

REGULATIONS OF THE DOCTORAL SCHOOL OF REGIONAL POLITICS AND ECONOMICS, UNIVERSITY OF PÉCS

The Doctoral School of Regional Politics and Economics of the University of Pécs (UP) is an accredited doctoral school in the field of Economics, based on the Hungarian Accreditation Committee's decision No. 2017/6/IX/39/2/1128, the framework of which is defined by the Act CCIV of 2011 on National Higher Education, and the Doctoral Regulations of the UP. For all matters not specified in these Regulations, the aforementioned documents are the guiding documents.

I. Scope of the Regulations

The operational regulations of the Doctoral School of Regional Politics and Economics of the UP (hereinafter referred to as the Doctoral Regulations) shall apply to the staff of the Doctoral School of Regional Politics and Economics, to the lecturers and researchers participating in doctoral studies and doctoral degree procedures within the framework of the Doctoral School of Regional Politics and Economics, to the registered students of the UP and participating in the doctoral programme of the University (hereinafter referred to as: doctoral students), those students doing their studies individually, doctoral prospects and doctoral candidates as well as administrative staff involved in the doctoral training and the doctoral degree procedure. The scope of the doctoral regulations covers the operation of the doctoral school, the admission procedure to doctoral studies, doctoral training and the doctoral degree award procedure. The Doctoral Regulations shall remain in force until revoked.

II. Definitions used in these regulations

state-funded training: training supported by a State scholarship or a partial scholarship from the Hungarian State and open to doctoral candidates who are not in full-time paid employment while pursuing their studies in an organised training programme.

review (assessment): an opinion prepared by the reviewer appointed during the evaluation procedure, which describes the results of the doctoral thesis and any possible flaws, raises questions about the scientific statements (theses summaries) made in the thesis and contains the reviewer's opinion on the acceptability of the thesis for public debate

review procedure: the procedure following the submission of the draft dissertation and the award of the certificate of completion, which starts at the request of the doctoral candidate and is intended to assess whether the doctoral candidate is eligible for the award of the doctorate.

evaluation committee: the body proposing the award or refusal of a doctorate, consisting of the chairperson, secretary, member of the evaluation committee and two (or in some cases three) reviewers

draft dissertation: the first version of the doctoral dissertation (thesis), the formal requirements of which are the same as those for the final doctoral thesis, and which the doctoral candidate has the opportunity to improve once s/he has been informed of the preliminary assessments.

doctoral student: a student in doctoral studies who is a registered student at the UP

doctoral dissertation (thesis, doctoral work): a single monographic paper (not a collection of articles) by a doctoral student, demonstrating that he or she is capable of solving an academic problem independently, as measured against the requirements for the doctoral degree

doctoral candidate: a doctoral student who started his/her studies before the academic year 2016/17, has been awarded the certificate of completion and has been accepted for registration for the doctoral degree

doctoral training: the highest level of postgraduate training aimed at broadening the scientific knowledge and preparing students for the award of a first scientific (doctoral) degree

doctoral research topic: a research area developed by the doctoral student, under the guidance of the supervisor(s), in which s/he develops new scientific results that can be evaluated using scientific methods and publishes them in the form of scientific publications, lectures and the doctoral thesis

doctoral theses summary: the main findings of the doctoral thesis, validated by the doctoral candidate using appropriate methodology and published in scientific fora

doctoral prospect: a former doctoral student who started his/her studies in the academic year 2016/17 or later, obtained his/her diploma and is not a student, after the start of the evaluation process

pre-review (pre-assessment): an opinion prepared by an assessor appointed to assess the draft doctoral thesis, whose primary task is to identify errors, logical inconsistencies and structural problems in the draft thesis

degree-awarding procedure: the process starting with the application of a doctoral student with a diploma who started his/her studies before the academic year 2016/17 or, for doctoral students starting their studies in the academic year 2016/17 and afterwards, the period of time comprising the research and dissertation stages and the evaluation procedure, starting with the complex examination, during which the members of the evaluation committee verify the candidate's ability to formulate and defend new scientific results in a debate

training and research phase: the first four semesters of doctoral studies, during which doctoral candidates develop their theoretical knowledge of economics in addition to their research and teaching activities

complex examination: an examination at the end of the 4th active semester, which concludes the training and research phase and consists of a theoretical part and a report on the progress of the research

fee-paying training: the doctoral student finances the costs of the training by paying the semesterly co-payment, and may also work full-time besides the doctoral training

RIS: The Research Incentive Scheme of the Faculty of Business and Economics (FBE) of UP, which measures and encourages the scientific performance of the lecturers of the FBE, UP.

research and dissertation phase: the second phase of doctoral training (semesters 5-8), which starts after the successful completion of the complex examination and is aimed primarily at publishing the results of the doctoral student's research and preparing a draft doctoral thesis.

Hungarian Scientific Works Bibliography (Magyar Tudományos Művek Tára, MTMT): a bibliographic database of scientific publications and citations of Hungarian researchers, operated by the Hungarian Academy of Sciences

pre-defense (workplace discussion): discussion of the scientific results of a doctoral candidate's own new draft dissertation prepared for first-round assessment in front of a panel of reviewers and other interested parties

public debate (public defence): the defence of the doctoral candidate's own scientific results in a new doctoral thesis, revised following the first-round assessment and the pre-defense, before a jury and other interested parties

- (National) Scientific Student Conference ((O)TDK, (Országos) Tudományos Diákköri Konferencia):** an academic event aimed at presenting and evaluating the research results of undergraduate students (the OTDK is organised every two years, the faculty TDK rounds are organised at regular intervals as specified in the faculty regulations)
- publication:** a research result in written, printed, electronic or conference presentation form that meets the criteria of scientific excellence and professional standards
- study system (Neptun):** an IT system accessible via the Internet for the academic and financial administration, registration of educational and educational organisation tasks of Hungarian higher education institutions (universities, colleges)
- co/junior supervisor:** a university lecturer or researcher with an academic degree, who is continuously publishing, and who is co-directing the doctoral student's research with a senior supervisor
- supervising:** the supervision and support of the studies, research work and preparation for the award of a doctoral degree of a doctoral student working on a scientific topic announced by the supervisor
- core member:** a faculty member or researcher with a doctoral degree and a habilitation who is active in the establishment and continued operation of the doctoral school, has a high national and international profile, and is engaged in continuous research and publication activities
- certificate of completion:** a final certificate attesting the completion of all obligations (training, teaching, research) of doctoral training, which does not yet entitle the holder to use the title of Doctor (PhD)
- lead (senior) supervisor:** a university lecturer or researcher with a scientific degree, who is responsible for the research of a doctoral student, either alone or jointly with a co-supervisor, and who has a continuous publication record

III. The Doctoral School

1. § (1) The official name of the Doctoral School is Doctoral School of Regional Politics and Economics of the University of Pécs (hereinafter referred to as the Doctoral School).
- (2) The seat of the Doctoral School is 80 Rákóczi Str., H-7622 Pécs
- (3) The language of doctoral training and degree awarding is Hungarian or English.
- (4) The academic degree awarded by the Doctoral School is called doktor (dr. PhD) in Hungarian, Doctor of Philosophy (PhD) in English.
2. § (1) The Doctoral School is based on the activities of its core members and invited members. The core members and invited members have teaching and supervisory functions.
- (2) At least seven members are required for the establishment of the Doctoral School to be initiated and for its continued operation. More than half of the core members must hold a university full professor title. Core members who have reached the age of 70 may continue to be active in the Doctoral School as emeritus core members. For the purposes of accreditation of a doctoral school, only one emeritus member of the staff may be considered, who, irrespective of his or her employment status, shall not be considered as a university full professor.

- (3) If the number of core members falls below seven due to resignation or retirement, the incumbent core members shall elect a new core member by consensus upon the recommendation of the Head of the Doctoral School. Additional members may be elected according to the same rule.
 - (4) The core members must undertake to be both supervisors and teachers in one of the Doctoral School's programmes.
 - (5) The lecturers of the doctoral school are university lecturers and researchers with academic degrees who – on the recommendation of the head of the doctoral school – are deemed suitable by the Council of the Doctoral School (Doktori Iskola Tanácsa, DIT) (see § 8) to perform teaching, research and supervisory tasks within the framework of the doctoral school.
3. § The professional activities of the Doctoral School are directed by the Head of the Doctoral School or the DIT (see § 8).
4. § (1) The Head of the Doctoral School is elected by the University Doctoral Council of the University of Pécs (Egyetemi Doktori Tanács, hereinafter referred to as EDT) from among the members of the Doctoral School who hold the degree of Doctor of the HAS, on the recommendation of the majority of the members of the Doctoral School. The head of the doctoral school is appointed by the Rector of UP for a maximum term of five years. The Head of the Doctoral School may be re-elected after the expiry of his/her term of office.
- (2) The mandate of the Head of the Doctoral School is terminated:
- a) at the end of the term of appointment,
 - b) on reaching the age of 70,
 - c) retirement,
 - d) resignation,
 - e) termination of employment as a civil servant,
 - f) if the Head of the Doctoral School is unable to perform his/her duties due to ill health.
5. § The appointment of the Head of the Doctoral School may be revoked by the Rector, after consulting the University Doctoral Council, if the Head of the Doctoral School does not perform his/her duties properly or if s/he has been prevented from performing his/her duties for at least six months. The DIT, the GDT (Doctoral Council for Economic Sciences, Gazdaságtudományi Doktori Tanács, hereinafter referred to as the GDT) and the EDT may propose the revocation of the appointment.
6. § The Head of the Doctoral School
- a) convenes and chairs the meetings of the DIT, proposes the agenda for the meetings and is responsible for the implementation of decisions taken by the DIT,
 - b) makes independent proposals to the DIT on matters relating to the award of degrees,
 - c) coordinates the professional activities of the Doctoral School,
 - d) represents the Doctoral School,
 - e) reports annually to the GDT on the state of doctoral training.

- § 7 (1) The Director of the Doctoral School is supported in his/her work by the Academic secretary of the Doctoral School.
- (2) The duties of the academic secretary of the Doctoral School may be performed by a person holding a PhD degree, employed by the FBE of UP. The Academic secretary is appointed by the Head of the Doctoral School with the approval of the DIT. The term of office of the Academic secretary is the same as that of the Head of the Doctoral School. The position of the Academic secretary is eligible for re-election.
- (3) The Academic secretary
- a) liaises with the core members of the Doctoral School and with the administration of the Doctoral School.
 - b) approves the minutes of the workshop discussion and the doctoral examination.
 - c) manages the teaching and research points of the students of the Doctoral School
 - d) prepares narratives, reports and presentations for DIT, GDT and EDT meetings as required;
 - (e) is responsible for the technical preparation of the information materials on the Doctoral School's training;
 - f) participates in the preparation of the DI's regulations and monitor the implementation of the objectives of the Quality Assurance Plan;
 - g) assists in the management and peer review of applications from applicants and re-applicants
 - h) contributes to the preparation and implementation of projects concerning the Doctoral School.
8. § The three-member Council of the Doctoral School (Doktori Iskola Tanácsa, DIT) is chaired by the Head of the Doctoral School or by two professors chosen by the members of the Council from among themselves. The Academic secretary, invited by the Chairperson, and, if the agenda so requires, a delegate of active doctoral students may participate in the Council meetings with the right to deliberate.
9. § The DIT shall meet as necessary, but at least once every semester. Decisions of the Council are taken by consensus and minutes of the meetings are taken.
10. § (1) The DIT shall make proposals to the GDT for:
- a) changes to the staff of the doctoral school (core members, supervisors, lecturers),
 - b) the structure of the organised training, the recommended curriculum for the training and research period,
 - c) the subjects covered by the complex examination,
 - d) the performance expected at the research and dissertation stage and the assessment (crediting) of this performance,
 - e) the composition of the complex examinations, the examination boards and the evaluation boards.
- (2) The DIT shall determine, by delegation from the GDT
- a) the admission requirements to the Doctoral School,
 - b) the research and publication achievements expected of doctoral candidates during their training and in the course of obtaining a degree
 - c) the language requirements for doctoral degrees, the list of languages accepted for the fulfilment of these requirements and the means of proof of language proficiency,

- d) the formal requirements for the thesis and dissertation.
- (3) The DIT carries out the evaluation of the supervisors according to § 11 before the topic announcements each year and approves the new topic descriptions accordingly on the basis of the application form as set out in Annex 1.
- (4) The DIT evaluates applications for the naturalisation of degrees obtained abroad and the Head of the Doctoral School shall submit his/her opinion to the EDT.

IV. Supervisors

- 11.§ (1) The Doctoral School of Regional Politics and Economics defines two types of supervisors: senior and junior. The senior supervisor may, after approval by the DIT, independently announce a topic on the ODT website and may be the responsible supervisor of his/her co-supervisor.
- (2) A lead supervisor may be one of the FBE of UP faculty members who fulfils the minimum requirements listed in (a) to (h):
- a) is at least 5 years after obtaining the PhD degree
 - b) holds the title of habilitated associate professor, senior research fellow, research professor or university professor automatically
- Assistant lecturers or research fellows who
- c) fulfil the publication requirements for habilitation
 - d) has was at least co- (junior) supervisor of a PhD student who obtained the PhD title, or is a nationally ranked or a local, faculty TDK award-winning student, or has been lead researcher or at least sub-project leader of a successfully completed or ongoing national or EU-level scientific tender
 - e) has published continuously in leading Hungarian and English language scientific journals
 - f) has at least 8 publication RIS points in the last 5 years or at least one A/B category Hungarian and at least one Q1/Q2 journal article in English in the last 5 years
 - g) whose research topic and thesis description fit the profile of the doctoral school.
 - h) whose thesis has been approved by the DIT. The DIT will also take into account the previous performance of the supervisor.
- (3) A co-supervisor can be a UFB of UP teaching assistant lecturer, research fellow or non-UFB of UP employee with a PhD degree, if
- a) at least 2 years have elapsed since the award of the PhD degree
 - b) s/he has at least 8 publication RIS points in the last 5 years
 - c) his/her research topic is relevant to the profile of the doctoral school

§ 12 Subject supervisors and lecturers in the doctoral programme are obliged to keep their data up-to-date in both the MTMT and the ODT.

§ 13 Subject supervision is a documented activity throughout the whole training process and part of the degree acquisition procedure. Responsibilities of the supervisor are as follows:

- (a) to identify the topic to be researched under his/her leadership and, after approval by the DIT, to announce it,
- b) to provide ongoing support to the doctoral student in the research process, including the initiation of joint publications and conference presentations,

- c) setting milestones for the semester in consultation with the doctoral student at the beginning of each semester, the completion of which the doctoral student certifies at the Research Forum.
 - d) regular consultations during the academic term, at least once a month and at least four times a semester,
 - e) regular reporting on the progress of the research and the results of the research,
 - f) assisting in the writing and submission of the doctoral thesis and in the preparation of responses to the reviewer's comments,
 - (g) recommendation for the persons to be involved in the review process.
14. A supervisor, irrespective of the nature of his/her contribution (lead supervisor or co-supervisor), may be involved in the supervision of up to six (6) students at a time, including doctoral candidates and doctoral prospects. The number of students is calculated on the basis of the data available on the website www.doktori.hu, with a weighting of 0.5 for co-leads.
- § 15 A change of supervisor may be justified for objective (leave) and subjective (change of research interest, other personal factors) reasons. A change of supervisor may be initiated in writing by the supervisor, co-supervisor or doctoral student, subject to the acceptance of the new supervisor and the consent of the DIT. A change of supervisor for subjective reasons may be initiated only once during the doctoral training and the doctoral degree.
16. The students of the Doctoral School of Regional Politics and Economics of the UP are students enrolled at the University of Pécs, regardless of whether their supervisor or supervisors are employed by the UP.

V. Admission to the Doctoral School

- § 17 (1) According to the University Doctoral Regulations, preparation for the doctoral degree may be carried out within the framework of organised training or by individual preparation. Interested persons can find out about the possibility of admission to the training course from the information available on the university or faculty website (<https://ktk.pte.hu/hu/kepzesek/doktori-kepzesek/regionalis-politika-es-gazdasantan-doktori-iskola>).
- (2) Conditions for admission to the Doctoral School are as follows:
- a) Master's degree in economics training programme,
 - b) in the case of a Master's degree in other disciplines, by taking additional subjects,
 - c) a level B2 complex state examination in English or equivalent certified knowledge of English.
- (3) To apply for both types of training, the following documents are needed:
- a) a completed application form (downloadable from the Faculty's website);
 - b) academic and professional curriculum vitae,
 - c) a copy of the university transcript or a certificate based on the university's study system database (credit certificate),
 - d) a copy of the diploma, to be submitted no later than the date of enrolment,
 - e) a language examination certificate or a certificate of language proficiency
 - f) a research topic outline,
 - g) a recommendation from the chosen supervisor,

h) a letter of acceptance from the head of the host institution.

18. § Candidates for an organised training course must take an oral examination before an Admission Committee consisting of at least two members. The Admission Committee is chaired by the Head of the Doctoral School or a member of the staff delegated by him/her and its members are selected from among the core members or the lecturers of the Doctoral School. The organisation of the entrance examination is the responsibility of the Doctoral School's administration. The members of the Admissions Committee will ask guided questions to ascertain the candidate's professional competence and hypotheses in relation to his/her chosen research topic. Based on the results of the examination, the Commission will establish a ranking of the candidates, which will be followed by those with a minimum performance of 67% within the respective quota. The admission ranking will be used as a basis for filling the publicly funded quota. Applicants working full-time in a job will only be admitted to self-financed courses. The full ranking will be published after the examination. The final decision on admission will be taken by the GDT. Decisions are not subject to appeal, but in the case of infringement, a complaint may be filed to the EDT.

19. § The aim of the individual preparation is to enable professionals with a degree and professional qualifications from a national or foreign university or master's degree (or equivalent university level degree and professional qualifications), with significant teaching and/or research experience and with a documented academic record to obtain a doctoral degree. Candidates can be those who, at the time of application, have fulfilled 50% of the publication requirements for the award of the degree (see Article 28 of the Doctoral Regulations). Individual candidates are immediately admitted to the research and dissertation phase by passing the theoretical part of the complex examination. Individual preparation for the award of a degree is only possible on a self-financed basis.

20. § Candidates with outstanding talent who have obtained a bachelor's degree in economics and a professional qualification can be admitted for the doctoral training, parallel to the Master's training, or

- a) obtained a first position in a faculty TDK section relevant to the field of research, or
- (b) have been awarded first to third place or a special prize in an OTDK section relevant to the field of research, or
- c) can demonstrate outstanding publication activity (minimum requirement: 1 national A-B category or 1 SJR-listed international journal article in the field of economics at least ½ of the authorship),

and also have the required language skills. The candidate must pass an entrance examination, after which s/he will be admitted to the organised doctoral programme only. Such applicants are ranked in the same way as other applicants in the admission ranking list as defined in § 18. A student admitted to doctoral school without a Master's degree in economics and without a professional qualification may not be admitted to a complex examination until he has obtained a Master's degree.

§ 21 For applicants for organised doctoral studies, the entrance examination takes place during the spring semester (June), and admitted students can start their studies in the following academic year (September of the same year). Enrolment may be deferred by up to one academic year. For individual candidates, an entrance examination (the theoretical part of the complex examination) can be organised also in the spring and autumn

semesters (June and January), i.e. these doctoral students can join the programme as cross-semester students.

VI. Doctoral training

§ 22 Organised doctoral training is carried out over eight (8) active semesters. The first part of the training is the training and research phase (semesters 1 to 4), the second part is the research and dissertation phase (semesters 5 to 8). At least 240 credits must be completed during the eight semesters of the structured doctoral training. Doctoral candidates may obtain credits by completing the courses taught in the training and research phase (training credits), by carrying out teaching and teaching support activities (teaching credits), or by carrying out research activities (research credits) and by publishing their results (publication credits). The minimum number of credits to be obtained in each category and their distribution among semesters is set out in Annex 2 to these Regulations.

Article 23 (1) If the doctoral student declares that s/he does not intend to fulfil his/her student obligations in the following semester, or if the doctoral student does not register for the next training period, his/her student status is suspended (passive status). The period of suspension of student status shall not exceed two semesters. A student may take advantage of a suspension of his/her student status on more than one occasion, as provided for in the Studies and Examinations Regulations (Tanulmányi és Vizsgaszabályzat, TVSZ). The cumulative duration of the suspension during the doctoral studies may not exceed eight semesters. In the research and dissertation phase, the maximum period of suspension is two semesters. A student may only be suspended for a full semester. No state scholarships may be paid during the suspension.

(2) The Doctoral Council may, upon application by the doctoral student, permit the suspension of the student status for a continuous period longer than the period specified in paragraph (1), provided that the doctoral student is unable to fulfil the obligations arising from the student status due to childbirth, accident, illness or other unforeseen circumstances through no fault of his/her own. Student status is suspended if the doctoral student is suspended from studies for a specified period as a disciplinary sanction. The student's status shall also be suspended during the actual service period of voluntary military service, during which time the doctoral student is exempted from the obligations laid down in the TVSZ. The doctoral student must submit an official certificate to this effect to the doctoral administration prior to the commencement of the actual service.

§ 24 (1) The subjects taught in the training and research phase of the doctoral school are taught in the form of attendance. All courses aimed at deepening the knowledge of economics are of 20 credit hours per semester, weighted at 6 credits and end with an end-of-semester reporting (examination or essay assignment). During the course of study, compulsory subjects may be taken twice (not in a cross-semester), electives once, and examinations may be repeated once in the same examination period. Both of the first two semesters of the doctoral curriculum include 5 compulsory subjects, some of which are common to the subjects taught at the Doctoral School of Business Administration. In semesters 3 and 4 semester, a minimum of 8 electives from the current range of subjects must be completed, with a minimum of 3 and a maximum of 5 subjects per semester. The current offer of electives is published by the Doctoral School before the beginning of the

semester. The acquisition of the training credits and criteria requirements is certified by the instructor, or in exceptional cases by the administration of the doctoral school at the written request of the instructor, by recording the assessment in the study system. Students enrolled in a structured training course must complete at least 96 training credits and 24 research credits during the first four active semesters of the course.

- (2) In the Research and Dissertation stage, students are required to take the Scholar's Portrait (5-8 semesters) courses (6 courses in total), which are criterion-required, i.e. their completion is compulsory, they do not result in credits, and their evaluation is done by pass or fail categories.
 - (3) All students registered at the Doctoral School are required to attend the Research Forum at the end of the semester, where they report on their work during the previous semester and their progress in their doctoral studies along the milestones set at the beginning of the semester. The Research Forum is a non-credit criterion requirement for students in semesters 1-4, and 6 credits per semester for students in semesters 5-8. Progress is assessed by the doctoral student's supervisor(s). In the case of unsatisfactory performance, the DIT will decide on the further fate of the doctoral student (imposition of additional tasks, in more serious cases expulsion from the Doctoral School)
 - (4) Doctoral students are expected to participate in the Faculty's academic community events, first-round thesis discussions, defences, scientific seminars, scientific workshops. Successful completion and acceptance of the semester requires participation in at least 5 events!
- § 25. During their training, doctoral students must participate in the educational activities of the Faculty of Business and Economics of the University of Pécs. They must complete a minimum of 12 teaching credits by teaching, teaching support or supporting the institution hosting the doctoral student. The conversion of the various activities into student workload (credits) is set out in Annex 3 to the Regulations. The recording of the credits obtained in the study system is carried out by the doctoral school administration.
- § 26 (1) During the doctoral training, students must continuously conduct research activities and publish their research results in national and international forums (conferences or scientific publications). An international conference is a scientific meeting which is not held in Hungarian language and at least half of the members of the organising committee are non-Hungarian researchers. An international publication is a publication in a forum (journal, edited volume, textbook) that is not published in Hungary, is not in Hungarian language and at least half of the members of the editorial board are non-Hungarians.
- (2) Doctoral students are obliged to create their own author profile by the end of the first active semester by registering personally at <http://orcid.org/> and in the Hungarian Scientific Works Bibliography (Magyar Tudományos Művek Tára, hereinafter MTMT), where they are obliged to indicate the Doctoral School of Regional Politics and Economics of the UP as their institutional affiliation. Only those publications that are registered in the MTMT and have an ORCID identifier on the publication may be taken into account for the purpose of the research credits for doctoral studies. For the assessment of publication performance, the rules applied by the MTMT shall apply, i.e.
 - (a) only publications classified as scientific journal articles by MTMT, i.e. published in journals listed in the ERIH, DOAJ, Scimago, or HAS will be considered as scientific journal articles,

- b) publications that have been published in a journal classified by MTMT as a journal with objectionable practices (the list is continuously updated and can be found at https://www.mtmt.hu/kifogasolhato_folyoiratok) will not be considered as a result of publication activity.
 - (3) The grading of publication performance will be based on the doctoral school's own scoring system (see Annex 4 of the Regulations). The point value of co-authored publications is determined by dividing the score in the point system by the number of authors. Publication points may be awarded only once for identical publication performance, in particular for essentially identical publications (at least 80% identical apart from the language of the publication). In such cases, the highest number of points available for the publication concerned will be taken into account.
 - (4) One full publication point earned under the publication point system of the doctoral school is considered as one research credit. Publication points are recorded by an Excel file tracking progress of Completion by the Head of the Doctoral School or his/her the academic secretary in the personal the student, based on the items recorded and approved in the MTMT system. will be verified designee before the start of the doctoral act.
 - (5) The preparation of the draft doctoral dissertation is the main objective of doctoral training and is considered a specific research achievement. The completed draft dissertation is evaluated by the doctoral student's supervisor and a declaration of the submission of the draft dissertation is made in a form provided for this purpose. The draft dissertation is submitted in two (2) hard copies and electronically, and is accompanied by a statement from the doctoral candidate that the draft dissertation is his/her own independent work.
 - (6) Doctoral students, regardless of their funding status, must earn at least 48 research credits by the end of their doctoral studies.
- §27 (1) The training and research phase of doctoral studies shall end with a complex examination. The complex examination is taken at the end of the fourth active semester. The doctoral school shall organise a complex examination for participants in organised doctoral training in the spring semester (after 15 May). As the complex examination is a prerequisite for admission to the doctoral school for doctoral candidates who opt for individual preparation, the doctoral school organises a complex examination in the autumn semester exclusively for them.
- (2) To be admitted to the complex examination, the doctoral student must have completed all the compulsory subjects and criteria of the training and research phase (Research Support Subjects I-IV), have at least 96 credits in training, 3 in teaching, 24 in research and 3 in publication.
 - (3) The complex examination must be taken in public before a board. The committee shall consist of at least three members. The chairperson of the committee is a full university professor and the members of the committee are lecturers of the doctoral school. The supervisor of the doctoral candidate cannot be a member in the committee.
 - (4) The complex examination consists of two parts:

- a) the theoretical part, during which the doctoral candidate demonstrates his/her knowledge of the literature of the relevant disciplines, his/her current theoretical and methodological knowledge, and
 - b) the scientific progress report, which is a report at the Research Forum prior to the complex examination.
- (5) During the theoretical part of the complex examination, the candidate demonstrates his/her knowledge of a general topic chosen at random or of the theory of a topic closely related to his/her research topic, which has been specifically assigned to him/her by the DIT at least 2 weeks before the examination. The list of general topics and the main literature related to the topics are to be assigned and announced to the students in the first month of the semester of the complex examination.
- (6) A record of the complex examination is kept. The result of the examination is announced on the day of the last part of the examination. The complex examination is graded in two grades, pass or fail.
- (7) A doctoral student may repeat a failed complex examination once in the same semester.
28. § Due to the peculiarities of the study system, the credits that doctoral students can and must obtain are recorded in a model curriculum (curricular network), and the completion of credits may be recorded after the assignment of the units of the model curriculum to active semesters.
29. § The doctoral candidate may apply to the doctoral administration for a final certificate (certificate of completion), provided that s/he has verified that s/he has fulfilled all the obligations required in the training and research phase and in the research and dissertation phase. The conditions for the award of the diploma are
- a) successful completion of the complex examination,
 - b) at least 240 credits, including at least 96 training credits, at least 48 research credits, at least 12 teaching credits and at least 60 publication credits.
- 30 (1) The doctoral student's status as a student shall end on the last day of the semester in which the final certificate (certificate of completion) is obtained or at the end of the eighth active semester. The last day of the eighth active semester of doctoral studies is 31 January of the year following the beginning of the semester in the case of an autumn semester, or the last day of the month specified by law in the case of a spring semester. If the doctoral student fails to complete the complex examination by the end of the fourth active semester, his/her student status is terminated on the day of the failure.
- (2) The student status of the doctoral student is terminated by decision of the GDT
- a) if the doctoral student – except as provided for in Section 21 (7) of the Doctoral Regulations of the UP – has failed to register for the following academic semester for the third consecutive time,
 - b) if the doctoral student does not commence his/her studies after the suspension of the student status.

VII. The evaluation procedure

- § 31 The evaluation procedure begins upon the doctoral candidate's application, having received the certificate of completion. Once the application for admission to the evaluation procedure has been accepted, the doctoral candidate is deemed to be a doctoral prospect.
- § 32 (1) Following the application, the head of the doctoral school makes a preliminary proposal for the participants in the evaluation procedure at the next meeting of the GDT. The participants in the procedure are as follows:
- a) two pre- examiners (pre-reviewers), at least one of whom is not employed by the FBE of UP,
 - b) two final dissertation examiners (reviewers), at least one of whom is not employed by the FBE of UP,
 - c) the chairperson of the evaluation committee, who is at least a habilitated associate professor or equivalent, and
 - d) two additional members of the evaluation committee, one of whom also acts as secretary of the committee.
- (2) All persons participating in the evaluation procedure, listed in Article 31(1)(a) to (d) must hold an academic degree. The supervisor, co-author, relative or direct colleague or subordinate of the doctoral candidate shall not be eligible to participate in the procedure on the grounds of conflict of interest.
- (3) If the head of the doctoral school deems it appropriate, s/he may propose the appointment of reserve members to take part in the evaluation procedure, if necessary. Reserve members are appointed if one of the initially appointed pre-examiners, examiners, chairpersons or committee members is unable to undertake the task or can only undertake the task within a time limit which would unnecessarily prolong the assessment procedure.
- § 33 (1) After the GDT has decided on the participants in the procedure, the Head of the Doctoral School, on behalf of the Doctoral School Administration, sends the draft thesis to the two pre-reviewers, accompanied by a letter of invitation. The pre- reviewers have 2 months to formulate their opinion. In their written evaluation, they must clearly state their opinion on whether the draft thesis can be submitted as a doctoral thesis, with or without revision. (The months of July and August are not included in the evaluation period.) If the two pre-reviewers' opinions are contradictory, the GDT will ask a third pre-reviewer to whom it will send the two pre-reviews already completed, together with the draft thesis. The invited third pre-examiner will prepare his/her written opinion within 2 months from the date of receipt of the request.
- (2) After receipt of the peer review, the student will present his/her doctoral thesis in a workshop open to the public. In order for the workshop to be scheduled, the doctoral candidate provides a written reflection on the comments and suggestions of the pre-reviewers. The workshop is chaired by the Head of the Doctoral School or a member of the staff delegated by him/her. Participation in the workshop by the pre-doctoral reviewers – 2 or 3 of them – is mandatory in person or online. If, during the workshop

debate, the submission of the draft thesis as a doctoral thesis is not supported by at least two of the pre- reviewers, the evaluation procedure will be terminated without result.

§ 34 (1) In the case of two supporting preliminary reviews and a completed workshop discussion, the doctoral candidate shall submit the doctoral thesis in three (3) printed copies and electronically, after any necessary revisions. The thesis is accompanied by 15 printed and electronic copies of the thesis containing the main findings of the doctoral dissertation and a declaration by the doctoral candidate that the thesis is his/her own independent work. The formal requirements for the doctoral thesis and the theses are set out in Annex 5 to these Doctoral Regulations.

(2) For the submission of the doctoral thesis, the doctoral prospect must have at least 3 (three) publications in scientific journals, as specified in the MTMT, the list of which must be enclosed with the submission of the doctoral thesis or the theses. The scientific journals taken into account in the procedure include

- a) at least 1 international,
- (b) at least 1 national, ranked A-C

publications. The scientific journal articles considered may include multiple-authored publications (see Annex 4 for details) or publications already considered for research credit.

(3) At the same time as submitting the doctoral thesis, the doctoral candidate must provide evidence of having fulfilled the language proficiency requirements of the doctoral school (see Annex 6).

(4) The doctoral thesis must be submitted within three years of the successful completion of the complex examination. This time limit may be extended by up to one year in cases of special merit (e.g. childbirth, accident, illness or other unforeseen circumstances), subject to a written request to the DIT by the doctoral prospect.

§ 35. The submitted doctoral thesis will be sent to the two reviewers by the administration of the doctoral school on behalf of the Head of the Doctoral School, accompanied by a letter of invitation. The reviewers have 2 months to formulate their opinion. The reviewers must give details of the strengths and weaknesses of the content and form of the thesis, with particular reference to the acceptability of the new scientific results achieved by the author of the thesis, as described in the thesis. The reviewers must clearly state their opinion as to whether the thesis can be submitted for public discussion in this form. (The July and August deadlines do not count.) If the two reviewers' opinions are contradictory, the GDT will ask a third reviewer to whom it will send the two reviewers' opinions, together with the draft thesis. The invited third reviewer will prepare his/her written opinion within 2 months of receipt of the request. If, in the course of the above procedure, at least two reviewers do not support the submission of the thesis for public discussion, the review procedure will be terminated without result.

§ 36 (1) The thesis is submitted for public discussion within 2 months from the date of receipt of the two supporting reviews between 1 September and 30 June. The doctoral candidate received the reviews in writing in advance and replies the questions raised in them in

writing at least 10 days before the public debate. The doctoral administration will ensure that the members of the evaluation committee have access to the thesis, the reviews and the replies.

- (2) The chairperson of the evaluation committee is the chair of the debate. At the beginning of the public debate, the chairman establishes the quorum, which requires the presence of at least four (4) members of the review committee, including at least one person not employed by the FBE of UP. The debate may be continued if at least one of the reviewers is present and the other reviewer has declared in writing that s/he accepts the replies given by the candidate to the questions posed by the reviewers in the evaluation.
- (3) In the public debate, the doctoral candidate presents the summary of his/her thesis in a free presentation of a maximum of 20 minutes. Then, after the presentation of the reviewers' comments, s/he answers the questions submitted in writing by the reviewers or raised by the members of the committee, the reviewers and the audience during the debate.
- (4) After the debate has been closed by the chair, the jury shall decide in a closed session, by secret ballot, on a scale of 1 to 5, whether to accept the thesis, which requires at least 60% of the marks available to the members of the jury present. A successfully defended thesis will be graded *summa cum laude* (above 85%), *cum laude* (70,1-85%), *rite* (60-70%). If the thesis is graded below 60%, the evaluation procedure will be inconclusive. The President announces the result of the debate publicly after the vote and give the arguments for it.

- § 37 In the case of an unsuccessful review procedure, a new doctoral thesis on the same doctoral topic may be submitted at the earliest after two years, but not more than once. The review procedure may be stopped at any time (withdrawal of the doctoral thesis) at the written initiative of the doctoral candidate, in which case the procedure is deemed inconclusive.

VIII Quality assurance

38. § The Doctoral School of Regional Politics and Economics of the UP is committed to high quality doctoral education and degree programmes. The principles and methods of quality assurance of the Doctoral School are set out in Annex 7 to these Regulations. In developing its quality assurance system for doctoral training and degree acquisition and for continuous quality control, the DIT uses the opinions of doctoral students and recent graduates, and, if necessary, also engages external experts.
- § 39 The doctoral school endeavours to ensure that neither the doctoral training nor the degree-awarding procedure violates research ethics standards. In the event of suspected breaches of academic ethics, the DIT shall request an ad hoc committee to determine the ethical breach. If the most serious forms of violation of scientific ethics (fabrication, falsification, plagiarism, manipulation) are proven, the ongoing doctoral procedure must be terminated and declared inconclusive, or the previously awarded doctorate must be revoked.

- § 40 Artificial intelligence is an extremely useful tool also in scientific research, as it can perform certain research subtasks quickly and efficiently by analysing data and previously published results. However, it should be borne in mind that, in addition to all these advantages, there are also serious risks associated with the use of AI (use of uncontrolled sources, wrong answers to the wrong questions, lack of critical approach). Therefore, the use of artificial intelligence (AI) is not prohibited by the doctoral school, but doctoral students are expected to draw the attention of the audience or readers to the use of AI in their oral or written statements, specifying the purpose and the way in which AI is used in research.
41. § An important element of the quality assurance system of doctoral education is the student evaluation of the teaching work (Oktatói Munka Hallgatói Véleményezése, OMHV), which takes place every semester. The conduct of the OMHV, the recording of its results and the necessary feedback are described in Annex 11 of the Organisational and Operational Rules of the UP (Regulations on the Procedure for the Student Evaluation of Teaching Work).
42. § The doctoral student, the doctoral candidate or the doctoral prospect may appeal against the decision or measure or the failure to take a measure of the doctoral school within fifteen (15) days of the notification or, failing this, of the student becoming aware of the fact, in accordance with the provisions of § 12 of the University's Study and Examination Regulations (Annex 5 of the University of Pécs' Organisational and Operational Regulations).

IX. Entry into force, transitional provisions

- § 43. The Doctoral Regulations were adopted by the members of the Doctoral School of Regional Politics and Economics of the UP at its meeting on 2 September 2024, and by the Doctoral Council of Economics of the UP on 13 September 2024. The Regulations of the Doctoral School of Regional Politics and Economics of the University of Pécs entered into force on 1 November 2024, at the same time the previous regulations were repealed.
44. § Doctoral students who started their studies prior to the academic year 2016/17 and who hold a certificate of completion may apply for a doctoral degree within ten (10) years after obtaining their certificate of completion. In cases of special merit, the DIT may, on the basis of an individual assessment, extend the above deadline. By applying for a doctoral procedure, the candidate is considered to be a doctoral candidate. The procedure for the award of a doctorate to a doctoral candidate is also in accordance with point VI of the Doctoral Regulations, except that, if two reviewers at the workshop debate support the submission of the doctoral thesis for public discussion, the doctoral candidate is required to undertake a doctoral examination, which consists of four subjects (economics, development economics, urbanisation, and regional development and economics). The assessment of the master's thesis is given in percentage on a scale of 0-100. Successful completion of the doctoral examination is a prerequisite for the opening of the public debate. The grading of the doctoral degree of these students is determined on the basis of the weighted average of the marks obtained in the examination and the public debate, in the ratio 1/3 to 2/3, according to the intervals given in § 36(4).

45. § Doctoral candidates who passed the complex examination between 1 February 2018 and 31 August 2021 shall submit their doctoral thesis, which has passed the pre-review process, within 4 (four) academic years following the complex examination. This deadline may be extended by a maximum of one year in cases of special merit (e.g. childbirth, accident, illness or other unforeseen circumstances). The above extension of the deadline does not change the conditions or the deadline for obtaining the certificate of completion.
46. § Further rules on doctoral training, the evaluation of the thesis, the public debate and the award of the doctoral degree are laid down in the Doctoral Regulations of the UP.
47. § The provision of the resources necessary for the operation of the doctoral school, the remuneration of the contributors, the amount of the fees to be paid by the doctoral students are included in the regular budget of the Faculty of Business and Economics of UP.

Annex 1

Application for senior research supervisors and junior research supervisors of the Doctoral School of Regional Politics and Economics (Regionális Politika és Gazdaságtan Doktori Iskola, RPDI)

Call for applications for RPDI senior research supervisor

Name, title:

Highest academic degree:

Years since obtaining the PhD title:

Number of RIS points in the past 5 years:

RPDI research topic junior co-supervisor:

Name, title

Highest academic degree:

Number of RIS points in the last 5 years:

Author/co-author of one A/B category Hungarian and foreign language Q1/Q2 journal article published in the last 5 years:

- Hungarian article:
- Foreign language article

Title of the topic proposed for publication:

Brief description of the relevance of the research topic to the national and international context

What research at FBE of UP can the student join?

Indication of possible research directions:

Brief description of the research expertise and experience of the supervisor

The research supervisor's most important publications in the topic in the last 5 years:

Annex 2

The Credit Procedure of the Doctoral School of Regional Politics and Economics of the University of Pécs

To obtain the diploma, the doctoral candidate has to acquire a total of 240 credits in four categories:

- Training: 96 – 120 credits
- education/training management: 12 to max 36 credits
- research: min. 48 credits
- publications: min. 60 credits

The number of semester teaching credits may not exceed 27 credits. A minimum of 15 credits is compulsory in each semester. Completion of the minimum number of credits in each semester alone is not sufficient to meet the 240-credit requirement.

<i>Period (per semester)</i>	Training	Research	Education	Publication	Total
	<i>(with classroom visits and participation in exams)</i>	<i>(with research grant, with research team participation)</i>	<i>(with teaching, with teaching support)</i>	<i>(with publication writing, conference participation)</i>	
	number of credits per semester				
<i>Training and research (semesters 1 – 4)</i>	24	6 -	3 -	3*-	min. 30
<i>Research and dissertation (semesters 5 – 8)</i>	6	6 -	3 -	6-	min 21
Total	96-120	48-	12-36	60-	240-

In bold: mandatory part

*minimum 3 publication credits in any of the semesters 1 – 4

Trainings:

- all subjects 20 hours per semester = 6 credits
- in semesters 5 – 8 a total of 6 Scholarly portraits, compulsory, non-credit
- Participation in 5 events per semester is required, no credit awarded.

Annex 3

Teaching and teaching organisation credits of the Doctoral School of Regional Politics and Economics, FBE of UP

Activity	Unit	Credit value/unit
Education		
Practice/Seminar Conducting*	Curriculum credit	1
Practical/seminar visiting*	curriculum credit	0.5
thesis consultation (BSc)	pcs	1.0
diploma consultation (MSc)	pcs	1.5
TDK thesis topic supervision	pcs	1.5
TDK thesis review	pcs	0.75
extra-curricular (e.g. secondary school) organised lectures	10 hours (10×45 minutes)	0.25
other (<i>certified by the director of the institute</i>)		ad hoc
Education grant		
supervision of in-class test, or written examination	occasion	0.1
final exam supervision/minutes	session	0.2
thesis second review (BSc)	pcs	0.5
dissertation second review (MSc)	pcs	0.75
other doctoral school activities	pcs	2
first-round discussion, keeping of minutes of defence (per piece)		
other (<i>certified by the director of the institute</i>)	ad hoc	
Support for the work of the Institute (contribution)		
organisation of scientific conferences	occasion	1.5
organisation of a study competition	occasion	1
secretarial work for the institute	semester	1
other (<i>certified by the director</i>)		ad hoc

* In the case of incomplete courses, the number of credits corresponding to the number of hours will be deducted. In case of MSc hours, double credits will be counted. For foreign language courses, a double credit multiplier is applied.

Annex 4

Evaluation of publication performance

Publications considered	Classification	Credit
1. Journal articles (number)		
<i>In a nationally listed journal*</i>	A	30
	B	20
	C	16
	D	12
<i>In other national, non-listed, specialised journals</i>		8
<i>International, listed journals**</i>	A/Q1	60
	B/Q2	40
	C/Q3	30
	D/Q4	20
<i>Other (non-predator) journals</i>		10
2. Books, textbooks, notes (sheet, 1 sheet = 40,000 characters)		
<i>Textbook chapter (domestic)</i>		16
<i>Textbook chapter (international)</i>		24
<i>Textbook</i>		10
<i>University notes</i>		6
3. Conferences (number)		
<i>Paper published in conference proceedings***</i>		
national		6
international		10
<i>Conference presentation (without abstract) ***</i>		
domestic		2
international		4
<i>Conference presentation (with abstract)***</i>		
domestic		3
international		6
<i>Book review</i>		
domestic		2
international		3

* The classification of domestic journals is based on the classification of journals of the HAS, Department IX, Economic Sciences Doctoral Classification Committee, MTA IX. Osztály Gazdaságtudományi Doktori Minősítő Bizottság, MTA GMB (see <https://mta.hu/doktori-tanacs/a-ix-osztaly-doktori-kovetelmenyrendszere-105380>) and the FBE of UP RIS regulations

** For international journals, the classification of the journals in the Scimago Journal Ranking (<https://www.scimagojr.com/journalrank.php>) is the authoritative classification.

*** Appearances at the same conference may only be considered in one of the two categories.

Evaluation criteria:

1. For international journals, the classification is as follows:

Category	Criterion
A	$SJR \geq 0.636$, or MTA GMB Category A
B	$SJR \geq 0.270$, or MTA GMB Category B
C	$SJR \geq 0.135$ and $H \geq 10$, or MTA GMB Category C
D	WoS and Scopus indexed journal, or MTA GMB category D

2. For subject classifications, the PTE RIS rules are generally applicable, which accept as full value journal publications in the following fields based on Scimago/Scopus classifications:
 - i. Business, Management and Accounting
 - ii. Decision Sciences
 - iii. Economics, Econometrics and Finance
 - iv. Social Sciences

For articles published in the non-specialised categories detailed below, the journal's Scimago specialised category classification should be considered one level lower. Thus, Category A will be counted as Category B, Category B as Category C, Category C as Category D, and Category D as published in other foreign language journals. Articles published in journals outside the disciplines listed below will not be considered.

If the main research topic of the doctoral student is not the main but related fields as specified above, publications in related fields within the research topic will be counted as full credit.

The point value of co-authored publications is determined by dividing the score in the point system by the number of authors

Code	Field of science	Subject area
1000	Multidisciplinary*	Multidisciplinary
1101	Agricultural and Biological Sciences (miscellaneous)	life sciences
1105	Ecology, Evolution, Behavior and Systematics	Life Sciences
1202	History	Social Sciences & Humanities
1207	History and Philosophy of Science	Social Sciences & Humanities
1211	Philosophy	Social Sciences & Humanities
1701	Computer Science (miscellaneous)	Physical Sciences
1702	Artificial Intelligence	Physical Sciences
1705	Computer Networks and Communications	Physical Sciences
1706	Computer Science Applications	Physical Sciences

1710	Information Systems	Physical Sciences
2101	Energy (miscellaneous)	Physical Sciences
2102	Energy Engineering and Power Technology	Physical Sciences
2103	Fuel Technology	Physical Sciences
2105	Renewable Energy, Sustainability and the Environment	Physical Sciences
2207	Control and Systems Engineering	Physical Sciences
2214	Media Technology	Physical Sciences
2301	Environmental Science (miscellaneous)	Physical Sciences
2302	Ecological modelling	Physical Sciences
2303	Ecology	Physical Sciences
2308	Management, Monitoring, Policy and Law	Physical Sciences
2309	Nature and Landscape Conservation	Physical Sciences
2310	Pollution	Physical Sciences
2311	Waste Management and Disposal	Physical Sciences
2312	Water Science and Technology	Physical Sciences
2601	Mathematics (miscellaneous)	physical sciences
2603	Analysis	Physical Sciences
2604	Applied Mathematics	Physical Sciences
2605	Computational Mathematics	Physical Sciences
2606	Control and Optimization	Physical Sciences
2611	Modelling and Simulation	Physical Sciences
2612	Numerical Analysis	Physical Sciences
2613	Statistics and Probability	Physical sciences
2719	Health Policy	Health Sciences
2911	Leadership and Management	Health Sciences
3201	Psychology (miscellaneous)	Social Sciences & Humanities
3202	Applied Psychology	Social Sciences & Humanities

* In the Multidisciplinary field, only publications in business/economics topics are accepted.

Annex 5

Formal requirements for doctoral theses and thesis summaries

1. The doctoral thesis may be submitted in Hungarian or English.
2. The content of the thesis (not including the table of contents, list of figures and tables, appendix, list of references used) is at least 100 pages and not more than 150 pages.

The doctoral thesis must be accompanied by the doctoral thesis summary and the candidate must upload the title of the thesis, 3-5 keywords related to the subject of the thesis and a 10-15 line abstract of the thesis in a dedicated interface. In the case of doctoral theses in Hungarian, the latter information should also be provided in English.

4. The doctoral thesis summary is an abridged version of the dissertation in which the doctoral candidate presents the justification for his/her scientific work, his/her methodological competence and his/her main results. The theses are at least 8 pages and no more than 16 pages.
5. In writing the doctoral thesis, particular attention should be paid to correct citation. In the dissertation, the Harvard referencing system (author, year) is the accepted way of referencing. Any plagiarism found will result in rejection of the doctoral thesis.
6. The draft doctoral thesis, the doctoral dissertation and the theses must be prepared in MS Word, LaTeX or PDF format, according to the templates provided on the Doctoral School website <https://ktk.pte.hu/sites/ktk.pte.hu/files/uploads/REGA/REGA%20disszert%C3%A1ci%C3%B3s%20k%C3%B6vetelm%C3%A9nyek.pdf>

Annex 6

Language proficiency requirements

1. Admission to the Doctoral School of Regional Politics and Economics of the UP requires a **state-recognised B2 level (intermediate) complex language examination in English** or a high level of English language skills necessary for the creative study of economics. For students enrolled in an English language programme, admission is conditional on an English language examination or equivalent (equivalent language examination, higher diploma or baccalaureate in English).
2. The doctoral degree is conditional upon the possession of an English language examination as described in point 1, which may be replaced, where appropriate, by a German, French or Spanish language examination of an equivalent level.
3. In order to obtain the doctoral degree, doctoral students must be able to carry out research in at least one other foreign language. Language proficiency can be verified by
 - a) a state-recognised language examination of at least level B1 (basic level), or
 - b) a school-leaving examination in the foreign language concerned, or
 - (c) a university degree in the foreign language concerned, or
 - (d) an academic conference presentation in the foreign language concerned.

Annex 7

Principles and methods of quality assurance

Students admitted to the Doctoral School of Regional Politics and Economics of the UP are awarded a doctoral degree (PhD) either through structured training or through individual preparation as a result of independent scientific research. The teaching and research activities of the School are an integral part of the teaching activities of the Faculty of Business and Economics, and its quality control system is closely aligned with the principles and practices of the Faculty's quality management, both in terms of principles and details of regulation. In the development of the quality management system of the Doctoral School, the requirements of the Higher Education Act and the Hungarian Accreditation Commission have been taken into account to a large extent. Our main objective is to ensure the **continuous high quality of doctoral education and the high quality and national recognition of the academic degrees awarded**.

In order to achieve our quality objectives more fully, we are guided by the following principles:

1. During the training and preparation in the doctoral school, we consider national and foreign examples as benchmarks for our own work, we constantly examine these examples to create opportunities for comparison and incorporate the lessons learned into our own activities.
2. A strong emphasis is placed on ensuring that organised training sessions are fully delivered, and on exemplary cooperation between teachers and students.
3. We regularly ensure that we ask our doctoral students about the quality of their teaching, supervision and research administration, and use the lessons learned to improve the quality of our work.
4. We consider it an important objective to continuously examine the effectiveness of the preparation process and the causes of student drop-outs, and to improve the effectiveness.
5. So far, we have followed the principle of full publicity and external control of the qualification process, and we intend to continue to do so in the future. In order to ensure an objective and unbiased assessment of the quality of the thesis, we make use of external experts in both the examination and the defence of the thesis, always choosing from among recognised experts in the field.
6. The full application of ethical standards in all phases of the training and degree process is our guiding principle. The most serious violations of the scientific ethos are fabrication, falsification, plagiarism and personal influence. By these ethical offences we mean
 - a) **fabrication** is the communication of “results” without any basis;
 - b) **falsification** is the manipulation, alteration or deliberate concealment of data or results;
 - c) **plagiarism** is the taking over of the ideas, scientific results, words, texts of others and presenting them as one's own; the doctoral school has the right and the duty to carry out a plagiarism check, supported by IT tools, on the submitted doctoral thesis (and its draft and theses);
 - d) **personal influence** is a broad attempt to influence a person in a way which violates his or her dignity, which may be aimed at forcing a favourable decision in favour of the person influencing him or her, but which may also be aimed at making an unfavourable decision concerning a third person; this includes intimidation of persons in a dependent relationship with the researcher, unjustified restrictions on the freedom of research, and some form of discrimination.
7. As a continuation of the previous practice, we do our best to enable our doctoral students to participate in study visits abroad to gain experience, with the financial support of the doctoral

school and other funding sources. This opportunity is an important prerequisite for writing a high-quality doctoral thesis.

8. In our international programme with foreign students in the framework of the doctoral school, the pursuit of high-quality standards also aims to catch up with international standards.

9. We require that the requirements for accountability, publication and registration of students apply equally to all students and research topics. We expect and require both our teachers and students to strive for quality, professionalism and fairness at all times.

10. We ensure accessibility, retrievability and auditability of all documents related to doctoral training, degree and doctoral procedure, thus meeting the requirement of full publicity.