



# INFORMATION ABOUT DOCTORAL TRAINING

## FREQUENTLY ASKED QUESTIONS (FAQ) AND ANSWERS

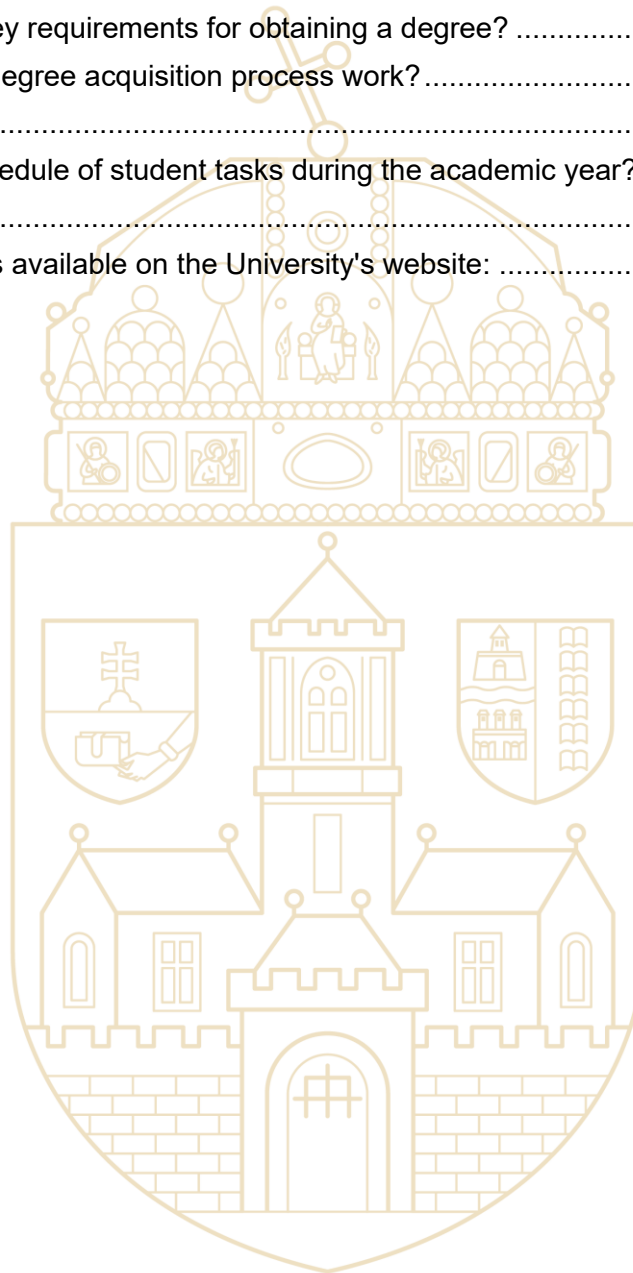
2025/26, 2nd semester

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## 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 their field of 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 training and research of the Doctoral School cover?

The training and research of the Doctoral School – integrating different scientific fields – is aimed at understanding the relationships between the structure and properties of materials and developing new structural and functional materials. The activities of the Doctoral School also cover polymers, metals and ceramics, composite systems (composites) and micro- and nanostructured materials.

Details of the training are included in the Training Plan:

[Doctoral School Training Plan](#) [Doctoral School Training Plan](#)

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

The doctoral school's training and research is carried out by the teaching and research staff of Óbuda University, as well as institutions that have contractual relationships with the doctoral school (the HUN-REN Hungarian Research Network Energy Research Center, Wigner Research Centre for Physics, Research Centre for Natural Sciences, as well as Neumann János University, Dunaújváros University, Eszterházy Károly Catholic University and Bay Zoltán Applied Research Public Benefit Ltd.) carry out the training and research of the doctoral school. The teaching staff includes several lecturers from the Budapest University of Technology and Economics, the University of Debrecen, Eötvös Loránd University, Semmelweis University, and the University of Sopron.

### 4. Who can be 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 course that is part 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):

[University Doctoral and Habilitation Regulations](#)

[Óbuda University Doctoral and Habilitation](#)



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, students must pass a **Complex exam** that measures and evaluates their academic and research progress. Doctoral students must submit their doctoral dissertation within three years of passing the Complex exam.

## 7. What forms does the training take?

There are five types of training

- **Organized full-time daytime 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 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 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 by applying for and being accepted to the Complex exam. **State-funded "Cooperative Doctoral Program" with additional scholarships**

A doctoral program in which the doctoral student, in parallel with their doctoral student status, in a field related to their doctoral topic, working at least 20 hours per week

- a) in a teaching or research position at a higher education institution;
- b) at a healthcare provider, or
- c) at another organization that meets the conditions specified in the Government Decree in a position

- **Self-funded doctoral training in research excellence**

A self-funded doctoral program in which the doctoral student is employed full-time at a higher education institution or in the HUN-REN Hungarian Research Network in a doctoral position created under a project-based research support program, and at the same time continues their doctoral training in accordance with the conditions specified in the Government Decree.

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

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

Contact details, office hours, address:



e-mail: [edhi@uni-obuda.hu](mailto: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. Contact details, office hours, address:

e-mail: [international@uni-obuda.hu](mailto: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	<a href="mailto:reger.mihaly@uni-obuda.hu">reger.mihaly@uni-obuda.hu</a>
Deputy Head:	Dr. Judit Borsa, professor emerita	<a href="mailto:borsa.judit@rkk.uni-obuda.hu">borsa.judit@rkk.uni-obuda.hu</a>
Administrator:	Katalin Szokira acting expert	<a href="mailto:szokira.katalin@bgk.uni-obuda.hu">szokira.katalin@bgk.uni-obuda.hu</a>
Neptun administrator:	Bálint Bereczki IT specialist-librarian	<a href="mailto:bereczki.balint@uni-obuda.hu">bereczki.balint@uni-obuda.hu</a>
Academic administration:	Ildikó Bettina Bosák Academic Lecturer	<a href="mailto:bosak.bettina@bgk.uni-obuda.hu">bosak.bettina@bgk.uni-obuda.hu</a>
DÖK student representative	György Pócsik	<a href="mailto:pocsik.gyorgy@bgk.uni-obuda.hu">pocsik.gyorgy@bgk.uni-obuda.hu</a>
Doctoral School email address:		<a href="mailto:atdi@uni-obuda.hu">atdi@uni-obuda.hu</a>

## 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 semester. 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 proficiency - 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 have achieved 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 get into the Doctoral School?

Preliminary applications for **the Stipendium Hungaricum** scholarship are received on an ongoing basis, partly by potential supervisors and partly by the doctoral school (applicants often send letters to multiple locations). The supervisor contacts applicants who appear suitable and then decides whether 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 makes the applications it has received available to universities in March. Only those who have been nominated by their sending country are eligible for scholarships, which is usually 10-15% of applicants to the European Union ( ). 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. The Tempus Public Foundation decides on the awarding of scholarships.

## 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 with the documents specified in the admission decision and the related information letter (e-mail).

Contact details, office hours, address:

e-mail: [edhi@uni-obuda.hu](mailto:edhi@uni-obuda.hu)

Web: <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 scholarships 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 during office hours, based on the admission decision and the related information letter (e-mail), with the documents specified therein.

Contact details, office hours, address:

e-mail: [edhi@uni-obuda.hu](mailto:edhi@uni-obuda.hu)

Web: <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 record book will be opened for you on the Neptun interface, in which the results achieved during the course of your doctoral studies will be recorded.

During **semesters II-VIII**, at the beginning of each semester, doctoral students independently decide on their semester activity, which they indicate on their 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 9am-4pm).

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



We ask students to

- comply with the applicable **deadlines**
- use the same **email address** throughout their studies,
- include **their official name** in the address to avoid mistakes and messages being sent to the wrong address,
- **check their emails regularly**; if the university has more than one email address for them, check all their mailboxes,
- put **their own name first** in the file name of all submitted applications, reports, etc.

### 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](mailto: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](mailto:name@phd.uni-obuda.hu)

Unfortunately, it often happens that students receive their university email address and then forget about it, only checking their old address. **The university's email system automatically suggests the university address when the recipient's name is entered, so emails are 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?

The University Doctoral and Habilitation Regulations apply to all students.

In addition to these regulations

- students working at Obuda University are subject to the **university's** other 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 contracts 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>

[Cooperation agreements](#)

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

The University Doctoral and Habilitation Regulations do not specify the amount of leave to which doctoral students are entitled. The schedule of doctoral students (work at the research site, work at home, full leave) depends on the agreement with the supervisor.

## TRAINING

## 20. What are the main study requirements, how can study credits be obtained?

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, at a rate of 2 subjects per semester, but a different schedule is also possible. The complex exam to be taken at the end of the 4th semester requires the completion of eight subjects.

### Doctoral School Subjects

- Research activity (Research Project subject);
- Reporting activity (Research report subject);
- 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:

[Doctoral School Operating Regulations](#) [Doctoral School Regulations](#)

## 21. How many subjects 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 subjects: 4 subjects must be chosen from the range of foundation subjects (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 subfield) with the agreement of their supervisor. **According to** the relevant regulations, the study requirement may also be fulfilled by completing subjects taken at another doctoral school.
- 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 subjects offered by the doctoral school are available on the following websites:

[Doctoral School Subjects](#) [Doctoral School 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 propose a new subject. The subject proposal, including a half-page syllabus and a list of recommended literature, must be submitted to the Doctoral Council, which is responsible for approving the subject, by December 15 or August 15 of the previous semester at the latest. A brief summary of the subject must be sent in editable electronic form to [atdi@uni-obuda.hu](mailto:atdi@uni-obuda.hu). A supervisor may teach a subject to his or her own student, but may not be the examiner in the Complex examination.

Applications for subject registration must be submitted to [atdi@uni-obuda.hu](mailto: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:

[Subject registration request](#)

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 for each semester, in Neptun without prior consultation, using the Roman numeral corresponding to their semester of study (I-VIII).

## 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, students are asked to write a short paper on the topic. Some courses have weekly classes. The instructor evaluates the completion of the course by the end of the exam period at the latest. The instructor 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 Complex exam, thereby fulfilling the requirements for the Complex exam.

Guest lecturers hold seminars, usually in blocks, for which there is no assessment, but which are worth 3 credits. The guest lecturer certifies completion of the course.

Each semester includes the courses "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** directs the student's research activities, is responsible for the student's progress, regularly monitors their work, and then at



the end of the semester declares whether they accept the semester's performance and recommend that the student receive a signature for these subjects 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 (see point 24), 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 ([berezki.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 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 website and at the links below. Please consult with library staff before submitting journal articles.

[Publication guide](#) [Publication guide](#)

**Credits for publications** are entered after the publication has been published or officially accepted. Students are requested to enter all bibliographic data for their publications (a link is not sufficient) in the table available at the links provided and send it to the doctoral school ([atdi@uni-obuda.hu](mailto: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 Complex 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 is automatically 0% in this case.

[Summary of publication credits for the 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):

- **Summary of academic performance on the following form:**

[PhD programme semester report Part 1](#)

[PhD programme semester report Part 2](#)

- A **10-minute presentation** 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 particular regard to the novelty 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; 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.**

### **Doctoral student report**

#### **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). As the training progresses, students are expected to 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.** At the end of the 4th semester, the semester progress report is presented as part of the Complex exam.

The supervisors and representatives of the doctoral council participate in the conference. The doctoral council evaluates the mid-term reports and, if necessary, consults with the supervisor and the student.

#### **26. What is the purpose of the Complex exam, how do I apply for it, and how do I prepare for it?**

The doctoral program consists of two stages: the first four semesters are the "training and research" stage, and the second is the "research and dissertation" stage. 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 Complex exam must be taken, which measures and evaluates academic and research progress. Students must demonstrate their knowledge in **at least two subjects related to their topic** in the exam.

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

### **PhD complex exam report Part 1** **PhD complex exam report Part 2**

The Doctoral Council makes recommendations regarding the subjects of the Complex examination and the composition of the examination committee based on the student's request, which are then approved by the Doctoral and Habilitation Council of Engineering and Natural Sciences. In addition to the knowledge acquired in the specialized subjects, the examination 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 shall 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 Complex exam, students may consult with the examiners on the most important topics of the given subject. The Complex exam must be taken during the exam period. The prerequisite for the Complex exam is the completion of 8 subjects, so grades must be obtained in the 4th semester



subjects before the Complex exam.

During the Complex 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 Complex exam after the exam. If the Complex exam is not passed, it can be retaken during the same exam period.

If the doctoral student fails the Complex examination, their student status shall terminate on the date of failure or non-fulfillment of the obligation.

## 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 Complex exam, 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 period of study, 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; a link is not sufficient) must be sent in editable electronic form to the email address of the doctoral school.

[Summary of publication credits for the absolutorium](#) [Summary of publication credits for the absolutorium](#)

After obtaining the required minimum of 240 credits, the Doctoral Council will issue the student with a **certificate of completion**.

Student status and scholarships will end after the certificate of completion is issued, 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 Doctoral School's financial resources 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 allowance 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:

[Óbuda University Excellence Program](#)  
[University Research Scholarship](#)

## DEGREE OBTAINMENT



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

Doctoral students must submit **their doctoral thesis** within six active semesters following the Complex examination. This deadline may be extended by up to one year in cases deserving special consideration. **If a full-time doctoral scholarship student submits their application for degree acquisition 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 under publication credits:

[Overview of the degree-award process](#) [Overview of the degree-award process](#)

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. As with 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 be replaced, with the permission of the Doctoral Council, 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.

[Obuda University Doctoral and Habilitation Regulations](#)

### 31. How the degree awarding process works

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

[Overview of the degree-award process](#)

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 22 (5) of the University Doctoral and Habilitation Regulations and in Annex 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 absolutorium.

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, the revised dissertation, the Hungarian and English thesis booklets, 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 doctoral school administrator's email address: [szokira.katalin@bgk.uni-obuda.hu](mailto:szokira.katalin@bgk.uni-obuda.hu)

When submitting the final version of the dissertation, the doctoral candidate must state how they have



taken the preliminary reviewers' opinions into account (reviewers' suggestions may be disregarded, but this must be justified). After that, one printed, bound copy 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 secretary of the committee as an introduction to the candidate during the public defense. Further detailed rules can be found in Sections 22-23 of the University Doctoral and Habilitation Regulations.

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 degree is awarded by the University Doctoral and Habilitation Council.

## 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 and deadlines

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

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

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

<b>Fall semester</b>	
September 30	Enrollment for first-year students
registration week:	status declaration and final deadline for course registration
October 15	Application for complex exam (for 4th semester students)
January 5	Submission of summary required for semester report Submission of summary for Complex exam Submission of publication list (with credits indicated) for final exam Submission of proposals for new courses
Exam period:	semester report, doctoral student home conference status statement for the next semester course registration for the next semester
<b>Spring semester</b>	



February 28	first-year student registration
registration week:	status declaration last period for submitting course registration
March 15	Application for complex exam (for 4th semester students)
June 5	Submission of summary required for semester report Submission of summary for Complex exam Submission of publication list (with credits indicated) for final exam Submission of proposals for new courses
Examination period:	semester report, doctoral student conference status statement for the following semester Course registration for the next semester

Budapest, February 1, 2026



Mihály Réger

DI Director