

# Operating Regulations of the Doctoral School of Management and Business Administration

The Doctoral School of Management and Business Administration, based on the position of the University Doctoral and Habilitation Council (EDHT), establishes its internal operating procedures in a manner that effectively supports the high quality of doctoral education and degree acquisition, and ensures that all doctoral students of the School have appropriate access to the full intellectual capacity concentrated within the School as well as to all of its material resources.

These Regulations have been prepared on the basis of the Higher Education Act, Government Decree No. 51/2001, the positions of the Hungarian Accreditation Committee (MAB), and the Doctoral Regulations of the University of Pannonia. The conceptual definitions used in these Regulations and the list of the legal provisions forming their basis are contained in Annex No. 3.

## Basic Data of the Doctoral School of Management and Business Administration

### Establishment of the Doctoral School

At its meeting on 15 December 2000, the Plenary Session of the Hungarian Accreditation Committee (MAB) decided on the issue of provisional accreditation and, by Resolution No. 2000/10/III/5.1./5, authorized the establishment of a Doctoral School in the discipline of Management and Business Administration within the field of Social Sciences, effective from 1 January 2001.

Head of the Doctoral School:

Dr. Ádám Török, Full Member of the Hungarian Academy of Sciences, Professor.

A Doktori Iskola törzstagjai:

Name	Academic Title	Position	Year of Birth	Institution
Ádám Török	Full Member of the Hungarian Academy of Sciences	Professor	1952	PE-TM
Zsuzsanna Bacsí	PhD, habil.	Associate Professor	1961	PE-TM
Zoltán Gaál	CSc	Professor	1947	PE-TM
Péter Halmai	DSc	Professor	1953	PE-TM
Zoltán Kovács	CSc	Professor	1955	PE-TM
Péter Mihályi	DSc	Professor	1953	PE-TM
Tibor Pupos	CSc	Professor	1949	PE-TM
Lajos Szabó	PhD, habil.	Associate Professor	1968	PE-TM
András Telcs	DSc	Professor	1956	PE-TM
Zoltán Veres	DSc	Professor	1953	PE-TM
Zsolt Tibor Kosztyán	PhD, habil.	Associate Professor	1977	PE-TM

## **Organization of the Doctoral School**

### **a) Name and details of the Doctoral School**

**University of Pannonia**  
**Doctoral School of Management and Business Administration**

Place of operation:

University of Pannonia, Faculty of Business and Economics, Veszprém, and University of Pannonia Georgikon Faculty of Agricultural Sciences, Keszthely (PE GMK)

Departments involved:

Department of Applied Economics, Department of Economics, Department of International Economics, Department of Finance, Department of Organization and Management, Department of Tourism

Postal address:

8201 Veszprém, Egyetem u. 10.

Telephone: (06-88) 624-648

Fax: (06-88) 62-4002

E-mail: [torok.adam@yahoo.com](mailto:torok.adam@yahoo.com)

Website: <http://gsdi.gtk.uni-pannon.hu>

Bank account:

University of Pannonia account maintained at the Hungarian State Treasury (MÁK):

10048005-01426696-00000000

Separate financial management under project number: 17920-217

Official seal:

University of Pannonia Doctoral School of Management and Business Administration

### **b) Head of the Doctoral School**

The Chair of the Doctoral School Council (DIT) is the Head of the Doctoral School recognized by the Hungarian Accreditation Committee (MAB).

The mandate of the Head of the Doctoral School is valid until revoked, or until 31 December of the year in which the Head reaches the age of 67.

### **c) Members of the Doctoral School**

Members of the Doctoral School include the founding members (internal and external) as well as associated members, supervisors, and lecturers.

These are academic staff and researchers holding a scientific degree who, upon the proposal of the Head of the Doctoral School, are considered by the Doctoral School Council (DIT) to be suitable for performing teaching, research, and supervisory duties within the framework of the Doctoral School.

Associated members are invited to join the Doctoral School by the Head of the School, and their appointment is valid until revoked.

#### **d) Council of the Doctoral School**

The Head of the Doctoral School, in consultation with the founding members, proposes candidates for membership of the Doctoral School Council from among the academically qualified teaching staff of the School to the University Doctoral Council (EDT).

The EDT decides on the members, and the appointments are issued by the Chair of the University Doctoral and Habilitation Council (EDHT).

The number of members is not limited, however it is advisable that each of the main research areas of the Doctoral School be represented.

In order to maintain contact with the doctoral offices and to perform the administrative tasks of the School, the Doctoral School Council (DIT) appoints a secretary. The secretary may be a member of the DIT, but may also be another lecturer or researcher who does not hold a scientific degree. An external expert who is not employed by the University may also be a member of the Council.

The representative of the doctoral students is a member of the DIT with consultative rights. The person of the representative is decided by the doctoral students belonging to the Doctoral School.

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#### **The main responsibilities of the DIT include in particular:**

- developing and continuously improving the research and educational programme of the Doctoral School, and—taking into account the general regulations of the University Doctoral Council (EDT)—determining the activities eligible for credit within the organised doctoral training and their credit values;
- deciding annually on the research topics to be announced for the organised doctoral training in the following academic year;
- submitting proposals to the EDT regarding the supervisors, lecturers of the Doctoral School, and the composition of the admission committee;
- organizing and conducting the admission examinations for applicants to the Doctoral School;
- proposing to the EDT the candidates to be admitted to organised doctoral training;
- examining applications of candidates applying for individual preparation, and proposing to the EDT the initiation of the doctoral procedure;
- appointing the supervisors in the case of admission;
- approving the work plans of doctoral students participating in organised training;
- monitoring the performance of doctoral students each semester, determining the credit value of research work, and, if justified, initiating the suspension of studies;
- evaluating applications for exemption from examinations;
- deciding on requests for postponement or for participation in partial studies abroad; based on the recommendation of the supervisors, the Head of the Doctoral School may also decide within delegated authority;
- deciding on the subjects of the doctoral comprehensive examinations;
- appointing, within delegated authority, the examination committees and the review committees for public dissertation defenses;
- determining the internal allocation of financial resources available for doctoral training within the School and supervising their use;
- determining, after consultation with the Head of the host department, the tuition fees for doctoral students participating in organised training who do not receive a state scholarship;

- keeping records of the first employment positions of graduates who obtained a doctoral degree through organised training;
  - submitting proposals to the University Doctoral and Habilitation Council (EDHT) regarding the award of doctoral degrees, the recognition of the Candidate of Sciences degree as a PhD degree, and the award of honorary doctoral titles, and expressing opinions or positions on all matters in which the EDHT requests the Council's opinion.
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The DIT holds its meetings at least once every three months. Decisions are made by open voting, and in the event of a tie, the Chair's vote decides.

In justified cases, any member of the DIT may request a secret ballot; in the case of a tie during a secret ballot, the voting must be repeated until a majority decision is reached.

Meetings are convened by the secretary of the Doctoral School, who is informed by the doctoral office about incoming applications, issues to be discussed, and requests.

The secretary records minutes of the meetings, and one copy of the minutes is sent to the doctoral training office in order to facilitate administrative and further organisational tasks.

## **Disciplinary Doctoral and Habilitation Council of the Doctoral School of Management and Business Administration**

Dr. Zsuzsanna Bacsi, PhD habil., University of Pannonia, Georgikon Faculty, Associate Professor  
Dr. Csaba Deák, PhD habil., Associate Professor  
Dr. Zoltán Gaál, CSc, University of Pannonia, Faculty of Business and Economics, Professor  
Dr. Péter Halmai, DSc, University of Pannonia, Faculty of Business and Economics, Professor  
Dr. Jenő Koltay, CSc, Associate Professor  
Dr. Zoltán Kovács, CSc, University of Pannonia, Faculty of Business and Economics, Professor  
Dr. János Kövesi, CSc, Professor  
Dr. Dietmar Meyer, CSc, Professor  
Dr. Péter Mihályi, DSc, University of Pannonia, Faculty of Business and Economics, Professor  
Dr. Tibor Palánkai, Full Member of the Hungarian Academy of Sciences, Professor Emeritus  
Dr. Miklós Palkovics, CSc, Retired Professor  
Dr. Tibor Pupos, CSc, University of Pannonia, Georgikon Faculty, Professor  
Dr. András Simonovits, DSc, Scientific Advisor, MTA-KTI  
Dr. Lajos Szabó, PhD habil., University of Pannonia, Faculty of Business and Economics, Associate Professor  
Dr. István Szintay, CSc, Professor  
Dr. András Telcs, DSc, University of Pannonia, Faculty of Business and Economics, Professor  
Dr. Ádám Török, Full Member of the Hungarian Academy of Sciences, Professor, Head of the Doctoral School (GSDI)

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### **a) Forum of the Doctoral School**

The forum of the Doctoral School includes all members of the Doctoral School and all doctoral students.

The forum is usually convened once or twice a year by the Head of the Doctoral School. Its purpose is to provide information on the operation of the Doctoral School and to seek opinions on issues facing the School.

The forum also provides an opportunity for doctoral students to present professional reports and reports on their participation in international study or research programmes.

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### **b) Registration System and Administration of the Doctoral School**

Register	Responsible Person/Unit
Register of members of the Doctoral School (lecturers, researchers, supervisors)	Secretary of the Doctoral School
Register of students (doctoral students and doctoral candidates)	Secretary of the Doctoral School / Doctoral Office
Administration of matters related to part-time doctoral students	Doctoral Office
Administration of doctoral degree procedures (maintenance of official records)	Doctoral Office
Financial records	Head/Secretary of the Doctoral School

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## **Main Research Areas of the Doctoral School and Their Heads**

Research Area	Head of the Research Area
Agricultural Economics Research	Dr. Tibor Pupos
Economic Sciences Research	Dr.  T
Management Science Research	Dr. Zolt Ga

## **Admission Procedure to the Doctoral School**

Each year in February–March, upon the initiative of the Head of the Doctoral School, academic staff and researchers holding a scientific degree from the University, as well as researchers with scientific degrees working at other institutions (research institutes), may submit research topic proposals within the research areas of the Doctoral School for the organised doctoral programme of the following academic year.

The Doctoral School Council (DIT) reviews the proposed topics and the scientific achievements of the proposed supervisors, and submits them to the University Doctoral and Habilitation Council (EDHT) for approval. Only those proposals that are approved by the EDHT are announced. The University publishes the call for applications and the list of proposed research topics on its website.

The general admission requirements, independent of the doctoral schools, are determined by the Doctoral Regulations (DSz) and, in accordance with them, by the EDHT. The specific requirements of the Doctoral School may be proposed by the DIT and submitted by the Head of the Doctoral School to the EDHT for approval. These requirements may be announced only after approval by the EDHT.

The DIT proposes the composition of the Admission Committee for applicants to the Doctoral School; the University Doctoral Council (EDT) makes the final decision on the proposal.

The Admission Committee consists of a Chair, at least two members, and a doctoral student representative with consultative rights.

Based on the submitted documents, the Admission Committee decides whether the applicant may be admitted to the admission examination. Applicants are notified of the decision by the administrative office responsible for the procedure at least one week before the admission examination.

The admission examination consists of an oral interview, during which the applicant:

- reports on their scientific work,
- presents their scientific plans, and
- demonstrates their knowledge of the general field of the chosen topic and their proficiency in a foreign language.

During its work, the Admission Committee evaluates the applicant’s previous academic activities, language proficiency, knowledge of the chosen field, professional aptitude, motivation for the profession, diligence, and other relevant aspects, and assigns scores accordingly.

The maximum scores for each evaluation criterion and the minimum score required for admission are determined by the EDHT.

Based on the submitted documents and the oral admission examination, the Admission Committee proposes to the DIT whether the applicant should be admitted or rejected.

Applicants proposed for admission are ranked according to their total scores. The ranking is established separately for applicants to state-funded (scholarship) and tuition-based programmes.

Based on the proposal of the DIT, the EDHT decides on the admission of doctoral students.

Applicants who reach the minimum admission score but do not request a state scholarship may be admitted to the organised doctoral programme without further procedure.

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## **2. Educational Activities of the Doctoral School**

### **2.1 Curriculum (Training Programme)**

Under the direction of the Head of the Doctoral School and with the cooperation of the members of the Doctoral School, the DIT develops the curriculum of the Doctoral School. The curriculum is approved by the DIT, and teaching is conducted on the basis of this curriculum.

The curriculum includes:

- the courses,
- the name of the lecturer responsible for each course,
- the course syllabus,
- the relevant literature,
- the contact hours (lectures/practical classes),
- the credit value,
- the prerequisite structure of the courses.

The curriculum includes both compulsory and elective courses. It also contains the list and syllabi of the major and minor subjects of the doctoral examination required for obtaining the degree.

The curriculum of the Doctoral School of Management and Business Administration (GSDI) is contained in Annex No. 2.

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### **2.2 Study Obligations of Doctoral Students**

Depending on the form of study, doctoral students fulfil their required academic obligations according to a study plan prepared at the beginning of their studies with the assistance of their supervisor and approved by the DIT.

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## **2.3 Teaching Activities of Doctoral Students**

Doctoral students may also perform teaching activities, which—upon the recommendation of the lecturer responsible for the course and by decision of the DIT—may be recognized with academic credits.

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## **2.4 International Study Periods**

Doctoral students may complete up to one year of their studies through partial studies abroad.

A period abroad may be recognised as partial doctoral training if the doctoral student is able to conduct research and/or pursue studies related to their doctoral research topic during their stay abroad.

The decision on recognising the period abroad as partial doctoral training is made by the DIT, or—within delegated authority—by the Head of the Doctoral School, taking into account the recommendation of the supervisor.

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# **3. Responsibilities of the Doctoral School Concerning the Research Activities of Doctoral Students**

At the beginning of their doctoral studies, doctoral students prepare a research plan under the supervision of their supervisor.

The research plan includes:

- the title of the research topic,
- the research objectives,
- the description of the planned research,
- an outline schedule for implementation,
- a list of necessary domestic and international study visits,
- the relevant literature to be used.

The DIT examines the research plan together with the study plan and decides on its approval.

The doctoral student conducts the research work in accordance with the approved research plan and under the guidance of the supervisor.

At the end of the first and second years of the programme, the supervisor provides a written evaluation of the candidate's work and confirms the completion of research tasks by entering the credits determined by the DIT in the evaluation sheet each semester.

Doctoral students must present a verbal report on their work at least once per year.

The report may be presented at:

- a DIT meeting,
- a Doctoral School forum,
- the professional community of the research unit,
- an academic or other professional forum,
- or—if accepted by the DIT—a domestic or international conference.

For final-year doctoral students, it is advisable that the third-year professional report be held during the second half of the academic year, before the completion of the research work carried out within the doctoral programme.

A record must be made of this report, and it must be attached to the doctoral student's file kept at the doctoral office.

In order to ensure the necessary conditions for research, the Doctoral School also seeks to obtain funding through research grants and project applications.

## **Financial Management of the Doctoral School**

The Doctoral School Council (DIT) manages the training funds allocated each semester by the University Doctoral and Habilitation Council (EDHT) in proportion to the number of state-funded doctoral students following enrolment, as well as up to 85% of the tuition fees and cost reimbursements paid by non-state-funded doctoral students.

The DIT decides on the possible joint use of part of the training funds and on their further allocation to the level of individual supervisors.

## **2. Publication Practice of the Doctoral School**

With the involvement of the supervisors, the DIT encourages doctoral students to publish their scientific results in the form of academic publications.

As a minimum requirement for obtaining the doctoral degree, the Doctoral School of Management and Business Administration requires the following:

Before the doctoral comprehensive examination, the candidate must have:

- at least one publication published or accepted for publication in an international peer-reviewed journal or book, or
- at least two publications published or accepted for publication in an international non-peer-reviewed journal or book,

and

- at least one publication published or accepted for publication in a peer-reviewed Hungarian journal or book.

As publication performance, the Doctoral School may also accept scholarly books or book chapters published by recognised professional publishers, or accepted for publication in writing by the publisher, either domestically or internationally.

The DIT evaluates whether the publication requirements have been fulfilled.

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### **3. Organisation of the Doctoral Degree Procedure**

Candidates wishing to obtain a doctoral degree apply for the initiation of the procedure in accordance with the provisions of the Doctoral Regulations of the University of Pannonia (PE DSZ). They apply for the doctoral examination, and by submitting their dissertation request its evaluation and the announcement of the public defense.

If the submitted applications meet the formal requirements specified in the Doctoral Regulations, the Doctoral Office forwards them to the Secretary of the DIT.

Based on the decisions of the DIT, the Doctoral Office arranges the invitation of examination and review committees and organizes the doctoral examination and the public defense.

Doctoral candidates are required to submit their dissertation electronically to the Head of the Doctoral School, and in printed form (five copies) to the Secretary of the Doctoral School.

The Head of the Doctoral School ensures that the dissertation is published on the website of the Doctoral School.

The internal (pre-defense) defense of the dissertation is organized by the supervisor/consultant on the basis of the authorization of the DIT. The minutes of the internal defense, together with the attendance sheet, form an annex to the final dissertation submitted.

The DIT may appoint a preliminary reviewer for the internal defense, and the DIT provides for any remuneration related to this task.

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### **4. Responsibilities of the Doctoral School in Habilitation Procedures**

The DIT also performs the duties of the disciplinary committee of the University Habilitation Committee.

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### **5. Alumni Policy of the Doctoral School**

The University Doctoral Office maintains official records of doctoral students participating in the programme, and records the data of those who obtain the degree and the issued diplomas in the University PhD Register.

After the PhD award ceremony, the office informs the Hungarian Accreditation Committee (MAB) about the awarded degrees, ensures the electronic publication of the doctoral theses, and provides them to the Ministry of Education (OM).

The Doctoral Office keeps records of the first employment of graduates who have successfully completed the organised doctoral programme, based on reports submitted by the supervisors.

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## **6. Quality Assurance System of the Doctoral School**

- In addition to the general university admission requirements, the DIT may establish additional criteria for its Admission Committee, which are defined annually.
- The DIT ensures the continuous maintenance of the curriculum and the selection of appropriate course coordinators.
- During organised training, the DIT ensures the regular evaluation and reporting of doctoral students' progress.
- By making use of its international relations, the Doctoral School facilitates the participation of doctoral students in international study visits and partial training abroad promotes the participation of doctoral students in conferences.
- periodically analyses statistical data related to the Doctoral School and formulates measures based on the results.
- with the assistance of the doctoral student representative in the DIT, annually collects the opinions of doctoral students regarding the training programme, and formulates measures based on these opinions.

# ANNEXES

## Annex 1

### Members of the Doctoral School of Management and Business Administration

#### Head of the Doctoral School:

Dr. Ádám Török, Full Member of the Hungarian Academy of Sciences

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### Leading Participating Academic Staff at the University of Pannonia

Dr. Péter Bittner, Associate Professor, Candidate of Economic Sciences

Dr. Tibor Csizmadia, Associate Professor

Dr. József Czeglédi, Associate Professor, Candidate of Economic Sciences

Dr. Erzsébet Dimény, Associate Professor, Candidate of Economic Sciences

Dr. Zoltán Gaál, Professor, Candidate of Chemical Sciences, habilitated in Economic Sciences

Dr. Péter Halmai, Head of Department, Professor

Dr. István Győri, Professor, Doctor of Mathematical Sciences

Dr. György Horváth, Professor, Doctor of Psychological Sciences

Dr. József Kocsondi, Professor, University of Pannonia Georgikon Faculty

Dr. Jenő Koltay, Associate Professor, Candidate of Economic Sciences

Dr. Zsolt Kosztyán, Associate Professor

Dr. Zoltán Kovács, Professor, Candidate of Chemical Sciences

Dr. Ernő Mészáros, Full Member of the Hungarian Academy of Sciences

Dr. Péter Mihályi, Professor, Doctor of Economic Sciences (Doctor of the Hungarian Academy of Sciences)

Dr. Miklós Palkovics, Professor, Candidate of Economic Sciences, University of Pannonia Georgikon Faculty

Dr. Tibor Pupos, Professor, University of Pannonia Georgikon Faculty

Dr. András Telcs, Head of Department, Professor

Dr. Péter Urfi, Associate Professor, University of Pannonia Georgikon Faculty

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### Leading Participating Academic Staff from Partner Institutions

Dr. Zoltán Bara, Associate Professor, Candidate of Economic Sciences

Dr. László Andor, Candidate of Economic Sciences, Corvinus University

Dr. Károly Fazekas, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI), Deputy Director

Dr. Imre Fertő, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)

Dr. Zoltán Hermann, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)

Dr. Zsuzsa Kapitány, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)

Dr. János Köllő, Associate Professor, Candidate of Economic Sciences  
Dr. Mihály Laki, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)  
Dr. Aladár Madarász, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)  
Dr. György Molnár, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)  
Dr. Péter Pete, PhD, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)  
Dr. András Semjén, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)  
Dr. András Simonovits, Doctor of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)  
Dr. Pál Valentiny, Candidate of Economic Sciences, Institute of Economics, Hungarian Academy of Sciences (MTA KTI)  
Dr. Lajos Kiss, Candidate of Economic Sciences, private entrepreneur  
Dr. Gábor Papanek, Director, Candidate of Economic Sciences, GKI Economic Research Co.  
Dr. Gyula Vastag, Professor

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## **Annex**

### **Training Programme of the Doctoral School of Management and Business Administration**

University of Pannonia

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## **1. Principles and Curriculum of the Mandatory Training**

### **1.1 Basic Principles**

The Doctoral School of Management and Business Administration (GSDI) follows the principle that doctoral students should devote as much of their available training time as possible to research activities. Accordingly, participation in mandatory courses aims to deepen the students' scientific knowledge and their expertise in the chosen specialised research field.

The mandatory curriculum consists of three parts:

- core courses that are compulsory for all doctoral students of the GSDI;
- compulsory elective courses closely related to the doctoral student's research topic and offered by lecturers of the Doctoral School within the relevant research area;
- freely elective courses.

During the six semesters, students must complete a total of 180 credits, 30 credits per semester. In a given semester, additional credits may also be completed in advance.

The distribution of the 180 credits is as follows.

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## 1.1.1 Evaluation of Study Activities

At the beginning of each semester, doctoral students must register the compulsory and elective courses in their record book in accordance with the study plan included in their work plan.

Courses that are not included in the work plan may be registered only if supported by the supervisor.

A minimum of 48 credits must be completed through examinations taken in the registered courses.

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## List of Mandatory Courses of the Doctoral School

Course Title	Credits	Lecturer	Semester	Notes
Microeconomics I	8	Dr. Judit Badics / Dr. Zsuzsanna Bacsi	first	Core doctoral examination subject
Microeconomics II	8	Dr. Judit Badics / Dr. Zsuzsanna Bacsi	second	Core doctoral examination subject
Macroeconomics I	8	Dr. Péter Mihályi / Dr. Péter Halmai	first	Core doctoral examination subject
Macroeconomics II	8	Dr. Péter Mihályi / Dr. Péter Halmai	second	Core doctoral examination subject
Econometrics I	8	Dr. András Telcs	first	
Econometrics II	8	Dr. András Telcs	second	

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Course Title	Credits	Lecturer	Semester	Notes
Strategic Management	8	Dr. Zoltán Gaál	first	Core doctoral examination subject
International Management	8	Dr. Lajos Szabó	first	Core doctoral examination subject
Methodological Applications	8	Dr. Zsolt Kosztyán	third–fourth	
Research Methodology	8	Dr. Pál Majoros	third–fourth	

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# List of Compulsory Elective and Elective Courses

## Agricultural Economics

Course Title	Credits	Lecturer	Semester	Institution
Agricultural Economy in International Integration	8			PE GMK
Agricultural and Rural Policy	8			PE GMK
Rural Sociology and Development	8	Dr. József Kocsondi	temporarily suspended	PE GMK
Sociological Theories	8	Dr. Ernő Kovács		PE GMK
Rural Sociology	8	Dr. Ernő Kovács		PE GMK
Controlling Systems	8			PE GMK
Financial Analysis and Planning	8	Dr. Tibor Pupos		PE GMK
Organization and Management Theory	8	Dr. Zoltán Gaál		PE SZVT
Strategic Planning	8			PE GMK
Civil Law	8	Dr. Gabriella Bánhegyi		PE GMK
Environmental Economics	8	Dr. Gábor Szabó		PE GMK
Methodology of Agricultural Advisory Services	8	Dr. Tibor Pupos		PE GMK
Accounting Specificities of Agricultural Enterprises	8	Dr. Péter Urfi		PE GMK
Regional Economics	8	Dr. Zsuzsanna Bacsí		PE GMK
Crop Production – Selected Chapters	8		cross-enrolment	PE GMK
Animal Husbandry – Selected Chapters	8		cross-enrolment	PE GMK

## Economics

Course Title	Credits	Lecturer	Institution
Economic and Monetary Union	8		PE NGT
Economic Systems	8	Dr. Zoltán Bara	PE KGT
Industrial Organization	8	Dr. Ádám Török	PE KGT
Economics of Information	8		PE KGT
Health Economics	8	Dr. Péter Mihályi	PE KGT

<b>Course Title</b>	<b>Credits</b>	<b>Lecturer</b>	<b>Institution</b>
Theory and Determinants of Competitiveness	8	Dr.  T	PE KGT
Local Government Finance and Municipal Management	8	Dr. Jen Koltay	PE KGT
Industrial Relations and Wage Determination	8	Dr. Jen Koltay	PE KGT
Economics of Social Policy	8	Dr. Andrs Semjn	MTA KTI
Information Economics	8		PE KGT
Economics of Education	8	Dr. Andrs Semjn	MTA KTI
Microeconomic Applications of Game Theory	8	Dr. Judit Badics	PE KGT
Market Regulation of Public Services	8	Dr. Pl Valentiny	MTA KTI
Economics of Agricultural Policy	8	Dr. Imre Fert	MTA KTI
On the Nature of Money	8	Dr. Andrs Telcs	PE
Introduction to the Information Theory of the Stock Exchange	8	Dr. Andrs Telcs	PE

## Management Sciences

<b>Course Title</b>	<b>Credits</b>	<b>Lecturer</b>	<b>Institution</b>
Project Management	8	Dr. Lajos Szab	PE SZVT
Production Management	8	Dr. Zoltn Kovcs	PE SZVT
Logistics	8	Dr. Zoltn Kovcs	PE SZVT
Strategic Controlling	8	Dr. Erzsbet Dimny	PE SZCT
Multiculturalism in Marketing	8	Dr. Miln Constantinovits	
Internationale Finanzierung	8		
International Controlling	8		
Selected Chapters of Marketing Theory	8	Dr. Zoltn Veres	PE

## Legal Framework of the Doctoral Programme

With the amendment of Act CCIV of 2011 on National Higher Education, the doctoral training system has been operating since 1 September 2016 in accordance with Act CCVI of 2015.

(Hungarian Gazette, Issue No. 195 of 2015, p. 26097)

In doctoral training, at least 240 credits must be obtained, and the training period consists of eight semesters.

The doctoral programme consists of two phases:

- the first four semesters constitute the training and research phase,
- the second four semesters constitute the research and dissertation phase.

At the end of the fourth semester, a comprehensive examination must be completed as the closing element of the training and research phase and as a prerequisite for entering the research and dissertation phase. The comprehensive examination assesses and evaluates academic and research progress.

The doctoral student must submit the doctoral dissertation within three years after passing the comprehensive examination.

The monthly doctoral scholarship amounts to:

- HUF 140,000 during the training and research phase,
- HUF 180,000 during the research and dissertation phase.

In case of a successful dissertation defense, the doctoral student receives a one-time support of HUF 400,000.

The new regulations apply first to students who establish doctoral student status in the first semester of the 2016/2017 academic year.

**University of Pannonia  
Doctoral School of Management and Business Administration**

**TRAINING PROGRAMME  
for doctoral students commencing their doctoral studies in the 2016/2017 academic year**

Adopted by the **Council of the Doctoral School of Management and Business Administration**  
at the **DIT meeting held on 13 June 2016.**

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## 1. Content Elements of the PhD Programme

The duration of the doctoral programme is 8 semesters, which are divided into a “training and research phase” and a “research and dissertation phase.” During the 8 semesters, students must complete a total of 240 credits.

At the end of the first phase, the student is required to take a comprehensive examination. A prerequisite for taking the comprehensive examination is that the student has completed at least 90 credits. The purpose of the examination is to evaluate the student’s academic progress and research advancement.

According to the relevant legal regulation, doctoral students must submit their doctoral dissertation within three years after passing the comprehensive examination.

The monthly amount of the doctoral scholarship is HUF 140,000 during the training and research phase, and HUF 180,000 during the research and dissertation phase.

The second phase of the programme begins after the comprehensive examination has been successfully completed and lasts for four semesters. At the end of the fourth semester, the student status terminates, and the student receives the pre-degree certificate (absolutorium) if they have fulfilled the requirements prescribed in the regulations of the Doctoral School of Management and Business Administration (GSDI) and have completed at least 240 credits.

## 2. Training and Research Phase

### 2.1 Courses

**During the training period, students are required to attend the courses listed in the table below and complete the corresponding credit requirements.**

**A képzési időszak tantárgyai és kreditjei**

<b>Semester I</b>	<b>Cr.</b>	<b>Semester II</b>	<b>Cr.</b>
Microeconomics I	8	Microeconomics II	8
Macroeconomics I	8	Macroeconomics II	8
Econometrics I	8	Econometrics II	8
Strategic Management	8		
International Management	8		
<b>Total</b>	<b>40</b>	<b>Total</b>	<b>24</b>
<b>Semester III</b>	<b>Cr.</b>	<b>Semester IV</b>	<b>Cr.</b>
Research Methodology I	8	Research Methodology II	8
Methodological Applications	8	Elective Course	8
<b>Total</b>	<b>16</b>	<b>Total</b>	<b>16</b>

**Total number of credits: 96**

## 2.2 Research Activity and Reports

At the beginning of the first semester, the student prepares a work plan, which must be approved by the Doctoral School Council (DIT). (5 credits)

Doctoral students must submit a *\*report on their research activities each semester. (3 credits)*

Semester 1: 5 + 3 credits

Semester 2: 3 credits

Semester 3: 3 credits

Total: 14 credits

The minimum required credit value for research work in the first phase is 14 credits.

## 2.3 Teaching Activity

Students cannot be obliged to perform teaching activities.

For completing 15 contact hours of teaching (1 hour per week), 2 credits may be awarded. The completed teaching hours must be certified by the Head of Department and the Supervisor.

During the four semesters, the maximum number of credits that can be obtained is 4 credits per semester.

Total: 16 credits

Summary table of the credit distribution in the training and research phase:S

Designation	Total	
	Credit	%
Study activities	96	64,0
Research work	14	9,3
Research and publication activities	24	16,0
Teaching activity (not compulsory)	16	10,7
<b>TOTAL</b>	<b>150</b>	<b>100,0</b>

## 3. Comprehensive Examination

Eligibility to take the comprehensive examination requires the completion of the mandatory courses (minimum 90 credits) and the acquisition of 24 credits in research and publication activities.

The comprehensive examination consists of two parts.

In the first part of the examination (“theoretical part”), the student is examined in two subject areas.

In the second part, the student presents a report in the form of a presentation, covering:

- their research results,
- their knowledge of the literature related to the research topic,
- their research plan for the research and dissertation phase,
- the schedule for completing the dissertation and publishing the research results.

### **3.1 Evaluation of the Comprehensive Examination**

The Examination Committee evaluates the comprehensive examination separately for its two parts.

Evaluation of the theoretical part: *summa cum laude, cum laude, rite, or fail.*

The evaluation of the theoretical part is included in the final classification of the doctoral degree.

Evaluation of the practical part: *pass or fail.*

Passing the practical part is a requirement for obtaining the doctoral degree, but it is not included in the final classification. If accepted, it is awarded 10 credits.

## **4. Research and Dissertation Phase**

The student must submit the dissertation within three years. The second phase of the doctoral programme begins after the successful completion of the comprehensive examination and lasts for four semesters.

During the research and dissertation phase, students must complete 90 credits. The following activities may be recognized for credit in the second phase:

- Research work
- Teaching activity
- Research-related activities

### **4.1 Research Work**

At the end of each semester, the student must present a research report, comparing the planned and completed tasks. The credit values assigned to the semesters of the second phase are as follows:

Semester 4: 5 credits

Semester 5: 5 credits

Semester 6: 10 credits

Semester 7: 10 credits

Total: 30 credits

### **4.2 Teaching Activity**

Students cannot be obliged to perform teaching activities.

The recognition of teaching activity follows the rules described in the first phase of the programme. During the four semesters, a maximum of 20 credits may be obtained.

For completing 15 contact hours of teaching (1 hour per week), 2 credits may be awarded. The completed teaching hours must be certified by the Head of Department and the Supervisor.

### 4.3 Research Activity

The required credit value for research activity is 40 credits.

#### Content Elements and Credit Values of the Second Phase

Designation	Total	
	Credit	%
Research work	30	33,3
Research activity	40	44,4
Teaching activity	20	22,3
<b>TOTAL</b>	<b>90</b>	<b>100,0</b>

#### A PhD képzés összesített kreditértékei és tartalmi elemei

Designation	Total	
	Credit	%
Research work	96	40,0
Research activity	44	18,3
Research activities	64	26,7
Teaching activity	36	15,0
<b>ÖSSZESEN</b>	<b>240</b>	<b>100,0</b>

At the end of the second phase (eighth semester), the student status terminates. The student receives the pre-degree certificate (absolutorium) if they have fulfilled the requirements prescribed in the regulations of the Doctoral School of Management and Business Administration (GSDI) and have completed at least 240 credits.

## 5. Annex

### Evaluation of Research Work

Doctoral students must obtain at least 26.7% (64 credits) of the total credits that can be earned during the PhD programme through research activities and the scientific results related to them.

For research activities carried out during the training period and for their results, doctoral students may obtain the following credit values:

- Publication published or accepted in an international peer-reviewed journal or book (also as a co-author) – 20 credits
- Publication published or accepted in a national peer-reviewed journal or book (also as a co-author) – 18 credits
- Publication published or accepted in an international non-peer-reviewed journal or book (also as a co-author) – 18 credits
- Publication published or accepted in a national other reviewed journal or book (also as a co-author) – 8 credits
- Presentation at an international conference based on a paper previously selected by the review committee (also as a co-author) – 10 credits
- Presentation at a national conference based on a paper previously selected by the review committee (also as a co-author) – 8 credits
- Presentation at an international conference (also as a co-author) – 8 credits
- Presentation at a national conference (also as a co-author) – 6 credits
- Participation in an international research programme (as a member of a team) – 10 credits
- Participation in a national research programme (as a member of a team) – 8 credits
- Presentation on the student's own research topic – 5 credits
- Publication published or accepted in an international popular science or non-academic journal (also as a co-author) – 5 credits
- Publication published or accepted in a national popular science or non-academic journal (also as a co-author) – 3 credits

## Evaluation of Teaching Activities

Doctoral students may be involved in teaching activities or other departmental tasks by their supervisor and the Head of Department. A maximum of 24.45% of the total credits (44 credits) that must be completed may be obtained for such activities.

1. Two credits may be awarded for 15 hours of teaching activity.  
The credits obtained through teaching must be certified by the course instructor responsible for the subject, by signing the official entry page of the student's academic record book.
2. In addition to delivering contact hours, credits may also be obtained through the completion of individual tasks related to teaching.

## Evaluation of Individual Tasks

- Preparation of a case study in a topic agreed upon with the supervisor.  
(This task may be repeated each semester. The completion of the case study must be documented, and the case study must directly serve educational purposes.)
- Preparation of teaching materials in a topic agreed upon with the supervisor  
(e.g. numerical examples or practice exercises together with the instructor's solution guide).
- Supervision of undergraduate theses  
(supervising at least three theses counts as the completion of one individual task; the completion of the task must be documented in a reproducible manner).
- Reviewing undergraduate theses  
(reviewing at least five theses counts as the completion of one individual task; the completion of the task must be documented in a reproducible manner).

Credits for completed individual tasks are awarded based on the supervisor's recommendation. Thirty hours of work correspond to two credits. The credits are certified by the Head of the Doctoral School or a lecturer appointed by the Head, by signing the official entry page of the student's academic record book.

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### 1.1.2 Evaluation of Research Work

Doctoral students may obtain up to 16.67% of the total credits (30 credits) for their research plan submitted at the beginning of the first semester and for the research reports submitted at the end of each semester.

Credit allocation:

- Semester research report (semesters 1–5): 3 credits per semester
- Research report at the end of the 6th semester: 10 credits
- Preparation of the research plan: 5 credits

Doctoral students must obtain at least 32.23% of the total credits (58 credits) through research activities and the scientific results related to them.

Credits may be awarded for the following research activities and outputs:

- Publication published or accepted in an international peer-reviewed journal or book (also as co-author) – 20 credits
- Publication published or accepted in a national peer-reviewed journal or book (also as co-author) – 18 credits
- Publication published or accepted in an international non-peer-reviewed journal or book (also as co-author) – 18 credits
- Publication published or accepted in a national reviewed journal or book (also as co-author) – 8 credits
- Presentation at an international conference based on a paper previously selected by a review committee (also as co-author) – 10 credits
- Presentation at a national conference based on a paper previously selected by a review committee (also as co-author) – 8 credits
- Presentation at an international conference (also as co-author) – 8 credits
- Presentation at a national conference (also as co-author) – 6 credits
- Participation in an international research programme (as a team member) – 10 credits
- Participation in a national research programme (as a team member) – 8 credits
- Presentation on the student's own research topic – 5 credits
- Publication published or accepted in an international popular science or non-academic journal (also as co-author) – 5 credits
- Publication published or accepted in a national popular science or non-academic journal (also as co-author) – 3 credits

## **1.2. Requirements for Students Participating in Individual Doctoral Training**

Doctoral students participating in individual training must take the doctoral comprehensive examination, and after successfully passing it, they may submit and defend their doctoral dissertation.

However, the doctoral procedure may not be initiated until the doctoral student has:

- at least one publication published or accepted for publication in an international peer-reviewed journal or book, or at least two publications published or accepted for publication in an international non-peer-reviewed journal or book, and
- at least one publication published or accepted for publication in a peer-reviewed Hungarian journal or book.

# Conceptual Definitions

According to **Government Decree No. 199/2000 (XI.29), Section 32(d)**:

## **Doctoral School (DI):**

An educational unit operating at a university with the approval of the Hungarian Accreditation Committee (MAB), encompassing several organizational units of the university, in which training preparing students for obtaining a scientific degree is conducted. Other higher education institutions or external research institutes may also participate in the work of a doctoral school. At universities, only one doctoral school may operate in a given discipline, except in multidisciplinary areas defined by specific legislation.

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## **1. Doctoral Student**

A student participating in **doctoral (PhD) training**, who is entitled to the rights and obligations defined in the legislation governing higher education.

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## **2. Doctoral Student Status**

The **legal relationship between the doctoral student and the higher education institution**, which includes the rights and obligations defined by higher education legislation. Student status is certified by the **issuance and validation of a student identification card by the university**.

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## **3. State Doctoral Scholarship**

Financial support provided to **Hungarian doctoral students participating in full-time organised doctoral training**, as well as to foreign students who are treated equally with Hungarian students based on legislation or international agreements.

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## **4. Doctoral Candidate**

A person who has **completed doctoral studies and is undergoing the procedure for obtaining a doctoral degree**. A doctoral candidate is **not a doctoral student and does not have student status**.

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## **5. Doctoral Training**

A **postgraduate programme conducted by a university**, lasting **three years (36 months)**, which results in doctoral student status and prepares students for obtaining a doctoral degree. The training involves **regular academic, research, and reporting activities**, including the fulfilment of obligations defined in the university's doctoral regulations, including the successful completion of doctoral examinations (except for the doctoral comprehensive examination).

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## 6. Doctoral Research Topic

A research field suitable for enabling the doctoral student, **under the guidance of a supervisor**, to acquire the methods of scientific research, achieve evaluable scientific results, and demonstrate these results through **scientific publications, conference presentations, and ultimately a doctoral dissertation**.

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## 7. Credit (Study Credit) in Doctoral Training

A unit used to measure the **academic and research workload required to fulfil the obligations of doctoral students**.

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## 8. Doctoral Degree Procedure

A **series of procedural steps aimed at obtaining the doctoral degree**, which is substantively based on doctoral training but **legally and procedurally independent from it**.

### Doctoral Comprehensive Examination

Part of the doctoral degree procedure, representing a **comprehensive assessment of the candidate's knowledge in the given scientific discipline**.

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### 10. Doctoral Dissertation

A written work prepared by the doctoral candidate in which the candidate **demonstrates the ability to independently solve a scientific problem at the level required for obtaining the doctoral degree**.

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### 11. Doctoral Degree

A degree awarded by the **University Doctoral and Habilitation Council (EDHT)**. The requirements for obtaining the degree are determined by the **Doctoral Regulations of the University**. The degree may be obtained through **organised doctoral training or individual preparation**, within the framework of the doctoral degree procedure.

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### 12. Doctoral Theses

A **summary document prepared for the scientific community**, presenting the scientific results of the doctoral candidate that demonstrate readiness to obtain the doctoral degree. The theses must be prepared in **Hungarian and English** (or in another language appropriate to the discipline). The university and the **Ministry of Education** ensure their registration and publication.

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### **13. University Doctoral and Habilitation Council (EDHT)**

A body established by the **University Council** responsible for organizing doctoral training and awarding doctoral degrees. It has decision-making authority particularly in matters concerning **approval of doctoral training programmes, admission to training, and awarding doctoral degrees**. Under certain legal conditions, it may also perform the tasks of the **habilitation committee**. In scientific matters, the doctoral council operates as an **independent body**.

Voting members of the university/faculty doctoral council are **professors and/or doctors of the Hungarian Academy of Sciences**, while all **external members also have voting rights**.

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### **14. Doctoral School Council (DIT)**

A **regularly meeting body supporting the work of the Head of the Doctoral School**, elected by the founding members of the Doctoral School. Its members are appointed and dismissed by the **University Doctoral Council**.

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### **15. University Doctoral Student Register**

An official register maintained by the **Doctoral Office (Directorate of Education)** containing data on doctoral students admitted to and participating in doctoral training.

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### **16. University Doctoral Degree Register**

A register maintained by the university containing **data on persons who have obtained a doctoral degree and the issued doctoral diplomas**.

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### **17. Full-Time Doctoral Training**

A form of training in which **contact hours constitute at least one fifteenth of the total student workload** (minimum 27 hours based on 180 credits).

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### **18. Evening Training**

A form of training in which **contact hours amount to at most two-thirds of those defined for full-time training** (maximum 18 hours).

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### **19. Correspondence Training**

A form of training in which **contact hours amount to at most one-third of those defined for full-time training** (maximum 9 hours).

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## 20. International Partial Training

A component of doctoral training in which the doctoral student participates in a **research or study programme related to their doctoral topic and approved by the supervisor**, ensuring the academic validity of the study period within the university's doctoral training programme.

The **Doctoral School Council** decides on the approval of such programmes.

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## 21. Minimum Personnel Requirements for Establishing a Doctoral School

Among the founders, in addition to the **Head of the Doctoral School**, there must be **at least two Doctors of the Hungarian Academy of Sciences**, at least one of whom must be an internal member, and **at least four additional persons holding a scientific degree**, including **at least two internal members who are habilitated lecturers or university professors**.

External founding members must obtain **habilitation or the Doctor of the Hungarian Academy of Sciences title by 30 June 2002**.

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## 22. Head of the Doctoral School

An **internal founding member** who is a **full or corresponding member of the Hungarian Academy of Sciences, a Doctor of the Hungarian Academy of Sciences, or Doctor of Science**, and who is responsible for the **scientific and educational standards of the Doctoral School**.

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## 23. Founding Member

A person indicated as such in the **accreditation application**. In Hungarian higher education, a person may be a **founding member of only one doctoral school**. New founding members may replace or join existing founders with the approval of the **Hungarian Accreditation Committee (MAB)** based on the proposal of the **University Doctoral Council**.

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## 24. Internal Founding Member

A person who has a **full-time employment relationship with the university operating the doctoral school**. Researchers working in **academy-supported research groups at the university** are considered equivalent to university lecturers.

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## 25. External Founding Member

An **active university professor, habilitated lecturer, or researcher** who does not have full-time employment at the University of Pannonia, or who is **over 67 years of age**, including **professors emeriti of the university in the given discipline**.

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## 26. Lecturers of the Doctoral School

Lecturers and researchers holding **scientific degrees**, who—upon the proposal of the Head of the Doctoral School—are considered suitable by the **Doctoral School Council** to perform **teaching, research, and supervisory duties within the Doctoral School**.

Témavezető az a tudományos fokozattal rendelkező oktató, illetve kutató, akinek témahirdetését az egyetemi doktori tanács jóváhagyta, és aki – ennek alapján – felelősen irányítja és segíti a témán dolgozó doktoranduszok tanulmányait, kutatási munkáját, illetve a doktorjelöltek fokozatszerzésre való felkészülését.

Részletek az 51/2001. kormányrendelet a doktori iskolákról

17. § (1) Doktori- és mesterképzés kizárólag – külön jogszabályban meghatározott feltételek alapján – akkreditált doktori iskola keretében folytatható.

(2) Az egyetemeken külön jogszabályban meghatározott tudományáganként (művészeti területenként) – ha jogszabály a multidiszciplináris területen működő doktori iskolák esetében kivételt nem tesz – egy doktori iskola működhet.

(3) A doktori iskola akkreditációjával az egyetem az adott tudományágban jogot szerez habilitációs eljárás lefolytatására és a „dr. habil” cím odaítélésére.

18. § (1) A doktori iskola oktatói azok a tudományos fokozattal rendelkező oktatók és kutatók, akiket – a doktori iskola vezetőjének javaslatára – a doktori iskola tanácsa alkalmasnak tart a doktori iskola keretében oktatási, kutatási és témavezetői feladatok ellátására.

(2) A doktori téma vezetője az a tudományos fokozattal rendelkező oktató, illetve kutató, akinek témahirdetését a doktori tanács jóváhagyta, és aki – ennek alapján – felelősen irányítja és segíti a témán dolgozó doktoranduszok tanulmányait, kutatási munkáját, illetve a doktorjelöltek fokozatszerzésre való felkészülését.

19. § A meghirdethető oktatási programokról és a témavezetői megbízásokról a doktori iskola tanácsa ennek hiányában doktori tanácsa évente dönt, és ezek nyilvánosságra hozataláról az egyetemen szokásos módon gondoskodik.

20. § (1) A doktori iskola létesítésének jóváhagyásáért pályázatot kell benyújtani a MAB-hoz. A doktori tanács által előkészített, az egyetemi tanács által jóváhagyott pályázatot a rektor nyújtja be a MAB-hoz.

(2) A MAB a beérkezett pályázatokat tudományterületenként vagy tudományáganként kidolgozott követelményrendszer alapján bírálja el.

(3) A doktori iskola engedélyezésére, működésének minőségellenőrzésére, a működés felfüggesztésére illetve megszüntetésére vonatkozó részletes szabályokat – a vonatkozó jogszabályokban meghatározott keretek között – a MAB állapítja meg.

(4) A doktori iskola létesítésének és a minőség-ellenőrzésnek a követelményrendszerét, valamint az értékelési eljárás részletes rendjét a MAB – az Oktatási Közlönyben és az Akkreditációs Értesítőben – teszi közzé.

22. § A doktori tanács feladata, különösen:

a) jóváhagyja a doktori iskolák alapításának kezdeményezését;

b) dönt a doktori képzésbe való felvételtől, a felmentésekről, a doktori szigorlat tárgyairól, a doktori fokozat odaítéléséről, a kitüntetéses doktorrá avatási javaslatokról;

c) a Szabályzatban meghatározottak szerint, a doktori iskolák javaslatára kijelöli a doktori felvételi bizottság tagjait, a bírálóbizottság tagjait és a hivatalos bírálókat, létrehozza a szigorlati bizottságot, továbbá jóváhagyja a doktori témavezetők és a doktori iskola oktatóinak személyét;

d) állást foglal a külföldi tudományos fokozat honosításáról;

e) javaslatot tesz az egyetemi tanács részére a doktori képzési normatíva felhasználásáról.

25. § A Szabályzatot, a doktori tanács javaslata alapján, az egyetemi tanács alkotja.

26. § (1) A doktori iskolák működési szabályzatot alkotnak, amelyet az egyetemi doktori tanács hagy jóvá.

(2) A doktori iskola általános képviselőjét a doktori iskola vezetője látja el. A doktori iskola vezetőjének munkáját a doktori iskola tanácsa segíti.

27. § A Szabályzatban – az Ftv., valamint jelen kormányrendelet keretein belül – rendelkezni kell:

a) a doktori képzés részletes szabályairól,

b) az egyetemi szervezett képzésről, az egyéni felkészülésről,

c) a doktorandusz tanulmányi kötelezettségeiről, a tanulmányok ellenőrzésének módjáról,

d) a doktori képzésben elismerhető tanulmányi pontokról (kreditekről),

e) a tanulmányok lezárásának feltételeiről,

f) a doktori fokozat megszerzésének feltételeiről, a fokozat odaítélésének részletes szabályairól,

g) a tiszteletbeli doktorrá (doctor honoris causa) avatás feltételeiről,

h) a doktori tanács összetételéről, feladatairól, hatásköréről, eljárási rendjéről,

i) a doktoranduszok hallgatói támogatása megállapításának elveiről, az odaítélés módjáról és eljárási szabályairól, továbbá a támogatások időtartamáról, jogcíméről, valamint a pénzügyi források és más támogatások felhasználásának ellenőrzési rendszeréről,

j) a doktoranduszok által fizetendő díjakról és térítésekről, mentességekről és kedvezményekről, a díjak befizetésének, kezelésének szabályairól, a díjakból és térítésekből

származó bevételek felhasználásának elveiről, valamint a pénzügyi források felhasználásának ellenőrzési rendszeréről,

k) a szünetelő, illetve megszűnt hallgatói jogviszonyú személyek támogatásairól, az általuk fizetendő díjakról és térítésekről,

l) a külföldieknek a doktori képzésben való részvételének feltételeiről, figyelemmel az egyéb jogszabályok rendelkezésire is,

m) a doktori képzés, illetve a doktori fokozat megszerzésére irányuló eljárás során hozott döntések elleni jogorvoslatokról,

n) az e rendeletben és jogszabályban a Szabályzat hatókörébe utalt egyéb kérdésekről.

(2) Doktori képzésre egyetemi oklevéllel, vagy azzal egyenértékű oklevéllel és legalább egy, államilag elismert középfokú „C” típusú nyelvvizsgálóval rendelkező pályázók jelentkezhetnek.

(3) A doktori tanács a felvételt, a doktori iskola javaslata alapján, a (2) bekezdésben meghatározott feltételeken túl, további követelményhez kötheti.

43. § A doktori iskolákat vagy az akkreditált doktori programokra alapozva, azok átalakításával lehet szervezni, vagy új doktori iskolaként kell megalakítani és akkreditáltatni. A doktori iskolák akkreditációs eljárásának részletes szabályait a MAB dolgozza ki, és az Oktatási Közlönyben és az Akkreditációs Értesítőben közzéteszi.

17. a doktori iskola tanácsa: a doktori iskola vezetőjének munkáját segítő, rendszeresen ülésező testület, amit a doktori iskola alapító tagjai választanak, és tagjait az egyetem doktori tanácsa bízza meg és menti fel;

18. A külföldi részképzések munkaprogramjának elfogadásáról a doktori iskola tanácsa, ennek hiányában a doktori tanács jogosult dönteni.