

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

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

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
TOTAL	150	100,0

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
TOTAL	90	100,0

Total credit hours and course components of the PhD program

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

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