

<b>DOCTORAL SCHOOL OF LAW AND POLITICAL SCIENCES OF THE UNIVERSITY OF SZEGED</b>  <b>OPERATIONAL REGULATIONS</b>	
EDSZ I.	These regulations have been approved in accordance with the legal requirements for doctoral training and the Regulations Governing the Doctoral Training and the Awarding of the Doctoral Degree of the University of Szeged (hereafter EDSz). These regulations apply and supplement the higher-level rules - if necessary - for the operation of the Doctoral School.
	<b>1. Organization of the Doctoral School</b>
EDSZ III/34-35.; 37-39.	<p>1.1. Basic data of the Doctoral School (DS):</p> <ul style="list-style-type: none"> <li>a) name: Állam- és Jogtudományi Doktori Iskola (Szegedi Tudományegyetem);</li> <li>b) English name: Doctoral School of Law and Political Sciences (University of Szeged);</li> <li>c) location of administration: Szeged, Bocskai u. 10-12.</li> <li>d) postal address: 6720 Szeged, Tisza L. krt. 54.</li> <li>e) e-mail address: <a href="mailto:doktori.iskola@juris.u-szeged.hu">doktori.iskola@juris.u-szeged.hu</a></li> <li>f) website address: <a href="http://www.juris.u-szeged.hu/doktori-iskola">www.juris.u-szeged.hu/doktori-iskola</a></li> <li>g) the doctoral council to which the DS belongs: Doctoral Council of the Social Sciences of the University of Szeged (DCSS).</li> </ul> <p>1.2. Organization of the Doctoral School</p> <ul style="list-style-type: none"> <li>a) Council of the Doctoral School Council (CDS): the governing body of the Doctoral School, which is responsible for deciding on regulatory issues and individual cases;</li> <li>b) the Head of the Doctoral School;</li> <li>c) the Secretary (Secretaries) of the Doctoral School;</li> <li>d) the research/training programs, headed by the program leaders;</li> <li>e) supervisors and lecturers who announce research topics, manage and supervise doctoral students' research, and teach in the Doctoral School's training program;</li> <li>f) the Administrator of the Doctoral School.</li> </ul>
	<b>2. The Council of the Doctoral School</b>
EDSZ III/43-45.	<p>2.1. The members of the CDS are elected by the core members of the Doctoral School for a period determined by them, but not more than five years. Based on the decision of the core members, the members of the CDS are appointed by the DCSS. All members of the CDS have the right to vote.</p> <p>2.2. The chair of the CDS is the Head of the DS, who chairs the meetings of the Council. In his/her absence, the meeting is chaired by the Secretary of the Council.</p> <p>2.3. The secretary of the CDS is the secretary of the Doctoral School, who has the right of consultation at the meetings of the CDS.</p> <p>2.4.-The meeting of the CDS is convened by the Head of the DS at least once every six months. The meeting must be convened immediately if at least three of the CDS members request it in the same matter.</p> <p>2.5. The date of the meeting, together with the agenda, must be communicated to the</p>

<sup>1</sup> These Regulations have been approved in Hungarian.

	<p>members at least 3 working days before the meeting.</p> <p>2.6. Depending on the scope, the preparatory materials required for the agenda items included in the meetings of the CDS, which require a decision, must be made available to the members 1-3 working days before the meeting, primarily electronically.</p> <p>2.7. The Chair can invite any core member, supervisor, or lecturer of the doctoral school on a permanent or temporary basis to the CDS meetings, who has consultative rights at the meeting.</p> <p>2.8. The meeting of the CDS has a quorum if more than half of the voting members of the Council are present, excluding those who are absent permanently (ie. for at least three months), and the chair or the secretary is present. If a member of the CDS is obstructed, any core member of the Doctoral School who is not a member of the CDS may replace him/her with voting rights.</p> <p>2.9. The Council makes its decisions by the majority of its members present. These regulations may exceptionally provide that the CDS may make its decision on some issues by an absolute majority vote (a majority of all members of the CDS).</p> <p>2.10. The voting decisions of the CDS are usually made by open voting. The chair of the meeting can order a secret vote on any issue. A secret ballot must be ordered in all cases where the two members of the Council present request it.</p> <p>2.11. In justified cases, at the initiative of the president, the CDS can also make a decision by electronic, out-of-session voting. The CDS cannot make a decision without a meeting if this is opposed by at least three CDS members.</p> <p>2.12. The decision to skip the meeting is valid if more than 50% of those entitled to vote, excluding those permanently absent, take part in the vote.</p> <p>2.13. Short, simplified minutes shall be taken for the meetings of the CDS. The Head of the CDS and the Secretary, who also takes the minutes, certify the minutes together.</p> <p>2.14. The powers of the CDS are determined by the law, the EDSz, the University Doctoral Council and the Doctoral Council of Social Sciences.</p> <p>2.15. The CDS may delegate its authority to the Head of the Doctoral School, if this is not precluded by law or the university regulations.</p>
	<p><b>3. Operation of the Doctoral School</b></p>
EDSZ III/40-42.	<p>3.1 The list of the training/research programs of the DS and the names of the program leaders is provided in the Annex No. 2 of these regulations.</p> <p>3.2. The tasks and powers of the leaders of the training/research programs are determined by the decisions of the CDS.</p> <p>3.3. The lecturer of the Doctoral School is the lecturer of the faculty who has an employment relationship with the university, or an emerita or emeritus professor, honorary university professor or associate professor, who is the sole or co-lecturer for at least one subject in the doctoral training plan approved by the DS.</p> <p>3.4. The CDS can exceptionally, by individual decision, accept other lecturer with a scientific degree as the one supervising and teaching a subject.</p> <p>3.5. The supervisors who direct and supervise the research work of the students are appointed by the DCSS on the recommendation of the CDS.</p> <p>3.6. In the Doctoral School, a research topic can be supervised alone by:</p> <p>(a) a senior lecturer (university professor or associate professor) being member of the Faculty of Law and Political Sciences (Usz) or,</p> <p>b) in particularly justified cases, other professional with the special permission of the CDS.</p> <p>3.7. Faculty members who are entitled to supervise a topic alone must announce their comprehensive doctoral research topics regularly (by September 30 and March 31 of</p>

	<p>each year) on the website of the National Doctoral Council (doktori.hu).</p> <p>3.8. A PhD student can be supervised by two supervisors (co-supervisor). In the Doctoral School, in addition to a supervisor entitled to individual supervision, a research topic can be co-supervised by:</p> <p>(a) an assistant professor (researcher) with a PhD degree being member of the Faculty of Law and Political Sciences (Usz), or</p> <p>(b) in justified cases, another professional with the special permission of the CDS.</p> <p>3.9. Faculty members who are only entitled to co-supervise topics shall announce their comprehensive doctoral research topics regularly (until September 30 and March 31 of each year) on the website of the National Doctoral Council (doktori.hu). For applicants applying for this research topic the co-supervisors can only jointly issue a statement of support containing a commitment to supervision.</p> <p>3.10. The proportion of supervisory work is divided between the co-supervisors 50% - 50%.</p> <p>3.11. A supervisor by oneself can supervise three doctoral students at the same time (when calculating this, the co-supervision is taken into account in half). This rule can be exempted with individual permission, but the number of supervised doctoral students cannot exceed six.</p> <p>3.12. When announcing research topics and submitting a supporting statement containing the commitment to supervise an applicant's research topic in the admission procedure, supervisors are required to take into account whether they can accept new doctoral students - given the limitations on the number of doctoral students supervised by one supervisor.</p> <p>3.13. The core members, lecturers and supervisors of the Doctoral School are obliged to update their data sheets, publication and other data on the website of the National Doctoral Council (doktori.hu) regularly, but at least by March 31 and September 30 of each year.</p> <p>3.14. The administration of the DS is handled by the Secretary and Administrator under the direction of the Head of the DS.</p> <p>3.15. The secretary of the DS is requested by the Head of the DS to perform this position with the approval of the CDS. The Head of the DS can ask two people at the same time to perform the secretarial tasks - by dividing the tasks.</p> <p>3.16. Based on the authorization of the Head of the Doctoral School, the secretary may replace the Head of the Doctoral School in the performance of certain tasks.</p> <p>3.17. The management of the DS's academic affairs is integrated into the academic administration system of the Faculty (Dept. of Academic Affairs). In this regard the Head of the Department of Academic Affairs or the person designated by him/her shall exercise professional supervision over the DS administrator and have the right to give instructions to him/her.</p> <p>3.18. The Head of the DS freely shapes the administration of the DS within the framework of legislation and university regulations. The Head of the DS may require the use of forms and introduce administrative rules in the academic affairs of PhD students, in the PhD degree procedure and in the internal, organizational affairs of the Doctoral School.</p> <p>3.19. The Head of the Doctoral School may reject any application submitted to the Doctoral School if it is incomplete or does not meet the formal conditions and requirements defined for submitting the application.</p>
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	<b>4. Admission to doctoral training</b>
EDSZ IV/17-27.	<p>4.1. The admission procedure and the general rules for admission to doctoral training are determined by the DCSS.</p> <p>2. The performance of admitted students can basically be evaluated on the basis of academic average, language skills, previous scientific and professional activity, an aptitude for research, and professional knowledge.</p> <p>4.3. In the admission procedure, the scoring system included in Annex 3 of these regulations shall be applied for the applicants.</p> <p>4.4. In the case of applicants whose master's degree was not issued in the Hungarian higher education system, the Doctoral School proportionally measures their performance in the admission procedure based on the same principles and criteria.</p> <p>4.5. If the applicant wishes to cover the costs of the doctoral education with a scholarship, and the scholarship stipulates admission requirements different from those contained in the previous points, the Doctoral School may enforce these different admission requirements in the admission procedure. However, the applicants must also meet the minimum requirements for admission to the doctoral program, and the group of applicants applying for the same scholarship must be assessed according to the same admission requirements.</p> <p>4.6. The admission committee selected by the CDS makes a proposal to the CDS for the admission of applicants. Based on the opinion of the admission committee, the CDS forms the ranking of applicants and makes a proposal to the DCSS for its acceptance.</p> <p>4.7. The admission committee also hears the applicants orally. The admission committee may waive the hearing of the group of applicants for self-funded doctoral training, but in that case the applicant's application for admission cannot be rejected due to the upper limits of PhD students' number (admission quota).</p> <p>4.8. The DS announces the admission topics and the admission scoring system on its website, while the research topics appear on the website of the National Doctoral Council (doktori.hu).</p> <p>4.9. The applicant may apply for the research topics announced by the Doctoral School, or the sub-fields thereof.</p> <p>4.10. If the applicant does not apply for such an announced research topic, but his/her proposed research topic is agreed to take by a supervisor of the Doctoral School, the CDS may accept the applicant's proposed research topic in the admission procedure.</p> <p>4.11. The Council of the Doctoral School may reject the application for admission if</p> <ul style="list-style-type: none"> <li>a) the applicant has not met the minimum legal requirements for completing the master's degree and language skills;</li> <li>b) the applicant does not have adequate professional qualifications to participate in the training of the Doctoral School or to conduct research in the research topic that fits the profile of the Doctoral School;</li> <li>c) the applicant did not apply for a research topic or part of it announced by the Doctoral School, and CDS does not accept the research topic proposed by the applicant or the submitted research plan in the admission procedure;</li> <li>d) the applicant has shown few initial scientific results to demonstrate his/her dedication to scientific research;</li> <li>e) and due to the upper limits of PhD students' number (admission quota).</li> </ul>
EDSZ IV/22-24.	<p>4.12. In the admission procedure for individual doctoral training, the Head of the DS makes a proposal to the Council of the Doctoral School to accept or reject the applications for admission after examining the admission conditions.</p> <p>4.13. The Council of the Doctoral School will reject the application if</p> <ul style="list-style-type: none"> <li>a) the research topic of the applicant for individual doctoral training cannot be included</li> </ul>

	<p>in any research topic announced by the Doctoral School, and the research topic is not approved by the Council;</p> <p>b) the applicant for individual doctoral training does not have adequate professional qualifications to conduct research on the research topic that fits the profile of the Doctoral School;</p> <p>c) a research report and - in case of admission - a two-year research plan are not attached to the admission application of the individual candidate, or the research plan is not accepted by the Council;</p> <p>d) the demonstrated preliminary academic performance of the applicant for individual doctoral training does not reach 65 points (research credit) based on points aa), b) and c) of the point system set out in Annex 1 to these Regulations;</p> <p>e) and due to the upper limits of PhD students' number (admission quota).</p> <p>4.14. In the case of an individual applicant's application, the Doctoral School Council makes a proposal to the Doctoral Council of Science for conditional admission - depending on the completion of the comprehensive exam. In all cases, it must be designated in the proposal for admission</p> <p>a) the name of the supervisor who supervises the research of the applicant;</p> <p>b) the subjects of the comprehensive exam;</p> <p>c) the committee of the comprehensive exam.</p>
	<b>5. Training of Doctoral Students</b>
EDSZ IV/3-4. Annex.4.	<p>5.1. Doctoral students continue their studies in accordance with the credit system established by CDS.</p> <p>5.2. The doctoral student can obtain the 240 credits from Course (study), research and teaching credits, which constitute the condition for the issuance of a final certificate. To successfully complete the training, the student must obtain at least 130 research credits and at least 45 course credits within the 240 credits.</p> <p>5.3. The list of activities eligible for credit can be found in the credit table included in Annex 1. to the Regulations. The rules for obtaining course credits and certain research credits are contained in the training plan of the Doctoral School.</p> <p>5.4. The doctoral student may obtain the research credits with credit approval. At the request of the student, the Head or Secretary of the Doctoral School decides on the approval of research credits (with the exception of credits that can be obtained through a presentation at the research forum). The activity and performance on which the research credits are based is documented by the student, while the weekly consultation is certified by the supervisor.</p> <p>The acquisition of course credits is certified and approved by the lecturer of the subject or the Head of the relevant department or institute.</p> <p>The teaching credits can be obtained by the doctoral student through a credit approval. The activity on which the teaching credits are based is certified by the Head of the relevant department or institute, while the Head or Secretary of the Doctoral School decides on the approval of credits.</p>
EDSZ IV/3, 8-10.	<p>5.5. The doctoral training lasts 8 semesters, except in cases where the law allows for exceptions.</p> <p>5.6. Doctoral training takes place in full-time and correspondence schedules.</p> <p>5.7. A student with a state scholarship can only continue the training on a full-time basis.</p> <p>5.8. In the correspondence work schedule, students can get relief in fulfilling some additional training obligations (e.g. lectures attendance, regular consultation, continuous attendance).</p> <p>5.9. The correspondence doctoral training system is identical to the full-time training, the</p>

	participants shall obtain the same number of credits and shall provide the same performance in merit to obtain credits as in full-time training.
	5.10. At the end of the second semester, the doctoral student is required to prepare a research report on the scientific activities carried out up to that point.
EDSZ IV/43-45.	5.11. The student may decide not to undertake and fulfill academic obligations in one or two consecutive semesters (passive semester, semesters). The student shall make a reasoned notification of this to the Doctoral School.
EDSZ IV/37-39.	<p>5.12. A doctoral student with a state scholarship may establish a legal relationship for employment on the basis of exceptional reasons, only with the support of the supervisor and with special permission.</p> <p>The DCSS is entitled to grant the permit, the CDS makes a proposition on the rejection or acceptance of the application.</p> <p>The work is considered approved by the Council of the Doctoral School if the duration of the work does not exceed three months in a semester. In this case, the doctoral student report the work to the doctoral school. The doctoral school forwards the application to the DCSS for approval. Permission to work does not mean an exemption from fulfilling the academic obligations related to doctoral studies.</p> <p>5.13. If a doctoral student with a state scholarship establishes or maintains such a legal relationship without permission, the CDS may initiate disciplinary proceedings or, in more serious cases, terminate the student legal relationship.</p>
	5.14. Upon request, CDS may grant an exemption from the reimbursement of training costs to a doctoral student who is employed by the faculty and obliged to pay expenses.
EDSZ IV/14; Annex. 4.	<p>5.15. Under the conditions set out in these regulations, the doctoral student may request the recognition with credits of the study or research work carried out during his/her study abroad in the doctoral program (part-time program abroad).</p> <p>5.16. The following credits may be approved on a foreign part-time course if the completed work is sufficiently certified:</p> <ul style="list-style-type: none"> <li>a) completion of subjects that replace the subjects of the doctoral training (course credits);</li> <li>b) participation in foreign research seminars, as well as regular consultation with a recognized authority on the research topic (research credits);</li> <li>c) teaching during a study trip abroad (teaching credits).</li> </ul> <p>5.17. Before starting the study trip, the student must request the CDS's consent to the trip.</p> <p>5.18. In the application, the student shall indicate the location of the studies, the host institution, the subjects to be studied, the research work that can be recognized with credit, and the duration of the studies. In the application, it shall also be stated which subjects to be recognized in the domestic doctoral program with the subjects completed in the part-time study abroad. The written opinion of the supervisor shall also be attached to the application.</p> <p>5.19. The Head of the DS may give prior consent to the study trip if the CDS does not meet before the start of the study trip. CDS's consent to the study trip is a condition for any credit recognition.</p> <p>5.20. By the end of the third week of the examination period of the semester for which the doctoral student is applying for credits, the doctoral student may request credit recognition of the subjects or research work completed in the part-time study program abroad. Certificates of completion shall be attached to the application.</p> <p>5.21. DCSS decides on credit recognition.</p> <p>5.22. The credit recognition of the activity carried out during the foreign part-time training (with regard to the credits included in point 5.16) may take place only in the</p>

	semester or the following semester in which the student started the foreign part-time training.
EDSZ IV/25.	<p>5.23. The Doctoral School also offers and conducts doctoral training in English. For students participating in this training, the language of the PhD degree process and the dissertation is English. Some elective courses may also be announced in German or French.</p> <p>5.24. With the prior individual permission of the CDS, a student pursuing individual doctoral training can also prepare for the PhD degree in German or French.</p> <p>5.25. The provisions of these regulations apply to the Doctoral School's English-language training and to students with foreign citizenships, but the CDS may adopt corrective rules in order to ensure that non-Hungarian-speaking students are not put at a disadvantage when fulfilling their obligations.</p>
	<b>6. The comprehensive exam</b>
EDSZ V/1-7.	<p>6.1. The comprehensive exam is scheduled by the CDS/DCSS at the request of the student.</p> <p>6.2. The conditions for taking the comprehensive exam are:</p> <ul style="list-style-type: none"> <li>a) obtaining at least 110 credits, which must include at least 45 course credits and at least 65 research credits;</li> <li>b) submitting a comprehensive research report of at least 40.000 characters long (including spaces), approved by the supervisor, on the doctoral student's two-year research;</li> <li>c) submitting a research analysis and plan.</li> </ul> <p>6.3. The theoretical part of the comprehensive exam consists of two topics:</p> <ul style="list-style-type: none"> <li>a) theoretical foundational and research methodological knowledge related to the political and legal sciences, based on the mandatory subjects of the doctoral training;</li> <li>b) general, foundational, theoretical literature knowledge related to the doctoral student's research topic and doctoral training programme.</li> </ul> <p>6.4. The dissertation part of the comprehensive exam, i.e. the part about scientific progress, covers the following:</p> <ul style="list-style-type: none"> <li>a) the student reports on his/her research results to date in the form of a presentation;</li> <li>b) the student describes his/her two-year research plan for the research-dissertation phase of the training, including the schedule for writing the most important publications and submitting the dissertation.</li> </ul> <p>6.5. The requirements of the comprehensive exam are published by the Doctoral School on its website. The supervisor of the doctoral student taking the comprehensive exam (or one of the supervisors in the case of co-supervision) shall evaluate the student's research report and research plan orally in the comprehensive exam, or if his/her participation is not possible, shall submit a preliminary, substantive written opinion on this to the exam committee.</p> <p>6.6. The CDS/DCSS shall designate the subjects of the comprehensive examination and the examination committee.</p> <p>6.7. The doctoral student may repeat the comprehensive exam - if he/she failed it - once, in the same exam period.</p> <p>6.8 At the end of the sixth active semester, the doctoral student must submit a written report to the doctoral school about the implementation of the research plan submitted for the comprehensive examination.</p>

	<b>7. Rules for PhD Degree Procedure</b>
	<p>7.1. The conditions for submitting a doctoral dissertation are:</p> <ul style="list-style-type: none"> <li>a) obtaining the final certificate (absolutorium) of the doctoral training;</li> <li>b) proof of language proficiency in two foreign languages;</li> <li>c) the student must have at least four scientific publications on the topic of the dissertation, published or certified for publication, worth at least 7 credit points each, which <ul style="list-style-type: none"> <li>ca) have an average credit points value of at least 8 (according to Annex 1), and</li> <li>cb) are independent, single-author works, and</li> <li>cc) at least one of them was published in an A, B, or C category journal recognized by the Hungarian Academy of Sciences, and</li> <li>cd) at least one of them was published in a foreign language.</li> </ul> </li> <li>d) the preliminary evaluation of the dissertation shall take place in a successful preliminary (workshop) debate (point 7.8), and the student has improved the dissertation accordingly, if the preliminary debate was successful under such conditions;</li> <li>e) a statement of the supervisor(s) on the submission of the dissertation for public discussion;</li> <li>f) the candidate makes the required declarations.</li> </ul>
EDSZ VI/22.	<p>7.2 At the request of the student, the CDS may submit the dissertation to a preliminary debate. The CDS submits the dissertation to a preliminary debate if</p> <ul style="list-style-type: none"> <li>a) the student made the necessary declarations in his/her application;</li> <li>b) the supervisor supports the student's request;</li> <li>c) the dissertation is at least 90% ready, which is confirmed by a statement from the student and the supervisor;</li> <li>d) the student sent one copy of the dissertation to the Doctoral School in paper and electronic form.</li> </ul> <p>7.3. If the CDS submits the dissertation to a preliminary debate, it shall also decide on the following issues:</p> <ul style="list-style-type: none"> <li>a) it shall invite the relevant department, institute or senior lecturer of the Faculty to organize and conduct the preliminary debate;</li> <li>b) it shall designate the contributors (preliminary reviewers) to be invited to the preliminary debate;</li> <li>c) if possible, it shall designate the date and location of the preliminary debate.</li> </ul>
	<p>7.4. The dissertation intended for the preliminary debate shall be published by the Doctoral School on its website at least two weeks before the date of the preliminary debate.</p> <p>7.5. The venue of the preliminary debate may be a university building or the MTA SZAB building. A different location requires the prior permission of the CDS. The CDS may allow the preliminary debate to be held on an online platform or in a hybrid format.</p>
	<p>7.6. The rules for the public defense of the dissertation shall apply to those to be invited and the method of invitation with the exception that the notice of the preliminary debate shall be published and the invitations shall be sent at least 2 weeks before the date of the preliminary debate.</p>
	<p>7.7. A short record of the preliminary debate shall be prepared, summarizing the opinions of all contributors. It must be attached to the record</p> <ul style="list-style-type: none"> <li>a) the written opinions of the preliminary previewers, if their opinion was communicated in writing;</li> <li>b) all other written opinions sent to the preliminary debate;</li> <li>c) the attendance sheet of the participants in the debate, which includes their names, institutions, academic degrees (if any) and signatures.</li> </ul>



	The appointed organizer of the preliminary debate forwards the record to the Doctoral School within three working days following the preliminary debate.
	<p>7.8. The preliminary debate is effective if</p> <p>a) at least five (at least three in a preliminary debate conducted in foreign language) persons with academic degrees participated in it (not including the supervisor), and</p> <p>b) the majority of those expressing an opinion - primarily the preliminary reviewers - considered the dissertation suitable for public defense without comprehensive revision.</p> <p>7.9. In disputable cases, the CDS will decide whether the preliminary debate was successful. The preliminary debate cannot be successful if neither of the two preliminary reviewers considered the dissertation suitable for public defense without comprehensive revision.</p> <p>7.10. If the workshop discussion was unsuccessful because at least five persons with academic degrees did not appear, the Head of the Doctoral School shall either schedule a new preliminary debate or shall ex officio refer the matter to the CDS.</p>
	<p>7.11. If the opinions were divided during the preliminary debate as to whether the dissertation can be submitted for public defense without comprehensive revision, the Head of the Doctoral School shall ex officio bring the issue to the next CDS meeting. The CDS shall</p> <p>a) declare the preliminary debate successful, or</p> <p>b) declare the preliminary debate unsuccessful and returns the dissertation to the student for comprehensive revision, with the provision that after the revision - but no earlier than 6 months – he/she may reapply for a preliminary debate to be scheduled.</p> <p>A comprehensive revision of the dissertation is justified if there are many serious deficiencies in merit in the dissertation, as a result of which it does not meet the essential, basic requirements of a PhD dissertation.</p>
	<p>7.12. The doctoral candidate shall submit his/her dissertation for public defense within three years of the comprehensive examination (according to point 7.15).</p> <p>a) The CDS may, in circumstances warranting special consideration, allow the doctoral candidate to submit the dissertation within an additional year from the above statutory deadline.</p> <p>b) If the doctoral candidate does not submit his/her dissertation within the above statutory deadline or within a deadline specifically permitted in accordance with the previous rule, the CDS shall make a proposal to the DCSS to close the candidate's PhD degree procedure as an unsuccessful one.</p>
EDSZ VI/20.	<p>7.13. The doctoral student may submit the dissertation in Hungarian except in the case of</p> <p>a) the English-language training, where the procedure, including the language of the dissertations of the students participating in it, is English;</p> <p>b) particularly justified cases where, based on the individual permission of the CDS, the dissertation can be submitted in English, French or German.</p>
EDSZ VI/21.	7.14. The Head of the Doctoral School or the CDS may return the dissertation for revision if it does not comply with the formal requirements contained in Annex 4. of these regulations.
EDSZ VI/24-26.	<p>7.15. The submission of the dissertation together entails four requirements:</p> <p>a) submission of the dissertation in four paper copies, bound,</p> <p>b) submission of the theses booklet in 15 paper copies,</p> <p>c) sending the dissertation and the theses booklet electronically to the Doctoral School;</p> <p>d) uploading the dissertation and theses booklet to the University Doctoral Repository.</p> <p>If the student does not fulfill any of the above four requirements, the dissertation shall not be considered submitted.</p>

EDSZ VI/27.	<p>7.16. If the language of the dissertation is Hungarian, theses booklet must be submitted in two languages: one is Hungarian, the other can be chosen from English, French or German. If the language of the dissertation is English, the theses booklet of the dissertation must be submitted in English and Hungarian. In other cases, as well as in the case of non-Hungarian native speaking students, the CDS decides in the matter.</p> <p>7.17. The length of the theses booklet is 40.000 spaces per language version. The theses booklet must be submitted in a stapled or bound form, the two language versions in one booklet.</p>
	<p>7.18. After the submission of the dissertation, the CDS recommends to the DCSS that the dissertation be submitted for public defense, if the conditions contained in point 7.1. are met. Upon such recommendation the CDS shall also decide on the following issues:</p> <p>a) the proposal for the defence committee, including the official reviewers;</p> <p>b) the designation, if possible, of the time and location of the debate.</p>
	<p>7.19. At least 2 months must elapse between the preliminary debate and the public defense.</p>
	<p>7.20. The announcement regarding the public debate must be published on the website of the Doctoral School 3 weeks before the debate.</p> <p>7.21. The Faculty's members with academic degrees who are employed by the university must be invited to the public debate at least 3 weeks in advance. The Doctoral School may invite to the public debate all those proposed by the doctoral candidate's supervisor. The invitation may also be sent electronically (email). All invitees must be informed about the electronic availability of the dissertation and theses booklet.</p> <p>7.22. The location of the public debate is the university building or the MTA SZAB building. For other locations, CDS's prior permission is required.</p> <p>The CDS may recommend allowing the Doctoral School to organize the debate in a hybrid format in accordance with university regulations.</p>
EDSZ VI/13-15.	<p>7.23. As a condition for the award of the doctoral degree, the independent scientific work can be proven by at least 130 research credits acquired or recognized in the doctoral training and by fulfilling the publication requirement contained in point 7.1.c.</p>
EDSZ VI/16-19.	<p>7.24. The award of the doctoral degree requires knowledge of at least two foreign languages. The doctoral student may fulfill this obligation from among the following foreign languages: the official languages of the European Union, as well as Russian, Serbian, Arabic, Chinese, and Latin as a non-living language.</p> <p>7.25. CDS may also accept the knowledge of another foreign language by specific decision.</p> <p>7.26. Knowledge of the first foreign language may be proven with a certificate certifying the completion of a "C" type intermediate state-recognized – intermediate (B2 level) general language, complex – language exam, or an equivalent certificate. Knowledge of the second foreign language may also be proven by an university PhD language exam (complex) completed with the prior permission of CDS, or with an equivalent certificate.</p> <p>7.27. In the case of a doctoral student with a foreign nationality whose mother tongue is not Hungarian, Hungarian is considered a foreign language when fulfilling the language requirement.</p>
EDSZ VI/31-47.	<p>7.28. The condition for awarding the doctoral degree is the successful defense of the dissertation, for which the EDSz contains regulations.</p>
	<p style="text-align: center;"><b>8. Miscellaneous Provisions</b></p>
	<p>8.1. These regulations may be amended or repealed by the CDS by an absolute majority.</p> <p>8.2. The Doctoral School shall publish these operating regulations on its website. The website of the Doctoral School shall contain regularly updated information on the most</p>

	<p>important requirements in relation to doctoral training and PhD degree acquisition.</p> <p>8.3. These regulations shall enter into force on 26.10.2017, on which date the previous operating regulations of the Doctoral School shall cease to have effect.</p> <p>8.4. The operational regulations that are no longer in force must be applied to individual cases of doctoral students falling within their scope, which were already under consideration on the date of entry into force of these regulations. In the first semester of the 2017/2018 academic year, the expired operating regulations must be applied to doctoral students' credit acquisition and credit recognition if it is more beneficial for them. The entry into force of these regulations does not require any other transitional regulations.</p> <p>8.5. In accordance with the provisions of the repealed operational regulations, the provisions of the supplementary doctoral regulations adopted with effect from September 1, 2013 apply to the following groups of students:</p> <p>a) the students of the Doctoral School who started their doctoral training before the first semester of the academic year 2016/17. (the three-year, old training system);</p> <p>b) those former students who obtained an absolutorium (final certificate) in the old three-year doctoral training and initiate the PhD degree procedure at the Doctoral School.</p> <p>8.6. The following points of these regulations were amended by the CDS meeting held on December 1, 2022: 1.1. c); 2.11.; 3.3.; 3.6. a); 3.8. a); 4.1. c); 5.11.; 5.12.; 5.14.; 6.5.; 6.8. (new point); 7.5.; 7.12.; 7.18.; 7.21.; 7.22, as well as Annexes 2, 3 and 4.</p> <p>a) The changes are effective as of December 2, 2022, but the amended provisions being applied with their pre-amendment content in the individual cases of doctoral students and doctoral candidates within their scope, which were already under consideration on the date of entry into force of these amendments.</p> <p>b) Of the amended provisions:</p> <p>ba) in the application of point 7.12., as a statutory exception, a student who passed the comprehensive examination between 1 February 2018 and 10 May 2021 must submit the doctoral dissertation within four academic years following the complex examination;</p> <p>bb) [repealed]</p> <p>bc) Annex 3. shall apply with its amended content during and after the admission period of the spring semester of the academic year 2022/2023;</p> <p>bd) Annex 4. shall apply with its amended content to the cases where the doctoral candidate requests for public defense or preliminary debate after January 1, 2023; however, the provisions regarding the similarity check are also applicable to the ongoing procedures.</p> <p>c) Amendments to these regulations do not require other transitional rules.</p> <p>8.7. The following points of these regulations (effective from July 4, 2025) were amended by the CDS meeting held on July 3, 2025: 7.12.; 8.6. bb); I. and II. points of Annex 4.</p>
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<b>Annex 1: Credit table of research, course and teaching activities recognized in doctoral training</b>			
<b>the maximum number of credits that can be recognized in one semester (reporting period) is 45</b>			
<b>a) research credits</b>			
	credit/ (one unit)	may be recognized in one semester	may be recognized in total
<b>aa) scientific presentations</b>			
Presentation at a conference in Hungarian*	7	no limit	no limit
Presentation at a domestic conference in a foreign language**	10	no limit	no limit
Presentation at a foreign conference, in a foreign language***	15	no limit	no limit
presentation at the Doctoral School's student research forum (semester 5-8)	5	5	15
<b>ab) scientific publications</b>			
A study published in a foreign publication in a foreign language****	15	no limit	no limit
A study in an A or B category journal according to MTA classification	15	no limit	no limit
Study in category C journal according to MTA classification	10	no limit	no limit
Study in other professional-scientific publications	7	no limit	no limit
Book review, scientific review	5	no limit	no limit
Scientific book, monograph (in the case of one author)	30	no limit	no limit
Professional translation of scientific work into a foreign language, language proofreading - published (4 points/author's sheet)	4	12	12
<b>ac) other (unpublished) scientific work</b>			
Scientific analysis, award-winning scientific career, professional opinion	10	10	20
<b>ad) preparatory scientific activity</b>			
Processing of specialized literature	10	10	30
Creating a research plan (semester 1-4)	5	5	10
Weekly consultation with subject supervisor (semester 1-4)	5	5	10
Preparing a research report (semester 1-4)	5	5	10
<b>b) course credits (only in semesters 1-4)</b>			
Completion of mandatory courses	5	10	25

Mandatory elective courses	5	10	20
<b>c) teaching credits</b>			
lectures and exercises in higher education – 5 lessons/semester/1 credit	1	4	16
regular hosting during classes in higher education - 15 hours/semester/1 credit	1	3	9
participation in conference organization	5	5	20

<b>Annex No. 2: The Doctoral School's research/training programs and their leaders</b>	
Historical and theoretical legal sciences, comparative law	Prof. Dr. Attila Badó
Civilistic sciences	Prof. Dr. Márta Görög
Public law research	Dr. Judit Tóth
Criminology	Prof. Dr. Krisztina Karsai
International and business law, European law	Prof. Dr. Klára Gellén
Public policy, administration and international studies	Prof. Dr. József Hajdú

<b>Annex No. 3: The admission points system</b>		
The CDS evaluates the performance of applicants for the doctoral program according to the following criteria, and determines the ranking based on the scoring (maximum 100 points).		
<b>I. In the admission procedure of those applicants who acquired their Master's (or equivalent) diploma in the Hungarian higher education system</b>		
		points
<b>1. The average of the degree (master's degree or undivided degree).</b>		<b>0-15</b>
	4.80-5.00	15
	4.50-4.79	10
	3.50-4.49	5
	under 3.50	0
<b>2. Proven preliminary academic/professional results</b>		<b>0 - 35</b>
a) Published or accepted with proof of publication scientific papers (depending on the number, nature, scope, place of publication, language of publication)		1-20
b) Scientific student activities at scientific student conferences (TDK - legal, social or political sciences section)		
	- I.-III. place or special award at the national scientific student conference (OTDK)	20
	- I.-III. place at a local (faculty) scientific student conference	10
		7-20

	- participation with a student paper at a local or national scientific student conference	7	
	- opposition at the national scientific student conference (OTDK)		3
c)	demonstration activity (at least one semester)		5
d)	other recognized scientific activity (e.g. participation in a scientific competition)		1-5
e)	In addition to an intermediate level "C" type language exam in a living foreign language, which is the condition for admission, at least two additional intermediate level "C" language exams in another language or languages, or an upper level "C" type state exam or an equivalent language exam		10
<b>3. Suitability for research work, professional intelligence and awareness</b>			<b>0 - 50</b>
<b>II. In the admission procedure of those applicants who acquired their diploma not in the Hungarian higher education system</b>			
The admission committee evaluates the performance of applicants who did not graduate in the Hungarian higher education system according to the following criteria, and determines the admission score (maximum 100 points).			
			points
<b>1.</b>	<b>The qualification of the foreign diploma equivalent to a diploma obtained in a master's or equivalent training programme in the Hungarian higher education system</b>		<b>0-15</b>
<b>2.</b>	<b>Proven preliminary academic/professional achievements</b>		<b>0 - 35</b>
<b>3.</b>	<b>Suitability for research work, professional intelligence and awareness</b>		<b>0-50</b>

#### **Annex No. 4: Basic requirements for doctoral dissertation and theses**

##### **I. Basic requirements for the doctoral dissertation**

- 1.) Formal requirements of the dissertation
  - a) The length of the dissertation is at least 400,000 characters (including spaces), but no more than 800,000 characters (including spaces). Only maximum of 40,000 characters of the combined length for the bibliography, the list of cited laws and cases, and the annexes and appendices may be counted towards the minimum length.
  - b) The dissertation must be printed on A/4 size white paper in black letters, however, the pictures, maps and figures may also be colored.
  - c) The pages of the dissertation must be serially numbered at the top or bottom of the pages with gradually increasing Arabic numbers starting with one.
  - d) The dissertation must be submitted in electronic form and bound in black or other dark-colored hardcover.
  - e) The name "PhD dissertation", the full title of the dissertation, the full name of the author, the year of submission and the place (Szeged) must appear on the outer cover page of the paper-based, bound dissertation in appropriate font size.

f) The notes attached to the dissertation must be inserted in the form of footnotes, on the page where the reference is made to the note.

g) A margin of 3-4 cm must be left on the left side of the dissertation, and 2.5 cm in other places. The text of the dissertation must be written in Times New Roman font, single-spaced.

ga) Bold letters can only be used for titles (subtitles) in the text of the dissertation.

gb) Italic letters can be used for titles (subtitles) and parts of text to be highlighted!

gc) The use of underscores should be avoided (except when indicating a source's website).

h) Font size 12 must be used in the text of the dissertation, with the following exceptions:

- for (chapter) headings and sub-headings, at least 13, at most 15;
- size 10 for the footnote;
- image, map, figure, table title size at least 10, maximum 12;
- in the internal text of a table or figure, size at least 8, maximum 12.

The titles of chapters and subsections must be highlighted in a separate line, in larger font size, and in bold or italic letters. Titles of chapters and subsections must be arranged in Arabic or Roman numerals. Titles located on the same level must use the same font size and format, as well as the same type of continuous numbering.

i) Tables, figures, pictures and maps must be provided with a serial number, title and, if necessary, a reference to the source at the bottom. A table, picture, map or diagram that fills the entire page and does not fit into the text must be placed in the annex or appendix.

j) Annexes and appendices must be provided with a title or, if there are more, with a serial number before the title.

k) When preparing the dissertation, the doctoral student must follow the order of the following structural elements, with the fact that depending on the content of the dissertation and the method of processing, other types of structural elements can also be inserted.

ka. Internal title page (mandatory element);

kb. Table of contents (mandatory element);

kc. List of tables, images, maps, figures (if necessary);

kd. List of abbreviations (if necessary);

ke. The main text of the dissertation (divided into at least chapters and subsections, mandatory element);

kf. Bibliography - a list of the literature and sources used (mandatory element);

kg. List of referenced legislation and legal cases (if necessary);

kh. Appendices, appendices (if any).

The dissertation shall be returned for revision by the Head of the CDS or the Doctoral School, if it does not meet the requirements specified in subparagraphs a, b, c, d, e, and f; and the CDS may return it if it does not meet the other formal requirements.

2.) The dissertation contains:

a) in the introduction the reasons for writing the dissertation and the objectives of the dissertation;

b) in the introduction the explicit identification of the research question, research task, or scientific hypotheses forming the starting point of the dissertation;

c) in the introduction the identification and naming of the methods used during the research;

d) itemized, summary listing of the new scientific findings, conclusions and results reflected in the

dissertation (in the final part of the dissertation);

e) the application possibilities and possible effects of the new scientific findings, conclusions and results shown in the dissertation in the solution of some practical or theoretical problems (primarily in the final part).

The dissertation may be returned to CDS for revision if it does not meet the content requirements listed here.

The doctoral candidate and his/her supervisor certify compliance with the content requirements when the doctoral candidate initiates the submission of the dissertation to a preliminary debate.

## **II. Basic requirements for the dissertation prepared for the preliminary debate**

The above requirements also apply to the dissertation submitted for the preliminary debate, with the following exceptions:

- a) the paper copy may be printed double-sided;
- b) it does not have to be submitted in hardcover;
- c) it must be stated on the cover page and the inside title page that it is the version of the dissertation prepared for preliminary debate.

The length requirements for the dissertation also apply to the dissertation submitted for the preliminary debate (90% completion is not a length requirement, but a quality requirement).

## **III. Basic requirements for the theses booklet**

- a) It must be submitted in two languages (Hungarian, English, French, or German). If the language of the dissertation is not Hungarian, the booklet must be submitted in the language of the dissertation as well as in Hungarian, unless otherwise stipulated in these regulations.
- b) Minimum length of 1 author's sheet per language version (40,000 n).
- c) The booklet must be printed on white paper, in black letters, and its pages must be serially numbered at the top or bottom of the pages with gradually increasing Arabic numbers starting with one.
- d) The booklet must be submitted either in stapled (A/4 size) or bound form (A/4 or A/5 size), with the two language versions being submitted together in one booklet.
- e) The booklet must be divided by headings (optionally by sub-headings).
- f) The title "Doctoral (PhD) theses", the full title of the dissertation, the full name of the author, the name and academic degree of the supervisor(s), the year of submission and the place (Szeged) must appear on the cover page of the booklet in appropriate font size. .
- g) The text of the booklet must be written in standard Times New Roman font.
  - ga) Bold letters can only be used for titles (subtitles).
  - gb) Italic letters can be used for titles (subtitles) and parts of the text to be highlighted!
  - gc) The use of underscores should be avoided.
- h) Avoid pictures and maps in the theses booklet!
- i) The booklet typically has three main parts (the titles and sub-titles are chosen by the doctoral candidate):
  - ia) The background of the doctoral dissertation, for example
    - o identification of the research question and research task
    - o the reasons for the research
    - o the objectives of the research
    - o the collection of background materials
    - o the methods used
    - o comprehensive presentation of the dissertation.



- ib) The new scientific results contained in the doctoral dissertation and their possible application in the solution of certain practical or theoretical problems (the central part of the booklet, ie. the theses themselves).
- ic) A list of the doctoral candidate's publications on the topic of the dissertation.

The theses will be returned for revision by the Head of the CDS or the Doctoral School if it does not meet the requirements specified in subsections a, b, c, d, e and f; and CDS can return it if it does not meet other requirements.

#### **IV. Dissertation similarity check**

- 1.) Based on the relevant provisions of the EDSz, in the doctoral degree procedures organized by the Doctoral School of Law and Political Sciences, the dissertation undergoes a mandatory similarity test. The aim of the similarity test is to reveal those parts of the text of the dissertation that are the same as texts of any kind previously published on paper or electronically, or in any other way, and to determine whether the text match raises concerns.
- 2.) Text match raises concerns, especially if, for example, the author did not follow the rules of citation and source identification for parts of the dissertation showing text match.
- 3.) The similarity test fits into the graduation procedure as follows:
  - a) the similarity test is carried out with the cooperation of the university library after it has been submitted for public defense;
  - b) the results of the similarity test are sent by the doctoral school to the chair and secretary of the defence committee, as well as to the supervisor;
  - c) after reviewing the material, the secretary of the defence committee determines whether there are concerns of similarity and, if necessary, consults with the chair of the committee;
  - d) if there are no concerns of similarity, this will be announced by the secretary at the public defense and recorded in the minutes;
  - e) if, in the opinion of the chair and the secretary, concerns about similarity arise, the secretary will share this with the members of the committee, the doctoral candidate, and the supervisor, indicating the parts of the dissertation that raise concerns, even before the defense;
  - f) the similarity concerns are explained by the secretary at the public defense - immediately after the opponent's opinions have been given - and noted in the minutes; the doctoral candidate responds to similarity concerns;
  - g) similarity concerns are taken into account by the defence committee when assessing the dissertation.