



INFORMATION ABOUT DOCTORAL TRAINING

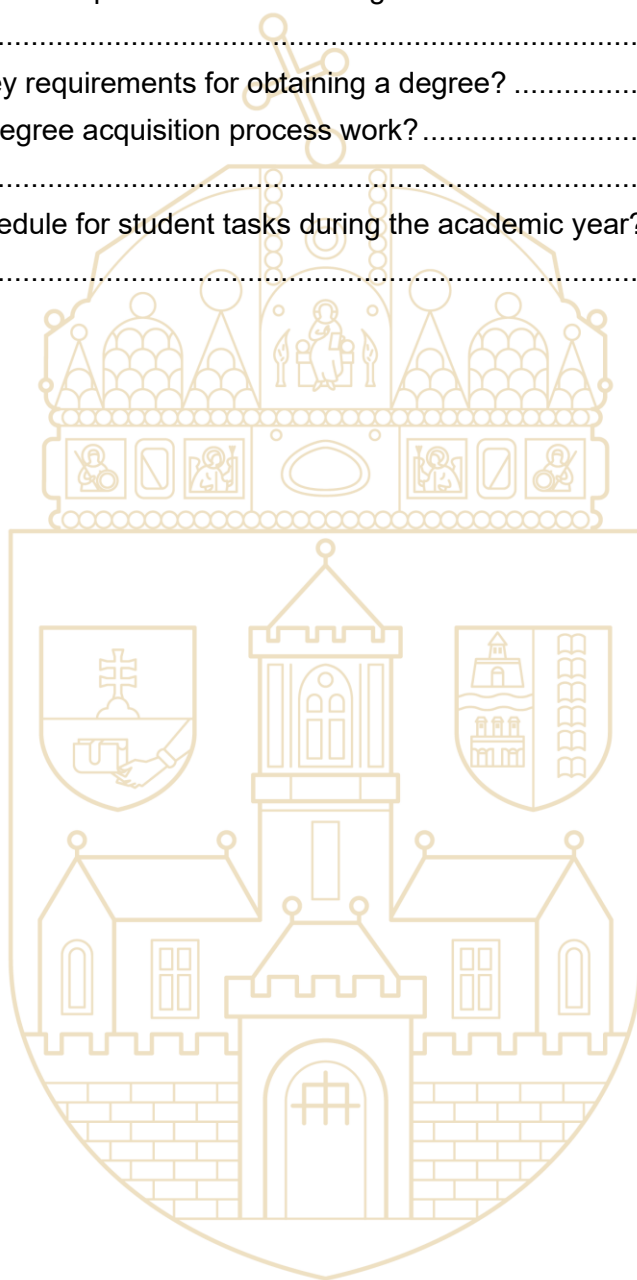
FREQUENTLY ASKED QUESTIONS (FAQ) AND ANSWERS

2025/26, 1st semester

GENERAL INFORMATION ABOUT THE DOCTORAL SCHOOL	3
1. What is the aim of the Doctoral School program?	3
2. What does the Doctoral School's training and research cover?	3
3. Who are the instructors and supervisors at the Doctoral School?	3
4. Who can be a student at the Doctoral School?	3
5. Where can I find more information about the Doctoral School?	3
6. What is the structure of the program, and how are the semesters divided?	4
7. What are the different types of training?	4
8. Who is responsible for organizing doctoral training at the university, who are the officials and administrators of the Doctoral School, and how can they be contacted?	4
ADMISSION TO THE DOCTORAL SCHOOL, ADMINISTRATIVE TASKS	5
9. How are students admitted to the doctoral school?	5
10. How do Stipendium Hungaricum scholarship students get into the Doctoral School?	5
11. How is student status established and how long does it last?	6
12. How do I enroll (active-passive status)?	6
13. How do I apply for a student ID card?	6
14. How can students help ensure that their affairs are recorded and managed smoothly?	6
15. Can students get a university email address? How do we use this mailbox?	6
16. When does the semester start and end, when is the exam period: the academic calendar?	7
17. What kind of assistance is available to international students?	7
18. What rules apply to students?	7
19. How much vacation time are students entitled to?	7
TRAINING	8
20. What are the main academic requirements, and how can academic credits be earned?	8
21. How many courses must be taken, which ones, when, and how?	8
22. How are individual subjects taught, and how is course completion verified?	9
23. How can I earn credits through publications?	10
24. How are mid-term performance reports conducted?	10



25.	How do supervisors help with the preparation of mid-term reports?.....	11
26.	What is the purpose of the comprehensive exam, and how should students register for and prepare for it?.....	11
27.	What is the so-called absolutorium, and how long does student status last?	12
28.	What financial support can students receive for their research work?.....	12
29.	What is the EKÖP Cooperative Doctoral Program?.....	12
OBTAINING A DEGREE.....		12
30.	What are the key requirements for obtaining a degree?	12
31.	How does the degree acquisition process work?	13
TIME.....		14
32.	What is the schedule for student tasks during the academic year?.....	14
Tasks, deadlines.....		14





GENERAL INFORMATION ABOUT THE DOCTORAL SCHOOL

1. What is the aim of the Doctoral School's training?

The aim of the Doctoral School is to train professionals who have comprehensive knowledge of materials, specialize in a field relevant to their research, and are able to use their knowledge to carry out independent, creative work in the field of materials science and its practical applications.

2. What does the Doctoral School's training and research cover?

The training and research of the Doctoral School – integrating different scientific fields – aims to understand the relationships between the structure and properties of materials and to develop new structural and functional materials. The activities of the Doctoral School cover polymers, metals and ceramics, composite systems (composites) and micro- and nanostructured materials.

Details of the program are included in the Training Plan:

https://atdi.uni-obuda.hu/wp-content/uploads/2025/08/3-OE-ATDI-Kepzesi-terv_215_20250217.pdf
<https://atdi.uni-obuda.hu/en/home/> ~ Curriculum

3. Who are the instructors and supervisors at the Doctoral School?

The instructors and supervisors of the Doctoral School are instructors and researchers performing outstanding scientific work at the three faculties of Óbuda University (Bánki Donát Faculty of Mechanical and Safety Engineering, Rejtő Sándor Faculty of Light Industry and Environmental Engineering, Kandó Kálmán Faculty of Electrical Engineering) who are engaged in outstanding scientific work, as well as distinguished lecturers and researchers invited from other universities in the country and from several research institutes of the HUN-REN Hungarian Research Network.

4. Who can become a student at the Doctoral School?

Due to the complex nature of materials science, students of the Doctoral School can be anyone with a master's degree who has acquired thorough, master-level knowledge of materials in a technical/natural science field during their previous training, and who have demonstrated their preparedness and suitability for the program during the admission process. Students can also join the doctoral program by participating in the preparatory phase of the doctoral program in parallel with their studies in the final year of their master's program, provided that they meet the admission requirements after obtaining their master's degree.

5. Where can I find more information about the Doctoral School?

Extensive information about the training offered by the Doctoral School of Materials Science and Technology at Óbuda University can be found on the websites of the Doctoral School, the University, and the National Doctoral Council:

The Doctoral School on the University's website:

<http://atdi.uni-obuda.hu/>

<https://atdi.uni-obuda.hu/en/home/>

University Doctoral and Habilitation Regulations (EDHSZ):

<https://uni-obuda.hu/szabalyzatok/2-az-obudai-egyetem-szervezeti-es-mukodesi-szabalyzata/iii-kotet-hallgatoi-kovetelmenyrendszer/15-az-obudai-egyetem-doktori-es-habilitacios-szabalyzata/>



<https://atdi.uni-obuda.hu/en/home/>~ Doctoral and Habilitation Regulations of Óbuda University

The Doctoral School on the website of the National Doctoral Council:

<https://doktori.hu/doktori-kepzes/doktori-iskolak/194-anyagtudomanyok-es-technologiak-doktori-iskola>
<https://doktori.hu/doktori-kepzes/doktori-iskolak/194-doctoral-school-of-materials-science-and-technologies>

6. What is the structure of the program, and how are the semesters divided?

The doctoral program **lasts four years** and consists of two phases: the first four semesters are the **"training and research"** phase, and the second is the **"research and dissertation"** phase. At the end of the fourth semester, as a conclusion to the training and research phase and as a prerequisite for starting the research and dissertation phase, **a comprehensive exam** must be taken, which measures and evaluates academic and research progress. Doctoral students must submit their doctoral dissertation within three years of taking the comprehensive exam.

7. What forms does the training take?

There are three types of training

- **Organized full-time doctoral training**, in which 240 credit points must be accumulated to complete the training. The training is available in scholarship and fee-paying forms.
- **Organized part-time (correspondence) doctoral training**, in which 240 credits must also be earned. This form of training is less relevant in the field of experimental sciences, such as materials science. It is recommended for those who, with the support of their workplace, are working on a topic that is important to their workplace, so that they can coordinate their workplace and PhD study activities. The program is fee-based.
- **Individual preparation:** Those who have prepared for the degree individually may also join the doctoral program, provided that they have met the admission and doctoral program requirements. It is typically recommended for those who have previously conducted serious research documented by publications. In this case, student status is established upon application for and acceptance to the comprehensive examination. A thesis supervisor fee must be paid for the program.

8. Who is responsible for organizing doctoral training at the university, who are the officials and administrators of the Doctoral School, and how can they be contacted?

The **University Doctoral and Habilitation Office** is responsible for the organization of university doctoral training and habilitation degree programs, as well as administrative tasks related to doctoral student administration, and assists the work of the University Doctoral and Habilitation Council (EDHT).

Office Manager: Dr. Andrea Mikáczó Miskolciné

Contact: 1034 Budapest, Bécsi út 120 - 128. 1st floor

Tel.: +36 (1) 666-5748

e-mail: edhi@uni-obuda.hu

Web: <https://uni-obuda.hu/szervezeti-egyseg/egyetemi-doktori-es-habilitacios-iroda-2/>

The **Mobility Office** deals with Hungarian students travelling abroad and foreign students' affairs in Hungary.

Office Manager: Dr. Kornélia Lazányi, university professor

Contact: 1034 Budapest, Bécsi út 122. 1.5 floor

Tel.: +36 (1) 666-5738

e-mail: international@uni-obuda.hu



<https://uni-obuda.hu/mobility-office/>

Officials and administrators of the Doctoral School

Head of the Doctoral School:	Dr. Mihály Réger, university professor	reger.mihaly@uni-obuda.hu
Deputy Head:	Dr. Judit Borsa, professor emerita	borsa.judit@rkk.uni-obuda.hu
Administrator:	Katalin Szokira, acting expert	szokira.katalin@bgk.uni-obuda.hu
Neptun administrator:	Bálint Bereczki IT specialist-librarian	bereczki.balint@uni-obuda.hu
Study administration:	Ildikó Bettina Bosák, Academic Lecturer	bosak.bettina@bgk.uni-obuda.hu
DÖK student representative	György Pócsik	pocsik.gyorgy@bgk.uni-obuda.hu
Doctoral School email address:		atdi@uni-obuda.hu

ADMISSION TO THE DOCTORAL SCHOOL, ADMINISTRATIVE TASKS

9. How are students admitted to the Doctoral School?

Admission to the Doctoral School – for all forms of training and financing – takes place **twice a year** (with application deadlines in May for the fall semester and January for the spring semester). Training for foreign scholarship holders (Stipendium Hungaricum) only starts in the fall semesters. The detailed admission announcement is published on the Doctoral School's website several weeks before the application deadline and includes the application requirements and documents to be submitted.

Applicants will be interviewed by an admissions committee (chair, members) appointed by the DIT, either in person or online. Based on the documents submitted and the interview, the committee will evaluate the applicants' performance on a 100-point scale according to the following criteria:

- previous academic performance (MSc degree classification) - maximum 30 points (excellent degree 30, good degree 20, average 10 points);
- language skills - maximum 15 points (advanced 15, intermediate 11, basic 7, on-site oral assessment 0-7 points);
- previous research and professional achievements (student awards, scientific publications, etc.) – maximum 30 points;
- ideas related to doctoral work, feasibility of the research program – maximum 25-

Candidates who score at least 60 points will be ranked. The admission ranking will be determined by the DIT, taking into account the opinion of the admissions committee, and based on this, a recommendation will be made to the chair of the University Doctoral and Habilitation Council for the admission decision.

10. How do Stipendium Hungaricum scholarship students enter the Doctoral School?

Pre-applications for the **Stipendium Hungaricum** scholarship are constantly coming in, partly to potential supervisors and partly to the doctoral school (applicants often send letters to many places). We upload the preliminary applicants' materials to the network and notify the supervisors of their availability, who can then see if any of them have a professional background that matches their research. The supervisor contacts applicants who seem suitable and then decides whether they wish to accept them if their application is successful. If the answer is positive, they send a preliminary acceptance letter to the applicant, who attaches it to their application. Applicants can submit their applications to the Tempus Public Foundation by the end of January. The foundation will make the applications received available to universities in March. Only those who have been recommended (nominated) by the sending country can expect to receive a scholarship, which is usually 10-15% of applicants. Doctoral schools can submit the scores (max. 100) of their first-choice applicants by mid-May, and those of their second-choice applicants approximately two weeks later. The Tempus Public Foundation will decide on the awarding of scholarships by mid-June.



The opinion of the potential supervisor plays a decisive role in the admission of applicants to the program, and is given maximum consideration by the admissions committee and the Doctoral School Council.

The final decision on admission is made by the University Doctoral and Habilitation Council based on the recommendation of the Doctoral Council.

11. How is student status established and how long does it last?

Student status begins with **enrollment**.

Doctoral students entering the first year shall apply for enrollment at the University Doctoral and Habilitation Office (Bp. Bécsi u. 120-128. 1st floor) during office hours.

<https://uni-obuda.hu/szervezeti-egyseg/egyetemi-doktori-es-habilitacios-iroda-2/>

After registration, you will receive the code and information necessary to use the Neptun system by e-mail, and you will receive an electronic transcript on the Neptun interface, which will record the results achieved during the course of your doctoral studies.

Student status expires at the end of the semester (January 31 or August 31) in which the student obtained their certificate of completion. Scholarship recipients also receive their scholarship until the end of this semester.

12. How to enroll (active-passive status)?

Doctoral students entering **the first year** shall apply for enrollment at the University Doctoral and Habilitation Office (Bp. Bécsi u. 120-128. 1st floor) during office hours (Monday-Tuesday-Wednesday-Thursday 9 a.m.-4 p.m.).

<https://uni-obuda.hu/szervezeti-egyseg/egyetemi-doktori-es-habilitacios-iroda-2/>

After registration, you will receive the code and information necessary to use the Neptun system by e-mail, and an electronic transcript will be opened for you on the Neptun interface, in which the results achieved during the course of your doctoral studies will be recorded.

At the beginning of each semester during **semesters II-VIII**, doctoral students independently decide on their semester activity, which they indicate on their own Neptun interface by selecting Active/Passive status.

During their studies, students are entitled to two passive semesters.

13. How to apply for a student ID card?

Doctoral students apply for a student ID card independently via the Client Portal or at the Document Office after enrollment. Existing student ID cards can be validated in person at the University Doctoral and Habilitation Office (Bp. Bécsi u. 120-128, 1st floor) during office hours (Monday-Tuesday-Wednesday-Thursday 9 a.m.-4 p.m.).

14. How can students help ensure the smooth registration and administration of their affairs?

Students are requested to

- comply with the applicable **deadlines**,
- use the same **email address** throughout their studies,
- to avoid mistakes and messages being sent to the wrong address, the address should contain **their official name**,
- **they should check their emails regularly**; if the university has several email addresses for them, they should check all their mailboxes,
- all submitted applications, reports, etc. should have **their name as the first part of the file name**.

15. Can students get a university email address? How do we use this mailbox?



Students can request **a university email address** if they wish. To do so, please ask your **supervisors** for assistance as follows:

Both university and external supervisors should contact Katalin Szokira, acting expert:
szokira.katalin@bgk.uni-obuda.hu

The following information is required for the application:

- The applicant's name, position (if applicable), and room number;
- The applicant's phone number;
- The applicant's private email address, to which the notification will be sent;
- The desired email address, which must be in the following format:
vezeteknev.keresztnev@phd.uni-obuda.hu,
family name.given name@phd.uni-obuda.hu

Unfortunately, it often happens that students receive their university email address and then forget about it, continuing to check only their old address. **The university's email system automatically suggests the university address when the recipient's name is entered, so the email is automatically sent to the university email address, which can lead to a lot of inconvenience if the university mailbox is neglected.**

16. **When does the semester start and end, when is the exam period: the academic calendar?**

The current academic calendar can be found on the university's website:

<https://uni-obuda.hu/tanev-rendje/>
<https://uni-obuda.hu/academic-calendar/>

17. **What kind of help can international students get?**

International students can receive assistance from mentors, in addition to university staff: <https://shmentor.hu/>.

18. **What rules apply to students?**

All students are subject to the University's Doctoral and Habilitation Regulations

<https://uni-obuda.hu/szabalyzatok/2-az-obudai-egyetem-szervezeti-es-mukodesi-szabalyzata/iii-kotet-hallgatoi-kovetelmenyrendszer/15-az-obudai-egyetem-doktori-es-habilitacios-szabalyzata/>

<https://atdi.uni-obuda.hu/en/home/> ~ Doctoral and Habilitation Regulations of Óbuda University

In addition to these regulations,

- students working at Óbuda University are subject to other **university** regulations,
- students working at other universities or research institutes that have a contractual relationship with the university are subject to **the regulations of the given institution**.

Supervisors shall familiarize students with these regulations before they begin their work. It is particularly important to be familiar with and comply with the rules governing experimental work.

The agreements between the Doctoral School and the individual institutions can be found on the doktori.hu website and on the Doctoral School's website:

<https://doktori.hu/doktori-kepzes/doktori-iskolak/194-anyagtudomanyok-es-technologiak-doktori-iskola>
<http://atdi.uni-obuda.hu/hu/egyuttmukodesi-megallapodasok>

19. **How much leave are students entitled to?**

The University Doctoral and Habilitation Regulations do not stipulate anything regarding doctoral students' leave.



Doctoral students' schedules (work at the research institute, work at home, full leave) depend on agreements with their supervisors.

TRAINING

20. What are the main academic requirements, and how can academic credits be earned?

The doctoral program consists of 8 semesters, and 240 credits must be earned to receive a certificate of completion. Credits can be earned in the program based on the following activities:

- Studies, i.e., completion of courses (subjects);
In the Doctoral School, 8 theoretical courses, each worth 6 credits, must be completed in the first 4 semesters. It is recommended that these be taken evenly distributed, at a rate of 2 subjects per semester, but a different schedule is also possible. Completion of the eight subjects is a prerequisite for the comprehensive exam to be taken at the end of the fourth semester.
<https://atdi.uni-obuda.hu/hu/tantargyak>
<https://atdi.uni-obuda.hu/en~Subjects>
- Research activity (Research Project and Research Report subjects);
- Reporting activity;
- Teaching activity;
- Publications.

Detailed regulations regarding the credits that can be earned can be found in the Operating Regulations on the Doctoral School's website:

<https://atdi.uni-obuda.hu/a-doktori-iskola-dokumentumai/>
https://uni-obuda.hu/wp-content/uploads/2021/07/Doktori_es_Habilitacios_Szabalyzat_eng.pdf

21. How many courses must be taken, which ones, when, and how?

- As part of the program, students must take a minimum of 8 courses (4 core and 4 electives) and pass the exams.
- Foundation courses: 4 courses must be chosen from the range of foundation courses (general materials science, materials science testing methods, research methodology).
- Elective subjects: Students may choose 4 subjects from all subjects offered by the doctoral school (foundation and specialized) with the agreement of their supervisor. **According to** the relevant regulations, the study requirements may also be fulfilled by completing subjects taken at other doctoral schools.
- The structure of the subjects and the order of the compulsory reports are included in the sample curriculum (subject network) below.

	Semester							
	1	2	3	4	5.	6.	7.	8.
Foundation subject 1	X							
Foundation subject 2	X							
Foundation subject 3		X						
Foundation subject 4		X						
Elective subject 1.			X					
Elective subject 2.			X					



Elective subject 3.				X				
Elective subject 4.				X				
Research project	X	X	X	X	X	X	X	X
Research report	X	X	X	X	X	X	X	X

The list and syllabus of courses offered by the doctoral school are available on the following websites:

<http://atdi.uni-obuda.hu/hu/tantargyak>

<https://atdi.uni-obuda.hu/en> ~ Subjects

The subjects to be taken are selected jointly by the supervisor and the student. If the supervisor considers that the student needs special knowledge that is not included in the subjects, we ask them to suggest a new subject. The course proposal, including a half-page course syllabus and a list of recommended literature, must be submitted to the Doctoral Council, which is responsible for approving courses, by December 15 or August 15 of the previous semester. A brief summary of the course should be sent in editable electronic form to atdi@uni-obuda.hu. A supervisor may teach a course to his or her own student, but may not be the examiner in the comprehensive exam.

Applications for course registration must be submitted to atdi@uni-obuda.hu **before the start of the semester**, by December 15 or August 15. The necessary form can be found on the website:

<https://atdi.uni-obuda.hu/letoltheto-dokumentumok/>

The doctoral school coordinates the start and schedule of theoretical courses with the instructor of the given course, posts the course on Neptun, informs the student about the start of the course, establishes contact between the instructor and the student, and the student registers for the course on Neptun.

Students register for the "Research Project" and "Research Report" courses, which appear in the curriculum every semester, in Neptun without prior consultation, using the Roman numeral (I-VIII) corresponding to their semester of study.

22. How are the individual subjects taught and how is course completion verified?

Courses are mostly taught by lecturers in the form of lectures and consultations, and in some cases, a short paper on the topic is required. The lecturer evaluates the completion of the course by the end of the exam period at the latest. The lecturer or the administrator of the Doctoral School enters the grade into Neptun. The completion of 4th semester courses must be scheduled so that it precedes the comprehensive exam, thereby fulfilling the requirements for the comprehensive exam.

Guest lecturers hold lectures in the form of seminars, usually in blocks. There is no assessment for these lectures, and attending them is worth 3 credits. The guest lecturer certifies completion of the course.

Each semester there are courses entitled "Research" (10 credits) and "Report" (1-4 semesters 6 credits, 5-8 semesters 10 credits), which are completed without a grade, but with a "signature." The **supervisor** guides the student's research activities, is responsible for the student's progress, regularly monitors their work, and then at the end of the semester decides whether to accept the semester's performance and recommend that the student receive a signature for these courses or possibly only for one of them. The condition for completing these subjects is the success of the end-of-semester report. The members of the Doctoral Council participate in the report, and the Doctoral Council makes the final decision on the completion of the research subjects.



23. How can credits be earned through publications?

The doctoral student and the supervisor must be listed in the publications with their university affiliation (Doctoral School of Materials Sciences and Technologies, Óbuda University). In the case of research institute work, both the student's and the supervisor's workplaces (doctoral school, research institute) must be indicated. Publications must be registered in the MTMT under the student's name. The administrator of the Doctoral School, Bálint Bereczki, IT specialist and librarian, can assist with this ([berekzki.balint@uni-obuda.hu](mailto:bereczki.balint@uni-obuda.hu)).

It is recommended to choose the **most appropriate, preferably prestigious** (Q1, Q2, D1, D2, IF) journal for the publication. In order to support the publication of scientific papers, Óbuda University has signed **Open Access agreements** with a number of publishers, which allow publication without an article processing charge (APC). The publication guide and the list of contracted journals are available on the university library's website and at the links below. Please consult with library staff before submitting journal articles.

https://atdi.uni-obuda.hu/wp-content/uploads/2023/10/1Hu-Publikacios-segedlet_honlapra.pdf

https://atdi.uni-obuda.hu/wp-content/uploads/2023/10/1En-Publication-guide_honlapra.pdf

Credits for publications are entered after the publication has been published or officially accepted. Students are requested to enter all bibliographic data for publications (links are not sufficient) in the table available at the links provided and send it to the doctoral school (atdi@uni-obuda.hu). Publication credits can also be entered into the Neptun system collectively, **preferably at the end of the fourth semester (at the time of the comprehensive exam) and before the final exam.**

Co-authors who do not hold a PhD share the points in proportion to their participation rate as stated in their declaration. In the case of co-authors without a PhD, a share greater than 0% must be accounted for. In the case of co-authors with at least a PhD degree, no co-author statement is required, and their share in this case is automatically 0%.

<http://atdi.uni-obuda.hu/hu/abszolutorium>

<https://atdi.uni-obuda.hu/en/home/~> Publication credits (absolutorium)

24. How are mid-term performance reports conducted?

At the end of each semester, students must upload the following documents to the specified page (SharePoint):

- **A summary** of their academic performance **using the following form:**

<https://atdi.uni-obuda.hu/hu/doktorandusz-hazikonferencia> ~ PhD semester report outline

<https://atdi.uni-obuda.hu/en/home/~> PhD programme semester REPORT

- An 8-10 page **written summary** of the research topic
- **List of publications** (MTMT)
- **A 10-minute presentation to be given** at the in-house conference

It is crucial that students thoroughly familiarize themselves with and clearly understand their topic, expected tasks, main research directions, etc. already in the first semester. Therefore, it is essential that they study at least part of the literature on the topic, with a focus on the essentials, especially considering the novel nature of the research work.

The deadline for uploading documents is January 5 and June 5. The conference will take place during the last two weeks of the exam period, and students will be notified of the location and time. If someone is unable to attend at the designated time (e.g., traveling to a conference), they must still submit their written report. No presentation is required.

Students will give presentations in sections, with the section chair consisting of members of the Doctoral Council. The Doctoral Council will decide on the awarding of credits for the Research Project and Research Reports courses. The signatures obtained will be entered into Neptun.

Unlike in previous years, only the conference program will be published on the Doctoral School's



website.

<https://atdi.uni-obuda.hu/doktorandusz-hazikonferencia/>

25. How do supervisors help with the preparation of mid-term reports?

Supervisors assist students in preparing all three end-of-semester documents and compiling their presentations, and also provide advice on presentation style. The content of the reports must be approved by the supervisor. During the trial presentation, the supervisor helps the student to adhere to the time limit (10 minutes). We expect that as the training progresses, students will give increasingly independent presentations, turning away from their notes and facing the audience.

The written summary may be submitted with the supervisor's approval and signature. It is advisable to present the progress of the research at the end of the semester in such a way that the summary or part of it can be used later in the dissertation. **In addition to a brief summary of the current status of the research, the summary should present the results achieved (or unsuccessful attempts) in the given semester and plans for the future.** Those who take a comprehensive exam do not have to give a mid-term report or prepare a written mid-term report at the end of the semester; research topics will be evaluated based on what is presented in the comprehensive exam.

The conference is attended by the supervisors and representatives of the doctoral council. The mid-term reports are evaluated by the doctoral council, which consults with the supervisor and the student if necessary.

26. What is the purpose of the comprehensive exam, how do you apply for it, and how do you prepare for it?

The doctoral program consists of two phases: the first four semesters are the "training and research" phase, and the second is the "research and dissertation" phase. At the end of the fourth semester, as a conclusion to the training and research phase and as a prerequisite for starting the research and dissertation phase, students must pass a comprehensive exam that measures and evaluates their academic and research progress. Students must demonstrate their knowledge in **at least two subjects related to their topic.**

Students must **register** for the comprehensive exam in electronic form using the appropriate form **by October 15 or March 15.**

<https://atdi.uni-obuda.hu/komplex-vizsga-2/>

[https://atdi.uni-obuda.hu/en/home/~ Complex exam](https://atdi.uni-obuda.hu/en/home/~Complex%20exam)

The Doctoral Council makes a proposal regarding the subjects of the complex exam and the composition of the examination committee based on the student's application, which is approved by the Doctoral and Habilitation Council of Engineering and Natural Sciences. In addition to the knowledge acquired in the specialized subjects, the exam also includes a 20-minute presentation on **the research conducted and the results achieved**, as well as further specific activities and **plans**. The condition for admission to the examination is the submission of a written research report of at least 10 pages in electronic form, **by December 15** in the case of the winter examination period **and by May 15** in the case of the summer examination period. The written report will be received in advance by the members of the examination committee. Both the presentation and the written report must be prepared in a uniform structure (i.e., not by arranging the reports from previous semesters in sequence). Before the comprehensive exam, students may consult with the examiners on the most important topics of the given subject. The comprehensive exam must be taken during the exam period. The prerequisite for the comprehensive exam is the completion of 8 subjects, so a grade must be obtained in the 4th semester subjects before the comprehensive exam.

During the comprehensive exam, the evaluation committee must determine whether the student has performed sufficiently well to begin the second two years, the so-called dissertation phase, and whether they have a realistic chance of obtaining the degree. The chair announces the results of the comprehensive exam after the exam.

If the doctoral student fails the comprehensive exam, their student status will be terminated on the day of



failure or non-completion.

27. What is the so-called absolutorium, and how long does student status last?

Doctoral students who have earned 240 credits in the composition specified in the credit regulations and have fulfilled all their reporting obligations, including the comprehensive examination, will receive a final certificate (absolutorium). The absolutorium is a prerequisite for applying for a doctoral degree, but it does not certify either graduation or a doctoral degree.

Towards the end of their studies, students should compile **a list of their current publications, indicating the credits specified in the credit regulations**, so that the 75 credits that must be obtained from publications can be verified. A table summarizing the publication credits (including all bibliographic data of the publications; links are not sufficient) must be sent in editable electronic form to the email address of the doctoral school.

<http://atdi.uni-obuda.hu/hu/abszolutorium>

<https://atdi.uni-obuda.hu/en/home/~> School Publication credits (absolutorium)

After obtaining the required minimum of 240 credits, the Doctoral Council will issue the student with **an absolutorium**.

Student status and scholarships will end after the absolutorium is obtained, at the end of the given semester (January 31, August 31).

28. What financial support can students receive for their research work?

The Doctoral School may contribute to research costs (materials, conference participation). The amount of this contribution naturally depends on the financial resources of the Doctoral School at the time and the needs that arise. Currently, a contribution of 100 eF/year can be expected, but in particularly justified cases, the amount of support may be higher. If someone does not use this budget in a given year, they can accumulate it and use it in subsequent years. The supervisor submits the grant application with justification to the head of the Doctoral School, who approves the payment depending on the available funds.

29. What is the EKÖP Cooperative Doctoral Program?

In 2024, the National Research, Development and Innovation Office announced a new national excellence scholarship program based on the former New National Excellence Program and Cooperative Doctoral Program. The scholarships of the University Research Scholarship Program (EKÖP) represent significant professional recognition, motivation, and prestige for the most outstanding talents of Óbuda University at every stage of their careers. The EKÖP Cooperative Doctoral Program Scholarship is intended for doctoral students and aims to strengthen scientific and industrial relations, through which the latest scientific research results can be immediately utilized, thereby increasing the competitiveness and innovative approach of both sectors.

Details of the program can be found on the following website:

<https://palyazat.uni-obuda.hu/ekop>

DEGREE

30. What are the key requirements for obtaining a degree?

Doctoral students must submit **their doctoral thesis** within six active semester of passing the comprehensive examination. This deadline may be extended by up to one year in cases deserving special consideration. **If a full-time doctoral student receiving a doctoral scholarship submits their application for a degree before obtaining their absolutorium, they are exempt from paying the procedural fee** (the amount of the current monthly doctoral scholarship, or twice that amount in the case of a dissertation written in English).

The requirement for obtaining a degree is the publication of at least **5 papers**. The definition of papers that



can be counted towards this requirement can be found in the publication credits:

<https://atdi.uni-obuda.hu/fokozatszerzesi-eljaras/>

<http://atdi.uni-obuda.hu/en> ~ Documents for defense

At least two of the five publications must appear in journals **with an impact factor**. In the latter case, **doctoral students** must account for **at least 50%** of the co-authors without a degree. Similar to other doctoral schools, please plan so that these two articles are not published in our own university journal, to avoid accusations that the doctoral school's students publish only internally. The third and fourth articles may be published in Acta Polytechnica. Hungarian-speaking students must also have an article in Hungarian. One of the articles in a journal with an impact factor may, with the permission of the Doctoral Council, be replaced by a Hungarian or foreign patent accepted during the doctoral studies that is relevant to the doctoral research topic.

An important measure of the scientific performance of doctoral schools and universities **is the quantity and quality of scientific publications** (Q1, Q2, D1 rated journals), so it is advisable to publish the results with appropriate discretion.

The new scientific results of the doctoral work must be summarized at the end of the dissertation and in a separate thesis booklet (in English and Hungarian) summarizing the entire work, in 4-6 thesis points. It must be indicated in which publication the contents of each thesis point appeared. One publication may result in several thesis points.

A prerequisite for obtaining a degree is proof of **intermediate** (B2 level) knowledge of **English**.

Further details are provided in Section 23 and Annexes D9-D13 of the EDHSZ.

<https://uni-obuda.hu/szabalyzatok/2-az-obudai-egyetem-szervezeti-es-mukodesi-szabalyzata/iii-kotet-hallgatoi-kovetelmenyrendszer/15-az-obudai-egyetem-doktori-es-habilitacios-szabalyzata/>

<http://atdi.uni-obuda.hu/en> ~ Doctoral and Habilitation Regulations of Óbuda University

31. How does the degree awarding process work?

The most important information about the degree awarding procedure can be found on the Doctoral School's website:

<https://atdi.uni-obuda.hu/fokozatszerzesi-eljaras/>

<http://atdi.uni-obuda.hu/en> ~ Doctoral and Habilitation Regulations of Óbuda University ~ Application for public defense ~ Documents for defense

The draft dissertation must be submitted **for discussion** at the doctoral student's place of research (university or research institute), organized by the relevant institute or research center, with the participation of the supervisor. In the case of individual preparers, the doctoral school will designate the place of discussion. Two written preliminary opinions on the draft dissertation shall be prepared for the discussion, taking into account the evaluation criteria listed in Section 32 (2) of the University Doctoral and Habilitation Regulations and in Appendix D15/A. If the work is sufficiently prepared, the workplace discussion of the first draft of the dissertation may be organized in the last semester of the program, even before the student has obtained their absolution.

The Doctoral Council shall propose the persons to serve as **reviewers for the public defense and as members of the committee**, after consulting with the supervisor, and this proposal shall become final upon approval by the Doctoral and Habilitation Council of Engineering and Natural Sciences.

Based on the opinions of the preliminary reviewers and after consultation with the supervisor, the modified dissertation, the thesis booklet in Hungarian and English, the opinions of the two preliminary reviewers, the responses to those opinions, the minutes of the workplace discussion, and the attendance sheet must be sent to the email address of the doctoral school administrator: szokira.katalin@bkgk.uni-obuda.hu

When submitting the final version of the dissertation, the doctoral candidate must state how they have taken into account the opinions of the preliminary reviewers (reviewers' suggestions may be disregarded, but this must be justified). After that, three printed, bound copies of the doctoral dissertation and ten bound copies of the



thesis booklet in Hungarian and English must be submitted to the head of the doctoral school at the doctoral school's secretariat. The submitted material must be accompanied by the candidate's approximately half-page, continuous text, third-person biography, which will be read aloud by the committee secretary as an introduction to the candidate during the public defense. Further detailed rules can be found in Section 28 of the University Doctoral and Habilitation Regulations.

<https://uni-obuda.hu/szabalyzatok/2-az-obudai-egyetem-szervezeti-es-mukodesi-szabalyzata/iii-kotet-hallgatoi-kovetelmenyrendszer/15-az-obudai-egyetem-doktori-es-habilitacios-szabalyzata/>

<http://atdi.uni-obuda.hu/en> ~ Doctoral and Habilitation Regulations of Óbuda University

After submission (within a maximum of two months), the candidate receives the written opinions of the reviewers, to which he or she responds in writing and forwards the response to the reviewers.

The candidate presents the final form of the dissertation **at a public defense**, where they respond to the reviewers' critical comments and questions from the committee and the audience. The chair of the committee announces the committee's opinion after the defense. The Doctoral Council makes a recommendation for the award of the degree, and the University Doctoral and Habilitation Council awards the degree.

TIME SCHEDULE

32. What is the schedule of student tasks during the academic year?

The schedule for each semester is available on the website:

<http://uni-obuda.hu/tanev-rendje>

<https://uni-obuda.hu/academic-calendar/>

The schedule of tasks below applies to a typical academic year. If the semester starts later, the deadlines may be postponed. For scholarship purposes, the end of the semester is January 31 or August 31.

Tasks, deadlines

The academic calendar can be found on the University's website:

<https://uni-obuda.hu/tanev-rendje/>

1. Semester

August 15	Enrollment of first-year students (University Doctoral and Habilitation Office)
Registration week:	Submission of course registration requests
	Marking active/passive status in Neptun
	Research project, Research report Adding courses in Neptun
enrollment	Enrolling in courses in Neptun based on the notification received about course
October 15	Application for complex exam
December 15	Submission of summary to be prepared for the comprehensive exam
	Submission of the final publication list (with credits indicated) for the absolutorium
	Submission of proposals for new courses
January 5	Submission of the summary required for the mid-term report
Examination period:	Exams as agreed with the instructor
	Mid-term report: doctoral student home conference



2. Semester

January 25

Registration week:

Enrollment of first-year students (University Doctoral and Habilitation Office)

Submission of course registration requests

marking active/passive status in Neptun

Research project, Research report Adding courses in Neptun

Adding courses in Neptun based on the notification received about course

registration

March 15

May 15

Application for complex exam

Submission of summary to be prepared for the comprehensive exam

Submission of final publication list (with credits indicated) for final examination

Submission of proposals for new courses

June

Submission of the summary required for the mid-year report

Exam period:

Exams as agreed with the instructor

Mid-year report, doctoral student home conference

Budapest, September 1, 2025

Mihály Réger

DI leader

