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HUNGARIAN UNIVERSITY OF AGRICULTURE AND LIFE SCIENCES DOCTORAL REGULATIONS

Gödöllő
2021

Amended, effective from 28 July 2022
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I. Introduction

The Act CCIV of 2011 on National Higher Education defines doctoral training as the highest level of university education, and the doctoral degree ("Doctor of Philosophy", hereinafter referred to as PhD) as the highest qualification that can be obtained at university. Based on the decision of the Hungarian Accreditation Committee for Higher Education (hereinafter referred to as HACHE), the Hungarian University of Agriculture and Life Sciences (hereinafter referred to as MATE or University) is authorised to provide doctoral training, conduct degree-awarding procedures and confer doctoral degrees in the following disciplines:

1. Agricultural Engineering Sciences,
2. Animal Husbandry Sciences,
3. Biological Sciences,
4. Food Sciences,
5. Business and Management Sciences,
6. Environmental Sciences,
7. Plant Production and Horticultural Sciences,
8. Regional Sciences.

The regulatory background of the Doctoral Regulations of the Hungarian University of Agriculture and Life Sciences (hereinafter referred to as DR) is constituted by the following legal sources:

- ¹ Act CCIV of 2011 on National Higher Education (hereinafter referred to as Nftv.),
- Government Decree 387/2012 (XII.19.) on Doctoral Schools, Doctoral Procedure, and Habilitation (hereinafter referred to as (GD)),
- Act C of 2001 on the Recognition of Foreign Certificates and Degrees,
- Decision No. 2008/8/II/2 of the Hungarian Accreditation Committee (HAC) on the Accreditation Requirements for the Establishment and Operation of Doctoral Schools,
- ² the Organisational and Operational Regulations of MATE (hereinafter referred to as OOR), and in particular, but not exclusively, the Study and Examination Regulations, the Admission Regulations and the Student Benefits and Fees Regulations included therein.

Based on the above, the Senate of the University (hereinafter referred to as the Senate) hereby adopts the Doctoral Regulations of the University, which is incorporated into the Student Requirements System of OOR, in the wording set forth below.

II. General provisions

1.§

Concept and content of training and doctoral degree conferment procedure

- (1) Doctoral training is a training and research activity (hereinafter referred to as doctoral training) that takes place within the framework of individual or group preparation tailored to the specific characteristics of the discipline and the needs of the doctoral student, and includes regular reporting elements.
- (2) The doctoral degree attests to a high level of knowledge in the relevant scientific discipline, the capacity for independent research, and the conduct of research yielding new or original results, evidenced by internationally recognised standards.
- (3) Doctoral training may be pursued at an accredited doctoral school.

¹ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

² Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

- (4) The forms of financing for the training are as follows:
 - a) state-funded scholarship,
 - b) self-funded.
- (5) ³

2.§ Interpretative provisions

1. **Register of University Doctoral Students:** a register maintained by the Doctoral and Habilitation Centre, listing doctoral students who have been admitted to and are participating in doctoral training;
2. **Doctoral Register of the University:** a university register maintained by the DHCE, keeping a record of individuals who have been awarded a doctoral degree by the University and the particulars of such a degree;
3. **Doctoral Student:** a student participating in state-funded or self-funded doctoral training, who holds student status and is subject to the rights and obligations set forth in the legislation governing higher education;
4. **Doctoral Student Contract:** a contract for student employment that complies with the conditions set forth in Section 44(5) of the Nftv;
5. **Doctoral Dissertation:**
 - (a) A dissertation (written, scholarly work or creative work of art) prepared by the doctoral candidate, through which they demonstrate that they have conducted scientific research meeting the requirements for the degree.
 - (b) The dissertation may also take the form of a concise, thesis-like summary of multiple scientific publications. In this case, the original works constitute an appendix to the theses, and the review committee also examines their quantity and quality during the procedure. A creative work of art or patent (invention) may also be submitted as an attachment to the doctoral dissertation;
6. **Doctoral Degree:** a degree that may be awarded by the Doctoral Council, the conditions for obtaining it are determined by the University in its Doctoral Regulations within the framework of the applicable legislation;
7. **Doctoral Degree Procedure:**
 - a) the procedure for obtaining a doctoral degree within the framework of a three-year doctoral training program,
 - b) the research and dissertation preparation phase in the eight-semester doctoral training program;
8. ⁴⁵ **Council of the Doctoral School of the Scientific Discipline:** a body that assists the head of the doctoral school in their work and meets regularly. It consists of the core members of the doctoral school and members holding academic degrees who conduct research in the given field of science and are invited by the doctoral school members. Members are appointed and dismissed by the Chair of the Doctoral and Habilitation Council (DHC) after consulting the DHC;
9. **Doctoral Training:** training, research and reporting activities carried out in the form of individual or group preparation tailored to the specific characteristics of the field of science and the needs of the doctoral student;
10. **Doctoral Scholarship:** financial support provided under the applicable legislation to students participating in state-funded doctoral training, including foreign students who, based on legislation or international agreements, are subject to the same treatment as Hungarian students;

³ Repealed by Senate Resolution No. 158/2022 (VII.27.), effective from 28 July 2022.

⁴ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁵ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

11. **Doctoral Regulations:** parts of the Organisational and Operational Regulations of the University, which sets out the detailed rules for doctoral training, the awarding of the doctoral degree, and the operation of doctoral schools;
12. **Doctoral Topic:** a research subfield suitable for the doctoral student – under the guidance of the supervisor(s) – to acquire proficiency in the application of scientific methods, achieve assessable scientific results, and provide evidence of these through scientific publications, presentations, and ultimately in the form of a doctoral dissertation (scholarly work or creative work of art)
13. **Doctoral Theses Booklet:** a summary intended for the scientific community, presenting the scientific results of the doctoral candidate that provides evidence, during the doctoral degree procedure, that the doctoral candidate has fulfilled the general and specific requirements for obtaining the doctoral degree;
14. **Training and Research Phase:** the first phase of the doctoral training, i.e. the first four semesters, which ends with a complex examination;
15. **Complex examination:** During doctoral training, at the end of the fourth semester, as a conclusion of the training and research phase, a two-part examination in front of an examination committee, in which the theoretical part assesses the candidate's theoretical knowledge, and the dissertation part evaluates the scientific progress achieved by the candidate up to that point;
16. **Research and Dissertation Phase:** the second phase of doctoral training, following the complex examination, which is part of the doctoral degree conferment procedure, aimed at obtaining the doctoral degree;
17. **Research/Study Abroad:** part of doctoral training in which the doctoral candidate may participate according to a work plan, related to the doctoral topic and approved by the supervisor, which ensures the validity of the given study period in the doctoral training program of the University. The Council of the Doctoral School decides on the acceptance of the work plan for research/study abroad;
18. **Credit:** a credit (an academic point or unit) is earned by the doctoral candidate in the course of fulfilling student obligations, in accordance with the requirements of the doctoral school;
19. **Preliminary disputation:** a presentation, evaluation, and discussion of the doctoral candidate's draft dissertation, organised by the supervisor(s), in the presence of the workplace community and academic staff and prominent researchers in the field of science;
20. **Public defence:** the presentation of the doctoral candidate's scientific results, based on the doctoral dissertation that serves as the basis for obtaining the doctoral degree, delivered orally before the review committee and in the presence of the official reviewers (opponents); during the evaluation and defence, the candidate responds to questions, substantive objections, and opinions expressed;
21. **Reviewer:** the official reviewer of the doctoral dissertation, at least one of whom may not be employed by the higher education institution operating the doctoral school;
22. ⁶ **Supervisor:** the supervisor of the doctoral student/doctoral candidate's doctoral dissertation, an active academic lecturer or researcher with an academic degree whose research topic has been approved by the DCDS, and who is responsible for guiding and supporting the doctoral candidate in their studies and research, assisting in the publication of research results, building international connections, participating in conferences, and preparing the candidate for the doctoral degree. A doctoral student/doctoral candidate may have two supervisors (co-supervisors) at the same time, who are responsible for the progress of the doctoral student/doctoral candidate. A supervisor may not have more than six doctoral students at a time – three in the training phase and three in the degree acquisition phase.

⁶ Amended by Senate Resolution No. 161/2025 (IX. 01.), effective from 1 September 2025.

23. Candidate: in the case of an eight-semester program, a doctoral candidate who has obtained the certificate of the completion of studies (absolutorium), following the conclusion of the research and dissertation phase, remains a doctoral candidate only until the date on which the defense procedure is concluded, taking into account the deadlines set by the applicable legislation and the University regulations;

24. Doctoral Candidate: in the case of a three-year program, a doctoral candidate who has obtained the certificate of the completion of studies (absolutorium), and is participating in the doctoral degree conferment procedure, remains a doctoral candidate only until the date on which the defense procedure is concluded, taking into account the deadlines set by the applicable legislation and the University regulations;

25. ⁷ Doctoral Program: a disciplinary research program operating within the doctoral school;

26. ⁸ Doctoral Subprogram: a scientific research program operating within the doctoral program.

3.§

The structure of training and the doctoral degree conferment procedure at the University

(1) The regulatory, decision-making, organisational, implementation, administrative and record-keeping tasks related to training and the degree conferment procedure are performed by the following bodies, as specified in paragraphs (2)-(6):

- a) the Senate,
- b) the Rector,
- c) the Doctoral and Habilitation Council (hereinafter referred to as DHC),
- d) ⁹ the Doctoral School and the Disciplinary Council of the Doctoral School (hereinafter: DS and DCDS),
- e) the Doctoral and Habilitation Centre (hereinafter: DHCe).

(2) With regard to training and the degree conferment procedure, the Senate:

- a) approves the Doctoral Regulations of the University,
- b) approves the Operational Regulations of the Doctoral School,
- c) approves the chair and members of the DHC,
- d) decides on the termination of the Doctoral School at the initiative of the DHC or the rector,
- e) ¹⁰ decides on the awarding of the title of Doctor Honoris Causa,
- f) confers doctoral titles to the individuals who have obtained a doctoral degree at its annual, ceremonial public meeting.

(3) The rector:

- a) ¹¹ appoints the heads of Doctoral Schools for a period of a maximum of five years, upon the recommendation of the DHC, which period may be extended several times,
- b) decides on the nomination for doctoral titles with honours,
- c) requests the Educational Authority to register the doctoral school, upon the Senate's decision to establish a doctoral school,
- d) confers doctoral degrees on individuals at its traditional, annual public ceremony,
- e) makes a proposal to the Senate for the award of honorary doctorates (Doctor Honoris Causa), based on the opinion of the DHC.

⁷ Supplemented by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

⁸ Supplemented by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

⁹ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

¹⁰ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

¹¹ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024..

- (4) The DHC is the highest governing and decision-making body for doctoral training and the doctoral degree conferment procedure. It develops and supervises the system of doctoral training, the doctoral degree conferment procedure and habilitation at University, assures the quality of academic degrees and the international equivalence of degrees awarded in various scientific fields and disciplines.
- (5) The DS is a comprehensive organisation for doctoral training and related research; doctoral training can exclusively be pursued within the framework of the DS. Its tasks are as follows:
- a) each doctoral school draws up its own rules of procedure, which specify:
 - aa) the rules and requirements of the admission procedure,
 - ab) the training and research topics and schedules for doctoral students,
 - ac) compulsory and elective subjects and their credit system,
 - ad) the quality assurance and publication requirements of the DS,
 - b) each doctoral school adopts its rules of procedure, and
 - c) ^{12,13} establishes the Disciplinary Council of the Doctoral School (DCDS), which is a body that assists the work of the head of the Doctoral School.
- (6) ¹⁴ The tasks of the DHC are stipulated in Section 20 of the Organisational and Operational Regulations of the University (hereinafter referred to as OOR), Section 6 of the regulations herein and its own rules of procedure.

4.§

The Doctoral and Habilitation Council (DHC)

- (1) The DHC performs its tasks and duties in accordance with the provisions of Section 3 (4), the relevant legislation, Section 8 of the OOR and its own rules of procedure. Its administrative and coordination activities are performed by the Doctoral and Habilitation Centre (DHCE).
- (2) The DHC decides on:
- a) all strategic issues concerning training and obtaining a degree,
 - b) the structure of training and obtaining a degree at the University,
 - c) the allocation of state funding (scholarship funding, training and research financial support) to individual scientific fields and the method of monitoring the use of funding,
 - d) the heads of doctoral schools,
 - e) ¹⁵ the approval and dismissal of the members of the Disciplinary Councils of Doctoral School,
 - f) ¹⁶
 - g) the admission of applicants based on the recommendations and rankings of doctoral schools,
 - h) ¹⁷
 - i) the awarding, rejection and revocation of doctoral degrees, the recognition of academic degrees obtained abroad,
 - j) ¹⁸
 - k) the rules of procedure of the Doctoral and Habilitation Centre.
- (3) The DHC:
- a) expresses its opinion on initiatives to establish or terminate doctoral schools,

¹² Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

¹³ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

¹⁴ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

¹⁵ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

¹⁶ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

¹⁷ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

¹⁸ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

- b) regularly evaluates doctoral training and doctoral degree conferment procedure at the University for the Senate,
 - c) expresses its opinion on all university-level issues concerning doctoral training and degree conferment procedure,
 - d) expresses its opinion on proposals for the titles of Doctor Honoris Causa and Honoris Causa Professor,
 - e) ¹⁹
 - f) expresses its opinion in all cases when requested by the Rector of the University or its Senate.
- (4) The DHC performs:
the tasks of the Disciplinary Council, consequently, the Doctoral and Habilitation Council is the body that manages and advises on the development and implementation of the research, development and innovation strategy of the University.

5.8

The Doctoral School and the Disciplinary Council of the Doctoral School²⁰

- (1) ^{21,22} The head of the doctoral school – a university professor who meets the requirements for core members – is responsible for the scientific standards, training and education at the doctoral school. The DCDS proposes the head of the doctoral school, who is then appointed and relieved by the rector, upon the recommendation of the DHC.
- (2) ²³ A core member of the DS may be anyone who meets the conditions set out in Sections 2(3)-(5) of the relevant Government Decree.
- (3) ²⁴ Core members must meet the terms and conditions set out in paragraph (2) for at least one training cycle and for the duration of the degree conferment procedure in that cycle, and must have a research topic announced by the doctoral school.
- (4) ²⁵ The Disciplinary Council of the Doctoral School
 - a) decides on
 - aa) the approval of the research plans of doctoral students, their courses and their credit values;
 - ab) ²⁶
 - ac) ²⁷ further allocation of state funds (such as scholarship budget and support) at the doctoral school;
 - ad) research supervisors, supervisors and lecturers of the doctoral school,
 - ae) doctoral research topics of doctoral students,
 - af) the award of the title of core member emeritus;
 - ag) ²⁸ the members of the admission committees, upon the recommendation of doctoral schools,
 - ah) ²⁹ the initiation of the degree conferment procedure, the members of the comprehensive examination and review committees, upon the recommendations of

¹⁹ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

²⁰ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

²¹ Amended by Senate Resolution No. 38/2023 (IV.19.), effective as of April 20, 2023.

²² Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

²³ Clarified by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

²⁴ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

²⁵ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

²⁶ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

²⁷ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

²⁸ Supplemented by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

²⁹ Supplemented by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

- the doctoral schools,
- ai) ³⁰ the members of the examination committee for the complex examination for students participating in the eight-semester program,
- b) makes proposals for:
 - ba) ³¹
 - bb) the appointment of a new supervisor or co-supervisor due to research deficiencies or other reasons;
 - bc) admission to doctoral training,
 - bd) filling state-funded scholarship positions;
 - be) ³²
 - bf) ³³
 - bg) ³⁴
- c) expresses an opinion on:
 - ca) interim reports from doctoral students and supervisors;
 - cb) matters submitted to the DHC.

6.§

The Doctoral and Habilitation Centre (DHCE)

- (1) It is an organisational unit under the direct supervision of the Rector, responsible for all coordination, management and administrative tasks related to the DHC and doctoral training under the leadership of the Head of the Centre, in accordance with the rules of procedure of the DHCE.
- (2) The DHCE keeps records of persons who have been admitted to doctoral schools and are participating in training, as well as of those who have applied for the degree conferment procedure and obtained a doctoral degree. The DHCE is required to provide data to the Higher Education Information System (hereinafter referred to as HEIS) in cooperation with the Education Directorate of the University through the Neptun Unified Study System (hereinafter referred to as NEPTUN TR).
- (3) The DHCE keeps records of:
 - a) students admitted to doctoral programs,
 - b) students participating in doctoral programs (doctoral students),
 - c) subjects and study units announced by doctoral schools in the semester,
 - d) the fulfilment of academic obligations and research,
 - e) suspension of legal status,
 - f) doctoral students who have passed/failed the complex examination,
 - g) doctoral students who have obtained the certificate of the completion of studies (absolutorium),
 - h) doctoral candidates,
 - i) degree conferment procedures,
 - j) doctoral students who have obtained a doctoral degree.
- (4) The DHCE publishes the doctoral dissertation and the booklet of theses in Hungarian and a foreign language at least two weeks before the defence. If requested by the author of the dissertation, the DHC makes a decision on the postponement of up to two years before publication.

³⁰ Supplemented by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025

³¹ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

³² Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

³³ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

³⁴ Repealed by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

(5) ³⁵ In accordance with the applicable legislation, the DHCE provides data to authorities responsible for doctoral training and degree conferment procedure, i.e. the Ministry of Culture and Innovation (hereinafter referred to as MCI), Hungarian Doctoral Council, Hungarian Accreditation Committee, Higher Education Information System, the University, and other authorities when instructed.

(6) The DHCE manages the revenues from training contributions, self-financing fees, procedural and special procedural fees, and informs the Doctoral and Habilitation Council (DHC) about it.

(7) The DHCE is headed and directed by the Director General in accordance with Section 20 of the Organisational and Operational Regulations, while the coordination activities are carried out by the Head of the Centre.

III. Financial conditions of training and degree conferment procedure

7.§

State-funded (scholarship) training

(1) ³⁶ Within the framework of state-funded (scholarship) training, the following services are available to students free of charge:

- a) lectures, seminars, consultations, practical classes, fieldwork, reports and examinations necessary to fulfil the educational and study requirements specified in the training program and to obtain the certificate of the completion of studies
- b) ³⁷initiation of the degree conferment procedure during the three-year training program, while the student status is maintained, in accordance with Sections 53 and 53/A of the Nftv,
- c) use of the facilities of the University such as the library and basic library services, laboratories, IT, sports and leisure facilities and equipment
- d) first-time issuance of documents related to training or degree conferment procedure.

(2) If the doctoral student participates in the education or research-related activities of the University, this is considered employment, to which Section 44 of the Nftv. applies.

(3) ³⁸ For participants in the doctoral training program, the University covers, from central funds, the costs of carrying out scientific research (program) at its internal and off-site organizational units (research centers and off-site departments), and exceptionally – upon the supervisor's recommendation and with the permission of the Head of the Doctoral School – also at other research sites.

(4) ³⁹If a foreign doctoral student is enrolled under an international agreement or bilateral cultural-scientific agreements and exchange programs, the scholarship and the costs of doctoral training may be reimbursed to the University by the Ministry of Culture and Innovation from a separate budget. Accordingly, foreign students with such legal status are treated in the same way as Hungarian students and, if admitted, are entitled to the same student rights.

(5) The monthly amount of the state doctoral scholarship paid by the University is determined by the current Budget Law. The rules for the payment of scholarships are set out in the Student Benefits and Fees Regulations stipulated in the Student Requirements System.

(6) Fees related to training and degree conferment procedure are listed in Appendix 11.

³⁵ Clarified by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

³⁶ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

³⁷ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

³⁸ Amended by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

³⁹ Clarified by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

8.§ Self-funded training

- (1) Applicants may be admitted to self-funded training programs provided that they declare their commitment to reimburse the fees for the services listed in §7(1). The amount of self-financed tuition fee per semester is specified in Appendix 11. The amount of self-funded tuition fees may only be modified for new students.
- (2) Notwithstanding paragraph (1), additional fees related to the doctoral student's scientific research program may be determined by the Operational Regulations of the Doctoral School.

IV. Admission procedure

9.§ Announcement of courses, enrolment quotas

- (1) ⁴⁰ The rector announces the training programs of the accredited doctoral schools at the University, as well as the requirements and conditions for admission to these programs, in the Admissions Information Guide published each academic year by the Educational Authority and in the databases at www.felvi.hu and www.doktori.hu.
- (2) The National Doctoral Council determines the principle of distribution of the number of Hungarian state-funded scholarship students admitted to doctoral training among higher education institutions. The number of Hungarian and non-Hungarian doctoral students participating in self-funded programs is approved by the DHC, depending on the capacity of the schools, upon the recommendation of the heads of the doctoral schools.

10.§ The admission procedure

- (1) Applications for participation in doctoral training are submitted to the DHCE, and addressed to the relevant DS, by 31 May each year, or by 10 December, in the case of training programs starting in the spring semester.
- (2) ⁴¹ Applicants may apply for the program referred to in §1(4)(a) if they:
- a) have a degree with at least a "good" grade from a Hungarian or foreign university, or a degree or certificate of equivalent university level or professional qualification, which is necessary to meet the requirements specified in the Operational Regulations of doctoral schools. In the case of degrees obtained more than three years ago, exemption from the "good" grade requirement can be granted on the basis of proven academic performance.
 - b) ⁴² have an intermediate- or B2-level, complex (C-typr), state-accredited language certificate, or an equivalent certificate of foreign language proficiency.
 - c) have conducted preliminary scientific activities as specified in the Operational Regulations of DS,
 - d) in the event of successful admission, undertake to fulfil the training and research requirements in accordance with the training plan and the terms and conditions of the training contract, and in the case of state-funded training, acknowledge that, alongside their studies, they undertake employment only after informing their

⁴⁰ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁴¹ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective as of June 29, 2024.

⁴² Amended by Senate Resolution No. 158/2022 (VII.27.), effective as of July 28, 2022

supervisor and the head of the doctoral school and following consultation with them.

- e) ⁴³ Students in their final year at university may also apply for the training, but may only be admitted after obtaining their degree, provided that other conditions are met, with the exception of applicants referred to in paragraph (3a).
- (3) ⁴⁴ Applicants may be admitted to self-financed programs under the conditions set out in paragraph (2) if their workplace arrangements allow them to meet the requirements of the training and the attainment of the doctoral degree. Admission to a self-financed program is only possible if these conditions are ensured either at the applicant's workplace or at another institution, which must in all cases be certified by a written declaration from the applicant.
- ⁴⁵(3a) Notwithstanding the provisions of paragraph (2),
 - a) an exceptionally talented applicant may be admitted to doctoral training in parallel with a master's program if they have obtained an excellent degree and professional qualification in a bachelor's program, have successfully passed the entrance examination, and demonstrate outstanding academic and scientific knowledge as defined in the Operational Regulations of the Doctoral School. In addition, the applicant must hold a certificate of foreign language proficiency as referred to in paragraph (2)(b) and undertake to fulfil the requirements set out in paragraph (2)(d).
 - b) highly talented applicants who are in their last two years of a single-cycle master's program may be admitted in parallel with their studies in the single-cycle master's program, provided that they pass the entrance examination and demonstrate outstanding academic and scientific knowledge, as specified in the Operational Regulations of the DS, and they have passed the language exam specified in paragraph (2) b) and undertake to fulfil the requirements specified in paragraph (2) d).
- (4) The application form is attached in Appendix 2 of the Regulations, to which the following documents must be attached:
 - a) In the case of applying for state-funded scholarship training:
 - aa) professional CV,
 - ab) ⁴⁶grade book (transcript of records) and master's degree or university degree certificate, except for applicants referred to in paragraph (3a),
 - ac) language proficiency certificate(s),
 - ad) list of professional publications and a draft research and training plan,
 - ae) details of the financial resources for the research program, as well as a statement of acceptance from the host research institution,
 - af) additional admission requirements specified in the Operational Regulations of the DS,
 - ag) proof of payment of the procedure fee,
 - ah) ⁴⁷ the transcript of records and the degree certificate obtained in the Bachelor's Training Program must be attached by applicants referred to in section a) paragraph (3a),
 - ai) ⁴⁸ the transcript of records must be attached by applicants referred to under section b) paragraph (3a).
 - b) In the case of applying for self-funded training, in addition to the documents listed under a), a declaration from the applicant or their supervisor must also be attached regarding the financial resources for the research program.

⁴³ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective as of June 29, 2024.

⁴⁴ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective as of June 29, 2024.

⁴⁵ Enacted by Senate Resolution No. 94/2024 (VI. 28.), effective as of June 29, 2024.

⁴⁶ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024..

⁴⁷ Enacted by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁴⁸ Enacted by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024

- c) When applying for self-funded training, a declaration must be attached, in which the applicant agrees to pay the fee specified in these Regulations upon admission. If another organisation will pay the fee, a declaration from that organisation must also be attached.
- d) Foreign applicants who did not complete their university studies in Hungarian or English must also attach an internationally accredited foreign language examination certificate in the language specified in the Operational Regulations of the DS to their application.
- (5) Applicants must certify their chosen academic training and research plan, research results, and participation in the Students' Scientific Conference and academic publications. The head of the doctoral school and the recommended supervisor assist in preparing the application and draft research plan, including jointly determining the technical and financial conditions of the research program.
- (6) The DHCE reviews the applications received for formal compliance and, if necessary, requests that the applicant remedy any deficiencies by a specified deadline.

11.§ The admission interview

- (1) ^{49,50} Applicants whose applications are acceptable, formally and in terms of content, are invited to an admission interview. The interview is organised by the DCDS, and the date is set in consultation with the head of the relevant DS, so that it takes place by 30 June of the given year, or by 25 January for training starting in the spring semester.
- (2) Admission interviews are conducted by the admission committee of the DS.
- (3) The purpose of the admission interview for the committee is to gain an overview of the candidate's personal and professional qualities, their doctoral research plan, academic activities to date, and foreign language skills. The committee evaluates applicants individually, and subsequently, decides on their admission. The Admission Committee determines a ranking of the applicants.
- (4) At the admission interview, the Admissions Committee scores the applicant according to the following evaluation criteria, and in accordance with the rules of the Operational Regulations of DS:

| | | |
|---|------------------------------------|--|
| 1 | personal and professional attitude | 0 - 30 points based on the evaluation of the Admission Committee |
| 2 | scientific achievement | 0 - 30 points (the scoring criteria are included in the Operational Regulations of DS) |
| 3 | qualification of diploma/degree | 0 - 10 points (excellent 10, very good 5, good 0) |

- (5) For certificates older than three years, scoring is not required, and a degree with a "good" qualification is not mandatory either.
- (6) To be recommended for admission, applicants must achieve at least 40 points in each of the first and second evaluation criteria specified in paragraph (4).

⁴⁹ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective as of June 29, 2024.

⁵⁰ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025..

- (7) ⁵¹ The Admission Committee ranks the applicants who have achieved the required number of points and submits the ranking to the DCDS.
- (8) ⁵² The scoring system for foreign applicants is determined by the DCDS.

12.§ The admission decision

- (1) ⁵³ The DCDS uses the ranking of the Admission Committee to establish a ranking of applicants for state-funded and self-funded training, which is subsequently submitted to the DHC by the head of the DS. In the event of an excess of applicants, the DCDS may also offer self-funded training to those who applied for state-funded training.
- (2) Based on the proposals, and taking into account the quotas and available capacity, the DHC decides on admissions by 10 July, or by 27 January in the case of training starting in the spring semester.
- (3) Applicants who do not meet the admission requirements for doctoral programs are rejected.
- (4) Applicants are notified of the decision by 31 July at the latest, or by 31 January in the case of training starting in the spring semester.
- (5) In the case of a successful application, the admission decision shall include, without limitation, the following:
- a) the name and institutional identification number of the higher education institution;
 - b) the exact name of the doctoral school chosen by the applicant, its mode of study, and the form of financing;
 - c) the applicant's name, place of residence and, if available, their education identification number;
 - d) information on the available legal remedies;
 - e) a call for the establishment of student status, a warning about the consequences of failure to enrol;
 - f) the legal provisions on the basis of which the higher education institution made its decision;
 - g) the place and time of the decision, the name and official position of the person who issued the decision;
 - h) the date of enrolment and a list of the documents required for enrolment.
- (6) In the case of applicants who are rejected, the admission decision must include, in addition to the provisions of paragraph (5), the reasons for the rejection.
- (7) ^{54, 55} If the applicant meets the admission requirements but is not admitted to the state-funded program due to a lack of quotas, they may be offered a self-funded program. In this case, if they submit a statement in accordance with Section 12(3)(c), they will be admitted to self-funded training.
- (8) An appeal may be submitted against a decision to reject an application within 15 working days of receipt of the decision, provided that it violates the law or university regulations. The appeal must be addressed to the rector and submitted to the DHC. The Student Review Committee shall decide on the appeal in accordance with the rules of procedure laid down in the Study and Examination Regulations.

⁵¹ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025.

⁵² Amended by Senate Resolution No. 161/2025 (IX. 01), effective from 1 September 2025.

⁵³ Amended by Senate Resolution No. 161/2025 (IX. 01), effective from 1 September 2025.

⁵⁴ Clarified by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023..

⁵⁵ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

V. Training program

13.§ General provisions

- (1) Within the framework of the training program, doctoral students pursue their studies and conduct individual research under the supervision of their supervisor, and in accordance with the research plan approved by the competent DS.
- (2) Duration of the training program:
 - a) three years for doctoral students admitted up to the 2015/2016 academic year (hereinafter referred to as the three-year training program), which can only be organised as a full-time program over six semesters.
 - b) eight semesters for doctoral students admitted after 1 September 2016 (hereinafter referred to as the eight-semester program), consisting of two separate four-semester periods.
- (3) The program consists of attending theoretical lectures on compulsory and elective subjects specified in the curricula of the individual programs, completing the required assignments and passing the examinations, and obtaining the necessary credits. In the case of the three-year program, 180 credits must be obtained, and in the case of the eight-semester program, 240 credits must be obtained.
- (4) The requirements for compulsory and elective subjects, as well as the courses themselves, are specified in the training plans of DSs.
- (5) Other special requirements for the semesters are specified by the DS in its Operational Regulations.
- (6) The DHC is responsible for distributing the annual quota of state-funded scholarships among the doctoral schools.

14.§ Foreign language requirements

- (1) Foreign language requirement for doctoral students or doctoral candidates whose native language is Hungarian is:
 - a) at least an intermediate- or B2-level, C-type, foreign language certificate is required for admission to the program,
 - b) ⁵⁶The requirement and certification of a second foreign language proficiency are governed by the provisions set out in the Operational Regulations of DS.
- (2) ⁵⁷ The foreign language requirement for doctoral students or PhD candidates whose mother tongue is not Hungarian is at least an intermediate-level English certificate. For the second foreign language, the DS may accept the doctoral student's or PhD candidate's native language, or it may be recognised as specified in the Operational Regulations of DS.
- (3) The list of accepted languages with regard to paragraphs (1) and (2) is specified in the Operational Regulations of DS.
- (4) Exemption from the foreign language examination requirement does not apply to students applying for the doctoral program, doctoral students, or PhD candidates. However, partial exemption from the foreign language examination may be granted to students applying for the doctoral program, doctoral students, or PhD candidates with disabilities depending on the type of disability determined in the expert opinion.

15.§

⁵⁶ Amended by Senate Resolution No. 38/2023 (IV.19.), effective from 20 April 2023.

⁵⁷ Amended by Senate Resolution No. 38/2023 (IV.19.), effective from 20 April 2023

Rules for the three-year training program

- (1) A doctoral student participating in the training program referred to in Section 13(2)(a) obtains a certificate of completion of studies (absolutorium) upon earning 180 credits and certifying their time-proportional research activity, as required by the DS. The doctoral school may prescribe additional specific requirements for obtaining the absolutorium.
- (2) The absolutorium must be obtained within six years of commencing doctoral training, otherwise, the student shall be removed from the register.

16.§

Rules for the eight-semester training program

- (1) ⁵⁸The program pursuant to Section 13(2)(b) consists of the following phases:
 - a) Semesters 1-4: training and research phase,
 - b) Semesters 5-8: research and dissertation phase.
 - c) ⁵⁹ The total minimum number of contact hours in the phases is a minimum of 100 hours.
- (2) At the end of the training and research phase pursuant to paragraph (1) a), doctoral students must take a complex examination.
- (3) In the eight-semester program, the University issues a certificate of the completion of studies (absolutorium) to doctoral students who have earned the required credits in the doctoral program.
- (4) Those who have prepared for the degree individually may also join the training phase specified in paragraph (1) b), provided that they have met the admission and doctoral training requirements, and have passed the complex examination (hereinafter referred to as individually preparing student).
- (5) ^{60,61} Doctoral students must submit their doctoral dissertation within three academic years of passing the complex examination, pursuant to the provisions of Doctoral Regulations. This deadline may be extended by up to one year in cases requiring special consideration, pursuant to Section 45(2) of the Nftv, and the Doctoral Regulations. During the degree conferment procedure, the suspension of student status may be granted for a maximum of two semesters, or up to six semesters in the case of the doctoral student's maternity leave.
- (6) Following the successful completion of the complex examination, at the request of the doctoral student and their supervisor, additional guided research and publication credits may be recognised in accordance with the Operational Regulations of DS, thereby reducing the duration of the research and dissertation writing period.

17.§

Rules for individually preparing students

- (1) ⁶² Individually preparing students may also join the training phase specified in Section 16 (1) b) after meeting the conditions specified in the Operational Regulations of the relevant doctoral school and passing the complex examination.

⁵⁸ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁵⁹ Supplemented by Senate Resolution No. 161/2025. (IX. 01.), effective from 1 September 2025..

⁶⁰ Amended by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

⁶¹ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁶² Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024l.

- (2) Students preparing individually shall submit a request in accordance with Appendix 3 to the DHCE, which will be checked for formal compliance; if necessary, the applicant will be requested to provide the missing information within a specified deadline.
- (3) ^{63,64} Compliance with the terms and conditions specified in the operational regulations referred to in paragraph (1) shall be determined by the competent DCDS, and the DHC shall decide on the proposal.
- (4) The University recognises the minimum credits required for eligibility to take the complex examination and, taking into account Section 49(7a) of the Nftv., may also recognise additional credits.
- (5) Following the successful completion of the complex examination, additional credits may be recognised upon the request of the doctoral student who enters in student status in accordance with Section 53(3) of the Nftv., as specified in the operational regulations of the doctoral school. This may reduce the duration of the training phase referred to in Section 15(1)(b).

18.§

Provisions for doctoral students

- (1) Doctoral students participating in state-funded scholarship programs receive scholarships from budgetary resources for a total of 36 months in three-year programs and 48 months in eight-semester programs, the amount of which is determined by law.
- (2) ⁶⁵ Doctoral students participating in state-funded training are eligible for a social scholarship if the conditions are met, in accordance with Government Decree 51/2007. (III. 26.) on the benefits of students participating in higher education and the fees they are required to pay. Under the professional supervision of the supervisor, doctoral students may participate in research/study abroad, and the credits completed during the research/study abroad may be recognised by the doctoral program. The state scholarship shall be paid for a maximum period of six months during the research/study abroad, but no scholarship may be paid for more than twelve months during the research/study abroad. For periods ranging from six to twelve months, the head of the doctoral school shall decide whether the doctoral student is eligible for a scholarship.
- (3) Doctoral students may apply for a student ID card.
- (4) Obligations of doctoral students:
 - a) At the beginning of each semester, they must indicate their intention to continue their studies via NEPTUN TR by the specified deadline (log in).
 - b) In the Neptun TR, they must register for the compulsory and/or elective courses announced for the semester (course registration).
- (5) The doctoral student's preparation and research is supervised and assisted by the supervisor.
- (6) ⁶⁶ The doctoral student's research program may be reviewed and approved by the competent DCDS upon the recommendation of the head of the doctoral school.
- (7) Doctoral students may have their own institutional representation and may establish a doctoral student government in accordance with Section 63 of the Nftv.
- (8) If the student status of a student admitted under the state-funded quota terminates before completing their studies, or if they continue their studies on a self-funded basis, they may be replaced by a student studying at the University on a self-funded basis.

⁶³ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective as of June 29, 2024.

⁶⁴ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

⁶⁵ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective as of June 29, 2024.

⁶⁶ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

(9) If a doctoral student sets their semester status to passive in NEPTUN TR in accordance with section a), paragraph (5) their student status shall be suspended. The rules governing suspension are as follows:

- a) the length of continuous suspension of student status may not exceed two semesters, except in cases specified by law.
- b) Students may suspend their student status on multiple occasions.
- c) The first suspension may only take place after the successful completion of the first semester.
- d) Doctoral students participating in self-funded programs are not required to pay tuition fees during the suspension of their student status.

(10a) In the case referred to in Section 23 (2a), the student status shall be suspended until the start of the next examination period.

(10) Doctoral students may assume responsibilities beyond their doctoral duties in accordance with Section 7(2).

(11) Student status shall be terminated in the cases specified in Section 59 (1) of Nftv.

(12) ⁶⁷ Student status may be terminated in the cases specified in Section 59(3) of the Nftv. and in the Study and Examination Regulations, provided that under the term “Study Department” the DHCe is to be understood, and in the cases referred to in Section 14(14) of the Study and Examination Regulations, the Director General of the DHCe shall act with regard to the termination.

(13) Upon enrolment, the admitted student must sign a statement confirming that they have read the documents relating to doctoral training and are aware of their rights and obligations on this basis.

(14) Doctoral students receiving Hungarian state scholarships must declare upon enrolment that they have read and understood the conditions of the Hungarian state scholarship as set out in the Nftv. Upon enrolment, doctoral students admitted to self-funded programs must sign a training contract in accordance with the provisions of the Study and Examination Regulations.

VI. Doctoral degree conferment

19.§

General provisions

(1) Doctoral degree conferment procedure

- a) ⁶⁸ a) In the case of training specified in Section 13(2)(a), the doctoral degree conferment procedure is the procedure following the obtaining of the certificate of completion of studies (absolutorium). The degree conferment must be initiated within three years after obtaining the certificate of completion of studies.
- b) ⁶⁹ In the case of training specified in Section 13 (2) b), the research and dissertation phase is regarded as the degree conferment procedure.
- c) ..

(2) Paragraph (1)(a) applies to doctoral students who submit their doctoral dissertation within the training period, thereby commencing the degree conferment procedure. In such a case, the student simultaneously holds the status of a student and that of a doctoral candidate.

(3) Requirements for obtaining the degree in the three-year program:

- a) successful completion of the doctoral complex examination,
- b) documentation of independent scientific work in accordance with the Operational Regulations of DS,

⁶⁷ Enacted by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁶⁸ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁶⁹ Clarified by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

- c) fulfilment of foreign language proficiency requirements,
 - d) independent completion of scientific task, presentation of the dissertation or creative work of art,
 - e) defence of the results in a public debate.
- (4) Requirements for obtaining the degree in the eight-semester program:
- a) successful completion of the complex examination,
 - b) documentation of independent scientific work in accordance with the Operational Regulations of DS
 - c) ⁷⁰ obtaining a certificate of completion of studies (*absolutorium*) by completing the required 240 credits or 180 credits,
 - d) fulfilment of foreign language proficiency requirements,
 - e) independent completion of scientific task, submission of a thesis or creative work of art,
 - f) defence of the results in a public debate.
- (5) Participants in the three-year program must request the initiation of the degree conferment procedure.

20.§

Application for the degree conferment procedure

- (1) In the three-year program:
- a) applications for the degree procurement procedure must be submitted using the form in Appendix 4.a), with the attachments specified therein.
 - b) The DHCE shall check the compliance with formal requirements of the application and, if necessary, request the applicant to remedy any deficiencies by a specified deadline.
 - c) ⁷¹ The DCDS examines applications that meet the formal requirements from both a content-related and professional perspective. If, on the basis of the documents submitted by the applicant, it can be established that the conditions for admission to the degree procedure are fulfilled – namely, possession of the *absolutorium* and a foreign language proficiency examination/foreign language proficiency certificate – then, on the recommendation of the doctoral supervisor, the DCDS approves the subjects or topics of the doctoral complex examination and proposes the members of the complex examination and/or review committee. The final decision is taken by the DHC, based on the submission of the Head of the Doctoral School.
 - d) The DHCE shall notify the applicant of the acceptance or rejection of the application for the degree conferment procedure.
- (2) ⁷² In the case of an eight-semester program, doctoral students apply for the complex examination by submitting Appendix 4b. Obtaining 90–120 credits is a requirement by the Doctoral School to apply for the complex examination. Upon successful completion of the complex examination, the degree conferment procedure commences, including the research and dissertation phases.
- (3) The fees for the degree conferment procedure are listed in Appendix 11 of the regulations.

21.§

⁷⁰ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

⁷¹ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

⁷² Amended by Senate Resolution No. 158/2022 (VII.27.), effective from 28 July 2022.

Doctoral candidate status

- (1) In the three-year program, the Doctoral candidate status is established upon acceptance of the application for the doctoral degree conferment procedure. The requirements for obtaining a doctoral degree must be fulfilled within the period of the doctoral candidate status.
- (2) Unless otherwise stipulated by law, the rules governing student rights and obligations shall apply to the rights and obligations of doctoral candidates.
- (3) Upon the establishment of doctoral candidate status, the DHCe shall issue a doctoral candidate registration form.
- (4) Doctoral candidate status shall terminate upon completion of the degree conferment procedure, or if the doctoral candidate fails to submit their doctoral dissertation within two years of the date of establishment of their doctoral status.

22.§

The doctoral comprehensive examination

- (1) ⁷³ The doctoral comprehensive examination evaluates and reviews the knowledge of the doctoral candidate enrolled in the three-year doctoral program, in their broader research field and in the subjects or topics approved by the DCDS.
- (2) The doctoral comprehensive examination must be taken before the Doctoral Examination Committee within two years of the acceptance of the application for the degree conferment procedure. The doctoral candidate's supervisor may not be a member of the committee.
- (3) ⁷⁴ The members of the Doctoral Examination Committee are as follows:
 - (a) chair: a university professor, associate professor with habilitation, college professor with habilitation or professor emeritus employed by the University
 - (b) members: at least 2 persons, lecturers or researchers working in a field of research corresponding to the subjects and topics of the exam, at least one of whom is not employed by the University,
 - (c) Secretary: a lecturer, researcher or doctoral student employed by the University who is knowledgeable in the field of research. The secretary shall not have the right to vote.
- (4) During the evaluation of the doctoral comprehensive examination, the members of the committee individually assess the doctoral candidate's performance on a scale of 1 to 5. The examination grade shall be determined on the basis of the simple arithmetic mean of the scores (the average score). The result shall be announced immediately after the comprehensive examination. The result of the examination shall be determined on the basis of the average as follows:

| | |
|--------------------|-------------|
| a) summa cum laude | 5.00 – 4.51 |
| b) cum laude | 4.50 – 3.71 |
| c) ríte | 3.70 – 3.17 |
| d) irríte | 3.16 – 1.00 |
- (5) The examination referred to in paragraph (4) d) is unsuccessful, and may be retaken once after six months.
- (6) The doctoral candidate's supervisor makes arrangements concerning the date of the comprehensive examination and notifies the DHCe thereof at least 10 days prior to the comprehensive examination. The DHCe shall perform the administrative tasks related to the doctoral comprehensive examination.

⁷³ Módosította a 161/2025. (IX. 01.) számú Szenátus határozat, hatályos: 2025. szeptember 1-től.

⁷⁴ Módosította a 202/2023 (XII. 20.) számú Szenátus határozat, hatályos 2023. december 21-től.

- (7) The secretary shall keep minutes of the doctoral comprehensive examination in accordance with Appendix 5.a), which shall be authenticated by the signatures of the members. The minutes shall be made public.
- (8) The defence of the dissertation may only take place after the doctoral comprehensive examination has been passed.

23.§ The complex examination

- (1) The complex examination is an assessment and review of the knowledge acquired by doctoral students participating in the eight-semester program in their field of research. The complex examination consists of two parts, in the following order:
- a) theoretical part: the candidate's theoretical knowledge is assessed, the candidate takes an examination in at least two subjects and/or topics, the list of subjects and/or topics is included in the doctoral school's training plan. The theoretical examination may also include a written part.
 - b) dissertation part: the candidate reports on their academic progress. The candidate gives a presentation on their knowledge of the literature, reports on their research results, presents their research plan for the second phase of the doctoral program, and outlines the schedule for the preparation of their dissertation and for the publication of their results.
- (2) The complex examination must be taken at the end of the fourth semester as the conclusion of the training and research phase.
- (2a) In cases requiring special consideration, the chair of the DHC may, with the consent of the supervisor and the head of the doctoral school, permit the complex examination to be taken in the next examination period.
- (3) The complex examination must be taken in front of the complex exam committee consisting of at least three members. The supervisor of the doctoral candidate taking the examination may not be a member of the examination committee, but must be invited to the complex examination.
- (4) ⁷⁵ A vizsgabizottság összeállításakor a tagokkal megegyező számú póttagot is jelölni kell. The complex examination committee shall consist of a chair and at least two members. When forming the complex examination committee, the same number of substitute members as regular members must be designated. Members:
- (a) chair/deputy chair: a university professor, associate professor with habilitation, college professor with habilitation, or lecturer with a doctorate from the Hungarian Academy of Sciences who is employed by the University, or a professor emeritus of the University
 - (b) members/substitute members: at least 2 senior lecturers or researchers with academic degrees working in the field of research relevant to the examination subjects, at least one of whom is not employed by the University,
 - (c) secretary: a lecturer, researcher or doctoral student employed by the University who is knowledgeable in the field of research. The secretary does not have the right to vote.
- (5) The supervisor must be given the opportunity to evaluate the candidate's work and competences in advance in writing and/or orally during the examination.
- (6) An official record in accordance with Appendix 5.b), which also includes a written evaluation, shall be prepared for the complex exam. The examination committee shall evaluate the theoretical and dissertation parts of the exam separately.
- (7) The complex examination is assessed on a two-degree scale: passed or failed.

⁷⁵ Amended by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

- (8) The complex examination is successful if more than half of the committee members assess both parts of the examination to be successful.
- (9) If the doctoral student fails in the theoretical part of the complex examination, it may be retaken once during the same examination period.

24.§

Submission of the doctoral dissertation

- (1) Submission of the doctoral dissertation:
- In the case of the three-year program, the doctoral candidate must submit their dissertation either at the time of application or within two years after acceptance, in both cases following the public disputation. The minutes of the workshop discussion, the opinions of the reviewers and the attendance sheet must be submitted to the DHCe by the doctoral candidate. The preliminary disputation of the dissertation is organised by the doctoral candidate's supervisor.
 - ⁷⁶ In the case of an eight-semester program, the doctoral candidate must submit their doctoral thesis, together with the publications required by the doctoral schools, after obtaining their absolutorium and following the preliminary disputation, within three academic years after the complex examination, at the latest. Proof of proficiency in a second foreign language is also required to apply for the doctoral defence. The preliminary disputation of the dissertation is organised by the candidate's supervisor. The minutes of the workshop discussion, the opinions of the reviewers and the attendance sheet must be submitted to the DHCe.
- (2) In the case referred to in paragraph (1)(b), the candidate shall submit their application for the defence procedure on the data sheet attached in Appendix 4.c).
- The DHCe shall check the formal compliance of the application and, if necessary, request the candidate to remedy any deficiencies by a specified deadline.
 - ⁷⁷ The formally acceptable application forms are reviewed by the DCDS with respect to content and professional requirements. If, on the basis of the documents submitted by the applicant, it can be established that the requirements for applying for the doctoral defence are met, then, on the recommendation of the doctoral supervisor, the DCDS approves the chair and members of the review committee. Based on the submission of the head of the Doctoral School, the DHC makes the final decision. The committee consists of the chair, the deputy chair, the secretary, and the reviewers.
- (3) The formal and content requirements of the dissertation, the rules of publication and the rules for the reviews prepared by the reviewers are set out in Appendix 6.
- (4) On submitting the doctoral dissertation, the doctoral candidate, the candidate or the doctoral student shall declare in writing that the doctoral dissertation has not been previously submitted to and rejected by another institution.
- (5) The properly submitted dissertation is forwarded by the DHCe to the reviewers, who, within two academic months after being requested, prepare a written evaluation of the dissertation and the theses.
- (6) The DHCe shall immediately forward the reviewers' reviews to the doctoral candidate, the candidate or the doctoral student, who shall respond to them in writing within a maximum of one academic month.
- (7) The dissertation can only be published on the www.doktori.hu website, if there are two positive reviews, and the response to the reviews has been accepted.

⁷⁶ Amended by Senate Resolution No. 202/2023 (XII. 20.), effective as of December 21, 2023.

⁷⁷ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of September 1, 2025.

(8) If one of the reviewers rejects the dissertation, a third official reviewer must be invited, upon the recommendation of the DHC.

(9) If both reviewers, or the third reviewer, reject the dissertation, a new doctoral dissertation must be prepared, which may only be submitted after at least one year.

(10) The dissertation may be submitted for public debate after the requirements set out in paragraph (7) are met, i.e. the defence procedure may commence only afterwards.

25.§

The defence procedure

(1) Within one year after submitting the doctoral dissertation, the doctoral candidate, the candidate or doctoral student must defend their thesis in a public defence in front of the designated Review Committee (defence procedure).

(2) ⁷⁸ The Review Committee must consist of individuals working in the research field corresponding to the topic of the dissertation and holding at least a PhD degree, with at least one-third of the members not being employed by the University.

(3) ⁷⁹ Members of the Review Committee:

(a) Chair: a university professor employed by the University or a Professor Emeritus of the University.

(b) members:

ba) the deputy chair: must meet the same requirements as the Chair

bb) reviewers,

bc) lecturers, researchers,

bd) Secretary: an assistant professor or associate professor employed by the University.

(4) The Review Committee members shall not include:

(a) the supervisor,

(b) those who have co-authored publications with the doctoral candidate, candidate or doctoral student on the subject of the dissertation,

(c) any other person who is in a subordinate relationship with the candidate,

(d) a relative of the doctoral candidate, candidate or doctoral student as defined by the Civil Code,

(e) or anyone from whom an impartial evaluation of the matter cannot reasonably be expected for any other reason.

(5) The date of the public defence of the dissertation is arranged by the doctoral candidate, candidate, or doctoral student's supervisor, taking into account that it must take place at least two weeks after its publication, and also considering the summer and winter breaks – July 20 – August 20 and December 15 – January 10. The dissertation must be submitted for public defence within two months of the receipt of the two supporting assessments, provided that this period falls within the academic term. The date must be set so that the internal staff of the University and the national professional communities are notified of the defence at least two weeks in advance, which is arranged by the Doctoral Council (DHC) and the supervisor.

(6) The doctoral dissertation shall be defended in Hungarian by the doctoral candidate, nominee or doctoral student whose native language is Hungarian, but at the request of the supervisor, the defence may also be conducted in a foreign language with the permission of the DHC. If the dissertation is written in a foreign language and the defence is also in a foreign language, the reviews must be prepared in that foreign language. The administrative arrangements for the defense conducted in a foreign language, as well as its costs, shall be borne by the applicant's supervisor.

(7) The criteria for evaluating the doctoral theses are set out in Appendix 6.

⁷⁸ Amended by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

⁷⁹ Amended by Senate Resolution No. 202/2023 (XII. 20.), effective from 21 December 2023.

- (8) The members of the review committee are invited by the DHCe.
- (9) The defence procedure:
 - a) Prior to the public defence, the review committee holds a closed session for professional consultation, during which they determine the questions to be asked by the committee.
 - (a) The chair opens and presides over the debate.
 - (b) The secretary reads aloud the academic CV of the doctoral candidate, candidate or doctoral student.
 - (c) The doctoral candidate, candidate or doctoral student presents the theses of their dissertation in a free presentation in no more than 30 minutes.
 - (d) The reviewers present their reviews, and if a reviewer is absent, the secretary reads out the review.
 - (e) The doctoral candidate, candidate or doctoral student responds to the reviews.
 - (f) The doctoral candidate, candidate or doctoral student responds orally to the questions and comments raised by the review committee members, official reviewers and the attendees.
 - (g) After the conclusion of the debate, the committee decides on the acceptance or rejection of the dissertation in a closed session by secret ballot.
 - (h) The chair publicly announces the result of the vote.
 - (i) The secretary reads out the assessment of the review committee, and the approved new or novel scientific results.
- (10) The procedure set out in paragraph (9) may be conducted if at least the chair or deputy chair, at least one reviewer, at least two other members and the secretary, of the designated members of the Review Committee, are present at the time published. If the reviewer who rejected the dissertation participates in the defence procedure, the public debate cannot be held without their presence.
- (11) In the closed session referred to in point (h) of paragraph (10), the Review Committee scores the dissertation and presentation of the doctoral candidate, candidate, or doctoral student on a scale of 1 to 5. The average must be calculated as the simple mean of the individual scores. The result of the defence is determined based on the average score as follows:

| | |
|--------------------|-------------|
| a) summa cum laude | 5,00 - 4,51 |
| b) cum laude | 4,50 - 3,71 |
| c) ríte | 3,70 - 3,17 |
| d) irríte | 3,16 - 1,00 |
- (12) A minute on the public debate shall be taken in accordance with Appendix 5.c).

26.§ Qualification of doctoral degrees

- (1) In the three-year program, the qualification of the doctoral degree shall be determined on the basis of the simple arithmetic mean of the average score obtained in the comprehensive examination and the defence. Qualification of the degree:

| | |
|---------------------|-------------|
| (a) summa cum laude | 5.00 – 4.51 |
| (b) cum laude | 4.50 – 3.71 |
| (c) ríte | 3.70 – 3.17 |
- (2) In the eight-semester program, the qualification of the doctoral degree corresponds to the qualification specified in Section 25 (11).
- (3) ⁸⁰ After obtaining the degree, the DHCe shall submit one printed copy of the doctoral dissertation to the relevant campus library for storage. The electronic version and its theses shall be uploaded to the website of the National Doctoral Council prior to the defence.

⁸⁰ Amended by Senate Resolution No. 202/2023 (XII. 20.), effective as of 21 December 2023.

27.§

Doctoral diploma and conferral of the doctoral degree

- (1) ⁸¹ The doctoral diploma shall contain the name of the Hungarian University of Agriculture and Life Sciences (in the case of students who began their studies at the predecessor institution, the name of the predecessor institution), the stamp of MATE, the name of the holder of the doctoral diploma, the place and date of birth, the field of science and the discipline. The degree certificate and diploma are prepared and issued in accordance with Appendix 7, by the DHCe.
- (2) The University shall prepare the doctoral diploma within a maximum of 30 days after the doctoral degree has been obtained and may issue it upon request.
- (3) Individuals who have been awarded a doctoral degree shall be formally conferred the title of PhD once annually, during a public and ceremonial session of the Senate.
- (4) As part of the doctoral conferment ceremony, Hungarian citizens take an oath. A Hungarian citizen who is unable to attend the ceremonial session in person expresses their agreement with the text of the oath by signing it. A foreign national may be exempted from participating in the degree conferment ceremony.

28.§

Conferment of the doctoral degree with honours

- (1) The rector of the higher education institution – with the prior consent of the President of the Republic – confers the doctoral degree with the "Promotio sub auspiciis praesidentis Rei Publicae" distinction upon a candidate whose performance throughout secondary school, higher education, and doctoral studies has consistently been evaluated as outstanding, provided that the candidate also demonstrates exceptional performance during the doctoral degree procedure. The detailed conditions for awarding the doctorate with distinction are determined by the Government.

VII. Other procedures

29.§

Recognition (nostrification) of academic degrees obtained abroad

- (2) ⁸² The DHC may recognise an academic degree obtained abroad as a doctoral degree if
- a) requirements for obtaining the academic degree are equivalent, or may be made equivalent to the requirements prescribed for obtaining the degree by prescribing and fulfilling supplementary conditions. The fee for recognition is set out in Appendix 11.
 - b) it was awarded by a foreign educational institution that is authorised to award academic degrees under the law of the foreign country, and
 - c) the requirements for obtaining the academic degree are equivalent, or may be made equivalent by the imposition of supplementary conditions, to the requirements prescribed by law and by the doctoral regulations of the competent authority for

⁸¹ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective from 29 June 2024.

⁸² Amended by Senate Resolution No. 161/2025 (IX. 01.), effective as of 1 September 2025

obtaining the degree of “Doctor of Philosophy,” “Doctor of Liberal Arts,” or “Doctor of Business Administration.

(3) The application for recognition shall be submitted to the Doctoral and Habilitation Centre (DHCE), accompanied by the document certifying the equivalent MSc degree as a prerequisite, the certificate of the foreign academic degree, and their certified Hungarian translation.

(4) The authority shall have the application professionally reviewed by the competent doctoral school, and then the head of the doctoral school shall submit it to the Doctoral and Habilitation Council (DHC) together with the opinion of the Doctoral School.

(5) In its decision, the DHC may make the recognition of the academic degree conditional on supplementary requirements (in particular, but not exclusively: proof of the prescribed language proficiency, completion of a complex examination), and the applicant must declare their acceptance of these conditions.

(6) ⁸³ If, based on the decision of the DHC, the academic degree may be recognized, a certificate may be issued in accordance with Annex 8. The fee for recognition is set out in Annex 11.

30.§

The honorary title of Doctor Honoris Causa

(1) The University may confer the honorary doctoral title (Doctor Honoris Causa) by Senate resolution upon a person who has international recognition, a distinguished scientific career, and has contributed to the activities of the University.

(2) ⁸⁴ The conferment of the honorary doctoral degree shall be governed by the provisions of the University Awards Regulations of the Hungarian University of Agriculture and Life Sciences.

(3) The ceremony for the conferral of the honorary doctorate shall take place at a public, doctoral awarding session of the University.

31.§

Conferral of the title of Core Member Emeritus

(1) ⁸⁵ A Full Member Emeritus title may be conferred, based on the decision of the DCDS, upon a founding member or a person who has been recognised as a Core Member for at least five years, who

- a) is active in the same doctoral school,
- b) has a documented connection with the institution,
- c) has already fulfilled their supervisory obligations.

(2) A core member emeritus shall not be considered a core member in the accreditation procedures of the doctoral schools conducted by the Hungarian Accreditation Committee (HAC); however, their previous achievements shall be included in the statistics of the doctoral school (DI).

(3) A Core Member Emeritus is not required to meet the HAC criterion of five new publications in the last five years, nor to continuously update their publication and citation data in the HSB/MTMT.

32.§

⁸³ Amended by Senate Resolution No. 161/2025. (IX. 01.), effective as of 1 September 2025.

⁸⁴ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective as of 29 June 2024.

⁸⁵ Amended by Senate Resolution No. 161/2025 (IX. 01.), effective as of 1 September 2025.

Procedure based on the degree of Candidate of Science(s)

- (1) A person holding the Candidate of Sciences degree may apply for the award of the doctoral degree by submitting a request in accordance with Annex 9.
- (2) The submitted application is reviewed by the DHCe for formal compliance; if necessary, the applicant is requested to provide the missing documents within a specified deadline. The application is then forwarded to the Chair of the DHC.
- (3) If the scientific discipline or field of science indicated on the Diploma of Candidate of Sciences is accredited at the University, the DHC shall decide on the award of the doctoral degree at its next meeting – without a separate review procedure – and the candidate shall be conferred the doctoral title at the ceremony referred to in Section 26 (3), with the doctoral diploma issued in accordance with Annex 10.
- (4) The fee for the procedure is set out in Appendix 11.

33.§

Revocation of the doctoral degree

- (1) The awarded doctoral degree may be revoked if the recipient obtained it by presenting, in whole or in part, the intellectual work of others as their own, or used false or falsified data in their dissertation, thereby misleading or deceiving the review committee or person in charge.
- (2) Proceedings for the revocation of a doctoral degree may be initiated by anyone with the Chair of the DHC, provided that they substantiate or reasonably indicate the circumstances described in paragraph (1).
- (3) ⁸⁶ The DHC decides on the revocation of the doctoral degree. The Chair of the DHC is obliged to request the decision of the DCDS competent in the scientific field of the doctoral degree on whether the circumstances described in paragraph (1) can actually be established regarding the degree holder. Procedures for the revocation of the doctoral title may only be conducted if the holder of the title is still alive at the time the procedure is initiated.
- (4) Experts may be appointed in the procedure for the revocation of a doctoral degree, and the concerned party must be heard. If the concerned party fails to appear despite repeated proper notifications, or requests that the hearing be waived, the DHC is entitled to make a substantive decision even without holding the hearing.
- (5) If, in proceedings initiated at the instigation of the original author, a final court judgment has already established a copyright infringement prior to the initiation of the procedure, the DHC is obliged to revoke the degree without conducting the procedure.
- (6) At the DHC meeting concerning the revocation of a doctoral degree, the presenter shall be the Chair of the DHC. The Chair of the DHC shall notify the concerned party in writing of the revocation and request the return of the doctoral diploma.
- (7) A doctoral degree revoked by the DHC cannot be regained in a new procedure.
- (8) The final decision on revocation shall be made public by the University.

34.§

Legal remedy

- (1) ⁸⁷ A student or candidate may seek legal remedy against a decision, measure, or failure to act by the DHC in doctoral matters. The appeal must be justified. The deadline for filing an appeal is 15 days from the date of notification, or, if no notification is given, from the date the student becomes aware of the decision, measure, or failure.

⁸⁶ Amended by Senate Resolution No. 161/2025 (IX. 01.), effective as of 1 September 2025.

⁸⁷ Amended by Senate Resolution No. 94/2024 (VI. 28.), effective as of 29 June 2024.

- (2) The appeal must be submitted to the University Student Appeals Committee.

VIII. Miscellaneous and final provisions

35.§

(1) The doctoral candidate is subject to the credit-based Study and Examination Regulations of the Doctoral School, the Student Disciplinary Regulations of the University, the Student Occupational Safety Regulations, the Regulations and Rules of Procedure of the Doctoral School, as well as the provisions of other regulations applicable to students. These rules are accordingly in force and shall be applied together in the matter at hand.

(2) The following appendices are attached to these regulations:

1. Doctoral Schools of the Hungarian University of Agriculture and Life Sciences, and their directors,
2. Application form for Doctoral Studies
3. Application form for doctoral training for an individually preparing candidate
4. Application form for
 - a) the degree conferment procedure
 - b) the complex examination for individually preparing candidates
 - c) the defence procedure
5. Minutes of
 - a) the doctoral comprehensive examination,
 - b) the complex examination,
 - c) the doctoral defence.
6. Formal and content requirements for doctoral dissertations and theses
7. Doctoral Diploma and Certificate Supplement on the Doctoral Degree
8. Decision on the recognition of a PhD degree obtained abroad
9. Application for the Award of a Doctoral Degree Based on the Diploma of Candidate of Science(s)
10. Doctoral Diploma Based on the Diploma of Candidate of Science(s)
11. Procedural fees

(3) These Regulations shall enter into force on the day following the decision of the Senate. The Doctoral Regulations of the University are published on the website of the University.

(4) This Regulation was amended by the Senate by Decision No. 158/2022 (VII.27.), effective from 28 July 2022.

(5) This Regulation was amended by the Senate by Decision No. 38/2023 (IV.19.), effective from 20 April 2023.

(6) This Regulation was amended by the Senate by Decision No. 202/2023 (XII.20.), effective from 21 December 2023.

(7) This Regulation was amended by the Senate by Decision No. 94/2024 (VI.28.), effective from 29 June 2024.

(8) This Regulation was amended by the Senate by Decision No. 161/2025 (IX.01.) on 1 September 2025, and the amendments take effect on the day of adoption, following the conclusion of the vote.

Gödöllő, 1 September 2025.

Dr. Csaba Gyuricza
rector

