Information about the doctoral programme
(starting in Sept 2016 or later)

Vásárhelyi Pál Doctoral School
of Civil Engineering and Earth Sciences

April 2019
4-year doctoral programme

- **Education and Research Stage**
  - 2 years
  - (max. 2 passive semesters)

- **Comprehensive exam**

- **Research and Dissertation Stage**
  - 2 years
  - (max. 2 passive semesters)

- **Public defence**
  - max. 1 year

**Admission to comprehensive exam with**

- $\geq 90$ credits, from which
  - $\geq 30$ credits from subjects
- 2 submitted paper manuscripts, at least 1 in English

**Start Research and Dissertation Stage**

only with successful comprehensive exam

→ automatically initiates the **Degree award procedure**

**Degree award procedure: max 3 y**

- $\geq 240$ credits → **Absolutorium**
- Submitted dissertation
Semester plan

The student makes the plan, the advisor gives guidance.

Submit to the Dean’s Office

– **In Semester 1**: Until the end of Week 3 of the teaching period
– **Later semesters**: until the end of the registration period (=Week 0), along with the report of the past semester.
– Until the end of Week 5, latest
Semester report

Submit to Dean’s Office right after the end of the semester
  – in a single document together with the next semester plan
  – **credits for research, publication**: given by supervisor
  – **credits for teaching**: given by head of department

Special cases:
  – **4th semester**: a preliminary report, to be joined to the application for the comprehensive exam
  – **Final semester**: no plan for the next semester, obviously
# 8 semesters, 240 credits

<table>
<thead>
<tr>
<th>Totals</th>
<th>Subjects</th>
<th>Teaching</th>
<th>Research</th>
<th>Publications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommended</td>
<td>30</td>
<td>24</td>
<td>138</td>
<td>48</td>
</tr>
<tr>
<td>Minimum to meet</td>
<td>30</td>
<td>10</td>
<td>100</td>
<td>36</td>
</tr>
<tr>
<td>Maximum taken into account</td>
<td>48</td>
<td>36</td>
<td>150</td>
<td>60</td>
</tr>
</tbody>
</table>

Credits for subjects must be completed in the first 2 years.
<table>
<thead>
<tr>
<th>Activity</th>
<th>Total credits</th>
<th>Semester 1</th>
<th>Semester 2</th>
<th>Semester 3</th>
<th>Semester 4</th>
<th>Semester 5</th>
<th>Semester 6</th>
<th>Semester 7</th>
<th>Semester 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subjects</td>
<td>30</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Subjects</td>
<td>30</td>
<td>9</td>
<td>9</td>
<td>9</td>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching</td>
<td>24</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Teaching</td>
<td>24</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td></td>
</tr>
<tr>
<td>Research</td>
<td>138</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Consultation</td>
<td>44</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>5</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Research</td>
<td>94</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>10</td>
<td>12</td>
<td>12</td>
<td>15</td>
<td>15</td>
</tr>
<tr>
<td>Publications</td>
<td>48</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Publication and conference</td>
<td>48</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>7</td>
<td>7</td>
<td>7</td>
<td>9</td>
<td>9</td>
</tr>
<tr>
<td>Total:</td>
<td>240</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>30</td>
<td>30</td>
</tr>
<tr>
<td>Min. cumulative:</td>
<td>240</td>
<td>0</td>
<td>0</td>
<td>45</td>
<td>90</td>
<td>95</td>
<td>140</td>
<td>185</td>
<td>240</td>
</tr>
</tbody>
</table>

Limit: \( \leq 45 \) credits in any semester

\( \geq 90 \) credits, from which

\( \geq 30 \) from subjects
Doctoral subjects

• Weekly classes, $\geq 5$ students must register
• Subjects not included in the Academic plan: the DIT (=Council) must preapprove at the beginning of the semester
  – MSc or PhD courses from other faculties or universities
  – summer and winter schools

• Hint: Join PhD students’ Facebook page
# Credits for accepted publications

<table>
<thead>
<tr>
<th>Type of publication</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Book in English /other language</td>
<td>15/12</td>
</tr>
<tr>
<td>Book part, chapter in English/other language</td>
<td>5/4</td>
</tr>
<tr>
<td>Journal article* in English /other language</td>
<td>12/6</td>
</tr>
<tr>
<td>Conference paper in proceedings* in English/other language</td>
<td>4/2</td>
</tr>
<tr>
<td>Article in a department publication* in English /other language</td>
<td>2/1</td>
</tr>
<tr>
<td>Unpublished scientific presentation in English /other language</td>
<td>2/1</td>
</tr>
</tbody>
</table>

- divided by the number of authors (supervisor: not counted)
- submitted but not accepted: 50% (remaining 50% when accepted)

* Only peer-reviewed publications, accessible on paper or electronically. For publications in non peer-reviewed volumes half of the credits above are given. Conference papers and department publications are eligible only if at least 4 pages long.

The credits in the table should be divided by the number of authors, excluding the supervisor (i.e., taking the full credits if a paper is written by the doctoral student and its supervisor).
Requirements for obtaining the PhD

2 foreign languages

- **English**: state-accredited oral and written language certificate at **level B2** or equivalent (see DHSZ)

- **Second language**: Any language in which related science is published. Submit state-accredited oral and written language certificate at **level B1** or equivalent. Can request HBDT to recognise an official statement by a university or research institute of their language proficiency (e.g. completion of exams or delivery of lectures in arabic).

≥ 4 publications (enter all into MTMT bibliography)

- ≥ 2 non-Hungarian journal papers
  - 1 paper in the Web of Science database
Dissertation

Own scientific results that are new on the international scientific scene.
New results are summarised in numbered theses, each supported by own scientific publications.
Formatted with 1.5 line spacing, 12 pt font size and 2.5 cm margins. There is no mandatory style template.
Maximum 110 pages, including the table of contents, the theses, the bibliography and possibly a list of figures and a list of symbols. Any appendices are not included in this page count (but they are optional to read).
How to deal with the end of scholarship and visa?

„Absolutorium”: completion of all required 240 credits → student status, SH scholarship and visa **terminate at the end** of the semester → that will be your **last semester**

Note that you may obtain the Absolutorium before the 8th semester if you progress fast with research and publications.

How to bridge the time between the end of the semester till the doctoral defence?

Currently BME recommends two solutions, also approved by Tempus PF:

1) **Defend before the end of your last semester.** For this, submit your dissertation and obtain the Absolutorium at the beginning of the semester. You’ll get scholarship all along.

2) **Defend in the 6 months after your last semester.** You may stay legally in Hungary if you prove to the Hungarian immigration authorities that you are looking for a job. Inquire them for the precise duration and other details. You won’t get an SH scholarship for that extended stay.
How to accelerate your studies to defend before the end of your last semester?

Semester 7:
- Complete first version of the dissertation
  - while waiting for acceptance of journal papers supporting the theses
- Home review of dissertation
- Finalise dissertation
- Wait for referees (2 mo), then the decision of the HBDT
- Prepare reply to referees

Semester 8:
- Submit dissertation to HBDT
  - earn $\leq 30$ credits for research
    - → Absolve studies
- Public defence announced
- Public defence
- End of scholarship and visa

Home defence (may even happen in the previous semester)
Regulations

Higher Education Law
Nftv

BME Doctoral and Habilitation Procedures DHSZ

BME Code of studies and exams TVSZ

Academic plan of the Doctoral School
Administration of PhD students

**Administration** (subjects, certificates, finances...)
Dean’s Office, Faculty of Civil Engineering
Ms Ágnes KISMARTON: PhD programmes in English

**Academic co-ordination** (regulations, transfer...)
Dr. Róbert NÉMETH – secretary of the Doctoral School
Dr. Tamás KRÁMER – vice-dean for science
Prof. László KOLLÁR – head of the Doctoral School