**OBTAINING A DEGREE**

The rules for obtaining a degree are set out in the University Doctoral and Habilitation Regulations

<https://uni-obuda.hu/wp-content/uploads/2023/10/Egyetemi_Doktori_es_Habilitacios_Szabalyzat_Angol.pdf>

* §§ 27-34,
* Annexes D9), D10). and
* mandatory declarations (D11, D12, D13).

Below is a summary of the most important information to help you find your way around, including

* the conditions for obtaining a degree, and
* the procedure for obtaining a degree

**THE CONDITIONS FOR OBTAINING A DEGREE**

The doctoral student must submit **a doctoral thesis within three years of the complex examination.** This deadline may be extended by up to one year in exceptional cases. If a full-timestudent receiving doctoral scholarship submits his/her application for a degree before obtaining the final certificate, he/she is exempted from paying the procedural fee (one month's doctoral scholarship, or twice the amount in case of a dissertation in English).

**Publication requirements:** At least **5 publications** are required for the degree.The definition of eligible publications is given in the document about the Final Certificate.

At least two of the five publications must be published **in a journal with impact factor**. Among the co-authors of the papers without having a degree, **the doctoral student must have a participation rate of at least 50%.** Just like in most other doctoral schools, our students are requested to plan publishing these two articles not in our own journal (Acta Polytechnica), so as to avoid the accusation from outside that students of the doctoral school are publishing internally. The third or fourth article may appear in Acta Polytechnica. Native Hungarian students should have an article in Hungarian. With the permission of the Doctoral Council, one impact factor journal article may be substituted by a Hungarian or foreign patent, if it is relevant to the doctoral research topic and is accepted within the period of the doctoral studies.

**The quantity and quality of the scientific publications**  (Q1, Q2, D1 journals) areimportant measures of the academic performance of the doctoral schools and the university, so it is advisable to wisely partition the results to be published.

**The new scientific results of the doctoral thesis** should be summarised at the end of the dissertation and in a separate **thesis booklet.** This summary (in English and in Hungarian) should contain 4-6 thesis points. For each point one should indicate the publication where it was published. One publication may contribute to several thesis points.

The maximum length of the full thesis is 140 pages, A4 size, printed on one side of the paper, using 12-point font, single-spaced, Times New Roman or Arial Narrow.

The prerequisite of the degree is the proof of **intermediate** (B2 level)  **English language skills.**

**THE PROCEDURE FOR OBTAINING A DEGREE**

Once the conditions for obtaining a degree have been met, you can apply to start the procedure using the form on the website:

<https://atdi.uni-obuda.hu/wp-content/uploads/2023/07/application-for-public-defense-v1.doc>

The completed form should be sent to the Head of the Doctoral School reger.mihaly@uni-obuda.hu

A draft of the thesis, approved by the doctoral student's supervisor, must be submitted for an internal preliminary defense, organised „at the workplace”, that is, by the relevant institute or research centre. In the case of candidates outside the doctoral program, the doctoral school shall designate the site of the workplace discussion. Two preliminary opponents shall prepare written reviews on the draft thesis **for discussion at the workplace**, taking into account the evaluation criteria listed in § 32 (2) of the University Regulations for Doctoral and Postdoctoral Studies and Annex D15/A.**.**

The Doctoral Council, after having consulted the supervisor, proposes the **opponents and the members of the committee.** This decision becomes legally binding with the approval of the Council for Doctoral and Postdoctoral Studies in Engineering and Natural Sciences.

**The discussion at the workplace** should take place at the research site, with the supervisors playing a crucial role. If the progress of the research is good, the workplace discussion on the first draft of the dissertation can be organised in the last semester of the studies, before the final certificate.

Based on the opinions of the preliminary opponents and after consultation with the supervisor, the student submits the revised dissertation, the thesis booklet in Hungarian and English, the reviews of the two preliminary opponents, the student’s responses to these reviews, the minutes of the discussion at the workplace and the attendance sheet. These documents must be sent to the doctoral school's email address (atdi@uni-obuda.hu). *At the same time, the student must give a written declaration to what extent had he/she taken the opinions of the preliminary reviewers into consideration.* Subsequently, 3 hard bound copies of the thesis and 10-10 copies of the thesis booklet in Hungarian and English must be submitted to the Head of the Doctoral School, addressed to the Secretary of the Doctoral School.

The final form of the dissertation is evaluated by two opponents, who send their opinions to the Doctoral School Secretariat. The candidate receives the opponent's comments, to which he/she responds in writing. The secretariat forwards the responses to the opponents, and then the dissertation, the opponents' comments and the responses to the opponents' comments are sent to every member of the evaluation committee.

The candidate presents the results of his/her research **in a public debate**, responds to critical comments from the opponents, and answers questions from the committee and the audience. The opinion of the evaluation committee will be announced by the chairman of the committee after the presentation. The degree is proposed by the Doctoral Council and awarded by the University Doctoral and Habilitation Council.