

## INFORMATION FOR SUPERVISORS

Detailed information about the activities of the Doctoral School (DS) can be found on the website (<https://atdi.uni-obuda.hu/>). To facilitate orientation, we have summarized the most important information about the training and the operation of the DS.

### OFFICIALS AND ADMINISTRATORS OF THE DOCTORAL SCHOOL

Head of the Doctoral School:	Dr. Mihály Réger, full professor	<a href="mailto:reger.mihaly@uni-obuda.hu">reger.mihaly@uni-obuda.hu</a>
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**STRUCTURE OF THE PROGRAM:** The doctoral program **lasts four years**. In the first four semesters, students must complete eight courses and, **at the end of each semester**, prepare a report **on their activities during the semester and the progress of their research**, which they must present **at a doctoral conference**. At the end of the fourth semester, students must pass **a comprehensive exam** that assesses their academic and research progress. Within three years of the comprehensive exam, students must submit their doctoral dissertation. – **Publication:** please indicate the affiliation of the supervisor and the doctoral student with the doctoral school in publications, and also list the doctoral student's name in the mtmt (Bálint Bereczki will assist with this if necessary). During their studies, students may have a maximum of two so-called passive semesters, during which they have no obligations, do not receive a scholarship, and do not pay tuition fees.

**LEGAL BACKGROUND:** The training takes place within the framework defined by the relevant government decree and the University's Doctoral and Habilitation Regulations.

[Egyetemi Doktori és Habilitációs Szabályzat](#) [Obuda University Doctoral and Habilitation Regulations](#)

Some of the supervisors are employees of **research institutes**. Under the cooperation agreements between the University and the research institutes, doctoral students are subject to the rules of both the University and the research institute concerned. Students' leave is not regulated: their absence from work is agreed with their supervisor. In the case of **foreign students**, immigration regulations must also be taken into account: if a student leaves the country for more than a few days, e.g. to return home, the supervisor is requested to inform the doctoral school immediately.

**SUPERVISORS' PARTICIPATION IN THE PROGRAM:** In addition to supervising the research, supervisors are asked to assist doctoral students in fulfilling all of their obligations: subject selection, possibly suggesting new subjects, helping with the preparation of the semesterly study and research reports, preparing for student conferences (the content of the presentation, the required duration, the independent method of presentation), supervisor participation in the conference, selection of subjects for the comprehensive exam. The supervisor may be present at the comprehensive exam, but may not intervene during the exam. However, we ask that the supervisor express their opinion about the student to the exam committee after the exam. Doctoral students will be notified of their current tasks by the study administrator (Bettina Bosák), and supervisors will also receive copies of the emails so that they are informed of the student's tasks. Please inform the DI management as soon as possible of any problems relating to the student.

**Degree award procedure:** the dissertation approved by the supervisor may be submitted with modifications based on the comments made during the workplace discussion. The doctoral council requests recommendations from the supervisor regarding the reviewers for the workplace discussion and public defense, as well as the defense committee.

**The DI Council greatly appreciates and thanks the supervisors for their valuable and complex work, and asks them to communicate any comments they may have to the DI management.**

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Dr. Mihály Réger  
Full Professor, Head of the Doctoral School