

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

Pursuant to Act CCIV of 2011 on National Higher Education (hereinafter: ANHE.), to Government Decree No. 87/2015 (IV.9.) on the implementation of certain provisions of the ANHE., to Government Decree No. 387/2012 (XII.19.) on doctoral schools, doctoral procedures and habilitation, as well as to other related legislation in force, the Doctoral Regulations of the University of Pécs, and the resolutions of the Hungarian Accreditation Committee (hereinafter: HAC) and the National Doctoral Council (hereinafter: NDC), the Doctoral Council of the Faculty of Business and Economics (hereinafter: Doctoral Council) hereby establishes the following Regulations (hereinafter: Regulations) for defining the structure and operation of the Doctoral School in Regional Policy and Economics (hereinafter: Doctoral School).

Scope of the Regulations

Par. 1 (1) The scope of these Regulations shall extend to the Doctoral School and, within it:

- a) to the academic staff and researchers participating in the doctoral training and in the doctoral degree-awarding procedure,
- b) to the employees responsible for the administration of doctoral studies and academic affairs (hereinafter: doctoral administration),
- c) to students participating in the doctoral training (hereinafter: doctoral student or student), to individual candidates, doctoral applicants, and doctoral candidates,
- d) to applicants submitting an admission request for the doctoral training.

The material scope of these Regulations shall cover the operation of the Doctoral School, the admission procedure for doctoral training, the doctoral training itself, and the doctoral degree-awarding procedure.

Concepts used in the regulation

review (opposition): an opinion prepared by a designated reviewer during the review procedure, which addresses the results and possible deficiencies of the doctoral dissertation, formulates questions in relation to the scientific statements expressed in the dissertation (theses), and includes the reviewer's position regarding whether the dissertation may be submitted for public defence.

review procedure: the procedure initiated upon the doctoral student's request following the submission of the dissertation draft and the acquisition of the pre-degree certificate (*absolutorium*), the purpose of which is to assess whether the doctoral candidate may be awarded the doctoral degree.

review committee: a body making a recommendation on the award or rejection of the doctoral degree, composed of the chair, the secretary, members of the committee, and two (in certain cases three) reviewers (opponents).

dissertation draft (thesis draft): the first version of the doctoral dissertation (thesis), meeting the same formal requirements as the final doctoral dissertation, which the doctoral candidate is given one opportunity to revise in light of the preliminary reviews.

doctoral student: a student enrolled in the doctoral training programme and holding active student status at the University.

doctoral dissertation (thesis, doctoral work): a coherent, monographic written work (not a collection of articles) prepared by the doctoral student, demonstrating their ability to independently solve a scientific task corresponding to the requirements of the doctoral degree.

doctoral applicant: a former doctoral student who commenced their studies prior to the 2016/17 academic year, has obtained the pre-degree certificate (absolutorium), and has been formally accepted for the doctoral degree-awarding procedure.

doctoral training: the highest level of postgraduate education aimed at broadening scientific knowledge and preparing students for obtaining the academic (doctoral) degree.

doctoral research topic: a specific field of research developed by the doctoral student under the supervision of their supervisor(s), within which new, verifiable scientific results are achieved through the application of scientific methods and are published in academic papers, presentations, and the doctoral dissertation.

doctoral theses: the key results of the doctoral dissertation, which the doctoral student has substantiated using appropriate methodology and published in scientific forums.

doctoral candidate: a former doctoral student who commenced their studies in or after the 2016/17 academic year, has obtained the pre-degree certificate (absolutorium), no longer holds student status, and has entered the review procedure.

preliminary review: an opinion prepared by a designated reviewer on the draft version of the doctoral dissertation, the primary purpose of which is to identify any errors, logical inconsistencies, or structural deficiencies in the dissertation draft.

doctoral degree-awarding procedure: the process initiated by a doctoral student who commenced their studies prior to the 2016/17 academic year and has obtained the pre-degree certificate (absolutorium), or, in the case of students who began in or after the 2016/17 academic year, the period beginning with the comprehensive examination and including the research and dissertation phase as well as the review procedure, during which the members of the review committee ascertain whether the doctoral candidate is capable of formulating new scientific results and defending them in debate.

training and research phase: the first four semesters of the doctoral programme, during which doctoral students, alongside their research and teaching activities, primarily deepen their theoretical knowledge in the field of economics.

comprehensive examination: the examination concluding the training and research phase, taken at the end of the fourth active semester, consisting of a theoretical component and a report on research progress.

self-financed training: the doctoral student covers the costs of the programme by paying the tuition fee due each semester.

KÖR (Research Incentive System): the Research Incentive System of the Faculty of Business and Economics at the University of Pécs (hereinafter: UP FBE), which measures and promotes the academic performance of the Faculty's teaching staff.

research and dissertation phase: the second phase of the doctoral programme (semesters 5–8), commencing after the successful completion of the comprehensive examination, the primary aim of which is the publication of the doctoral student's research results and the preparation of the dissertation draft.

Magyar Tudományos Művek Tára (MTMT): a bibliographic database recording the scientific publications and citations of Hungarian researchers, maintained as a public service by the Hungarian Academy of Sciences (HAS).

first-round assessment: the discussion of the doctoral candidate's own new dissertation draft, prepared in response to the preliminary review, before the preliminary review committee and other interested participants.

public debate (public defence): the defence of the doctoral candidate's scientific results contained in the revised version of their doctoral dissertation, following the preliminary review and workplace debate, before the review committee and other interested attendees.

(National) Scientific Students' Associations Conference ((O)TDK): a scientific event aimed at presenting and evaluating the research results of undergraduate students; the national conference (OTDK) is held biennially, while the faculty-level conferences are organised at intervals defined in the respective faculty regulations.

publication: a research output published in written, printed, or electronic form, or presented publicly at a conference, which meets the criteria of scientific quality and professional standards.

study system (Neptun): the online information system of the University of Pécs (hereinafter: University) used for managing academic and student financial administration, as well as for registering educational and organisational activities.

co-/junior supervisor: a university lecturer or researcher holding an academic degree and maintaining continuous publication activity, who co-supervises the doctoral student's research together with a principal (senior) supervisor.

supervision: the guidance and support of a doctoral student's studies, research, and preparation for the acquisition of the doctoral degree within a scientific topic announced by a supervising lecturer or researcher.

core member: a lecturer or researcher holding a doctoral degree and habilitation, actively engaged in continuous research and publication, possessing significant national and international visibility, who contributes to the establishment and ongoing operation of the

doctoral school and fully complies with the requirements of Government Decree 387/2012 (XII.19.) and the University's Doctoral Regulations.

pre-degree certificate (absolutorium): a final certificate verifying the fulfilment of all training, teaching, and research obligations within the doctoral programme, which, however, does not yet entitle the holder to use the doctoral (PhD) title.

principal (senior) supervisor: a university lecturer or researcher holding an academic degree and maintaining continuous publication activity, who independently or jointly (with a co-supervisor) directs the doctoral student's research and whose proposed research topic has been approved by the Council of the Doctoral School.

Legal status of the Doctoral School

Par. 2 (1) The official name of the Doctoral School is Doctoral School of Regional Policy and Economics, University of Pécs (hereinafter: Doctoral School).

(2) The English name of the Doctoral School is Doctoral School of Regional Policy and Economics.

(3) The registered seat of the Doctoral School: H-7622 Pécs, Rákóczi Street 80.

(4) The language of instruction and degree-awarding procedures within the Doctoral School is either Hungarian or English.

(5) The NDC identification number of the Doctoral School is 101.

(6) The Doctoral School provides an accredited doctoral training programme within the field of social sciences, in the discipline of economics. Its research and teaching activities focus on the development of theories and methodologies of regional development, the examination of territorial competitiveness, and the analysis of factors influencing regional development (social, economic, and ecological aspects).

(7) The academic degree awarded by the Doctoral School shall be Doctor (dr. PhD) in Hungarian and *Doctor of Philosophy (PhD)* in English.

(8) The operation of the Doctoral School is based on the activities of its core members and invited members. Both core and invited members perform teaching and/or supervisory duties.

(9) The establishment and continuous operation of the Doctoral School require at least seven core members, more than half of whom must hold the title of University Professor. Provided that the conditions set out in Par. 2 (3) points (a)–(d) of Government Decree 387/2012 (XII.19.) are met, a Professor Emeritus/Emerita (hereinafter collectively: Professor Emeritus) may also be recognised as a core member, subject to the approval of the University Doctoral Council of the University of Pécs (hereinafter: UDC), provided that the person has been granted emeritus status by the University of Pécs. Only one Professor Emeritus may be counted among the core members of the Doctoral School.

- (10) Should the number of core members fall below seven, the core members in office shall, upon the proposal of the Head of the Doctoral School and by consensus, elect a new core member. Appointment may likewise be made under this rule, provided that the requirements specified in Par. 2 (3)–(6) of Government Decree 387/2012 (XII.19.) are fulfilled.
- (11) Core members must undertake to perform both supervisory and teaching activities within one of the programmes of the Doctoral School.

Functions and competences of the Doctoral School

Par. 3 The Doctoral School shall have the following rights and competences:

- a) the joint right to make proposals concerning the doctoral training and the conferral of the doctoral degree,
- b) the right to conduct doctoral training, including participation in examinations and the delivery of educational sessions,
- c) the right and obligation to develop its own internal regulations defining its operation,
- d) the right to delegate members to the University Doctoral Council (UDC) and to the Doctoral Council,
- e) the right to conduct the admission procedure for doctoral training,
- f) the right to regulate the verification of language proficiency, as delegated to the Doctoral School by higher-level regulations,
- g) the right to define thematic groups or doctoral programmes (hereinafter collectively: doctoral programme) within its research field.

Head of the Doctoral School

Par. 4 (1) The Head of the Doctoral School may be a core member holding a full-time employment relationship with the University, possessing a scientific degree and the title Doctor of the Hungarian Academy of Sciences (D.Sc.), and enjoying outstanding professional recognition.

(2) The Head of the Doctoral School shall be elected by the University Doctoral Council (UDC) from among the core members who are university professors, based on the opinion of the majority of the core members, and shall be appointed by the Rector for a term not exceeding five years. The appointment may be renewed multiple times.

(3) The Head of the Doctoral School:

- a) coordinates the professional activities conducted by the Doctoral School,
- b) directs the work of the Council of the Doctoral School and is responsible for the implementation of its decisions,

- c) makes independent proposals to the Doctoral Council on matters related to the award of the doctoral degree,
- d) reports annually to the Doctoral Council on the state of the doctoral training,
- e) represents the Doctoral School,
- f) makes proposals to the Doctoral Council concerning the development of the Doctoral School,
- g) decides on applications submitted by students for tuition fee reduction or payment deferral,
- h) sets the annual quality objectives of the Doctoral School,
- i) decides on all other matters referred to their competence by university regulations.

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

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

(5) The Rector may revoke the appointment of the Head of the Doctoral School, following consultation with the UDC, if the Head fails to perform the duties specified in paragraph (3) satisfactorily, or if they are prevented from exercising their functions for at least six months. A proposal for revocation may be submitted by the Council of the Doctoral School, the Doctoral Council, or the UDC.

Par. 5 (1) The Head of the Doctoral School is assisted in their work by the Scientific Secretary of the Doctoral School.

(2) The position of the Scientific Secretary of the Doctoral School may be held by a person employed by the Faculty of Business and Economics of the University of Pécs (UP FBE) who holds a PhD degree. The Scientific Secretary shall be appointed by the Head of the Doctoral School with the approval of the Council of the Doctoral School. The term of office of the Scientific Secretary shall coincide with that of the Head of the Doctoral School, and the Secretary may be reappointed.

(3) The Scientific Secretary:

- a) maintains contact with the core members of the Doctoral School and with its administrative staff,
- b) authenticates with their signature the minutes of the internal discussion and the doctoral defence,

- c) manages the academic and research credits of the students of the Doctoral School,
- d) prepares reports, statements, and submissions for meetings of the Council of the Doctoral School, the Doctoral Council, and the UDC as required,
- e) carries out the professional preparation of the Doctoral School's information materials related to the training,
- f) participates in the preparation of the Doctoral School's internal regulations and monitors the implementation of the objectives of the quality assurance plan,
- g) assists in handling and professionally reviewing the application materials of candidates and transfer students,
- h) takes part in the preparation and implementation of projects concerning the Doctoral School.

Council of the Doctoral School

Par. 6 (1) The Doctoral School shall establish a body to assist the work of the Head of the Doctoral School, referred to as the Council of the Doctoral School (hereinafter: Council). Its members shall be elected by the core members of the Doctoral School by a simple majority vote. The Council shall consist of three members.

(2) The voting members of the Council are:

- a) the Head of the Doctoral School,
- b) two university professors elected from among the core members, by the core members.

(3) The following persons shall participate in the meetings of the Council in a consultative capacity:

- a) one representative of the doctoral students' union,
- b) the Scientific Secretary of the Doctoral School, who shall also act as the Secretary of the Council.

(4) The Chair of the Council is the Head of the Doctoral School. The work of the Council is supported by a Secretary appointed by the Chair.

(5) The functions and competences of the Council shall include:

- a) preparing a draft regulation on its structure and operation, to be adopted by the Doctoral Council,
- b) developing the quality assurance plan and quality policy of the Doctoral School, involving relevant stakeholders, to be approved by the Doctoral Council,
- c) deciding, upon the proposal of the Head of the Doctoral School, on the lecturers and supervisors of the Doctoral School, subject to the approval of the Doctoral Council,
- d) making proposals for the Training Plan of the Doctoral School and for the doctoral programmes launched within it, to be adopted by the Doctoral Council,
- e) approving the announcement of research topics and the doctoral research themes,

- f) annually evaluating the supervisors' compliance with the conditions set out in Par. 8 prior to the publication of new topics, and approving new research topics accordingly, based on the application form specified in Annex 1,
- g) proposing the requirements for the comprehensive examination, to be decided by the Doctoral Council,
- h) making proposals regarding the expected performance and its assessment (credit allocation) during the research and dissertation phase,
- i) proposing to the University Doctoral Council (UDC) the election of the members of the Doctoral Council,
- j) upon the Chair's submission, making proposals to the Doctoral Council for the appointment of members of the admission committee, the examination committee, the review committee, and the official reviewers, as well as for the establishment of the examination and comprehensive examination boards,
- k) determining the tuition fees and other fees related to the doctoral training,
- l) deciding on the public announcement of the dissertation defence in the press,
- m) proposing the revocation of the appointment of the Head of the Doctoral School,
- n) recognising the minimum credits required for individual candidates to be admitted to the comprehensive examination,
- o) proposing to the Doctoral Council the requirements for admission and the regulations governing the submission of applications and the admission procedure,
- p) defining the research and publication performance expected from doctoral students during their training and degree acquisition,
- q) setting the language requirements prescribed for the doctoral degree, the list of accepted languages, and the means of certifying language proficiency,
- r) defining the formal requirements for the dissertation and theses,
- s) providing an opinion on applications for the recognition of foreign doctoral degrees, to be submitted to the Doctoral Council by the Head of the Doctoral School,
- t) adopting the annual quality objectives of the Doctoral School and evaluating their fulfilment upon the expiry of the set deadlines,
- u) determining the scope of data to be collected, analysed, and published regarding the operation of the Doctoral School, and supervising the implementation of the data collection and analysis process,
- v) developing and approving the system of requirements concerning publication performance,

w) carrying out all other duties delegated to its competence under university regulations.

(6) The proposal referred to in point (i) of paragraph (5) shall be prepared by the Head of the Doctoral School on the basis of the list of candidates approved by a simple majority of the Council.

(7) The Council shall meet as necessary, but at least once per semester. A meeting shall be convened without delay if initiated by one-third of the members or by the Chair of the Doctoral Council. Meetings shall be convened in writing by the Chair of the Doctoral Council, indicating the agenda at least five working days prior to the meeting. The Council shall have a quorum if at least half of its members are present and shall adopt its decisions by open voting and by a simple majority of the members present, except in cases otherwise specified in these Regulations. Votes on personal matters shall be held by secret ballot. Minutes of the meetings shall be prepared by the Secretary and authenticated by the signatures of both the Chair and the Secretary.

(8) In justified cases, the Council may also adopt resolutions by electronic voting. Valid votes may be cast only from the e-mail address previously provided by the member. An electronic vote shall be considered valid if more than half of the Council members have submitted their votes. The vote shall be deemed successful if more than half of the valid votes submitted are identical in content.

Academic staff of the Doctoral School

Par. 7 (1) The academic staff of the Doctoral School consists of university lecturers and researchers holding a scientific degree who are capable of performing teaching, research, and supervisory duties. The appointment of the academic staff shall be decided by the Council of the Doctoral School, by majority vote, upon the recommendation of the Head of the Doctoral School, and approved by the Doctoral Council.

(2) The selection criteria for the academic staff of the Doctoral School are as follows:

- a) university lecturer or researcher holding a PhD degree,
- b) at least five years of teaching experience in the relevant field,
- c) active participation as a supervisor with an announced research topic.

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

The supervisor

Par. 8 (1) A doctoral supervisor shall be a university lecturer or researcher holding a PhD degree whose proposed research topic has been approved by the Council of the Doctoral School, and who, on this basis, is responsible for directing and supporting the studies and research of the doctoral student working on the topic, as well as for assisting doctoral candidates and aspirants in their preparation for obtaining the academic degree.

(2) The duties of the supervisor are as follows:

- a) defining a research topic to be pursued under their supervision and, following approval by the Council of the Doctoral School, announcing it as an available topic,
- b) providing continuous professional support to the doctoral student throughout the research, including initiating joint publications and conference presentations,
- c) at the beginning of each semester, setting, in consultation with the doctoral student, the milestones for that semester, the completion of which shall be verified by the student at the Research Forum,
- d) holding regular consultations during the semester, at least once a month and a minimum of four times per semester,
- e) regularly reviewing and evaluating the doctoral student's research progress and results,
- f) recording the fulfilment of the student's research tasks in the Neptun study system (hereinafter: STS),
- g) assisting in the writing and submission of the doctoral dissertation and in preparing responses to the reviewers' comments,
- h) making recommendations concerning the persons to be involved in the review procedure.

(3) Supervision may be undertaken, under the conditions specified in paragraphs (4) and (5), by a lecturer or researcher who, following the award of their degree, has demonstrated further independent and documented research achievements and publication activity. The supervisor shall verify their continuous scientific activity with data recorded in the NDC database. The Doctoral School distinguishes between two categories of supervisors: lead (senior) and co- (junior) supervisors. A lead supervisor, following approval by the Council of the Doctoral School, may independently announce research topics on the NDC website and acts as the responsible supervisor alongside a co-supervisor.

(4) A lead (senior) supervisor from among the academic staff of the Faculty of Business and Economics (UP FBE) is a person who meets the minimum criteria listed under points (a)–(h):

- a) has held a PhD degree for at least five years, or
- b) holds the title of habilitated associate professor, senior research fellow, research professor, or university professor; and, in the case of assistant professors or research associates,
- c) meets the publication criteria required for habilitation, and
- d) has previously served as at least a co- (junior) supervisor of a successfully defended PhD student, or has supervised a student awarded at national or faculty-level TDK competitions, or has been a lead researcher or subproject leader in a completed or ongoing national or EU-funded research project, and
- e) publishes continuously in leading Hungarian and English-language academic journals, and
- f) has achieved at least 8 publication KÖR (Research Incentive System) points in the past five years, or has authored/co-authored at least one A/B-category Hungarian and one Q1/Q2 English-language journal article, and
- g) conducts research consistent with the profile of the Doctoral School, and
- h) whose research topic has been approved by the Council of the Doctoral School. In making its decision, the Council shall take into account the supervisor's prior academic performance.

(5) A co- (junior) supervisor may be a lecturer or researcher of the Faculty of Business and Economics (UP FBE) holding a PhD degree, or an external academic not employed by the Faculty, who

- a) obtained their PhD degree at least two years earlier, and

- b) has accumulated at least 8 publication KÖR (Research Incentive System) points within the past five years, and
- c) conducts research aligned with the profile of the Doctoral School.

(6) Supervisors and academic staff participating in the doctoral programme shall keep their MTMT and NDC data continuously updated.

(7) A doctoral student or candidate may have two supervisors simultaneously. The appointment of a co-supervisor may be approved by the Doctoral Council upon a request submitted to the Head of the Doctoral School. The names of the supervisor(s) must be clearly indicated on the title page of the doctoral dissertation.

(8) A change of supervisor may occur if the student's research direction changes, if the supervisor is prevented from fulfilling their duties for an extended period, or if cooperation between the student and the supervisor becomes impossible. The change may be initiated by the doctoral student, the supervisor, or the Head of the Doctoral School. The Council of the Doctoral School shall decide on the matter after hearing both parties and shall forward its decision to the Doctoral Council for approval. A written acceptance statement from the new supervisor is required. The change must be recorded in minutes and approved by the Doctoral Council.

(9) A supervisor, regardless of the nature of their involvement (as principal supervisor or co-supervisor), may participate in the supervision of a maximum of six (6) students' research projects at any one time, including doctoral candidates and prospective doctoral candidates. The number of students shall be calculated based on the data published on the website www.doktori.hu; in the case of co-supervision, students shall be counted with a weighting factor of 0.5.

(10) Students of the Doctoral School are enrolled students of the University, irrespective of whether their supervisor(s) are employed by the University.

Rules on tuition fee payment reductions

Par. 9 (1) A reduction in the tuition fee may be granted to students within the framework of the UP FBE Alma Mater Learning Incentive Programme, provided that their eligibility can be established. The formal and substantive requirements for applying for the reduction based on social circumstances are set out in the Faculty's regulations, which are available at <https://ktk.pte.hu/hu/karunkrol/szabalyzatok>.

(2) When assessing applications for fee reductions, the training cost determined in accordance with the calculation method defined in the Chancellor's Instruction No. 4/2022 on the rules of tuition fee calculation must be taken into account. It must also be ensured that the reduction of the tuition fee does not result in a financial loss for the given doctoral school, considering all programmes conducted within that doctoral school. From 1 January 2015, students may apply for a reduction of their payable tuition/fee contribution no later than the last working day of the registration period. From the same date, students whose payment obligation (issuance) is determined for any reason in September (or later) for the autumn semester, or in February (or later) for the spring semester, may submit a request for a reduction after the specified deadline. In such cases, the application must be submitted within eight (8) days of becoming aware of the payment obligation (issuance), but no later than the due date for payment. The doctoral school must send its decision on student applications to the concerned student and

to the Central Study Department Office (hereinafter: CSD) by 15 March in the spring semester and by 15 October in the autumn semester, thereby ensuring that the University can fulfil its statutory data reporting obligations with accurate and up-to-date information.

(3) In the case of students enrolled in doctoral programmes, the Head of the relevant Doctoral School may, upon the student's request and in the presence of verifiable objective circumstances (e.g. a foreign scholarship, delayed arrival of an international student loan), authorise a payment deadline different from that specified in Section 52 of the Regulations on Student Fees and Benefits of the University of Pécs. In such cases, the latest possible payment deadline shall be the day preceding the first day of the examination period of the given semester.

Rules on Scholarships Available to Students through a Competitive Application Process

Par. 10 Doctoral students may also apply for other scholarships in accordance with Par. 25 of the University of Pécs' Fees and Grants Regulations. Information on current calls is provided on the Faculty's website at <https://ktk.pte.hu/hu/oktatas/tamogatasok-osztondijak> and on the website of the Doctoral Students' Union of the University of Pécs at <https://dok.pte.hu/hu>. The UP FBE Alma Mater Programme is likewise open to PhD students (Dean's Instruction No. 5/2025 on the Alma Mater Complex Learning Incentive Programme).

Rules on Admission to the Organised Doctoral Programme

Par. 11 (1) Hungarian and foreign citizens may apply for organised doctoral training if they hold a master's degree and qualification obtained in Hungary or abroad, or will obtain it in the year of admission prior to enrolment, and possess foreign language proficiency necessary for the given field as specified in these Regulations. Applications may be submitted for research topics announced by the supervisors of the Doctoral School; these, together with further conditions of application, are made publicly available on the Doctoral School's own website and on www.doktori.hu.

(2) Prospective applicants can obtain information on admission opportunities from the University and Faculty websites. (<https://ktk.pte.hu/hu/kepzesek/doktori-kepzesek/regionalis-politika-es-gazdasagtan-doktori-iskola>)

(3) Applications for doctoral training may be submitted exclusively online, by completing the online application form on the doctoral application platform and uploading the mandatory attachments. The application becomes final once, following electronic submission, the applicant has printed the confirmation sheet, signed it, and submitted it to the Doctoral School.

(3) Preparation for obtaining the doctoral degree may take place within organised training or by individual preparation. Admission requirements are as follows:

- a) a master's diploma obtained in the field of economics,
- b) or, if the master's diploma is in another field, completion of bridging courses,
- c) English language proficiency at B2 level evidenced by a complex state language examination certificate, or an equivalent diploma/certificate.

(4) Applications for either form of training must include the following documents:

- a) completed and signed application form (downloadable from the Doctoral School's website);
- b) academic and professional curriculum vitae;

- c) a copy of the university grade book, or a certificate based on the University's study system database (credit certificate);
- d) a copy of the diploma, which may be submitted by the time of enrolment at the latest;
- e) language examination certificate or other document certifying language proficiency;
- f) outline of the proposed research topic;
- g) recommendation from the selected supervisor;
- h) a statement from the head of the host institute(s) within UP FBE confirming that, in the event of admission, teaching and/or teaching support duties will be assigned to the student and their fulfilment will be monitored;
- i) proof of payment of the application fee.

(5) In the application, the applicant shall indicate whether they wish to pursue studies in the state-funded or self-financed form. Both forms may be indicated; however, admission may be granted only to the form specified by the applicant.

(6) Applicants for organised training must take an oral entrance examination before an Admissions Committee of at least two members appointed by the Doctoral Council. The Chair of the Committee shall be the Head of the Doctoral School or a core member delegated by them; the members shall be selected from among the core members or the academic staff of the Doctoral School, whose nomination shall be proposed by the Head of the Council of the Doctoral School to the Doctoral Council. The entrance examination shall be organised by the administration of the Doctoral School.

(7) During the admission process, the members of the Admissions Committee ascertain the applicant's professional competence and the hypotheses related to the chosen research topic by means of structured questions.

A maximum of 100 points may be awarded as follows:

- professional quality of the research outline: 0–20 points;
- thoroughness and feasibility of the research outline: 0–20 points;
- novelty of the scientific concept: 0–20 points;
- quality of the applicant's prior scientific activity: 0–20 points;
- human and professional quality of cooperation with the supervisor: 0–20 points.

(8) On the basis of the examination results, the Admissions Committee shall rank the applicants; those achieving at least 67 points may be admitted. For filling the state-funded quota, the admission ranking shall be decisive.

(9) The final admission decision shall be made by the Doctoral Council.

(10) The Doctoral School announces admissions once per academic year, at the end of the spring semester. The entrance examination for applicants to organised doctoral training is held during the spring term (June), and, thereafter, a supplementary admission procedure may be announced once before the autumn semester begins. In duly justified exceptional cases, an additional supplementary admission may be announced for mid-year entry at the end of the autumn semester. Admitted students may commence their studies in the following academic year starting in September of the same year, or in February in the case of mid-year entry. For individual candidates, the entrance examination (the comprehensive examination) may be organised in both the spring and autumn semesters (June and January), enabling mid-year entry to the training.

(11) The following applicants may apply in the supplementary admission procedure:

- a) those who did not submit an application during the ordinary admission procedure in the given calendar year; or
- b) those who originally applied for the state-funded form but, at the time of the supplementary procedure, apply for the self-financed form; or
- c) those who were not admitted due to late submission or lack of a language certificate, but have since successfully obtained the required language certificate.

(12) Admission decisions shall be published by the Doctoral Council on its website in anonymised form. The decision shall also be sent to the applicant via the doctoral administration; in the event of rejection, reasons must be provided and the applicant informed of the available remedies. An appeal may be lodged within 15 days of notification or of becoming aware of the decision; the appeal shall be submitted to the body that made the first-instance decision, addressed to the Second-Instance Study Committee. In the event of admission, the notification shall specify the date of enrolment, the documents required for enrolment, and the start of the academic year, and shall refer to the costs associated with the training and their allocation. The admission decision shall indicate the name of the Doctoral School and the discipline in which the degree is to be awarded.

(13) For applications to the doctoral training, the procedural fee is HUF 9,000 per application. Proof of payment of the fee to the Doctoral School must be attached at the time of submitting the application.

(14) A doctoral student or applicant who established their student or applicant status before the 2016/2017 academic year may request admission to the doctoral training, provided that the eight-semester support period under Par. 47 (2) of the ANHE. is not exceeded, taking into account any support already used in doctoral training. In the same discipline, application for a scholarship-based doctoral programme is only possible if the applicant did not obtain the pre-degree certificate in the previous programme.

(15) A student may also join the doctoral training by participating in preparatory activities forming part of the doctoral programme concurrently with the final academic year of their master's studies, provided that the admission requirements are fulfilled after obtaining the master's diploma. Credits earned in the master's programme may be recognised at the same time as the admission decision, subject to the decision of the Doctoral Council.

(16) The above detailed rules concerning the submission of applications and the admission procedure have been laid down in these Regulations by the Doctoral School and the Doctoral Council pursuant to Par. 13 (2) j) of the University of Pécs' Doctoral Regulations.

Rules on Admission of Individual Doctoral Candidates

Par. 12 (1) The purpose of individual preparation is to enable professionals who hold a master's degree and qualification obtained at a Hungarian or foreign university (or an equivalent university-level degree and qualification), possess substantial teaching and/or research experience, and have documented scientific achievements, to obtain the doctoral degree. Individual candidates are admitted directly to the research and dissertation phase; admission is effected upon passing the comprehensive examination. The award of the degree through individual preparation is only available in the self-financed form.

(2) Applicants may apply for this form if they have met the admission requirements, have fulfilled 50% of the publication requirements necessary for the absolutorium at the time of application (see Par. 15 point 16 of these Regulations), and their application has been authorised by the Doctoral Council pursuant to Par. 26 (1) of the University of Pécs' Doctoral Regulations.

(3) The Doctoral Council shall assess whether the applicant's scientific and/or creative achievements justify acceptance to the form of individual preparation.

(4) An individual candidate shall submit the doctoral dissertation, in accordance with these Regulations, within five academic years of establishing student status.

Rules on Admission Parallel to Master's Studies

Par. 13 (1) An exceptionally talented applicant may be admitted to the doctoral training concurrently with their master's studies if s/he holds a bachelor's degree and qualification in economics, and, in addition:

- a) has achieved 1st place in a Faculty-level TDK section relevant to the research field; or
- b) has achieved 1st–3rd place or a special prize in a relevant OTDK section; or
- c) can evidence outstanding publication activity (at a minimum, authorship of one Hungarian A–B category, or one international journal article listed in SJR in the field of economics, with at least ½ authorship share);
- d) and meets the language requirements set out in Par. 11.

(2) The applicant must pass the entrance examination and may then be admitted solely to the organised doctoral training. Such applicants are assessed identically to others within the admission ranking specified in Par. 7 point 8. A student admitted to the doctoral school without a master's degree and qualification in economics shall not be permitted to take the comprehensive examination until the master's degree has been duly obtained.

(3) The above detailed rules on application and the admission procedure have been established herein by the Doctoral School and the Doctoral Council pursuant to Par. 13 (2) j) of the University of Pécs' Doctoral Regulations.

Curriculum and Rules Governing Doctoral Programmes

Par. 14 (1) The Training Plan of the Doctoral School shall be prepared by the Council of the Doctoral School and adopted by the Doctoral Council. The Council shall review the Training Plan at least every three years in accordance with Level 8 of the Hungarian Qualifications Framework, submit the revised draft to the Doctoral Council for adoption, and, following adoption, promptly arrange for publication of the new version on the Doctoral School's website.

(2) In preparing and reviewing the Training Plan, the Doctoral School shall obtain the views of external experts, cooperating partners, and students involved in the training and shall take these into account during the review.

(3) The Doctoral School shall implement the doctoral programmes within the framework of the Training Plan, which specifies the credits obtainable for each activity.

The doctoral training

Par. 15 (1) The organised doctoral training is completed over eight (8) active semesters. Its first part is the training and research phase (semesters 1–4), and the second part is the research and dissertation phase (semesters 5–8). A minimum of 240 credits must be obtained over the eight semesters. Credits may be earned through completion of taught courses in the training and research phase (training credits), through teaching and teaching-support activities (teaching credits), and through research activities (research credits) and publication of results (publication credits). The minimum credits in each category and their distribution across semesters are set out in Annex 2 to these Regulations.

(2) If a doctoral student declares that they will not fulfil their student obligations in the next semester, or if they fail to register for the next training period, their student status shall be suspended (passive status). The duration of any single continuous suspension may not exceed two semesters. Suspension on account of childbirth may be granted for up to six semesters. In accordance with the Study and Examination Regulations, suspension may be used on multiple occasions. Over the entire duration of the doctoral training, the aggregate period of suspension may not exceed eight semesters – or six semesters for students who commenced studies before the 2016/2017 academic year – except where the suspension is due to childbirth. In the research and dissertation phase, suspension may not exceed two semesters. Suspension may only be for whole semesters. No state scholarship may be paid during suspension.

(3) Upon the doctoral student's request, the Doctoral Council may authorise a longer continuous suspension than that specified in paragraph (2), provided the student is unable to fulfil obligations arising from student status through no fault of their own due to childbirth, accident, illness, or other unforeseen reasons. Student status shall also be suspended if the student is barred from studies for a specified period as a disciplinary sanction. Student status shall further be suspended for the duration of actual service as a voluntary reservist; during this period the student is exempt from the obligations set out in the University's Study and Examination Regulations. Official documentation must be submitted to the doctoral administration prior to the commencement of such service.

(4) Courses taught in the training and research phase are delivered in person. All economics-oriented courses are 20 contact hours per semester, carry 6 credits, and conclude with end-of-semester assessment (colloquium or coursework). In the first two semesters of the curriculum, there are five compulsory courses per semester, some shared with the Doctoral School in Business Administration. In semesters 3–4, at least eight elective courses must be completed from the current offer; a minimum of three and a maximum of five courses may be taken per semester. The list of electives is published before the start of the semester. Acquisition of training credits and fulfilment of criterion requirements are certified by the lecturer, or, in exceptional cases upon the lecturer's written request, by the doctoral administration by recording the assessment in the study system. Students admitted to organised training must obtain at least 96 training credits and 24 research credits in the first four active semesters.

(5) In the research and dissertation phase, students must enrol in the "Scholar's Portrait" courses (semesters 5–8; six courses in total). These are criterion requirements: completion is mandatory, they carry no credits, and are assessed on a pass/fail basis.

(6) All students registered in the Doctoral School must participate each semester in the Research Forum, where they report on the previous semester's work and progress against milestones set at the semester's start. For students in semesters 1–4, the Research Forum is a non-credit criterion requirement; in semesters 5–8, participation yields 6 credits per semester. Progress is

evaluated by the supervisor(s). In the case of inadequate performance, the Council of the Doctoral School may prescribe additional tasks.

(7) Doctoral students are expected to participate in UP FBE community scientific events, workplace debates, defences, academic seminars, and research workshops. Successful completion of the semester requires attendance at a minimum of five such events.

(8) Throughout the programme, students must participate in UP FBE educational activities. Through teaching, teaching-support, and support to the host institute, a minimum of 12 teaching credits must be earned. The conversion of activities into student workload (credits) is set out in Annex 3. Credits obtained are recorded in the study system by the doctoral administration.

(9) Students must carry out continuous research and publish their results in domestic and international fora (conferences or scholarly publications). An international conference is one conducted in a language other than Hungarian with a programme committee at least half composed of non-Hungarian researchers. An international publication is one appearing in a venue (journal, edited volume, monograph) published outside Hungary, in a non-Hungarian language, with an editorial board at least half composed of non-Hungarian members.

(10) By the end of the first active semester, students must create an author profile by personal registration at ORCID (Open Research and Contributor Identifier) at <http://orcid.org/> and in the Hungarian Scientific Publications Database (MTMT), indicating the Doctoral School of Regional Policy and Economics as their affiliation. For the purpose of awarding research credits, only publications recorded in MTMT and bearing the author's ORCID identifier are eligible. For assessing publication performance, MTMT rules shall apply; thus:

- a) only publications classified by MTMT as scholarly journal articles qualify as such, i.e. appearing in journals listed in ERIH, DOAJ, Scimago, or the relevant HAS (MTA) lists;
- b) publications appearing in journals which MTMT classifies as having objectionable practices shall not be taken into account (the continuously updated list is available at https://www.mtmt.hu/kifogasolhato_folyoiratok).

(11) Publication performance is assessed according to the Doctoral School's own points system (see Annex 4). For co-authored publications, the points assigned in the system are divided by the number of authors. Publication points may be claimed only once for equivalent publication performance, particularly for essentially identical outputs (matching at least 80% irrespective of language). In such cases, the highest permissible point value for the item shall be applied.

(12) Under the publication points system, one full publication point equals one research credit. Publication points are recorded by the Scientific Secretary – based on items registered and approved in MTMT – in an Excel file tracking each student's progress, and in the study system. Fulfilment is verified by the Head of the Doctoral School or a designated person prior to the commencement of the doctoral procedure.

(13) Preparing the dissertation draft is the principal objective of the doctoral training and constitutes a specific research achievement. The supervisor evaluates the completed draft and certifies, on the designated form, whether it may be submitted. The draft must be submitted in two printed copies and electronically, accompanied by the student's declaration that it is their own independent work.

(14) Regardless of funding status, doctoral students must obtain at least 48 research credits by the end of the doctoral training.

(15) Due to the characteristics of the study system, credits obtainable and to be obtained must be recorded in a model curriculum (curricular grid); credit completion can be recorded after assigning curricular units to active semesters.

(16) If a doctoral student has duly fulfilled all obligations in both the training and research phase and the research and dissertation phase, they may request the issuance of the pre-degree certificate (absolutorium) from the doctoral administration. Conditions for issuance are:

- a) successful completion of the comprehensive examination;
- b) at least 240 credits, including at least 96 training, 48 research, 12 teaching, and 60 publication credits, as per Annex 2.

(17) Student status terminates on the last day of the semester in which the absolutorium is obtained, or at the end of the eighth active semester. The last day of the eighth active semester is 31 January of the year following the start of an autumn semester, and the last day of the month specified by law for a spring semester. If the comprehensive examination is not completed by the end of the fourth active semester, student status terminates on the day of non-fulfilment.

(18) By resolution of the Doctoral Council, student status shall also terminate:

- a) if the student fails to register for the next study semester for a third consecutive time, except as provided in Par. 21 (7) of the University's Doctoral Regulations;
- b) if the student does not resume studies following a period of suspension;
- c) in other cases specified in the Study and Examination Regulations.

Requirements for Obtaining the Doctoral Degree

Par. 16 (1) Doctoral students who commenced their studies prior to the 2016/17 academic year and have obtained their pre-degree certificate (absolutorium) may apply for the award of the doctoral degree within ten (10) years following the issuance of the absolutorium. In exceptional cases warranting special consideration, this deadline may be extended by the Council of the Doctoral School on an individual basis. Upon submitting the application for the conferment of the degree, the applicant is considered a doctoral candidate. The absolutorium certifies that the candidate has obtained the 180 credits required for the doctoral degree, which may be earned over the six semesters of study. Otherwise, the degree conferment procedure for doctoral candidates shall be conducted in accordance with the present Regulations, except that the rules concerning the comprehensive examination do not apply to them. Instead, if the dissertation workshop is supported by two reviewers for public defence, the candidates must take a doctoral comprehensive examination, consisting of four subjects (Economics, Development Economics, Urbanisation, and Regional Development and Regional Economics). The examination is assessed on a 0–100% scale. Passing the doctoral comprehensive examination is a prerequisite for the commencement of the public defence. The classification of these candidates' doctoral diplomas shall be determined based on the weighted average (in a 1/3–2/3 ratio) of the grades achieved in the comprehensive examination and the public defence, according to the intervals specified in Par. 18 (13).

(2) Doctoral students who completed their comprehensive examination between 1 February 2018 and 31 August 2021 must submit their doctoral dissertation – after the preliminary review

– within four (4) academic years following the comprehensive examination. In cases deserving special consideration (e.g., childbirth, accident, illness, or other unforeseen circumstances), this deadline may be extended by up to one year upon a formal request for leniency submitted to the Doctoral School. The extension of the submission deadline as described above does not affect the conditions or deadlines for obtaining the absolutorium.

(3) For doctoral students who commenced their studies during the 2016/2017 academic year or thereafter and established their student status by 20 December 2022, the conditions for obtaining the doctoral degree are identical to those applicable to students admitted after 20 December 2022.

Accordingly, the conditions for obtaining the doctoral degree are as follows:

a) Admission to the Doctoral School requires a state-recognised complex language examination in English at level B2, or certified English language proficiency equivalent thereto. For applicants to English-language doctoral programmes, admission requires proof of English language proficiency through a recognised examination or equivalent certification. To obtain the doctoral degree, candidates must also be capable of conducting academic activities in at least one additional foreign language other than English. For the verification of the required language proficiency, see point (4).

b) Possession of the absolutorium (pre-degree certificate).

c) The doctoral candidate must have at least three (3) scientific journal articles recorded in the Hungarian Scientific Publications Database (MTMT). A list of these publications must be submitted simultaneously with the doctoral dissertation and thesis booklet. Among the scientific papers considered in the evaluation process,

ai) at least one must be an international publication classified as Q1–Q4 according to the Scimago ranking, and

aii) at least one must be a domestic publication listed in categories A–C as defined by the Doctoral Committees of Par. IX of the Hungarian Academy of Sciences (HAS). The considered scientific publications may include co-authored works (see Annex 4 for details) as well as papers previously accounted for in the allocation of research credits.

(4) Proof of the required language proficiency may be provided by:

a) presenting a state-recognised intermediate (B2 level) English language examination certificate (or an equivalent qualification), or, in the case of hearing-impaired candidates, certified proficiency in a sign language other than Hungarian; and

b) presenting a state-recognised basic (B1 level) examination certificate in a foreign language other than English (or an equivalent qualification), or, in the case of hearing-impaired candidates, certified proficiency in a sign language other than Hungarian; or

i) the recognition of a university degree obtained abroad; or

ii) a secondary school leaving examination taken in the given foreign language; or

iii) a higher education diploma obtained in the given foreign language; or

g) credible certification of having delivered a scientific conference presentation in the given foreign language; or

iiii) verified higher education teaching activity conducted in the given foreign language.

(5) For Hungarian doctoral students from abroad, the official (non-Hungarian) language of their home country may be accepted as the second language, provided that the candidate obtained their diploma in that language or can credibly verify their proficiency therein.

The Comprehensive Examination

Par. 17 (1) The detailed regulations of the comprehensive examination are set out in the University's Doctoral Regulations.

(2) The training and research phase of the doctoral programme concludes with the comprehensive examination. The examination must be completed at the end of the fourth active semester. For doctoral students participating in the organised training programme, the Doctoral School holds the comprehensive examination in the spring semester (after 15 May). As the comprehensive examination constitutes a prerequisite for admission to the Doctoral School for those opting for individual preparation, the Doctoral School organises the comprehensive examination for them also in the autumn semester.

(3) Admission to the comprehensive examination is conditional upon the doctoral student having completed all compulsory courses and criteria of the training and research phase (Research Support I–IV courses), and having earned a total of at least 120 credits, as specified in Annex 2.

(4) The comprehensive examination shall be conducted publicly before an examination committee. The committee consists of at least three members. The chairperson of the committee is a university professor, and the members are lecturers of the Doctoral School. At least one-third of the committee members must not be employed by the University. The supervisor of the doctoral student being examined may not serve as a member of the committee. Individuals who are close relatives of the candidate, or whose impartial judgement in the matter cannot be reasonably expected, may not be appointed to the committee. A person may participate in a single degree-awarding procedure in only one capacity.

(5) The comprehensive examination consists of two parts:

a) a theoretical part, during which the doctoral student demonstrates their knowledge of the relevant academic literature, as well as their up-to-date theoretical and methodological understanding; and

b) a report on scientific progress.

(6) During the theoretical part of the comprehensive examination, the examinee shall demonstrate their knowledge of (a) one randomly selected general topic, and (b) one specific topic closely related to their research area, assigned by the Council of the Doctoral School at least two weeks prior to the examination. The list of general topics and the key literature

associated with each topic shall be determined and announced to the students during the first month of the semester in which the comprehensive examination takes place.

(7) Minutes shall be taken of the comprehensive examination. The result of the examination must be announced on the day of the final part of the exam. The comprehensive examination shall be graded on a two-tier scale: “pass” or “fail.”

(8) The doctoral student may retake a failed comprehensive examination once, within the same semester.

The Evaluation Procedure and the Doctoral Dissertation

Par. 18 (1) The evaluation procedure begins upon the doctoral student’s request, following the attainment of the pre-degree certificate (absolutorium). Once the application for the evaluation procedure has been accepted, the doctoral student is deemed a doctoral candidate.

(2) Following the submission of the application, at the next meeting of the Doctoral Council, the Head of the Doctoral School shall propose the participants of the evaluation procedure, upon which the Doctoral Council shall make a decision. The participants of the procedure – i.e., the members of the evaluation committee – are as follows:

- a) the Chair of the Evaluation Committee,
- b) two preliminary reviewers (pre-opponents) assessing the draft dissertation, at least one of whom must not be employed by the University,
- c) two final reviewers (opponents) assessing the completed doctoral dissertation, at least one of whom must not be employed by the University.

The secretarial duties are performed, as designated by the Chair, by one of the committee members described in points b) or c) who is employed by the University.

(3) All individuals participating in the evaluation procedure, as listed in Par. 18 (2) (a)–(c), must hold an academic degree. Due to conflicts of interest, the doctoral candidate’s supervisor, co-author, relative, direct colleague, or subordinate may not participate in the procedure.

(4) If deemed appropriate, the Head of the Doctoral School may propose to the Doctoral Council the appointment of alternate members to the evaluation procedure. These alternates shall be engaged only if one of the originally appointed preliminary reviewers, reviewers, the Chair, or other committee members declines to participate or can only undertake the assignment with a delay that would unduly prolong the evaluation process.

(5) Once the Doctoral Council has decided on the participants of the procedure, the Head of the Doctoral School, via the administration of the Doctoral School and accompanied by a letter of appointment, sends the draft dissertation to the two preliminary reviewers. The reviewers will have 60 days to prepare their written opinions. Their reviews must clearly state whether the draft dissertation may be submitted as a doctoral dissertation – with or without revision. (July and August are not included in the review period.) If the two preliminary reviewers provide contradictory opinions, the Doctoral Council shall appoint a third reviewer, to whom the draft dissertation and the two prior reviews shall also be sent. The appointed third reviewer must submit a written opinion within two months of receiving the assignment.

(6) Following the receipt of the preliminary reviews, the candidate presents their doctoral dissertation in a public workshop discussion. The scheduling of the workshop is conditional

upon the candidate having provided written responses to the reviewers' comments and suggestions. The workshop discussion is chaired by the Head of the Doctoral School or by a core member appointed by him/her. Participation of the preliminary reviewers, either in person or online, is mandatory. If at least two preliminary reviewers do not support the submission of the dissertation draft as a doctoral dissertation, the evaluation procedure is deemed unsuccessful and closed.

(7) In the event of two supportive preliminary reviews and a completed workshop discussion, the doctoral candidate must submit the doctoral dissertation – after making any necessary revisions – in three (3) printed copies and electronically. The dissertation must be accompanied, both in twenty (20) printed copies and electronically, by the theses summarising the main findings of the dissertation, as well as by a declaration signed by the candidate affirming that the submitted work is their own independent research. The formal requirements for the dissertation and the theses are set out in Annex 5 of the Doctoral Regulations.

(8) Upon submitting the doctoral dissertation, the doctoral candidate must provide proof of compliance with the publication and language proficiency requirements set out by the Doctoral School (see Par. 16 (3) and (4)).

(9) In accordance with Par. 33 (4a) of the University Doctoral Regulations, for doctoral students who began their studies prior to the 2016/2017 academic year, the dissertation must be submitted either together with the application for the award of the degree, or within two years following the acceptance of that application, to the doctoral administration responsible for the relevant Doctoral School. For students who began their studies during or after the 2016/2017 academic year, the doctoral dissertation must be submitted within three years following the successful completion of the comprehensive examination. In exceptional cases deserving special consideration (e.g. accident, illness, or other unforeseen circumstances) where the doctoral student is unable to meet this deadline for reasons beyond their control, the period may be extended by up to one year, or by up to three academic years in the case of childbirth, upon a written request submitted to the Council of the Doctoral School.

(10) The submitted doctoral dissertation is sent by the Head of the Doctoral School – through its administration and accompanied by a letter of appointment – to two reviewers. The reviewers have two months to prepare their opinions. The review must detail the content-related and formal strengths and weaknesses of the dissertation, and specifically address whether the new, original scientific results presented in the theses can be accepted. The reviewers must clearly state whether the dissertation, in its current form, may be submitted for public defence. (July and August are not included in the review period.) If the two reviewers provide conflicting opinions, the General Doctoral Council (GDC) appoints a third reviewer, who shall receive the dissertation as well as the two prior reviews. With the appointment of the third reviewer, the evaluation committee is expanded to six members. The third reviewer must submit their written opinion within two months of receiving the request. If at least two reviewers do not support the public defence of the dissertation, the evaluation procedure is deemed unsuccessful and closed.

(11) The dissertation must be submitted for public defence within two months from the receipt of two supportive reviews, during the period between 1 September and 30 June. The doctoral candidate shall receive the reviews in writing beforehand and must provide written responses to the questions raised therein at least ten days prior to the public defence. The doctoral administration shall ensure that the members of the Evaluation Committee have access to the dissertation, the reviews, and the candidate's written responses.

(12) The debate is chaired by the Chair of the Evaluation Committee. At the beginning of the public debate, the Chair verifies quorum, which requires the presence of at least four (4) committee members, including at least one who is not employed by the University. The defence may proceed if at least one reviewer is present and the other reviewer has provided written confirmation that they accept the doctoral candidate's responses to the questions raised in their review.

(13) During the public defence, the doctoral candidate presents the theses of their dissertation in a free lecture lasting up to 20 minutes. Following the presentation and the reading of the reviews, the candidate responds to the questions raised in the written reviews, as well as to any questions arising during the discussion from the committee members, the reviewers, or members of the audience.

(14) After the conclusion of the defence by the Chair, the Evaluation Committee shall decide on the acceptance of the dissertation in a closed session, by secret ballot, using a 1–5 point grading scale. A minimum of 60% of the total points available from the members present is required for acceptance. The classification of a successfully defended dissertation is as follows: *summa cum laude* (above 85%), *cum laude* (70.1–85%), and *rite* (60–70%). If the evaluation of the dissertation is below 60%, the evaluation procedure is deemed unsuccessful. The Chair shall announce and justify the result of the defence publicly following the vote.

(15) In the event of an unsuccessful evaluation procedure, the submission of a new doctoral dissertation in the same field of study may be initiated no sooner than two years later, and only once. The evaluation procedure may be halted at any time upon the doctoral candidate's written request (withdrawal of the dissertation). In such a case, the procedure shall be deemed unsuccessful.

Public Access to the Doctoral Dissertation

Par. 19 (1) The doctoral dissertation and its theses shall be made publicly accessible to all. The Doctoral School, in cooperation with the University Library and Knowledge Centre (hereinafter referred to as the Library), ensures the full publication of the doctoral dissertation and its theses in both printed and electronic form by depositing one printed and one electronically recorded copy in accordance with the provisions of paragraphs (2) and (3).

(2) The registration and full-text electronic storage of the doctoral dissertation and its theses shall take place in a dedicated database, within the doctoral repository of the Pécs University Repository (hereinafter referred to as PUR), operated by the Library. The Doctoral School is responsible for uploading the materials to the repository prior to the defence procedure. Following data curation, the Library places the metadata and full text of the dissertation and its theses in the PUR collection entitled "Dissertations Awaiting Defence."

(3) In addition to their deposit in the repository, and in accordance with this Regulation, the dissertation shall be made publicly available in the language of the defence, together with its theses in both Hungarian and English, through publication on the University's website and by reference via the website www.doktori.hu.

Quality Assurance

Par. 20 (1) The Quality Assurance Plan and Quality Policy of the Doctoral School shall be adopted by the Doctoral Council upon the recommendation of the Council of the Doctoral

School. The review of the Quality Policy must be carried out at least once a year and is the responsibility of the Council of the Doctoral School.

(2) The Council of the Doctoral School annually approves the quality objectives set by the Head of the Doctoral School and, upon the expiry of their deadlines, evaluates their fulfilment.

(3) The publication of the Quality Assurance Plan, the Quality Policy, and the quality objectives is carried out in accordance with Par. 21.

(4) The Doctoral School is committed to maintaining high standards in doctoral training and degree conferral. In developing its Quality Assurance Plan, conducting regular reviews, and ensuring continuous quality monitoring, the Council of the Doctoral School takes into account the opinions of doctoral students and, where necessary, consults external experts.

(5) The Doctoral School strives to ensure that breaches of research ethics do not occur during doctoral training or degree procedures. In cases of suspected violations of academic integrity, the Council of the Doctoral School may appoint an ad hoc committee to investigate the alleged misconduct. In cases of suspected copyright infringement or plagiarism, the provisions of the University's Study and Examination Regulations shall apply.

(6) Artificial intelligence (AI) is an extremely useful tool also in scientific research, as it enables the rapid and efficient execution of certain research tasks through the analysis of data and previously published results. However, alongside these advantages, significant risks also arise when using AI (such as the use of unverified sources, incorrect responses to poorly formulated questions, and a lack of critical evaluation). Consequently, the Doctoral School does not prohibit the use of AI, but expects doctoral students to comply with the provisions of the University's Study and Examination Regulations, and to explicitly inform audiences or readers of any use of AI in their oral or written work, clearly indicating the purpose and manner of its application in the research.

(7) An important element of the doctoral programme's quality assurance system is the Student Evaluation of Teaching Activity (OMHV), conducted each semester. The organisation of the OMHV, the recording of its results, and the methods of feedback are set out in Annex 11 of the University's Organisational and Operational Regulations (Regulations on the Student Evaluation of Teaching).

(8) A doctoral student, candidate, or prospective candidate may appeal against any decision, action, or omission by the Doctoral School within fifteen (15) days from its notification, or from the date they became aware of it, in accordance with Par. 12 of the University's Study and Examination Regulations (Annex 5 to the University's Organisational and Operational Regulations).

Ensuring Public Access

Par. 21 The Doctoral School shall publish the following documents and data concerning its operation on its website:

- a) the Organisational and Operational Regulations of the Doctoral School, which are also published in the National Doctoral Database (hereinafter referred to as the NDC database) on the website <http://doktori.hu>.
- b) the Training Plan;
- c) the Quality Policy;

- d) the Quality Assurance Plan;
- e) the Quality Objectives and their evaluation;
- f) the Organisational Structure (organogram);
- g) the Doctoral Regulations of the University of Pécs;
- h) the Study and Examination Regulations of the University of Pécs;
- i) the Fees and Grants Regulations of the University of Pécs;
- j) the tuition fees for the training programmes;
- k) the amount of the training fees;
- l) any data whose publication has been decided by the Council of the Doctoral School in accordance with Par. 5 (5) (u) of these Regulations.

Fees Related to the Doctoral Programme

Par. 22. (1) If a student fails to obtain the credits for a curricular unit in a given semester, the same curricular unit may be re-registered for in a later semester within the framework set out in these Regulations. Students who began their studies in the relevant programme before the 2012/2013 academic year may register for a given curricular unit no more than three times during their studies, unless their student status was terminated in violation of law or regulations. From the second semester of the 2013/2014 academic year onwards, students are required to pay the fee specified in Annex 1 of the University of Pécs Fees and Grants Regulations for each repeated registration of a curricular unit. The provisions of this paragraph shall also apply to the registration of examination-only courses. The first assessments of such fees shall be based on curricular units registered in the second semester of the 2013/2014 academic year, regardless of when the course was first taken. The CSD issues the fee assessments by the last day of the teaching period of the given semester, with payment due within 15 days of the assessment date. No repeated course registration fee shall be charged if the student pays tuition or contribution fees on a per-credit basis.

(2) Doctoral candidates are required to pay the following procedural fees:

- a) a degree conferment procedure fee of HUF 80,000;
- b) a comprehensive examination fee of HUF 20,000;
- c) a combined degree conferment and defence fee of HUF 200,000.

(3) Doctoral students who began their studies in or after the 2016/2017 academic year, and whose defence procedure takes place after the termination of their student status, shall pay a defence fee equivalent to at least six times and at most ten times the current public service allowance base.

(4) The procedural fees are published by the Doctoral School in accordance with Par. 21.

(5) In the case of a degree conferment procedure conducted in a foreign language:

- a) the degree conferment procedure fee shall amount to sixteen times the current public service allowance base;
- b) the comprehensive examination fee shall amount to six times the current public service allowance base;
- c) the defence fee shall amount to forty times the current public service allowance base.

(6) The degree conferment procedure is free of charge for doctoral students during the period of their active student status.

Closing, Transitional and Entry-into-Force Provisions

Par. 23. (1) These Regulations shall enter into force on the date of their adoption, upon which the Organisational and Operational Regulations of the Doctoral School of Regional Policy and Economics, adopted on 13 September 2024, shall be repealed.

(2) In matters not regulated by these Regulations, the provisions of Act CCIV of 2011 on National Higher Education, Government Decree No. 87/2015 (IV.9.) on the implementation of certain provisions of the Higher Education Act, Government Decree No. 387/2012 (XII.19.) on doctoral schools, doctoral procedures and habilitation, as well as the Doctoral Regulations and other internal rules of the University of Pécs, shall apply.

Pécs, 22 September 2025

Kaposi, Zoltán Prof. Dr.

Chair of the Doctoral Council

Szerb, László Prof. Dr.

Head of the Doctoral School

Annex 1

Application for senior research supervisors and junior research supervisors of the Doctoral School of Regional Politics and Economics (DSRPE)

Call for applications for DSRPE senior research supervisor

Name, position:

Highest academic degree:

Years since obtaining the PhD title:

Number of Research Incentive System (RIS) points in the past 5 years:

DSRPE 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 Recognition 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, or 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 receiving institute</i>)		ad hoc
Teaching support		
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 receiving 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 of department</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 (pcs)		
<i>In a listed domestic journal*</i>	A	30
	B	20
	C	16
	D	12
<i>In other, non-listed, specialised domestic 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 (pcs)		
<i>Paper published in conference proceedings***</i>		
domestic		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, i.e. MTA IX. Osztály Gazdaságtudományi Doktori Minősítő Bizottság, MTA GMB (see <https://mta.hu/doktori-tanacs/a-ix-osztaly-doktori-kovetelmenyrendszer-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 the Doctoral Dissertation and Theses

1. The doctoral dissertation may be submitted either in Hungarian or in English.
2. The main body of the dissertation (excluding the table of contents, lists of figures and tables, appendices, and references) must be between a minimum of 100 and a maximum of 150 pages in length.
3. In addition to the dissertation, the abstract of the doctoral dissertation must also be submitted. The doctoral candidate is required to upload, via the designated online platform, the title of the dissertation, 3–5 keywords referring to the topic of the dissertation, and a summary (abstract) of 10–15 lines. In the case of a dissertation written in Hungarian, these details must also be provided in English.
4. The abstract of the doctoral theses represent an abbreviated version of the dissertation, in which the doctoral candidate presents the justification of their research, their methodological preparedness, and their most significant findings. The length of the theses must be at least 8 and no more than 16 pages.
5. Particular attention must be paid to proper citation throughout the dissertation. The accepted referencing style is the Harvard system (author, year). Any detected plagiarism will result in the rejection of the doctoral dissertation.
6. The draft version of the doctoral dissertation, the final dissertation, and the theses must be prepared in MS Word, LaTeX, or PDF format, in accordance with the templates provided on the website of the Doctoral School (<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

Principles and Methods of Quality Assurance

Students admitted to the Doctoral School of Regional Politics and Economics obtain their doctoral (PhD) degree either through organised training or individual preparation, as the result of independent scientific research. The teaching and research support activities carried out within the Doctoral School form an integral part of the educational mission of the Faculty of Business and Economics. Consequently, its quality assurance system is fully aligned – both in its principles and its detailed regulations – with the Faculty’s overarching quality management framework and practices. In developing the quality management system of the Doctoral School, the provisions of the Higher Education Act and the requirements of the Hungarian Accreditation Committee were thoroughly taken into account. Our primary objective is to **maintain consistently high-quality doctoral training and to ensure the high academic standard and national recognition of the doctoral degrees awarded.**

To achieve our quality objectives as comprehensively as possible, we adhere to the following guiding principles:

1. In the training and preparation provided by the Doctoral School, we regard progressive domestic and international examples as benchmarks for our own activities. By continuously analysing and comparing such practices, we draw lessons that we integrate into our operations.
2. We place particular emphasis on ensuring that all sessions of the organised training are held as scheduled and on fostering exemplary cooperation between lecturers and students.
3. We regularly collect feedback from our doctoral students regarding the quality of teaching, supervision, and research-related administration, and we utilise the insights gained to improve our performance.
4. We consider it an important objective to continuously monitor the effectiveness of the training process, to analyse the reasons for student attrition, and to take measures to improve outcomes.
5. We have consistently upheld, and will continue to uphold, the principle of full transparency and external oversight in the evaluation process. To ensure the objective and impartial assessment of the dissertation’s quality, we predominantly rely on external experts for both the review and defence processes, always selecting them from among recognised specialists in the respective field.
6. At every stage of the training and degree-awarding process, we regard the full observance of ethical standards as fundamental. The most serious violations of academic ethics include fabrication, falsification, plagiarism, and undue personal influence. These are understood as follows:

- a) **Fabrication** – the presentation of entirely unfounded or fictitious “results”.
- b) **Falsification** – the manipulation, alteration, or deliberate omission of data or results.
- c) **Plagiarism** – the use of others’ ideas, scientific results, words, or texts without proper acknowledgement and presenting them as one’s own. The Doctoral School has both the right and the obligation to conduct plagiarism checks, supported by digital tools, on all submitted doctoral dissertations (including drafts and abstracts of theses).
- d) **Personal influence** – any extensive attempt to exert influence in a manner violating personal dignity, including efforts to secure a favourable opinion for one’s own benefit or to prompt an unfavourable decision regarding another person. This category also includes intimidation of subordinates, unjustified restrictions on academic freedom, and any form of discrimination.

7. Continuing our established practice, we make every effort to enable doctoral students engaged in research to participate in international study visits, supported financially by the Doctoral School or other grant sources. Such opportunities are essential for producing high-quality doctoral dissertations.
8. Within the international programmes conducted under the Doctoral School involving foreign students, adherence to high-quality standards also serves the goal of aligning with international academic excellence.
9. We require that the standards for assessment, publication, and reporting applied to students be uniform across all students and research topics. Both staff members and students are expected and required to demonstrate a commitment to high-quality work, professional rigour, and integrity.
10. We ensure the accessibility, traceability, and verifiability of all documents related to doctoral training, degree-awarding procedures, and the doctoral process itself, thereby fully complying with the requirement of transparency and public accountability.