expert opinion on and approve consultation plans and syllabuses submitted by the heads of subprograms each year;
- d) decide about partial or full exemptions and the granting of permission to pursue an individual training course;
- e) make recommendations to the Doctoral Council of Law and Philosophy about the application to commence the doctoral procedure and the language thereof;
- f) make recommendations to the Doctoral Council of Law and Philosophy about the subjects and date of the doctoral comprehensive exam and complex exam and the members of the examination committee;
- g) decide about the official examiners of the doctoral dissertation, the members of the dissertation examining committee and the engagement of a third examiner in a controversial case;
- h) make recommendations to the University Doctoral Council on the award of PhD degrees, or the termination of unsuccessful procedures;
- i) make recommendations to the University Doctoral Council on the award of PhD degrees based on an interdisciplinary procedure falling within the scope of several disciplinary areas;
- j) make recommendations to the University Doctoral Council on the conferment of a doctor's degree with high distinction;
- k) make recommendations to the University Doctoral Council concerning the recognition of foreign academic degrees;
- l) participate in habilitation procedures based on separate regulations;
- m) take a position in matters of appeal if so requested by the head of the doctoral programme, the Dean of the Faculty of Law or the Rector of the University;
- n) give its opinion on nominations for academic honours and awards that may be conferred by the University;
- o) make recommendations to the University Doctoral Council on the Doctoral Regulations and its amendment;
- p) approve persons for the position of core member, programme leader, supervisor and other lecturer of the Doctoral School;
- q) make recommendations in matters of charges and benefits concerning the students of the Doctoral School to the Dean, who, prior to making a decision, shall seek the opinion of the PhD student or doctoral candidate delegated by the PTE DOK;
- r) define the training programme of the Doctoral School for the semester, accept the Doctoral School quality assurance policies and procedures;
- s) elect the internal members of the Doctoral School of Law to the Doctoral Council of
- t) Law and Philosophy, University of Pécs
- u) appoints the student's supervisor, if the number of students without absolutorium under the supervision of the supervisor does not exceeds the number of students per language of instruction
- v) decide in other matters assigned to its competence.

(2) The Doctoral Council shall meet as often as necessary, but at least twice a semester. The Head of the Doctoral School shall forward the invitation to the meeting of the Doctoral Coun-

cil, the proposed agenda and the written submissions related to the specific items on the agenda to the members and invitees or the Doctoral Council in written or electronic form at least five days prior to the scheduled date of the meeting. If necessary, the Head of the Doctoral School or the two thirds of the members of the Council may initiate summoning an extraordinary meeting by specifying the agenda.

(3) The Doctoral Council shall debate personal and economic matters as well as matters relating to charges and benefits solely based on preparatory written materials or petitions.

(4) The Doctoral Council meeting has a quorum if more than half of the voting members, including the chairman, are present.

(5) On personal matters or at the motion of one third of the members present, a secret vote shall be held.

(6) The Doctoral Council shall make its decisions by a majority of votes. Where there is a tied vote, the vote cast by the chairman shall decide in case of an open vote, and in case of a secret vote, the vote shall be retaken. If the retaken vote repeatedly results in a tie, the proposal shall be deemed to have been rejected.

(6) The minutes of the Doctoral Council meeting shall be recorded, and they shall be forwarded electronically to the members of the Doctoral Council by the secretary of the Doctoral Council within fifteen days of the meeting.

(7) Decisions of the Doctoral Council are taken by majority vote. In the event of open vote if the result is tie, the final decision is made by the Head of the Doctoral School. In the event of secret vote if the result is tie, the vote must be repeated. If a repeat vote is again tied, the proposal shall be considered rejected.

(8) If the nature of the agenda makes it necessary on the proposal of the Head of the Doctoral School may order a closed meeting with simple majority. At the closed meeting only members of the Doctoral Council with voting rights shall participate.

(9) The minutes of the Doctoral Council meeting shall be taken and sent to the members of the Doctoral Council by the administrator of the Doctoral School within 15 days online.

(10) The Doctoral School sets its own standing orders.

(11) The Doctoral Council also as Habilitation Council acts in regarding of applications in the field of law science.

### *Subprogram leaders*

**Section 9** (1) Training subprograms may be launched by university professors, habilitated associate professors working in full-time employment at the Faculty or professors emeriti of the Faculty.

(2) The subprogram leader shall

a) prepare the training curriculum of the subprogram divided into semesters and submit it to the Doctoral Council for approval;

b) monitor the academic progress, teaching and research activity as well as the publications of students attending the subprogram.

## ***2. The Doctoral Programme, Subprograms, Research Topics and the Lecturers of the Doctoral School***

**Section 10** (1) The Doctoral School performs its training tasks in accordance with the doctoral programme approved by the Hungarian Accreditation Committee.

(2) The programme of the Doctoral School is divided into training subprograms. The training curriculum of the doctoral subprogram to be launched shall be submitted to the Doctoral Council, which shall decide about the launching of the subprogram within 90 days, with the proviso that exclusively one subprogram per academic department may be launched at the Faculty.

(3) The Faculty Student Administration Office keeps a register of the subprograms operated in the Doctoral School. The subprogram for which no students have applied for three years must be deleted from the register of the Doctoral School.

(4) The doctoral topic shall be such a research subfield that enables the PhD student - through the process of its elaboration under the guidance of the supervisor – to acquire the skill to apply scientific methods, to achieve assessable scientific results, and to demonstrate all of these in the form of academic publications, academic presentations and finally in the form of a doctoral dissertation. A student admitted to the doctoral training may choose a research topic within a subprogram by simultaneously specifying the person of the supervisor.

(5) The lecturers of the Doctoral Schools shall come from lecturers and researchers holding an academic degree who are considered suitable by the Doctoral Council – on the recommendation of the Head of the Doctoral School - to carry out teaching, research and supervisory tasks.

(6) The announcement of research topics shall be approved by the Doctoral Council.

(7) Research topics may be announced by university lecturers employed by the Faculty or professors emeriti

a) who hold an academic degree;

b) who carry out continuous active research, in other words, the indicators of whose academic publications issued in the previous five years preceding the announcement of the topic significantly exceed the publication requirements prescribed by the Doctoral School for the granting of the degree; and

c) who are able to provide responsible guidance and assistance for the PhD student/doctoral candidate working on the topic in his studies, research and preparation for the granting of the degree.

(8) Lecturers of the Doctoral School who are employed by the Faculty shall be obliged, besides acting as supervisors for PhD students, to announce in the doctoral training at least one Hungarian and one foreign language course per semester adjusted to the doctoral topics of the PhD students under their supervision.

(9) Provided that lecturers employed by the Faculty do not comply with their obligations specified in subsection (8) for two consecutive semesters, the doctoral research topics announced by them shall be deleted from the list of the Doctoral School.

(10) The supervisor may only be a researcher holding an academic degree. The supervisor shall

a) monitor, assess and assist the PhD student's/doctoral candidate's professional development and the research carried out by him;

b) have professional consultations with the student according to need, but during the term time – from September to May – at least once a month;

c) establish and certify the credit value of the performance provided by the student each semester. Certified credits shall be recorded by the Student Administration Office.

(11) Lecturers of the Doctoral School who have not announced a research topic may only act as co-supervisors. Co-supervisors may also be lecturers or researchers who are not employed by the Faculty.

(12) The choice of the research topic and the supervisor and any changes therein shall be approved by the Doctoral Council based on an application addressed to it.

(13) The Doctoral Council only in case of particularly justified cases may refuse the announcement of a doctoral topic.

(14) If the topic leader ceased to be in full employment with the Faculty of Law they may continue the work until the candidate has obtained the PhD degree.

(15) The research topic itself and lecturer whom announces the topic can be approved by the Doctoral Council by submitted request.

(16) If case of change in the person of the supervisor the Doctoral Council shall consult with the formal and the candidate topic leader by prior written opinion about the change. There is no viable option for students to submit a request for changing supervisor after applying for absolution except for the supervisor's death, resignation, or other permanent incapacity to act as subject leader.

### ***3. Management of the Affairs of the Doctoral School***

**Section 11** (1) The Head of the Doctoral School and the Doctoral Council are assisted in their organizational and administrative tasks relating to the management of affairs by the Faculty Student Administration Office. The language of communication with students participating in the English language training shall be English.

(2) Academic tasks relating to the operation of the Doctoral Council shall be performed by the secretary of the Doctoral Council. The secretary of the Doctoral Council shall be appointed by the Dean from the voting or non-voting members of the Doctoral Council with the approval of the President of the Doctoral Council. The Dean shall notify the Faculty Council about the appointment. The mandate of the secretary may last for maximum two years.

## **Chapter IV**

### **The Order of Entrance Examinations for Doctoral Training**

**Section 12** (1) A person applying for doctoral training shall submit an application to the Doctoral School, in which he or she shall specify the chosen research topic, his or her supervisor and whether he or she intends to pursue his or her studies in the form of state-funded or non-state-funded training.

(2) The call for applications, the list of documents to be submitted, the application form to be completed and the deadline for submitting the application shall be published at the Faculty in the customary way.

- (3) The following documents shall be required for the application:
- a) a duly completed application form,
  - b) a CV,
  - c) a copy of the university registration book,
  - d) a copy of the Masters degree certificate,
  - e) a document certifying foreign language knowledge,
  - f) the research proposal,
  - g) supporting reference from the supervisor.
- (4) A candidate may be admitted to the doctoral training only if he or she has a Master's degree and at least an intermediate level (B2) complex type state-accredited general language exam or an equivalent exam in at least one foreign language.
- (5) The entrance procedure shall be conducted by a three-member admissions committee appointed by the Doctoral Council. The Admissions Committee shall consist of two lecturers holding an academic degree and employed by the Faculty and a PhD student or doctoral candidate delegated by the PTE DOK.
- (6) The entrance examination serves to assess professional intelligence and knowledge of foreign languages. During the entrance examination the classification of the degree certificate obtained in undergraduate training must also be taken into consideration.
- (7) During the entrance examination the candidate may obtain maximum 15 points. All of the aspects defined in subsection (5) shall be graded by the committee by 1 to 5 points. Minimum 10 points are required for the successful passing of the entrance examination. During the evaluation of professional intelligence the candidate's publication activity shall also be taken into account.
- (8) The score defined in subsection (7) shall be formed by the Admissions Committee within the frames of the entrance procedure
- a) during the oral entrance examination in the case of applicants for state-funded doctoral training;
  - b) based on the written application in the case of applicants for the non-state-funded doctoral training.
- (9) The result of the entrance examination is established by the Doctoral Council based on the recommendation of the admissions committee. The Student Administration Office shall notify the applicant about the result of the examination and the decision of the Doctoral Council in writing within 30 days.
- (9a) An applicant may enter doctoral training as a candidate preparing individually without the admissions procedure provided that he or she meets the requirements laid down in Section 12 (3)-(4), Section 16 and Section 49.
- (10) The applicant may submit a written appeal to the Student Academic Appeals Committee against the decision of the Doctoral Council rejecting his or her admission within 15 days.

## **Chapter V**

### **Common Rules Relating to the Doctoral Training**

**Section 13** The provisions contained in this chapter shall be applicable to both doctoral training programmes launched before or after the start of the academic year of 2016/2017.



#### ***4. The PhD Student Status***

**Section 14** (1) The student participating in the doctoral training is a PhD student.

(2) Students participating in the organized training of the Doctoral School may pursue their studies attending a full-time course. The language of the doctoral training is Hungarian, but the Doctoral School may also launch and conduct doctoral training in a foreign language.

**Section 15** (1) Student status is created by the successful completion of the admissions procedure arranged by the Doctoral School or by transfer from another doctoral school. The Doctoral Council shall decide about the transfer based on the written application of the applicant. In the case of rejection, the decision may be appealed to the Student Academic Appeals Committee within 15 days of its receipt by the applicant.

(2) In the case of a student receiving non-state-funded training, the establishment of the student status and enrolment are conditioned on the payment of the fee specified by the Doctoral School.

(3) The Student Administration Office will issue a registration book for the enrolled student.

(4) The duration of student status extends over the period of organized doctoral training.

#### ***5. The PhD Student Obtaining a PhD Degree by Individual Preparation***

**Section 16** (1) The aim of individual preparation is to enable professionals with considerable teaching experience gained in a higher education institution and/or research experience gained in a research institute of the Academy of Sciences as well as documented academic achievements to obtain a doctoral (PhD) degree without participating in a doctoral training course.

(2) In a justified case the Doctoral Council may grant permission to professionals having considerable teaching and research experience as well as documented academic achievements to obtain a doctoral (PhD) degree by individual preparation.

(3) No independent study schedule may be granted to an applicant whose publication performance does not reach 15 points on application of the method of calculation laid down in Annex No. 2 hereto or who cannot certify his or her foreign language knowledge as indicated in section 36 (1) point d) hereof.

(4) A student preparing individually is granted exemption only from completing study requirements, otherwise he or she is to meet all requirements laid down for the award of the doctoral (PhD) degree.

(5) Rules regarding application and the admissions procedure are to be duly applied even in these cases.

(6) For a student preparing individually the Doctoral Council shall invite a supervisor – out of the heads of programmes of the Doctoral School, who will monitor and assist the preparation of the doctoral candidate.

(7) For persons having the intention to obtain a degree by individual preparation, the requirements for applying for the doctoral procedure are as follows:

- a) a university degree awarded minimum three years earlier,
- b) certificate of prior scholarly and teaching activity,
- c) supporting reference from the head of the department competent in the chosen field of research or from the Dean of the Faculty.

## **6. Suspension of Student Status**

**Section 17** (1) Where a PhD student makes a declaration to the effect that he or she does not intend to comply with his or her obligations as student in the following semester, or where the PhD student does not enrol for the next period of training, his or her student status shall be suspended. The period of continuous suspension of the student status cannot exceed two semesters. The PhD student has the right to suspend his or her student status on several occasions.

(2) The student status also becomes suspended where the PhD student cannot comply with his or her obligations stemming from his or her student status through no fault of his or her own due to giving birth, an accident, or some other unexpected cause. The student status also becomes suspended where the student is prohibited from continuing his or her studies as a disciplinary punishment. The student status is also suspended for the period of active duty in the case of a student undertaking voluntary military service in the reserve forces, during which time the student is exempted from the obligations laid down by the Academic and Examination Regulations of the University. The official document certifying this shall be submitted by the student to the Student Administration Office prior to the start of active duty. The restrictions laid down in subsection (1) are not applicable to the cases specified in this subsection.

## **7. Termination of Student Status**

**Section 18** (1) The student status of the PhD student shall be terminated

- a) on the granting of the absolutorium (a certificate stating that all course-units have been completed);
- b) if the time available for organized training has passed.

(2) The student status of the PhD student becomes terminated by the resolution of the Doctoral Council as of the date of the first instance decision about the termination

- a) if the PhD student – with the exception of the cases contained in Section 17(2) hereof – has not enrolled for the coming academic term on three consecutive occasions;
- b) if, following the suspension of student status, the PhD student does not recommence his or her studies;
- c) if, calculated from the time of his or her enrolment, the PhD student is not granted an absolutorium within twice the period prescribed for the training programme – taking into consideration both the active and passive semesters,

provided that in each case the student has been called upon – at least once – in a document delivered by post or personally to comply with his or her obligation by the given deadline and has been informed of the consequences of his or her failure to do so. This notification shall take place, in the case of points a) and b), minimum thirty days prior to the start of the semes-

ter in which the legal consequences of the omission are due, and in the case of point c), minimum thirty days prior to the start of the semester in which the student may still obtain the final certificate.

## ***8. Doctoral Training***

**Section 19** (1) Doctoral training assists PhD students in acquiring the knowledge and independent research experience required for the granting of the doctoral (PhD) degree. For this purpose, the PhD student shall participate in academic training as well as carry out individual research activity. A student participating in doctoral training may also undertake teaching tasks, for which he or she may receive credits, but this does not form part of his or her study obligations.

(2) Doctoral training takes place within the frames of a credit system. During the organized training the student's academic progress and all of his or her other scholarly and professional performance are measured in higher education academic points (hereinafter: credits). The credit register records the total credits completed by the students. With regard to the research and teaching modules, only performance officially certified and approved by the supervisor may be recorded as a credit in the credit register. The credit register shall be kept by the Student Administration Office.

(3) Decisions on the recognition of credits obtained in earlier doctoral training by students having transferred from other doctoral schools shall be made by the Credit Transfer Committee. The Credit Transfer Committee shall consist of two members of the Doctoral Council and a member delegated by the Doctoral Student Government. The Credit Transfer Committee shall be set up by the Doctoral Council.

(4) In the case of students participating in the English language programme, the language of the doctoral training and the doctoral procedure shall be English.

(5) The current Doctoral Regulations only consider and recognize a publication if it is registered in the Hungarian Science Bibliography and the Hungarian Doctoral Council database. This provision does not apply to the admission procedure.

## ***9. Conflict of Interest Rules***

**Section 20** (1) A person shall be excluded from the doctoral procedure and shall not take part in the real administration of affairs if

- a) he or she were to carry out a procedural act relating to his or her own affairs,
- b) he or she is the supervisor of the PhD student/ doctoral candidate,
- c) he or she is a relative of the PhD student/ doctoral candidate,
- d) he or she is a superior at work or a subordinate employee of the PhD student/ doctoral candidate.

(2) A person cannot act as the chairman or be a member of the dissertation examining committee if he or she has acted as the chairman or been a member of the comprehensive examination committee.

- (3) A person cannot act as an official examiner if he or she has been the chairman or a member of the doctoral comprehensive examination committee or if he or she cannot be expected to take an objective stance in the matter.
- (4) One person can only participate during a doctoral procedure in one capacity.

### ***10. The Doctoral Dissertation***

**Section 21** (1) The doctoral dissertation is a summary of the results of the doctoral candidate's scientific research activity running to minimum 10 and maximum 15 standard author's sheets (40,000 characters per sheet including spaces and punctuation marks), excluding the title page, the list of contents, the bibliography and the Hungarian and foreign language summaries.

(2) The doctoral dissertation shall be written in the Hungarian language. A dissertation in a foreign language may be submitted only with special permission from the Doctoral Council and on payment of a higher procedural fee provided that the PhD student/doctoral candidate has completed all acts relating to the doctoral procedure in a foreign language. In the case of students attending the English language doctoral training programme, the language of the training, the doctoral procedure and the doctoral dissertation shall be English.

(3) The doctoral dissertation shall contain the title of the work, the names of the author and dissertation supervisor, the place and date of making, a list of contents, a list of works consulted and an abstract in both Hungarian and a foreign language. A doctoral candidate may be allowed to defend his doctoral dissertation publicly only if minimum 30% of the professional academic literature used during its writing is constituted by foreign language publications issued abroad. This rule may be disregarded only in exceptional and professionally justified cases.

(4) The doctoral candidate shall attach to the dissertation a summary ("the theses") thereof in the Hungarian and English language with the following content:

- a) Part I: a short summary of the set research task,
- b) Part II: a short description of the examinations and analyses performed and of processing methods,
- c) Part III: a brief summary of scientific results, their utilization or possibilities of utilization,
- d) Part IV: a list of publications written on the topic of the work.

(5) The doctoral candidate shall submit the dissertation and the summary to the Doctoral Council on electronic data carrier (both in a DOC or DOCX file and a PDF file) as well as in ten printed and bound copies. The Doctoral Council shall arrange for the delivery of one printed copy of the dissertation to each member of the dissertation examining committee.

### ***11. The Dissertation Examining Committee***

**Section 22** (1) The committee examining the doctoral dissertation consists of a chairman, the two official dissertation examiners and further two members. Only persons holding academic degrees may become members of the committee.

(2) The chairman of the committee is invited by the Doctoral Council from the range of university professors working in full-time employment at the Faculty or the professors emeriti of the Faculty, while members are invited from the range of researchers whom are theoretical or practical ex-

perts with an academic degree working in the given field of research. Both examiners and at least one of the members must be persons who are not employed by the Faculty.

(3) The doctoral candidate's supervisor and subprogram leader cannot be members of the committee.

(4) A substitute member shall also be nominated to the committee, in case a member is prevented from attending. A substitute chairman cannot be employed by the Faculty.

## ***12. Defence of the Dissertation, Public Debate***

**Section 23** (1) The dissertation may be submitted to the Doctoral Council for public debate only with the approval of the supervisor. If the dissertation has been prepared by the applicant without an appointed supervisor, the Doctoral Council shall decide whether to allow it to be defended publicly by taking into consideration the opinion of the department competent in the topic of the dissertation.

(2) The Doctoral Council of Law and Philosophy shall decide on the authorization of public defence based on the proposal of the Doctoral Council. The public defence must be held within 6 months of the decision of the Doctoral Council of Law and Philosophy.

(3) The invited official examiners and members of the committee shall make a declaration as to whether they accept or reject the invitation within 15 days of the receipt thereof. The official examiners shall prepare, at the request of the Doctoral Council, a written report on the dissertation within three months of its submission, and make a statement as to whether they recommend the dissertation for public defence and the award of a PhD degree, or they shall make a recommendation about discontinuing the procedure.

(4) A respective copy of the official reports shall be forwarded by the Student Administration Office to the doctoral candidate/PhD student and the chairman of the examining committee without delay. The doctoral candidate shall respond to the reports preliminarily received in writing at least 15 days prior to the public debate. The Student Administration Office shall ensure that the members of the dissertation examining committee may inspect the dissertation, the reports and the answers. The candidate shall forward the answer to the Doctoral Council.

(5) If one of the reports is negative, the Doctoral Council will invite a third examiner at its first coming meeting. In the event of two negative reports, following the hearing of the doctoral candidate, the Doctoral Council may make a decision about discontinuing the doctoral procedure, specifying the reasons for the discontinuance.

(6) If the two official examiners of the dissertation have submitted supportive recommendations, the Doctoral Council will authorize the holding of the public debate in term time within two months counted from the receipt of the supportive reports with the condition that the public defence must take place between 1 September and 30 June. The two-month period does not include the period from 1 July to 31 August. The president of the Doctoral Council shall appoint a date for the public debate at least 30 days in advance and arrange for the public announcement of the venue and date of the debate.

(7) The minutes of the public debate and the decision of the committee are to be recorded. The higher-education institution shall – upon request - issue a certificate about the result of the public debate, with indication of the fact that the certificate does not mean the award of the doctoral (PhD) degree.

- (8) The public debate is to be held in Hungarian. The conduct of defence may only take place in a foreign language in the case specified in Section 21 (2), but interpreters are not allowed.
- (9) Defence takes place before the five-member dissertation examining committee. The work of the dissertation examining committee is assisted by a secretary invited by the Doctoral Council. The secretary has no voting rights.
- (10) The following persons shall be invited to the debate: the doctoral candidate's supervisor, the examiner who has given a negative opinion - if there is such -, outstanding representatives of the special field of research including, in particular, the lecturers of the Faculty holding an academic degree and representatives of the corresponding departments of other law faculties.
- (11) The public debate may be held if the chairman of the dissertation examining committee, at least one official examiner and two other members are present. The debate may be held in the absence of the official examiner who has given a negative opinion only if permission to this effect has been granted by the president of the Doctoral Council.
- (12) The minutes of the public debate are to be recorded and attached to the documents of the procedure.
- (13) The order of conduct of the public debate is as follows:
- a) Prior to the commencement of the public debate, the dissertation examining committee shall hold a private meeting where, based on the opinions of the official examiners and the comments of the members of the committee, it sums up the comments raised in connection with the work and forms the questions to be clarified concerning the work during the debate.
  - b) The public debate is opened by the chairman of the examining committee; then the secretary presents the candidate's professional history.
  - c) Following this, the doctoral candidate sets forth the theses of his work; then the official examiners present the essence of their reports; then make a recommendation about the award of the degree or the rejection of the application. The written opinion of the absent official examiner and the opinions received in writing are presented by the committee secretary.
  - d) During the public debate the secretary of the examining committee first poses the questions that were raised at the preliminary private meeting of the committee. Further on, the members of the committee and those present may ask the doctoral candidate questions and rise to speak. Those present may express their opinions on the dissertation.
  - e) The PhD student/doctoral candidate may respond to the official report, the questions posed and speeches altogether at the same time or separately, he or she may use auxiliary equipment and other aids to prove his propositions.
  - f) Official examiners may react to the candidate's reply once.
  - g) The debate lasts until there are persons wishing to contribute. Before the end of the debate the PhD student/doctoral candidate should be given the possibility to speak. After the closing of the debate, the official examiners shall state whether they maintain their recommendations about the award of the degree or the rejection.

### ***13. Evaluation of the Defence***

**Section 24** (1) Following the closing of the public debate and the statements of the official examiners, the members of the committee evaluate the performance of the PhD student/doctoral candidate during closed deliberations in a secret vote by 1 to 5 points. The public defence is regarded successful if the candidate has received 60 % of the maximum score that may be reached as a result of the secret vote.

(2) The classification of the defence shall take place as follows; if in relation to the maximum score that may be achieved the score received is

- a) under 60%: the classification of the defence is insufficiente, no degree may be awarded,
- b) 60 - 70%: the classification of the defence is rite,
- c) 70.1 -85%: the classification of the defence is cum laude,
- d) 85.1 - 100%: the classification of the defence is summa cum laude.

(3) The minutes of the meeting of the examining committee shall be recorded, and they shall contain the numerical result of the secret vote, the recommendation of the committee, the statements made by the official examiners about the academic achievements of the doctoral dissertation, the main questions discussed during the debate and the summarizing evaluation of the doctoral dissertation given by the examining committee.

(4) The committee shall record in writing and provide reasoning for its decision taken during the closed deliberations.

(5) The recommendation of the committee concerning the award of the degree and its evaluation shall be announced to the participants of the public debate on the spot by reading out the relevant parts of the minutes.

#### ***14. Publishing the Summary (Theses) and Results***

**Section 25** (1) The dissertation and the summary thereof shall be accessible for the general public. The Doctoral School shall be in charge of keeping record of the doctoral dissertation and the summary thereof in electronic and printed form by depositing one copy of the doctoral dissertation and its summary in printed form and one further copy recorded on electronic data carrier in the way as defined in subsections (2)-(3).

(2) The doctoral dissertation and the summary thereof shall be registered and stored in a full-text version in a separate data base, in the Archives of the University of Pécs (AUP) operated by the University Library. The Doctoral School shall be in charge of updating the data base. The data shall be made accessible for the general public on the website of the University in Hungarian and English, or if applicable, in a language in line with the peculiarities of the given discipline.

(3) A printed copy of the doctoral dissertation shall be deposited and catalogued in the central library of the University.

(4) The doctoral dissertation and the summary thereof shall be made accessible for the general public in electronic form and supplied with an identification number (DOI) in accordance with international practice.

## **Chapter VI**

### **Rules Relating to Doctoral Training Commenced Prior to the Academic Year of 2016/2017**

**Section 26** (1) The provisions of this chapter shall apply to students having commenced doctoral training prior to the academic year of 2016/2017.

(2) Matters not regulated in this chapter – including, in particular, the doctoral dissertation and public defence – are governed by the provisions of the relevant laws, the Doctoral Regulations of the University and Chapter V hereof.

### ***15. The Order of Organized Training***

**Section 27** The period of doctoral training is six semesters, in other words, it consists of a unified period of 36 months, which may be divided into reporting stages.

**Section 28** The period of time scheduled for completing the academic requirements laid down by the Doctoral Regulations is 3 years (6 semesters). The student may also complete the amount of credits defined in the requirements in a shorter period of time, however, this period cannot be shorter than 4 semesters.

### ***16. The Credit System***

**Section 29** (1) During his or her studies a student may obtain training, research and teaching credits.

(2) Maximum 50 credits may be obtained in one semester.

(3) During the period of organized training a doctoral student shall collect minimum 70 credits by his or her research activity (Research credit).

(4) During the entire period of organized training a student shall be granted maximum 45 credits for the teaching activity carried out by him or her (Teaching credit).

(5) During the training period a doctoral student may collect maximum 65 credits by attending lectures and consultations (Training credit).

### ***17. The Order of Individual Preparation***

**Section 30** (1) By his or her admission, the person preparing individually begins the doctoral procedure. The individually preparing doctoral student qualifies as a doctoral candidate, therefore he or she does not have a student legal status.

(2) The doctoral candidate admitted to the Doctoral School for individual preparation shall pay a one-off admission fee set by the Doctoral Council.

### ***18. Requirements for the Granting of the Absolutorium***

**Section 31** (1) Following the successful completion of organized training, the student will be granted an absolutorium. The absolutorium documents that the student has met all study requirements of the doctoral training.

(2) The value of credits is to be calculated based on the chapter of these Regulations relating to the order of organized training and the credit table contained in Annex No. 1 hereto.



(3) During the organized training, students are to complete 180 credits altogether in accordance with the proportions of credits specified in Section 29 and the training programme of the Doctoral School.

(4) In order to develop their foreign language skills, PhD students shall - within the frames of the training module - complete a period of study or semester abroad or attend a course in a foreign language announced by the Doctoral School.

(5) The Student Administration Office may issue an absolutorium for a student only upon the written approval of the Head of the Doctoral School.

### ***19. Procedure for the Granting of the Doctoral (PhD) Degree***

**Section 32** (1) The commencement of the doctoral procedure may be initiated by a written application addressed to the Doctoral Council. The application may be submitted subsequent to the granting of the absolutorium in the organized training.

(2) The topic of the doctoral dissertation shall be specified in the application.

(3) Based on the application, the Board shall decide about the commencement of the doctoral procedure. As of the date of the decision granting the application, the applicant shall be regarded a doctoral candidate. An appeal against a decision rejecting the application may be submitted to the Student Academic Appeals Committee of the University within 15 days of the receipt of the said decision.

(4) In the decision about the commencement of the procedure the Board shall also specify the procedural fee to be paid by the doctoral candidate. The procedure shall be commenced with retroactive effect to the date of the taking of the decision after the doctoral candidate has certified payment of the procedural fee to the account of the Doctoral School.

(5) The doctoral procedure is free of charge for PhD students in state-funded training during the existence of their student status.

(6) The doctoral dissertation shall be submitted simultaneously with the application or within two years of the granting of the application. Where the doctoral candidate fails to comply with the above requirements, the doctoral procedure shall be discontinued after two years from the submission of the application.

### *The doctoral comprehensive examination*

**Section 33** (1) The doctoral comprehensive examination is to be taken publicly before a committee in two subjects within two years of the commencement of the doctoral procedure.

(2) At the request of the doctoral candidate, the Doctoral Council shall take a decision as to the date and subjects of the comprehensive exam and the appointment of an examination committee.

(3) The subjects of the doctoral comprehensive examination – a major and a minor subject – shall be determined by the Doctoral Council having regard to the character of the doctoral subprogram and the research topic of the doctoral candidate.

(4) The comprehensive examination committee consists of a chairman and two examiners. The chairman of the committee is invited by the Doctoral Council from the range of university professors and habilitated associate professors working in full-time employment at the Faculty or the professors emeriti of the Faculty, while members are invited by the Doctoral Council from the

range of researchers holding academic degrees in the special fields related to the subjects of the examination. The members of the committee shall be persons who are not employed by the Faculty.

(5) The date of the comprehensive exam, the composition of the committee and the subjects of the exam shall be published by the Student Administration Office on the internet website of the Doctoral School.

(6) Performance provided by the doctoral candidate at the doctoral comprehensive examination shall be graded by the committee from 1 to 5. For a successful examination, the student must obtain minimum 60% of total score that may be awarded. Based on the achieved score, the comprehensive examination shall be graded as follows:

- a) less than 60%: insufficiente. The procedure cannot be continued.
- b) 60-70 %: rite,
- c) 70,1-85 %: cum laude,
- d) 85,1-100 %: summa cum laude.

(7) The result of the comprehensive examination shall be announced immediately after the exam.

(8) The minutes of the doctoral comprehensive exam shall be recorded and attached to the documents of the doctoral procedure in three counterparts. The minutes shall contain the venue and date of the comprehensive examination, the personal particulars of the doctoral candidate, the names of committee members, the questions posed, the grade and the committee members' signatures.

#### *The preliminary debate*

**Section 34** (1) Prior to the public defence, the doctoral candidate shall present his or her dissertation at a preliminary debate organized and held by the Faculty department competent in the topic. The Doctoral Council will take a decision on allowing the preliminary debate of the dissertation at the time of its submission based on an application by the doctoral candidate. The subject, date and venue of the debate and the name of the presiding person as contained in the decision shall be announced publicly by the Student Administration Office on the internet website of the Doctoral School. The preliminary debate can be scheduled from 1 September to 30 June. The Doctoral Council may, exceptionally and in duly justified cases, decide by unanimous vote of those present to schedule the preliminary debate outside of this period.

(2) Requirements for authorizing the preliminary debate:

- a) the value index of the doctoral student's academic publications shall equal or exceed 18 points on application of the method of calculation laid down in Annex No. 2 hereto,
- b) the doctoral dissertation shall be in a state of readiness of 90 %, which is certified by the supervisor.

(3) The person presiding over the debate shall be invited by the Doctoral Council from the range of lecturers of the Faculty holding academic degrees. The supervisor or the subprogram leader cannot be invited to preside over the debate.

(4) To the debate, the Doctoral Council shall invite the lecturers of the Faculty and possibly external professionals dealing with the topic. Decision about the persons to be invited obligatorily falls within the discretion of the Doctoral Council and it is based on the recommendation of the supervisor and the competent department.

- (5) During the preliminary debate it must be ascertained whether
- a) the topic of the doctoral dissertation can be evaluated scientifically,
  - b) the dissertation contains authentic data and results,
  - c) the scientific results contained in the dissertation originally belong to the doctoral candidate,
  - d) the dissertation complies with the formal requirements,
  - e) based on its professional level the dissertation is suitable for public defence.
- (6) The minutes of the debate shall be recorded and they shall contain a list of those present as well as the individual opinions set forth and the final position taken concerning the questions laid down in subsection (4). The minutes of the debate shall be attached to the documents of the doctoral procedure.

*Requirements for authorizing the public defence of the dissertation*

**Section 35** Public defence of the dissertation may take place only subsequent to the successful passing of the doctoral comprehensive examination and the preliminary departmental debate of the dissertation. Before the final submission of the doctoral thesis, all scientific work must be recorded in the Hungarian Science Bibliography (MTMT) and the Hungarian Doctoral Council database (doktori.hu). A date for the public debate can be appointed no earlier than two months from the date of the preliminary debate.

*Requirements for awarding the doctoral (PhD) degree*

**Section 36** (1) The conjunctive requirements for awarding the doctoral (PhD) degree within the framework of the Doctoral School are as follows:

- a) Obtaining an absolution within the framework of organized training.
- b) Successful passing of the doctoral comprehensive exam.
- c) Presentation of independent scholarly activity – by articles, essays or otherwise.
- d) Proving knowledge of a foreign language that is necessary for the academic research of the doctoral research topic. If the study of the topic does not require any special knowledge of a foreign language, English, German, French, Russian, Spanish and Italian may be accepted except for the candidate's mother tongue. Language skills can be certified:
  - da) admission interview in a foreign language,
  - db) publication in a foreign language,
  - dc) by passing one complex (oral and written) state-accredited - or other equivalent recognized/nostriated - language exam at intermediate (B2) level,
  - dd) by a university or college degree in a foreign language, or by a professional translator's certificate
- e) Presentation of the doctoral dissertation during a preliminary debate.
- f) Presentation and defence of the doctoral dissertation during a public debate.

*The award of the doctoral (PhD) degree and its classification*

**Section 37** (1) Following the public debate, based on the positive evaluation given by the examining committee, the Doctoral Council makes a recommendation to the Doctoral Council of the University about awarding the doctoral (PhD) degree. If based on this the DCU takes a positive decision, the Doctoral Council shall classify the doctoral (PhD) degree in accordance with the grading below:

(2) Score of the doctoral comprehensive exam:

- a) summa cum laude: has the value of 3 points in the doctoral procedure,
- b) cum laude: has the value of 2 points in the doctoral procedure,
- c) rite: has the value of 1 point in the doctoral procedure.

(3) The result of public defence based on the decision of the examining committee:

- a) summa cum laude: has the value of 6 points in the doctoral procedure,
- b) cum laude: has the value of 4 points in the doctoral procedure,
- c) rite: has the value of 2 points in the doctoral procedure,
- d) insufficiente: no degree may be awarded.

(4) In accordance with the above, based on the performance provided by the candidate during the doctoral comprehensive exam and public defence, maximum 9 points may be awarded in the doctoral procedure.

(5) If the total score received by the doctoral candidate for the comprehensive exam and the defence is

- a) 5 or less points, the classification of the doctoral (PhD) degree is rite,
- b) 6-7 points, the classification of the doctoral (PhD) degree is cum laude,
- c) 8-9 points, the classification of the doctoral (PhD) degree is summa cum laude.

(6) If the doctoral candidate achieves 1-4 points in the procedure, the Board shall hear the chairman of the examining committee, the official examiners and the supervisor prior to the vote.

(7) The university shall, at the request of the doctoral candidate, issue a certificate of the result of the doctoral comprehensive exam and defence.

(8) In case of an unsuccessful defence, a new procedure may be initiated only after minimum two years have passed from the unsuccessful defence and maximum once in the same doctoral topic.

(9) The University shall keep a register of successful and unsuccessful defences.

## **Chapter VII**

### **Regulations Relating to Doctoral Training Commenced in or Following the Academic Year of 2016/2017**

**Section 38** (1) The provisions of this chapter shall apply concerning students commencing doctoral training in and following the academic year of 2016/2017.

(2) Matters not regulated in this chapter – including, in particular, the doctoral dissertation and public defence – are governed by the relevant laws, the Doctoral Regulations of the University and the provisions of Chapter V hereof.

#### ***20. The Order of Doctoral Training***

**Section 39** (1) Doctoral training comprises training, research and reporting activities carried out in the frames of individual or group preparation adjusted to the peculiarities of the disciplinary area and the PhD student's needs, and it is divided into a training and research stage and a research and dissertation stage.

(2) Minimum 240 credits must be completed in the doctoral training. The period of training – unless the Higher Education Act provides otherwise – is eight semesters.

(3) The student participating in doctoral training may receive state funding for a maximum period of eight semesters.

(4) The doctoral student may also complete the organized doctoral training within a shorter period, but this period cannot be shorter than five semesters.

## ***21. The Credit System***

**Section 40** During his or her studies a PhD student may obtain training, research and teaching credits.

**Section 41** (1) During the training period a doctoral student shall collect minimum 60, but maximum 100 credits by attending lectures and consultations. (Training credit) Submodules must be completed as follows: 25 credits of specialized lectures, 20 credits of research seminars and 15 credits of academic foundations courses.

(2) During the period of organized training a doctoral student shall collect minimum 140 credits by his or her research activity. (Research credit)

(3) During the entire period of organized training a student shall be granted maximum 40 credits for the teaching activity carried out by him or her. (Teaching credit)

**Section 42** Based on the application of the PhD student addressed to the Doctoral Council, the Credit Transfer Committee shall decide

a) on the recognition of credits obtained in earlier doctoral training by students having transferred from other doctoral schools and

b) on the recognition as credits of academic or practical professional knowledge and competences acquired earlier by the PhD student.

## ***22. The Training and Research Stage***

**Section 43** (1) Academic and research obligations to be met during the training and research stage are defined by the curriculum of the Doctoral School, with the proviso that all academic obligations must be performed during this stage.

(2) Time spent on research (practice) activity carried out in a higher education institution, or in a research or practising institution having signed a cooperation agreement therewith, or field research (practice) and time spent on other teaching or research activity recognized as a credit shall be considered a taught class as prescribed in Section 17 of the Higher Education Act with regard to doctoral training.

- (3) The Doctoral Council shall define the training programme of the given semester at the start of each semester. The training programme for the semester comprises the courses and consultation dates announced.
- (4) The assessment of course performance shall take place based on a five-grade [excellent (5), good (4), satisfactory (3), pass (2), and fail (1) or a two-grade (pass or fail) scale.
- (5) Exam dates shall be appointed in such a way so as to ensure that the PhD student may take his or her exams at times proportionally distributed over the exam period.
- (6) Concerning the academic obligations for PhD students not regulated herein, the provisions of the Doctoral Regulations of the University, the Academic and Examination Regulations of the University and of the Faculty shall be applicable.

### ***23. The complex exam***

**Section 44** (1) During the doctoral training, at the end of the fourth semester, as a conclusion of the training and research stage of the training programme and as a precondition for starting the research and dissertation stage, the PhD student shall take a complex exam, which measures and evaluates academic and research progress.

(2) The date of the complex exam shall be set by the Doctoral Council so that it falls within the exam period at the end of the fourth semester. In the case of an individually preparing student the Doctoral Council shall appoint - simultaneously with the decision about admission - a date for the complex exam no later than 30 days after the decision about admission.

(3) The complex exam shall be taken publicly and orally before a committee. The committee shall consist of minimum three members. All members of the committee shall hold an academic degree. Minimum one third of the committee members shall be persons who are not employed by the University. The chairman of the committee shall be a university professor, habilitated associate professor, professor emeritus or a lecturer or researcher holding the title of Doctor of the Hungarian Academy of Sciences. The committee cannot include the supervisor of the PhD student taking the exam.

(4) In the event that the committee is unable to act, a substitute chairman and a substitute member shall be appointed. The substitute member cannot be employed by the Faculty.

**Section 45** (1) The eligibility requirements for taking the complex exam are the following:

- a) the student must have completed minimum 100 credits by the end of the term time of the fourth semester, of which minimum 60 credits must have been completed from the training module and minimum 40 credits from the research module;
- b) The candidate shall submit a written report on her or his performance regarding the first two years of the training approved with signature by the supervisor.

(2) The set proportions of the distribution of credits specified in subsection (1) point a) shall be specified in the training curriculum of the Doctoral School.

(3) The Doctoral Council make recommendation to the Doctoral Council of Law and Philosophy about eligibility to take the complex exam based on the PhD student's application to this effect verifying compliance with the requirements specified in subsection (1). Rejection of the application shall be justified in writing.

**Section 46** (1) The complex exam shall consist of two parts:

- a) a theoretical part, during which the PhD student shall give an account of his or her familiarity with the academic literature published in the relevant discipline as well as his or her current theoretical and methodological knowledge, and
- b) a part in which the student shall give an account of his or her academic progress.

(2) The theoretical part of the complex exam shall consist of two parts:

- a) scientific theoretical and methodological knowledge pertaining to the discipline and the PhD student's subprogram, and
- b) knowledge of relevant academic literature pertaining to the PhD student's doctoral topic.

(3) The Doctoral School shall publish the requirements relating to the complex exam defined in subsection (2) point a) by 15 October in the autumn semester and by 15 March in the spring semester.

(4) The requirements relating to the complex exam laid down in subsection (2) point b) shall be defined by the Doctoral Council on consultation with the PhD student's supervisor.

(5) The report on scientific progress as a part of the complex exam shall consist of two parts:

- a) presentation of the results of research carried out so far by the PhD student into his or her doctoral topic, including, in particular, the research methodology, the topicality of the research topic and the problems raised by it, and the theoretical and positive law background of the research topic; and
- b) the PhD student's presentation of his or her research plan for the research and dissertation stage of the training programme.

(6) The PhD student shall be afforded a period of 20-30 minutes to report on his or her progress in the academic field and to describe his or her research plan for the research and dissertation stage of the training, during which he or she may use a presentation.

(7) The supervisor shall be given opportunity to evaluate the work of the PhD student preliminarily in writing and/or orally at the exam. The evaluation given by the supervisor shall form part of the exam records.

**Section 47** (1) Following the conclusion of the exam, the committee members evaluate the candidate's performance during closed deliberations. Performance shall be evaluated by the committee by awarding 1-5 points for each part. In order to pass the exam, the student shall obtain minimum 60% of the maximum score awardable. The supervisor cannot be present during the closed deliberations.

(2) The PhD student may retake the failed complex exam once and in the same exam period. The dates of complex exams and re-sits shall be published on the website of the Doctoral School.

(3) The minutes of the complex exam shall be recorded. The result of the exam shall be announced on the day when the last part of the exam is taken. The evaluation of the complex exam is based on a two-grade scale; it is either pass or fail.

(4) If the PhD student fails to comply with his or her obligation to take the complex exam – including the situation where he or she fails the re-sit – his or her student status will become terminated as of the day of his or her failure to take or pass the exam.

## ***24. The Research and Dissertation Stage***

**Section 48** (1) During the doctoral training following the complex exam the student takes part in the doctoral procedure by completing the research and dissertation stage, the purpose of which is to obtain the doctoral (PhD) degree.

(2) Within three years of the complex exam the PhD student shall submit a doctoral dissertation as defined herein. This deadline may be extended for a year in specially justified cases regulated in Section 17 (2).

## ***25. The Order of Individual Preparation***

**Section 49** (1) A person having prepared individually for obtaining the degree may also join the doctoral training provided that he or she has met the eligibility requirements for admission and the doctoral training. In this case the student legal status is created by the passing of the complex exam.

(2) In the case of persons preparing individually, the doctoral procedure is commenced on the person's application by the passing of the complex exam.

(3) By the successful completion of the complex exam the credits defined in Section 45 (1) are deemed as completed with the proviso that upon application further credits may be recognized based on the knowledge and competences acquired preliminarily by the student.

(4) The PhD student preparing individually for the granting of the degree can pursue his or her studies exclusively in the form of non-state-funded training as a fee-paying student.

## ***26. The Preliminary Debate***

**Section 50** Eligibility requirements for the preliminary debate:

- a) completing the appropriate proportions of compulsory credits prescribed for the doctoral training pursuant to Section 41,
- b) the value index of the doctoral student's academic publications shall equal or exceed 20 points on application of the method of calculation laid down in Annex No. 2 hereto,
- c) the doctoral dissertation shall be in a state of readiness of approximately 90%, which shall be certified by the supervisor.

**Section 51** (1) Prior to the public defence, the doctoral candidate shall present his or her dissertation at a preliminary debate organized and held by the Faculty department competent in the topic.

(2) The Doctoral Council will take a decision on allowing the preliminary debate of the dissertation upon the doctoral student's application after having checked compliance with the requirements specified in Section 50.

(3) The person presiding over the debate is invited by the Doctoral Council from the range of lecturers of the Faculty holding academic degrees. The supervisor or the subprogram leader cannot be invited to preside over the debate. The subject, date and venue of the debate and the name of



the presiding person as contained in the decision shall be announced publicly by the Student Administration Office on the internet website of the Doctoral School.

(4) To the debate, the Doctoral Council shall invite the lecturers of the Faculty and possibly external professionals dealing with the topic. The Doctoral Council will decide about the persons to be invited obligatorily based on the recommendation of the supervisor and the competent department.

(5) During the preliminary debate it must be ascertained whether

a) the topic of the doctoral dissertation can be evaluated scientifically,

b) the dissertation contains authentic data and results,

c) the scientific results contained in the dissertation originally belong to the doctoral candidate,

d) the dissertation corresponds to the formal requirements,

e) based on its professional level the dissertation is suitable for public defence.

(6) The minutes of the debate shall be recorded and they shall contain a list of those present as well as the individual opinions set forth and the final position taken concerning the questions laid down in subsection (5). The minutes of the debate shall be attached to the documents of the doctoral procedure.

(7) If the majority of the participants of the preliminary debate suggest revising the dissertation, a repeated preliminary debate shall be held about the revised dissertation within two months at the latest. To the repeated debate all those must be invited who participated at the previous preliminary debate.

## ***27. The Absolutorium***

**Section 52** (1) The higher education institution shall grant an absolutorium to the PhD student who has completed all the credits required in the doctoral training.

(2) Requirements for the granting of the absolutorium: completing the appropriate proportions of credits prescribed for doctoral training pursuant to Section 41 and the training programme of the Doctoral School.

(3) The granting of the absolutorium constitutes a precondition for the submission of the doctoral dissertation.

(4) The Student Administration Office may issue an absolutorium for a student only upon the written approval of the Head of the Doctoral School.

## ***28. Requirements for awarding the doctoral PhD degree***

**Section 53** Requirements for awarding the doctoral (PhD) degree:

a) Acquisition of an absolutorium within the framework of doctoral training organized in the discipline of law and political science.

b) Proving knowledge of a foreign language that is necessary for the academic research of the doctoral research topic. If the study of the topic does not require any special knowledge of a foreign language, English, German, French, Russian, Spanish and Italian may be accepted except for the candidate's mother tongue. Language skills can be certified:

- ba) admission interview in a foreign language,
  - bb) publication in a foreign language,
  - bc) by passing one complex (oral and written) state-accredited - or other equivalent recognized/nostriated - language exam at intermediate (B2) level,
  - bd) by a university or college degree in a foreign language, or by a professional translator's certificate
  - be) by specialist language certificate passed by the University,
  - bf) by specialist language certificate during the doctoral training.
- c) Successful defence of the doctoral dissertation during a public debate.
- (2) Knowledge of the two foreign languages shall – in addition to those specified in subsection (1) d) – be verified in each case in relation to the doctoral candidate's mother tongue.

### ***29. Submission of the Doctoral Dissertation and Public Defence***

**Section 54** (1) It is a condition for the submission of the doctoral dissertation that the student should have obtained the absolutorium and that he or she should not have a doctoral procedure in progress in the same discipline or he or she should not have had an unsuccessful defence in the preceding two years. At the time of the submission of the doctoral dissertation the student shall make a declaration about his or her compliance with the latter two requirements.

(2) A date for the public debate can be appointed no earlier than 60 days from the date of the preliminary debate.

(3) In the event of two negative reports on the dissertation or an unsuccessful defence, a new dissertation may be submitted in the same doctoral topic maximum once and only after minimum two years have passed. In a different topic the candidate submitting the doctoral dissertation may apply for a doctoral procedure as a candidate preparing individually and only after minimum two years have passed.

### ***30. The Award of the Doctoral (PhD) Degree and Its Classification***

**Section 55** Following the public debate, based on the positive evaluation given by the examining committee, the Doctoral Council makes a recommendation to the Doctoral Council of the University about awarding the doctoral degree. If based on this the DCU takes a positive decision, the classification of the doctoral degree shall be the same as the classification of the public defence.

## **Chapter VIII**

### **Having a Foreign Degree Officially Recognized in Hungary**

**Section 56** (1) The Doctoral Council may make a recommendation to the Doctoral Council of the University about the official recognition as a doctoral (PhD) degree in Hungary of an academic degree awarded abroad if the requirements for awarding the said academic degree correspond or, on prescription and fulfilment of supplementary requirements, may be made to correspond to the requirements prescribed for awarding the doctoral (PhD) degree.

(2) The procedural costs relating to the official recognition of a foreign doctoral degree shall be borne by the person applying for recognition.

(3) A foreign degree that has been officially recognized in Hungary has no classification.

### **IX. Miscellaneous provisions**

**Section 57** (1) This amendment shall enter into force on the 11st day of July 2023, on the day following its adoption by the Faculty Council of the Faculty of Law, University of Pécs.

**Annex No. 1 to the Doctoral Regulations  
Faculty of Law, University of Pécs**

**Credit Table of the Doctoral School  
Faculty of Law, University of Pécs**

**Credit table for doctoral students having commenced doctoral training before the academic year of 2016/2017**

Activity	Credit value
<b>1. Research module</b>	
<b>A. Publication activity</b>	
Professional essay published in the candidate's mother tongue in a professional journal of category A) or B) or peer-reviewed volume of essays in the candidate's home country	10*
Professional essay published in the candidate's mother tongue in a professional journal of category C) or non-peer-reviewed volume of essays in the candidate's home country	7*
Professional essay published in the candidate's mother tongue in a professional journal of category D) in the candidate's home country	5*
Professional essay in a foreign language published in a professional journal of category A) or B) or in a peer-reviewed volume of essays in the candidate's home country	30*
Professional essay in a foreign language published in a professional journal of category C) or non-peer-reviewed volume of essays in the candidate's home country	20*
Professional essay in a foreign language published in a professional journal of category D) in the candidate's home country	15*
Professional essay in a foreign language published in a foreign professional journal of category A) or B) or peer-reviewed volume of essays	50*
Professional essay in a foreign language published in a foreign professional journal of category C) or in a non-peer-reviewed volume of essays	40*
Professional essay in a foreign language published in a foreign professional journal of category D)	30*
Professional article (published in a non-legal professional journal)	2/piece
Course book (or a part thereof)	20*
University lecture notes (or a part thereof)	10*
Publication of sources, study aids (Edited publication covering the course material of minimum one academic semester. Collection of scientific communications, legal instruments and decisions in individual cases supplied with explanations, questions and	5/piece

tasks for students.)	
Professional translation from a foreign language to the candidate's mother tongue	5*
Professional translation from the candidate's mother tongue to a foreign language	10*
Professional translation from one foreign language into another foreign language	15*
Editing of a scientific work	5/piece
Doing preparatory work for a publication ( <i>regardless of length</i> )	1/ piece (It may be taken into account in the first and second semesters of doctoral studies and up to maximum 5 credits/ semester.)
Writing a review	2/piece
<b>B. Other scholarly activities</b>	
Conference presentation in the candidate's mother tongue in the candidate's home country	5
Conference presentation in a foreign language in the candidate's home country	10
Conference presentation in a foreign language abroad	15
Professional language interpretation from a foreign language to the candidate's mother tongue	5/hour
Professional language interpretation from the candidate's mother tongue to a foreign language	10/hour
Professional language interpretation from one foreign language to another	15/hour
Preparing a grant application	5/ occasion (It may be taken into account maximum twice during the organized training)
Organizing a conference (at least a national event)	5/ occasion (It may be taken into account maximum twice during the organized training)
<b>2. Educational module</b>	
Attending a lecture in the candidate's mother tongue during the organized training	1/lecture (maximum 10 credits/semester)
Attending a lecture in a foreign during the organized training	3/lecture (maximum 5 credits/semester)
Consultation with the supervisor	1/occasion (5 credits/semester)
Research seminars	3
Oral report by final-year student (compulsory)	2
<b>3. Teaching module</b>	
Class in the candidate's mother tongue, 2 hours/week	10
Class in a foreign language, 2 hours/week	20
Dissertation consultation in the candidate's mother tongue	2/dissertation
Dissertation consultation in a foreign language	3/dissertation

\* The credit values refer to publications of one standard author's sheet (40,000 characters including spaces and punctuation marks). Different lengths trigger proportionally more or fewer credits. No distinction is made between online and printed journals in terms of credit value.

**Credit table for doctoral students commencing doctoral training in and after the academic year of 2016/2017**

Activity	Credit value	Credits completed in the semester
<b>1. Research module</b>		
<b>A. Publication activity</b>		
Professional essay published in the candidate's mother tongue in a professional journal of category A) or B) in the candidate's home country	20*	
Professional essay published in the candidate's mother tongue in a professional journal of category C) or peer-reviewed volume of essays in the candidate's home country	10*	
Professional essay published in the candidate's mother tongue in a professional journal of category D) or non-peer-reviewed volume of essays in the candidate's home country in the candidate's home country	5*	
Professional essay in a foreign language published in a professional journal of category A) or B) in the candidate's home country	30*	
Professional essay in a foreign language published in a professional journal of category C) or peer-reviewed volume of essays in the candidate's home country	20*	
Professional essay in a foreign language published in a professional journal of category D) non-peer-reviewed volume of essays in the candidate's home country	15*	
Professional essay in a professional journal of category D1)	160*	
Professional essay in a professional journal of category Q1)	150*	
Professional essay in a professional journal of category Q2)	140*	
Professional essay in a professional journal of category Q3) or Q4)	100*	
Professional essay in a foreign language published in a foreign professional journal of category A) or B)	50*	
Professional essay in a foreign language published in a foreign professional journal of category C) or in a peer-reviewed volume of essays	40*	
Professional essay in a foreign language published in a foreign professional journal of category D) or in a non-peer-reviewed volume of essays	30*	
Professional article (published in a non-legal academic journal)	2/each	
Course book (or a part thereof)	30*	
University lecture notes (or a part thereof)	10*	
Publication of sources, study aids (Edited publication	5/each	

covering the course material of minimum one academic semester. Collection of scientific communications, legal instruments and decisions in individual cases supplied with explanations, questions and tasks for students.)		
Professional translation from a foreign language to the candidate's mother tongue	5*	
Professional translation from the candidate's mother tongue to a foreign language	10*	
Professional translation from one foreign language into another foreign language	15*	
Editing of a scientific work	5/each	
Review or exposé	2/each	
<b>B. Other academic activities</b>		
Conference presentation in the candidate's mother tongue in the candidate's home country	5	
Conference presentation in a foreign language in the candidate's home country	10	
Conference presentation in a foreign language abroad	20	
Professional language interpretation from a foreign language to the candidate's mother tongue	5/hour	
Professional language interpretation from the candidate's mother tongue to a foreign language	10/hour	
Professional language interpretation from one foreign language to another	15/hour	
Preparing an academic grant application	1/each (max. 3 credits/semester)	
Organisation of a regional conference (covering at least three counties)	1/each	
Organisation of a national conference	2/each	
Organisation of an international conference (covering at least two countries)	3/each	
Consultation with the PhD supervisor	1/each (max. 5 credits/semester)	
<b>2. Training module</b>		
Academic foundation courses	5	
Specialized lectures	5	
Research seminar	2	
Periodic or part-training in a foreign language	5	
Erasmus+ or CEEPUS certified international mobility	5	
<b>3. Teaching module</b>		
Class in the candidate's mother tongue, 2 hours/week	5	
Class in a foreign language, 2 hours/week	8	
Degree thesis consultation in the candidate's mother tongue	2/degree thesis	
Degree thesis consultation in a foreign language	3/degree thesis	
Class in the length of 1 occasion	1	

\* The credit values refer to publications covering a standard author's sheet (40,000 characters). If the length of the publication differs from the above, the credit value should be calculated proportionally, resulting in more or less credits. No distinction is made between online and printed journals in terms of credit value. For journals classified as D1-Q1-Q2-Q3-Q4, the student can count the credit value regardless of the length of the work, even if he/she is only a co-author.

## Annex No. 2 to the Doctoral Regulations

### Faculty of Law, University of Pécs

#### Value Index for Publications

#### Doctoral School of the Faculty of Law, University of Pécs

Publication	Point value per 40,000 characters*
Professional essay published in the candidate's mother tongue in a professional journal of category A) or B) or peer-reviewed volume of essays in the candidate's home country	2
Professional essay published in the candidate's mother tongue in a professional journal of category C) or non-peer-reviewed volume of essays in the candidate's home country	1
Professional essay published in the candidate's mother tongue in a professional journal of category D) in the candidate's home country	0,5
Professional essay published in a professional journal of category D1), Q1) or Q2)	15
Professional essay published in a professional journal of category Q3) or Q4)	9
Professional essay in a foreign language published in a professional journal of category A) or B) or peer-reviewed volume of essays in the candidate's home country	3
Professional essay in a foreign language published in a professional journal of category C) or non-peer-reviewed volume of essays in the candidate's home country	2
Professional essay in a foreign language published in a professional journal of category D) in the candidate's home country	1,5
Professional essay in a foreign language published in a foreign professional journal of category A) or B) or peer-reviewed volume of essays	5
Professional essay in a foreign language published in a foreign professional journal of category C) or in a non-peer-reviewed volume of essays	4
Professional essay in a foreign language published in a foreign professional journal of category D)	3
Professional article (published in a non-legal professional journal)	0,5
Course book (or a part thereof)	3
University lecture notes (or a part thereof)	1
Publication of sources, study aids	0,5



Professional translation from a foreign language to the candidate's mother tongue	0,5
Professional translation from the candidate's mother tongue to a foreign language	0,5
Professional translation from one foreign language into another foreign language	0,5
Editing of a scientific work	0,5
Writing a review ( <i>regardless of length</i> )	0,2

**\* The credit values refer to publications of one standard author's sheet (40,000 characters including spaces and punctuation marks). Different lengths trigger proportionally more or fewer credits. For journals classified as D1-Q1-Q2-Q3-Q4, the student can count the credit value regardless of the length of the work, even if he/she is only a co-author. Only publications on science of law and philosophy can be counted.**

**Annex No. 3 to the Doctoral Regulations  
Faculty of Law, University of Pécs**

**Regulations on the Classification of Academic Journals  
Doctoral School of the Faculty of Law, University of Pécs**

With regard to the determination of credits and value points pursuant to Annexes No. 1 and 2 pertaining to academic publications, one shall have regard to the classification of the issuing academic journal by the Section of Economics and Law of the Hungarian Academy of Sciences. Where in the case of the given journal no guidance is provided by the Section of Economics and Law of the Hungarian Academy of Sciences, the journal shall be classified in accordance with the table below.

<b>Classification of the journal</b>	<b>Requirements</b>
Journal, volume of essays of category A)	1) It has <ul style="list-style-type: none"> <li>– a responsible publisher</li> <li>– an ISBN or ISSN number</li> <li>– a permanent editorial board</li> </ul> 2) It accepts publications based on anonymous peer review
Journal, volume of essays of category B)	1) It has <ul style="list-style-type: none"> <li>– a responsible publisher</li> <li>– an ISBN or ISSN number</li> <li>– a permanent editorial board</li> </ul> 2) It accepts publications based on peer review
Journal, volume of essays of category C)	It has <ol style="list-style-type: none"> <li>1) a responsible publisher</li> <li>2) an editorial board</li> </ol>
Journal, volume of essays of category D)	It has a responsible publisher