



HUNGARIAN UNIVERSITY OF AGRICULTURE AND LIFE SCIENCES DOCTORAL REGULATIONS

Gödöllő

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Table of Contents

	Page
• I. Introduction	3
• II. General Provisions.....	4
The concept and content of the doctoral training and the doctoral degree	4
Definitions.....	4
The university's organisation of the programme and the award of degrees.....	7
The EDHT.....	8
The Doctoral School (DI) and the Doctoral School Programme Committee (PT).....	10
The DHK.....	12
• III. Quality assurance in doctoral education	13
• IV. Financial conditions for the programme and the award of the degree	14
State-funded study.....	14
Self-funded study	14
• V. Admissions Procedure	15
Announcement of courses and intake quotas	15
The admissions procedure.....	15
The admissions interview.....	17
The admissions decision	17
• VI. The doctoral training programme	18
Common provisions	18
Language requirements for the conferment of a degree.....	19
General rules governing doctoral programmes	19
Rules applicable to individually preparing doctoral candidates.....	21
Provisions relating to doctoral students	22
• VII. Conferment of the degree.....	23
The complex examination.....	24
Submission of the doctoral dissertation	25
The public defence	26
Assessment of the doctoral degree	28
The doctoral degree certificate and the conferment of the doctoral degree.....	28
Conferment of an honorary doctorate	28
• VIII. Other procedures	28
Recognition of academic degrees obtained abroad	28
The honorary titles of Doctor Honoris Causa and Doctor et Professor Honoris Causa	29
Title of Full Member Emeritus/Emerita ()	29
Procedure based on the degree of Candidate of Science(s).....	29
Revocation of a doctoral degree	30
Remedies.....	31
• IX. Miscellaneous and Final Provisions	31

I. Introduction

1.§

(1) Act CCIV of 2011 on National Higher Education defines doctoral studies as the highest level of university education and the academic degree attested by the diploma awarded upon completion of doctoral studies as: ‘Doctor of Philosophy’ (abbreviated to PhD), and, in the case of doctoral business programmes, the ‘Doctor of Business Administration’ (abbreviated to DBA). Pursuant to a decision by the Hungarian Higher Education Accreditation Committee (hereinafter: MAB), the Hungarian University of Agriculture and Life Sciences (hereinafter: the University) is authorised to offer doctoral programmes, conduct degree award procedures and confer doctoral degrees in the following disciplines:

1. agricultural engineering,
2. animal husbandry sciences,
3. biological sciences,
4. food sciences,
5. management and business administration sciences,
6. environmental sciences,
7. crop production and horticultural sciences,
8. regional sciences.

(2) The regulatory framework for the Doctoral Regulations of the Hungarian University of Agriculture and Life Sciences is constituted by the following legal sources and regulations:

- a) Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.),
- b) Government Decree No. 387/2012 (19 December) on doctoral schools, the procedure for doctoral studies and habilitation (hereinafter: Government Decree),
- c) Act C of 2001 on the recognition of foreign certificates and diplomas,
- d) MAB Resolution No. 2008/8/II/2 on the accreditation requirements for the establishment and operation of higher education institutions,
- e) the Standards and Guidelines for Quality Assurance in the European Higher Education Area (ESG)
- f) the Salzburg Principles (2005) (<https://www.eua.eu/publications/positions/salzburg-2005-conclusions-and-recommendations.html>)
- g) the framework for the European Union’s research and innovation policy, the European Research Area (ERA) (https://eur-lex.europa.eu/legal-content/HU/TXT/HTML/?uri=LEGISSUM:research_area)
- h) MATE’s Organisation and Operation Regulations (hereinafter: SZMSZ), and within these, in particular but not exclusively, the Study and Examination Regulations, the Admissions Regulations and the Student Allowances and Fees Regulations.

(3) In view of the above, the University Senate hereby adopts the University Doctoral Regulations, which form part of the Student Requirements System set out in the University Regulations, in the following wording.

(4) List of abbreviations:

- a) DBA: Doctor of Business Administration
- b) DI: Doctoral School
- c) DHK: Centre for Doctoral and Habilitation Studies
- d) DÖK: University Doctoral Students’ Council
- e) DP: Doctoral Programme

- f) EDHT: University Doctoral and Habilitation Council
- g) EDSZ: University Doctoral Regulations
- h) MAB: Hungarian Higher Education Accreditation Committee
- i) MTA: Hungarian Academy of Sciences
- j) MTMT: Hungarian Repository of Scientific Works
- k) ODT: National Doctoral Council
- l) OH: Education Office
- m) PhD: Doctor of Philosophy
- n) PT: Programme Committee
- o) TTT: Disciplinary Council
- p) TVSZ: Regulations on Studies and Examinations

II. General Provisions

2.§

The concept and content of the doctoral training and the doctoral degree

- (1) Doctoral training comprises educational and research activities conducted within the framework of individual or group supervision tailored to the specific characteristics of the discipline and the needs of the doctoral candidate, and which also includes regular reporting requirements.
- (2) A doctoral degree attests to a high level of knowledge in a given discipline, the ability to conduct independent research, and the production of new or novel results, as verified by international indicators.
- (3) Doctoral studies may be undertaken at an accredited doctoral school.
- (4) The forms of funding for doctoral studies are as follows:
 - a) Hungarian state scholarship holder (hereinafter: state scholarship holder),
 - b) self-funded.
- (5) A doctoral student may participate in a scholarship-funded programme in accordance with the provisions of legislation or university regulations, provided that the prescribed conditions are met.

3.§

Definitions

- 1. **doctoral student:** a student with student status who is enrolled in a state-funded or self-funded doctoral programme and who is entitled to the rights and subject to the obligations set out in the legislation governing higher education;
- 2. **doctoral student contract:** a contract for student employment that meets the conditions set out in Section 44(5) of the Higher Education Act;
- 3. **doctoral dissertation:**
 - (a) A dissertation (written work, thesis) prepared by the doctoral student, demonstrating that they have carried out academic work meeting the requirements for the degree.
 - (b) The dissertation may also take the form of a brief, thesis-like summary of several academic publications. In this case, the original works form an appendix to the dissertation, and the examination committee assesses both their quantity and quality during the procedure. A creative work or a patent (invention) may also be submitted as an appendix to the doctoral dissertation. Further detailed rules may be set out in the DI's Rules of Procedure;

4. **doctoral degree:** in addition to the provisions set out in Section 2(2), a degree which may be awarded by the EDHT, the conditions for the award of which are laid down by the University in the EDSZ within the framework of the relevant legislation;
5. **doctoral degree programme:** a programme aimed at the award of a doctoral degree, in which the student participates by completing the research and dissertation stages;
6. **doctoral programme:** the totality of research groups covering the academic disciplines operating within the framework of the DI, organised around thematic groups;
7. **research group within a doctoral programme:** a research workshop operating within the framework of the doctoral programme;
8. **doctoral scholarship:** financial support which may be granted under the law to students enrolled in doctoral programmes or state-funded programmes, and to international students who, under legislation or international agreements, are subject to the same assessment criteria as Hungarian nationals;
9. **Doctoral Regulations:** the part of the University Regulations containing the detailed rules governing doctoral programmes, the award of degrees and the operation of doctoral committees;
10. **Doctoral Council:** the Senate decides on the establishment of the Doctoral Council in accordance with the provisions of Section 16(5) of the Nftv. In accordance with Section 8 of the University Regulations (SZMR), doctoral programmes and the award of doctoral degrees at the University are overseen by the EDHT, as a standing body of the University, in accordance with the EDSZ. When selecting members of the Doctoral Council, ensure that one-third of the members, or at least two members, are not employed by the University. For the purposes of selecting members, a Professor Emeritus of the University shall be deemed to be a person in an employment relationship with the University. Members of the Doctoral Council with voting rights – except doctoral student representatives – may only be persons who meet the criteria for full membership. In selecting members of the Doctoral Council, efforts must be made to ensure proportional representation of all those academic disciplines in which the University is authorised to award doctoral degrees. The Doctoral Council may delegate its powers, as set out in the Government Decree, to the TTT;
11. **doctoral topic:** a sub-field of research which is suitable for the doctoral candidate – under the supervision of the supervisor(s) – to master the application of scientific methods, achieve assessable scientific results, and provide evidence of this through scientific publications, scientific presentations, and, ultimately, a doctoral dissertation (work, study);
12. **doctoral thesis:** a comprehensive work intended for the academic community, which presents the doctoral student's academic results and, during the degree award procedure, serves as evidence that they have fulfilled the general and specific requirements necessary for the award of the academic degree;
13. **university doctoral student register:** the register maintained by the DHK of doctoral students who have been admitted to, and are participating in, the doctoral programme;
14. **university doctoral register:** the university register maintained by the DHK of persons who have obtained a doctoral degree at the University and the details of their degrees;
15. **candidate:** a doctoral student who, having completed the research and dissertation phase, has obtained the absolutorium (certificate of completion), up to the point at which – taking into account the deadlines set by legislation and university regulations – they have not yet completed the public defence procedure;
16. **training and research phase:** the first phase of the doctoral programme, which concludes with a complex examination;
17. **training programme:** a comprehensive document (training plan) for the doctoral programme, which sets out the plan for the doctoral programme, together with the detailed rules

governing the programme, in particular the curriculum, the teaching programme and the course syllabuses, as well as the methods, procedures and rules for assessment and monitoring;

18. complex examination: a form of assessment consisting of two parts, taken before an examination committee at the conclusion of the training and research phases of the doctoral programme, in which the theoretical part assesses the candidate's theoretical knowledge, while in the dissertation part, the candidate reports on the academic progress achieved to date;

19. co-operative doctoral programme: a doctoral programme in which, while maintaining their status as a doctoral student, the doctoral candidate works for at least 20 hours per week in a field related to their doctoral dissertation

a) in a teaching or research post at a higher education institution;

b) at a healthcare provider; or

c) at any other organisation which

ca) holds a research and development accreditation report issued no more than three years before the start date of the doctoral programme, in accordance with [Act LXXVI of 2014](#) on Scientific Research, Development and Innovation, or

cb) has participated or is participating, as an employer, in the Cooperative Doctoral Programme announced by the National Research, Development and Innovation Office or in the Cooperative Doctoral Programme under the University Research Fellowship Programme, or

cc) has been awarded a research and development grant by the National Research, Development and Innovation Office, no more than three years before the start date of the doctoral programme.

20. research and dissertation phase: the second phase of the doctoral programme, following the complex examination, which forms part of the degree award procedure and is aimed at the award of a doctoral degree;

21. study abroad: a component of the doctoral programme in which the doctoral candidate may participate based on a work programme related to their doctoral topic and approved by their supervisor;

22. credit: an academic credit which the doctoral student earns while fulfilling their student obligations in accordance with the regulations of the DI; a unit of measurement for a student's academic work, which, in relation to a module or a curriculum unit, expresses the estimated time required to acquire the knowledge specified in the course description and to meet the requirements; one credit represents an average of thirty hours of study; the value of a credit – provided that the student's performance has been accepted – does not depend on the mark awarded for the student's knowledge;

23. preliminary disputation: a session organised by the doctoral candidate's supervisor(s) involving the presentation, critique and discussion of the candidate's draft doctoral dissertation in the presence of the workplace community, academic staff and researchers from the relevant discipline;

24. public defence: the presentation by the doctoral candidate of the scientific findings contained in the doctoral dissertation, which forms the basis for the award of the academic degree, in the form of a free-form presentation before the examination committee and in the presence of official examiners (opponents); responding to questions, substantive objections and opinions raised during the assessment and disputation;

25. opponent: an official reviewer of the doctoral dissertation, at least one of whom must not be in an employment relationship with the University;

26. Programme Committee (PT): a body authorised by the EDHT to carry out the activities specified in Section 10(2) of the Government Decree, which assists the Head of the DP in their work; its members are elected by the full members of the DI and are appointed and dismissed by the EDHT;

27. course syllabus: a summary of the course's details, identifiers and specific features, which, amongst other things, defines the course content and the requirements for successful

completion; in the event of a significant change to the course syllabus, it is saved with a new version number; furthermore, the version of the published syllabus is also recorded in the course details;

28. supervisor: the supervisor of a doctoral student's dissertation; an active academic or researcher holding an academic degree, whose topic announcement has been approved by the Programme Committee, and who, on this basis, is responsible for guiding and supporting the doctoral student's studies, research work, the publication of their research findings, the development of international contacts, their participation in conferences, and their preparation for obtaining their doctoral degree. Subject to the approval of the Programme Committee, a doctoral student may have two supervisors at the same time (co-supervisors, who are weighted at 0.5 when determining the workload), who are responsible for the doctoral student's progress. A supervisor may not have more than nine doctoral students at any one time, or more than six until the student has obtained their absolutorium. A contract must be concluded between the University and the external supervisor for the supervisor to carry out their duties. Further rules concerning external supervisors are set out in the DI's rules of procedure;

29. Disciplinary Council (TTT): pursuant to Section 16(5) of the Nftv., the EDHT may operate a doctoral council for each disciplinary area. The provisions concerning the composition of the TTT and the eligibility criteria are identical to those applicable to the EDHT. The chair of the TTT is also the head of the DI;

30. Business doctoral programme: a doctoral programme organised for students with professional experience, focusing on applied research and practice-oriented business education.

4.§

The university's organisation of the programme and the award of degrees

(1) The regulatory, decision-making, organisational, operational, administrative and record-keeping tasks relating to study programmes and the award of degrees shall be carried out by the following bodies, as set out in paragraphs (2) to (7) and in Section 6:

- a) the Senate,
- b) the Rector,
- c) EDHT,
- d) TTT,
- e) the PT operating within the framework of the DI,
- f) DHK.

(2) With regard to training and the award of degrees, the Senate:

- a) decides on the establishment and dissolution of a DI, and on initiating the amendment of a DI's registered details with the OH,
- b) approves the heads of TTTs for a maximum term of five years, based on the EDHT's proposal,
- c) adopts the EDSZ,
- d) approves the DI's Rules of Procedure,
- e) approves the DI Training Plan,
- f) approves the DI Quality Assurance Plan,
- g) elects the members of the EDHT, excluding the representative of the EDÖK and those who are members of the EDHT by virtue of their office,
- h) decides, on the initiative of the EDHT or the Rector, on the establishment and dissolution of the DI,
- i) decides on the conferment of the titles of Doctor Honoris Causa and Doctor et Professor Honoris Causa.

- (3) The Rector's duties:
- a) to appoint the heads of the DI in accordance with Section 7(2), such appointments being renewable on multiple occasions,
 - b) decides on nominations for the conferment of an honorary doctorate,
 - c) following the Senate's decision to establish a DI, requests an expert opinion on the establishment of the DI from the MAB or from the body specified in Section 67(4b) of the Nftv.
 - d) may initiate the dissolution of the DI by seeking the opinion of the EDHT, on which the Senate shall decide,
 - e) in accordance with the Senate's decision, it shall initiate the amendment of the DI's registered data with the OH,
 - f) in accordance with tradition, confer the doctoral degree upon those who have obtained it at its annual ceremonial public meeting,
 - g) after consulting the EDHT, it makes recommendations to the Senate regarding the conferment of honorary doctoral (Doctor Honoris Causa) and honorary professorial (Doctor et Professor Honoris Causa) titles.
- (4) The EDHT is the highest governing and decision-making body for doctoral education and the award of degrees; it establishes and oversees the university system for doctoral education, the award of degrees and habilitation, and ensures the quality of academic degrees and the international equivalence of degrees to be awarded in various scientific fields and disciplines.
- (5) The TTT exercises the powers delegated by the EDHT in accordance with the provisions of Section 6.
- (6) The DI is a comprehensive centre for doctoral training and related research, comprising programmes that cover individual disciplines independently and the PTs that operate them. Doctoral training may be undertaken exclusively within the framework of a DI.
- (7) The duties of the DHK are set out in Section 8, Section 44/B of the University's Organisational and Operational Regulations (hereinafter: SZMR) and its own rules of procedure.

5.§

The EDHT

- (1) The EDHT carries out the activities set out in Section 4(4) in accordance with the relevant legislation, Section 8 of the SZMR, and its own rules of procedure. The DHK is responsible for the administrative and coordination activities of the EDHT.
- (2) The EDHT decides on:
- a) on all strategic matters relating to education and the award of degrees,
 - b) on the university structure of training and degree award,
 - c) on the appointment of DI heads,
 - d) on the DPs and their heads,
 - e) the appointment and dismissal of members of the TTTs and PTs,
 - f) the admission of applicants to doctoral programmes based on the recommendations and rankings of the DI,
 - g) the awarding, rejection or revocation of doctoral degrees, the recognition of academic degrees obtained abroad,
 - h) in the case of a doctoral dissertation subject to patent or protection proceedings, the postponement of the publication of the doctoral dissertation and doctoral theses until

- the date of registration of the patent or protection, with the consent of the supervisor and on the recommendation of the TTT,
- i) on the DHK's rules of procedure.
- (3) The EDHT shall express an opinion on:
 - a) on initiatives to establish or abolish DI programmes,
 - b) on all university-level matters concerning doctoral training and the award of degrees,
 - c) on proposals for the conferment of honorary doctorates (Doctor Honoris Causa) and honorary professorships (Doctor et Professor Honoris Causa),
 - d) the allocation of state funding to individual academic disciplines (scholarship budgets and the standard funding for teaching and research) and the methods for monitoring the use of such funds,
 - e) in all cases where the Rector or the Senate so requests.
 - (4) The EDHT regularly evaluates doctoral training and the awarding of degrees at the University for the Senate.
 - (5) The Chair of the EDHT appoints and dismisses the academic secretary of the DI based on a decision by the EDHT.

6.§

Disciplinary Council (TTT)

- (1) To exercise certain powers of the EDHT, the following TTTs shall be established for each scientific discipline:
 - a) the Agricultural Sciences Disciplinary Council for the Doctoral School of Agricultural and Food Sciences,
 - b) the Doctoral School of Economic and Regional Sciences shall establish the Social Sciences Disciplinary Council,
 - c) the Doctoral School of Engineering Sciences for the Engineering Sciences Disciplinary Council,
 - d) the Natural Sciences Disciplinary Council by the Doctoral School of Natural Sciences for the management of doctoral affairs.
- (2) The TTT exercises the powers which, pursuant to the Government Decree, the EDHT may delegate to the doctoral councils of the respective disciplines. The TTT
 - a) decides on the research groups within the DP and their coordinators,
 - b) decides on credit recognition,
 - c) decides on the requirements for the complex examination;
 - d) appoints, on the recommendation of the PTs, the members of the doctoral admissions committee, the members of the assessment committee, the official assessors, and the members of the complex examination committee;
 - e) decides on applications for a closed public defence based on the assessment committee's opinion;
 - f) decides on the allocation of state funding for doctoral programmes by programme;
 - g) decides on the specific requirements for admission to doctoral programmes;
 - h) decides on the acceptance of applications for the doctoral disputation procedure;
 - i) decides on applications for complex examinations;
 - j) decides on changes of topic and supervisor;
 - k) on the model curriculum, forming an appendix to the DI's training plan.
- (3) The chair of the TTT is the head of the DI, and its secretary is the academic secretary of the DI.

- (4) Members of the TTT may be internal or external experts holding an academic degree who are active within the DI's field of study. With the exception of doctoral student representatives, members of the TTT with voting rights may only be persons who meet the criteria for full membership. When selecting members of the TTT, care must be taken to ensure that one-third of the members, or at least two members, are not employed by the higher education institution that operates the doctoral school. In the election of members, efforts must be made to ensure proportional representation of the various academic disciplines.
- (5) The TTT may also have occasional invited members with the right to participate in deliberations, whom the Chair of the TTT invites on the recommendation of the heads of the PTs.
- (6) The TTT shall have a quorum if more than 50 per cent of its members are present at the meeting. In the event of a tie, the Chair shall have the casting vote. During voting, the proportion of members abstaining may not exceed one-third of the total number of TTT members. If the number of abstentions exceeds this figure, the question put to the vote must be reworded.
- (7) The TTT shall take its decisions by open vote, by a simple majority, and written statements of position sent in advance by members who are not present may also be counted towards the vote.
- (8) A secret ballot may be held at the request of any member of the TTT.
- (9) Minutes must be drawn up of the resolutions and statements adopted at TTT meetings.
- (10) The members of the TTT with voting rights are:
- a) the Head of the DI,
 - b) the DI's academic secretary,
 - c) the programme leaders,
 - d) one core member delegated by each programme director,
 - e) external members (not employed by the University) delegated by the programme directors.
- (11) The TTT shall have one student member with advisory status.
- (12) The TTT shall submit a proposal to the EDHT regarding:
- a) its rules of procedure – prepared in accordance with Section 7(1) of the DI;
 - b) its curriculum – prepared in accordance with Section 7(1) of the DI – and the model syllabus forming an annex to the curriculum;
 - c) the award or withdrawal of a doctoral degree;
 - d) the award or refusal of a degree of equivalence;
 - e) admission to doctoral programmes;
 - f) the appointment of full members;
 - g) the conferment of the titles of Doctor Honoris Causa and Doctor et Professor Honoris Causa,
 - h) in the case of a doctoral dissertation subject to patent or copyright protection proceedings, the postponement of the publication of the doctoral thesis and the doctoral dissertation, in accordance with Section 5(2)(h) of the EDHT.
- (13) A majority of 67 per cent is required for proposals concerning the award or revocation of a doctoral degree.

7.§

The Doctoral School (DI) and the Doctoral School Programme Committee (PT)

- (1) The tasks of the DI:
- a) The Head of the DI, in collaboration with the Chair of the PT, shall draw up its own rules of procedure, within the framework of which it shall determine:

- aa) the procedure and requirements for the admissions process,
 - ab) the training and research topics for doctoral students,
 - ac) compulsory and optional modules, as well as their credit system,
 - ad) the DI's quality assurance and publication requirements;
 - b) the Head of the DI, in collaboration with the Head of the PT, shall prepare and regularly – at least every two years – review the DI's operating regulations, its training plan and the model curriculum forming an annex to the training plan, as well as the quality assurance plan.
- (2) The head of the DI – a university lecturer who meets the requirements set for core members – is responsible for the academic standards and teaching activities of the school. The TTT nominates a candidate for the head of the DI to the EDHT upon the recommendation of the majority of the core members; following the EDHT's approval, the Rector appoints and dismisses the head of the DI for a term of up to five years. The appointment may be extended on several occasions.
- (3) A person may become a core member of the DI if they meet the conditions set out in Section 2(3)–(5) of the Government Decree.
- (4) A full member must meet the conditions set out in paragraph (3) for at least one academic cycle and for the duration of the degree award procedure pertaining to that cycle, and must have a published research topic within the DI.
- (5) The DI's curriculum shall include
- a) a list of the professional qualifications required for admission to the doctoral programme,
 - b) any other specific conditions for admission,
 - c) the compulsory modules,
 - d) the compulsory elective modules,
 - e) the proportion of free-choice modules, and
 - f) the requirements relating to research activities.
 - g) the modules and topics covered in the complex examination.
- (6) At the University, the PT exercises the duties and powers specified in the Government Decree for the Doctoral School Council in accordance with the provisions of the EDSZ.
- (7) The following doctoral schools operate at the University:
- a) Doctoral School of Agricultural and Food Sciences:
 - aa) Doctoral Programme in Animal Science
 - ab) József Farkas Doctoral Programme in Food Science
 - ac) Doctoral Programme in Plant and Horticultural Sciences
 - b) Doctoral School of Economic and Regional Sciences:
 - ba) Regional Economic Development and Management Programme
 - bb) Doctor of Business Administration Programme
 - bc) Sustainable Business and Management Programme
 - c) Doctoral School of Engineering:
 - ca) Doctoral Programme in Engineering Sciences
 - cb) Doctoral Programme in Landscape Architecture and Landscape Ecology
 - d) Doctoral School of Natural Sciences:
 - da) Doctoral Programme in Biological Sciences
 - db) Doctoral Programme in Environmental Sciences
- (8) The PT
- a) shall decide:
 - aa) on the appointment of doctoral topic announcers, supervisors, co-supervisors and lecturers at the Doctoral School,
 - ab) on the approval of doctoral students' research proposals,

- ac) on the modules and their credit values, and on the doctoral topics proposed for announcement;
 - b) makes recommendations:
 - ba) on the members of the doctoral admissions committee,
 - bb) admission to doctoral programmes and individually preparing degree programmes,
 - bc) the allocation of state scholarship places,
 - bd) applications for the complex examination, the chair and members of the complex examination committee, and the topics for the complex examination;
 - be) applications for the public defence;
 - bf) the chair, members and secretary of the assessment committee, and the assessors;
 - c) expresses an opinion on:
 - ca) on the periodic reports of the doctoral candidate and the supervisor;
 - cb) on matters brought before the EDHT,
 - cc) on all TTT proposals relating to its own programme;
 - d) carries out performance assessments during the course of the programme.
- (9) The head of the Programme Committee is the programme director, who is responsible for carrying out tasks relating to the academic and organisational management of the programme. The programme director is assisted in their work by the secretary of the Programme Committee.
- (10) The programme director convenes meetings of the Programme Committee to make decisions concerning the doctoral programme.
- (11) The DI's rules of procedure set out the detailed rules governing the head of the PT and its operation.
- (12) The requirements for the DI's lecturers, supervisors, topic announcers, academic secretary, DP director and secretary are set out in the DI's rules of procedure.

8.§

The DHK

- (1) An organisational unit operating under the direct supervision of the Vice-Rector for Academic and International Affairs, whose remit is to carry out all coordination, management and administrative activities relating to the EDHT and doctoral programmes under the supervision of the Head of Centre, in accordance with the DHK's rules of procedure.
- (2) The DHK must maintain a register of those who have been admitted to doctoral programmes and are participating in the programme, as well as those who have applied for degree conferment or public defence and have been awarded a doctoral degree. The DHK is obliged to report data to the Higher Education Information System via the Neptun Unified Study System (hereinafter: NEPTUN TR) in cooperation with the Directorate of Education.
- (3) The DHK is responsible for maintaining the registers:
- a) students admitted to doctoral programmes,
 - b) students enrolled in doctoral programmes (doctoral candidates),
 - c) courses and modules advertised by doctoral schools in the given semester,
 - d) the fulfilment of academic obligations and research work,
 - e) suspension of student status,
 - f) doctoral candidates who have passed or failed a complex examination,
 - g) doctoral students who have obtained their final certificate (absolutorium),
 - h) degree award procedures,
 - i) persons who have been awarded a doctoral degree.
- (4) The DHK shall make doctoral dissertations, as well as theses in Hungarian and foreign languages, publicly available at least two weeks before the public defence, except in the case

of doctoral theses subject to patent or intellectual property protection proceedings, in which case the EDHT shall decide on the postponement of the publication of the doctoral thesis and the doctoral dissertation in accordance with Section 5(2)(h).

(5) The DHK is obliged, in accordance with the legislation in force, to provide data to the bodies competent in doctoral training and the award of degrees – namely the Ministry responsible for higher education, the National Doctoral Council, the MAB, the OH, the University, and other bodies as specified in relevant instructions.

(6) The DHK manages the revenue derived from the training contribution, the cost-based fee, and the procedural and special procedural fees, and reports on this to the EDHT.

(7) The DHK is headed by the Chair of the EDHT in accordance with Section 44/B of the SZMR, while its operational activities are coordinated by the Head of the Centre.

III. Quality assurance in doctoral education

9.§

(1) The University operates a self-assessment-based quality assurance system in accordance with the standards and guidelines for quality assurance in the European Higher Education Area (ESG 2015) and the Salzburg Principles (2005). The EDHT's quality assurance activities essentially cover two main areas. On the one hand, it continuously monitors compliance with the framework conditions governing the operation of the doctoral programmes; on the other hand, it monitors the fulfilment of quality-assurance requirements related to the doctoral degree award process. Further provisions regarding the operation of the quality assurance system for doctoral programmes are set out in the Quality Assurance Plan, which applies uniformly to all doctoral programmes.

(2) The quality assurance system covers the entire spectrum of doctoral programmes, ranging from the design of programme structures, through the advertising of programmes and the admissions process, to the organisation and delivery of the programmes, right up to career tracking following the award of the degree. This is set out in the institution's Quality Policy.

(3) At its first meeting of each academic year, the EDHT sets out comprehensive quality objectives and indicators for the doctoral programme as a whole – in line with the institution's strategy – and, at its final meeting of each academic year, assesses the extent to which these have been met, taking into account the results of the DI assessments; the head of the EDHT presents the report on this at the first Senate meeting of the academic year.

(4) The overarching quality objectives and indicators defined by the EDHT, which apply to doctoral education as a whole, are forwarded to the TTT. The TTT determines the school-level quality objectives and indicators in consultation with the programme directors operating within the DI. In addition to those defined by the EDHT, the DIs must also formulate further objectives and indicators, taking into account the institutional quality objectives and the ESG criteria. The documents prepared for this purpose are submitted to the EDHT for approval and, upon approval, are published on the DI's website.

(5) DIs regularly review their activities, at least every two years, as part of a self-assessment process in accordance with the Quality Assurance Plan, which is consistent with the University's Quality Policy and the University's Quality Assurance Regulations.

(6) The Chair of the TTT reports annually to the EDHT on the results of the DI's operations, the functioning of its quality assurance system, the status of the achievement of quality objectives, and the results achieved through development initiatives.

(7) General quality assurance tasks relating to doctoral education and their personnel and organisational aspects are defined by the University's Quality Assurance Regulations. In contrast, specific operational-level quality assurance activities and processes are set out in the Doctoral Education Quality Assurance Plan, which applies uniformly to all the University's doctoral schools.

(8) The integration of the doctoral schools into the University's quality assurance organisational system is ensured by the Chair of the EDHT, who is a voting member of the University's Accreditation and Quality Assurance Committee.

IV. Financial conditions for the programme and the award of the degree

10.§

State-funded study

(1) Under the state-funded scholarship scheme, the following services are available to students free of charge:

- a) lectures, seminars, tutorials, practical sessions, fieldwork, reports and examinations necessary to fulfil the teaching and academic requirements specified in the study programme and to obtain a certificate of completion;
- b) the use of the University's facilities – the library and its basic services, laboratories, IT, sports and leisure facilities, and equipment,
- c) the initial issue of documents relating to the programme or the award of a degree.

(2) Where a doctoral student participates in the University's teaching or research-related activities, this constitutes work, to which Section 44 of the Nftv. applies.

(3) The University shall cover the costs of carrying out scientific research tasks (programmes) for participants in the programme from central funds at its internal and external organisational units (research centres and external departments) and, in exceptional cases, upon the recommendation of the supervisor and with the permission of the Head of the DI, at other research centres as well.

(4) Where an international doctoral student is undertaking their studies under an international agreement or within the framework of bilateral cultural and scientific agreements and exchange programmes, the Ministry responsible for higher education may reimburse the University for the scholarship and the costs of the doctoral programme from a separate budgetary allocation. Accordingly, international students with this 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 relevant Budget Act. The rules governing scholarship payments are set out in the Regulations on Student Allowances and Fees, which form part of the Student Regulations.

(6) The fees relating to the programme and the award of a degree are set out in Appendix 12.

11.§

Self-funded study

(1) Applicants may be admitted to self-funded study if they undertake, in their declaration, to reimburse the fees for the services specified in Section 10(1). The per-semester rate of the self-funded fee is set out in Appendix 11. The self-funded fee may be adjusted upward only.

(2) Students admitted to self-funded programmes must enter into a training contract with the University in accordance with Section 39(3) of the Nftv, the further provisions of which are set out in the TVSZ.

(3) Notwithstanding paragraph (1), any additional fees relating to a doctoral student's research programme may be determined by the DI's operating regulations.

V. Admissions Procedure

12.§

Announcement of courses and intake quotas

(1) The types of programmes associated with the University's accredited doctoral programmes, as well as the opportunities and conditions for admission to them, are announced in the admissions guide published by the Office of Student Affairs each academic year, and in the databases [at www.felvi.hu](http://www.felvi.hu) and www.doktori.hu, in accordance with a decision by the Senate.

(2) The National Doctoral Council determines the principles governing the allocation of the quota of students receiving Hungarian state scholarships for doctoral programmes amongst higher education institutions. The number of doctoral students, both Hungarian and non-Hungarian nationals, enrolled in self-funded programmes is approved by the EDHT, subject to the capacity of the doctoral institute (DI) and upon the recommendation of the DI head.

13.§

The admissions procedure

(1) Applications for admission to doctoral programmes must be submitted to the DHK, addressed to the relevant DP, by the end of May each year, or by mid-December in the case of programmes running across two academic years.

(2) Applications for the programme referred to in Section 2(4)(a) may be made by those who:

a) hold a master's degree from a domestic or foreign university, graded at least 'good', which meets the requirements set out in the DI's rules of procedure, or a certificate attesting to an equivalent university-level qualification or professional qualification. In the case of a qualification obtained more than three years ago, an exemption from the 'good' rating requirement may be granted based on verified academic achievement,

b) holds a state-recognised language examination certificate at secondary level, type 'C' or level 'B2', or an equivalent qualification, or holds a degree obtained from a Master's programme taught in English,

c) has carried out prior academic activity as defined in the DI's rules of procedure,

d) in the event of successful admission, undertakes to fulfil the training and research requirements in accordance with the training plan, as set out in the training contract, and, in the case of state-funded scholarship training, acknowledges that they may undertake work alongside their studies, provided they inform their supervisor and the head of the DI and have consulted with them beforehand,

e) Final-year university students may also apply for the programme; however, subject to fulfilment of other conditions, they may only be admitted after obtaining their degree, excluding applicants referred to in paragraph (4).

(3) In addition to the conditions set out in paragraph (2), those whose working conditions allow them to fulfil the requirements of the programme and the award of a degree may apply for self-funded study. An applicant may be admitted to self-funded study only if the above conditions can be met at their place of work or elsewhere, which the applicant must, in all cases, confirm in writing.

(4) Notwithstanding the provisions of paragraph (2), for doctoral programmes

(a) applicants of exceptional talent may be admitted to study in parallel with a master's programme, provided they hold a degree and professional qualification obtained in a bachelor's programme with an excellent grade, successfully pass the entrance examination, and can demonstrate their outstanding academic and scientific knowledge – as specified in the DI's rules of procedure – and who also holds a language examination or certificate as specified in paragraph (2)(b) and undertakes to fulfil the requirements set out in paragraph (2)(d);

b) an exceptionally talented applicant currently undertaking the final two academic years of an integrated Master's programme may be admitted to study in parallel with their studies on that programme, provided they pass the entrance examination. They can demonstrate their outstanding academic and scientific knowledge – as defined in the DI's rules of procedure – and hold a language examination certificate or document as specified in paragraph (2)(b), and undertake to fulfil the requirements set out in paragraph (2)(d).

(5) The application form is set out in Appendix 2, to which the following must be attached:

a) for applicants for state-funded study places:

aa) a professional CV,

ab) a transcript or academic record and the master's degree or university diploma, except for applicants referred to in paragraph (4),

ac) certificates and documents attesting to language proficiency,

ad) a list of professional publications,

ae) the research plan,

af) details of the research programme's funding sources, as well as a letter of acceptance from the host research institution,

ag) any additional admission requirements and supporting documents as specified in the DI's rules of procedure,

ah) proof of payment of the application fee,

ai) for applicants referred to in paragraph (4)(a), the academic transcript and the degree certificate obtained in the undergraduate programme,

aj) for applicants referred to in paragraph (4)(b), their academic transcript.

b) In addition to the documents listed in point (a), applications for self-funded study must be accompanied by a statement from the applicant or their line manager regarding the source of funding for the doctoral programme's research.

c) Applications for self-funded programmes must be accompanied by a declaration stating that, if admitted, the applicant undertakes to pay the self-funded fee specified in the EDSZ, or, if another person or organisation is to pay it on their behalf, a declaration to that effect from that person or organisation.

d) International applicants who did not complete their university studies in Hungarian or English must also enclose with their application an internationally recognised foreign language examination certificate in the language specified in the relevant DI's rules of procedure.

(6) Applicants must provide details of the academic programme or research topic they wish to pursue, their research achievements to date, and their involvement in academic student societies and scholarly publications. The Head of the Department, together with the proposed supervisor, will assist in compiling the application and developing the research task and preliminary

outline, an important part of which is the joint definition of the technical and financial conditions of the research programme.

(7) The DHK checks the applications received for compliance with formal requirements and, if necessary, requests the applicant to rectify any omissions by a specified deadline. The DHK forwards applications that meet the formal requirements to the DP.

14.§

The admissions interview

(1) Applicants who have submitted applications that meet the formal and substantive requirements must be invited to an admissions interview. The admission interview is organised by the PT; the date must be agreed with the head of the relevant programme, ensuring it takes place by 30 June of the given year, or by 25 January for a mid-year intake. Dates other than these may be set if a supplementary admissions round is announced by the Chair of the EDHT.

(2) Admissions interviews are conducted by the Admissions Committee, approved by the TTT.

(3) The purpose of the admissions interview is to enable the Admissions Committee to form an impression of the applicant's personal and professional qualities, their ideas regarding their doctoral dissertation, and their academic activities to date. The Admissions Committee assesses applicants individually and then recommends or does not recommend their admission. The Admissions Committee ranks the recommended applicants.

(4) During the admissions interview, the Admissions Committee marks the applicant according to the following assessment criteria, for which the DI's rules of procedure may lay down further detailed provisions:

1.	personal and professional conduct	0–30 points, based on the Admissions Committee's assessment
2.	academic achievement	0–30 points (the criteria for scoring are set out in the DI's rules of procedure)
3.	Grade of degree/certificate	0–10 points (excellent 10, very good 5, good 0)

(5) If the applicant's degree is more than three years old at the time of the admissions interview, its classification may be taken into account, but a 'good' classification is not a requirement.

(6) To be recommended for admission, a minimum of 40 points must be achieved in assessment criteria 1 and 2 as set out in paragraph (4).

(7) The Admissions Committee ranks the applicants who have achieved the required score and submits the ranking to the PT.

(8) The scoring system set out in paragraph (4) also applies to international applicants. In the case of the Stipendium Hungaricum scholarship programme, points are converted in accordance with paragraph (4) based on the percentage values. Doctoral students undertaking studies under the Stipendium Hungaricum scholarship programme must also comply with the provisions of the Government Decree on the Stipendium Hungaricum, the call for applications for the Stipendium Hungaricum scholarship programme, and its operating regulations.

15.§

The admissions decision

- (1) The TTT uses the Admissions Committee's ranking to draw up a ranking of applicants for state-funded and self-funded places and submits this to the EDHT. The University may also offer self-funded study to applicants for state-funded places if they have not been admitted to the state-funded programme but meet the admission criteria.
- (2) Based on these recommendations, and taking into account the quota limits and available capacity, the EDHT will decide on admissions by 10 July, or by 27 January in the case of cross-semester programmes.
- (3) The application will be rejected if it does not meet the admission requirements for the doctoral programme.
- (4) The applicant will be notified of the decision by 31 July at the latest, or by 31 January in the case of a mid-year intake.
- (5) For successful applicants, the admission decision must include, but is not limited to, the following:
 - a) the name and institutional identification number of the University;
 - b) the exact name, timetable and form of funding of the DI and DP selected by the applicant;
 - c) the applicant's name, place of residence and, if applicable, their student identification number;
 - d) information on the available legal remedies;
 - e) a call to establish student status, and a warning regarding the consequences of failing to enrol;
 - f) the legal provisions on which the University based its decision;
 - g) the place and date of the decision, and the name and official position of the person issuing the decision;
 - h) the expected date of enrolment and a list of the documents required for enrolment.
- (6) In the case of an applicant who has not been admitted, in addition to the provisions set out in points (a) to (d), (f) and (g) of paragraph (5), the admission decision must include the reasons for rejecting the application.
- (7) An appeal may be lodged against a decision to refuse admission – provided that such a decision contravenes legislation or university regulations – within 15 working days of receipt of the decision. The appeal must be submitted to the Student Appeals Committee (hereinafter: HFB). The HFB shall decide on the matter in accordance with the procedural rules laid down in the EDSZ and the TVSZ.

VI. The doctoral training programme

16.§

Common provisions

- (1) Within the framework of the doctoral programme, the doctoral candidate shall pursue studies and carry out individual research under the supervision of the supervisor, in accordance with a work plan approved by the relevant Department.
- (2) Duration of the doctoral programme:
 - a) six semesters for the Doctor of Business programme;
 - b) for doctoral students admitted on or after 1 September 2016, the programme lasts for a maximum of eight semesters, comprising two phases.
- (3) The doctoral programme consists of attending theoretical lectures on compulsory and elective modules as specified in the curricula of the individual programmes, completing the required assignments, passing the examinations, and obtaining the necessary credits. A total of 180 credits must be obtained in the doctoral programme.

(4)A PhD student may submit a request to amend their approved research topic during the training and research phase. The doctoral student must submit the request for modification to the Chair of the Supervisory Committee, and the Supervisory Committee shall decide on it. In the event of a change to the topic, the supervisor's approval is required; in the event of a change of supervisor, the resignation statement from the former supervisor and the acceptance statement from the prospective supervisor must be attached to the application.

(5)Any other specific requirements and procedures are set out in the DI's rules of procedure.

17.§

Language requirements for the conferment of a degree

- (1) The language requirement for doctoral candidates whose mother tongue is Hungarian:
 - a) a state-recognised language examination certificate at least at intermediate level, type 'C' or 'B2', or an equivalent qualification, as required for admission to the doctoral programme, or a degree obtained from a Master's programme taught in English;
 - b) the requirements for a second foreign language and proof thereof shall be determined in accordance with the DI's rules of procedure.
- (2) For doctoral candidates whose native language is not Hungarian, the language requirement consists of a state-recognised or equivalent language examination certificate in English at least at intermediate level, or a degree obtained from a Master's programme taught in English; as regards proficiency in a second foreign language, the DI accepts the doctoral student's mother tongue, or a certificate of language proficiency may be accepted in accordance with the provisions of the DI's rules of procedure.
- (3) The range of accepted languages, in relation to paragraphs (1) and (2), is set out in the DI's rules of procedure.
- (4) Exemption from the language examination requirement does not apply to applicants for doctoral programmes or to doctoral students. However, exemption from part of the language examination may be granted to applicants for doctoral programmes and doctoral students, depending on the type of disability established in the expert opinion.

18.§

General rules governing doctoral programmes

- (1)The eight-semester doctoral programme consists of the following stages:
 - a) Semesters 1–4: training and research phase,
 - b) Semesters 5–8: research and dissertation phase.
- (2) The six-semester doctoral programme consists of the following stages:
 - a) Semesters 1–4: training and research phase,
 - b) Semesters 5–6: research and dissertation phase.
- (3) The minimum number of teaching hours in the doctoral programme is 100.
- (4) At the end of the training and research phase referred to in paragraph (1)(a), the doctoral candidate must sit a complex examination.
- (5) The University shall issue a certificate of completion (absolutorium) to doctoral students who have obtained the required credits in the doctoral programme.
- (6) A person who has prepared for the degree on an individual basis may also enter the phase referred to in paragraph (1)(b), provided that they have met the admission and doctoral programme requirements and have passed the complex examination (hereinafter: 'self-preparing candidate').

(7) Following the successful completion of the complex examination, at the request of the doctoral candidate and their supervisor, additional supervised research and publication credits may also be recognised in accordance with the provisions of the DI's operating regulations, thereby reducing the duration of the research and dissertation phase.

(8) A state-funded doctoral student who was admitted to a doctoral programme on or after 1 September 2025 shall, if they obtain their degree within a period shorter than four years following the establishment of their student status, become entitled, upon obtaining their degree, to the outstanding portion of their scholarship calculated based on a four-year programme.

19.§

Specific provisions relating to the Doctor of Business Administration programme

(1) The duration of a business doctoral programme shall be at least six semesters.

(2) The business doctoral programme may be advertised as a self-funded programme of the doctoral schools specified in Section 40(6) of the Nftv. The business administration doctoral programme falls within the discipline of management and business administration sciences. The requirement for full membership of the DI is consistent with the launch of the business doctoral programme as an independent programme, to be operated under a set of requirements that differ from those for the academic doctoral degree.

(3) The provisions set out in Section 13 shall apply to applications for the Business Doctorate programme and to the admission requirements, subject to the addition set out in paragraph (4).

(4) Admission to the DBA programme is open to candidates who, in addition to holding a master's degree, have at least five years' high-level business management experience gained while enrolled in DBA programmes operating alongside doctoral schools offering PhD programmes in the field of management and organisational sciences in Hungarian and English, or exclusively in English, and possess at least an intermediate level of proficiency in a foreign language – primarily English – as verified by the admissions committee.

(5) At least five years' high-level business management experience specified in [Section 40\(6\)](#) of the [Nftv.](#) must be certified by the applicant's declaration.

(6) The following shall be regarded as high-level managerial experience before the admissions procedure:

- a) at an enterprise with an average statistical headcount of at least fifty, which is required by the relevant legislation to prepare annual accounts,
- (b) at a public body with an average statistical headcount of at least fifty;
- c) a civil society organisation with an average statistical headcount of at least fifty, or
- d) a foreign undertaking, body or organisation with a workforce equivalent to that specified in points (a) to (c)

(7) In addition to the provisions of paragraph (6), the following shall be deemed to constitute high-level management experience: activities carried out as a manager or partner of an undertaking providing accounting services, financial consultancy, provided that the services or consultancy relate to domestic or foreign organisations which prepare at least 50 financial statements annually and in which the total number of employees reaches one thousand.

(8) There is no provision for individual preparation in a doctoral business programme; the research and dissertation phase may commence at the earliest at the end of the third active semester of study, following the completion of the complex examination.

(9) Unless otherwise provided for in this section, the provisions of the EDSZ shall apply.

20.§

Specific provisions relating to cooperative doctoral programmes

- (1) A doctoral student who already holds student status at the University may also apply for transfer to the cooperative doctoral programme, provided they meet the requirements set out in Section 3(19). The application for transfer must be submitted to the DHK after prior approval from the supervisor and the Head of the Doctoral Programme. Applications for reclassification may be submitted by 30 September at the latest in the autumn semester, and by 1 March at the latest in the spring semester. If a doctoral student receiving a state scholarship who is participating in a cooperative doctoral programme fails to obtain their degree within six years of the commencement of their doctoral studies funded by the state scholarship, they shall be obliged to repay to the Hungarian State one-tenth of the scholarship paid to them in respect of that doctoral programme, increased annually by the rate of average annual consumer price inflation as determined by the Central Statistical Office.
- (2) The six years referred to in paragraph (1) shall be extended by one calendar half-year after each half-year in which the doctoral student was unable to fulfil their student obligations due to childbirth, or an accident, illness or other unforeseen cause, through no fault of their own, and the University has authorised the suspension of their student status.
- (3) The six-year time limit referred to in paragraph (1) shall be extended by three calendar years per child if the doctoral student gives birth to or adopts a child while their student status is in force.
- (4) The provisions of Sections 48/Q and 48/S of the Nftv. shall apply to the repayment obligation set out in paragraph (1).
- (5) If a doctoral student receiving a state scholarship who is enrolled in a doctoral programme obtains their degree within a period of less than four years following the commencement of their student status, they shall, upon obtaining their degree, become entitled to the outstanding portion of their scholarship calculated based on a four-year programme.
- (6) Unless otherwise provided for in this section or in Section 3(19), the provisions set out in the EDSZ shall apply to cooperative doctoral programmes.

21.§

Rules applicable to individually preparing doctoral candidates

- (1) An individually preparing candidate may also enter the research and dissertation phase referred to in Section 18(1)(b) upon passing the complex examination, provided they have met the conditions set out in the relevant DI's rules of procedure.
- (2) The individual candidate shall submit an application in accordance with Appendix 3 to the DHK, which shall check it for compliance with formal requirements and, if necessary, request the applicant to rectify any deficiencies within a specified deadline.
- (3) The DHK forwards applications that meet the formal requirements to the relevant PT.
- (4) Compliance with the conditions set out in the rules of procedure referred to in paragraph (1) is determined by the relevant TTT, and the EDHT decides on the proposal.
- (5) The TTT shall recognise the minimum number of credits specified as a condition for admission to the complex examination and, subject to Section 49(7a) of the Nftv., may also recognise additional credits. The detailed rules governing credit recognition are set out in the DI's operating regulations.
- (6) Following the successful completion of the complex examination, Section 53(3) of the Nftv., may have further credits recognised at the request of the doctoral student, in accordance with

the provisions of the DI's operating regulations, thereby reducing the duration of the research and dissertation phase as set out in Section 18(1)(b).

(7) The detailed rules applicable to individually preparing students are set out in the DI's operating regulations.

22.§

Provisions relating to doctoral students

(1) Doctoral students participating in state-funded training receive a scholarship from budgetary resources.

(2) Doctoral students participating in state-funded programmes are eligible for a social scholarship, provided the conditions are met, in accordance with Government Decree No. 51/2007 (III. 26.) on allowances for students in higher education and certain fees payable by them. With the academic support of their supervisor, doctoral students may undertake a period of study abroad; work carried out during this period may be counted towards the doctoral programme. The scholarship must be paid for the duration of the study abroad period, which may last up to six months; however, no scholarship may be paid for a period exceeding twelve months on account of study abroad. In the case of a study abroad period lasting between six and twelve months, the head of the DI shall decide whether the doctoral student is eligible for a scholarship.

(3) The doctoral student may apply for a student ID card.

(4) Obligations of the doctoral student:

a) At the start of each semester, they must declare via NEPTUN TR, by the specified deadline, that they are continuing their doctoral studies (enrolment).

b) They must register for the compulsory and/or elective modules from among those advertised for the given semester via NEPTUN TR (module registration).

c) On the Hungarian Repository of Scientific Works (MTMT) platform, using their MATE affiliation, and to record any publications arising during their doctoral programme on the MTMT platform – specifying the DI providing their doctoral studies and the institute/organisation employing their supervisor – using the university email address ending in uni-mate.hu provided by the University.

(5) The supervisor guides and supports the doctoral student's preparation and research work. The supervisor may be an external person not employed by the University; in such cases, an internal adviser must also be appointed, who is not classified as a co-supervisor but participates in the doctoral process solely as an operational contributor – typically to ensure the professional provision of administrative and regulatory support. Where two supervisors are involved in supervising a doctoral student's research, the activities of both the supervisor and the co-supervisor may be taken into account using a multiplier of 0.5.

(6) Doctoral students may have their own university representation and may establish a doctoral student council in accordance with Section 63 of the Nftv.

(7) If a doctoral student admitted under the state scholarship student quota has their student status terminated before completing their studies, or continues their studies on a self-funded basis, the University may, upon application, replace them with a doctoral student studying in the same doctoral programme (DI) at the University on a self-funded basis. The Chair of the EDHT shall decide on the reclassification of the doctoral student.

(8) If a doctoral student sets their semester status to 'inactive' in NEPTUN TR in accordance with paragraph (4)(a), their student status shall be suspended. The rules governing such suspension shall be in accordance with the provisions of Section 26(1):

- a) The period of a continuous suspension of student status may not exceed two semesters, except in the cases set out in points (b) and (c).
- b) A doctoral student may suspend their student status for up to four consecutive semesters if they receive an infant care allowance, a child care allowance or – in respect of their maternity leave – a salary.
- c) At the doctoral student's request, the Chair of the EDHT may authorise the suspension of student status until the end of the current term of study, provided that the doctoral student is unable to fulfil their obligations arising from their student status due to childbirth, as well as an accident, illness or other unforeseen circumstances, through no fault of their own.
- d) A doctoral student participating in a self-funded study shall not be liable to pay tuition fees during the suspension of their student status.
- (9) A doctoral student may undertake obligations beyond their doctoral duties in accordance with Section 10(2).
- (10) Student status shall cease in the cases set out in Section 59(1) of the Nftv.
- (11) Student status may be terminated in the cases specified in Section 59(3) of the Nftv. and in the TVSZ, provided that 'Study Department' is to be understood as the DHK and, in the case referred to in Section 14(14) of the TVSZ, the Chair of the EDHT shall act concerning the termination.
- (12) Upon enrolment, the admitted student must sign a declaration stating that they have familiarised themselves with the documents relating to the doctoral programme and, on that basis, are aware of their rights and obligations. (13) Upon enrolment, a doctoral student receiving a state scholarship must declare that they have familiarised themselves with and acknowledge the conditions governing the state scholarship as set out in the Nftv. A training contract must be concluded with doctoral students admitted to self-funded programmes at the time of enrolment, in accordance with the provisions of the TVSZ.
- (14) The provisions governing the employment of doctoral students are set out in the University's Employment Requirements.

VII. Conferment of the degree

23.§

- (1) In the case of the form of study referred to in Section 18(2)(b), the procedure for obtaining a degree consists of the research and dissertation stages.
- (2) Paragraph (1) applies to doctoral students who submit their doctoral dissertation within the duration of their programme, thereby commencing the degree award procedure.
- (3) The requirements for the award of a PhD degree are:
 - a) successful completion of the complex examination,
 - b) documentation of independent academic work in accordance with the DI's rules of procedure,
 - c) obtaining the final certificate (absolutorium) upon completion of 180 credits,
 - d) fulfilling the language requirements,
 - e) independent completion of a research project, and the submission of a dissertation or creative work,
 - f) defending the results in a public defence.
- (4) The procedural fees for obtaining a degree are set out in Appendix 11.

24.§

The complex examination

- (1) The doctoral candidate applies for the complex examination by submitting Appendix 4.b), the conditions of which are laid down in the operating regulations of the DI. Successful completion of the complex examination initiates the degree award process, which comprises the research and dissertation phases.
- (2) The complex examination is a form of assessment designed to summarise and review the knowledge acquired by doctoral students participating in the programme, or those applying as independent candidates, 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, during which the candidate is examined on at least two modules and/or topics. The theoretical examination may also include a written component.
 - b) dissertation component: the candidate reports on their academic progress. In the form of a presentation, the candidate demonstrates their knowledge of the relevant literature, reports on their research findings, outlines their research plan for the second stage of the doctoral programme, and sets out the timetable for completing the dissertation and publishing the results.
- (3) The complex examination must be taken at the end of the fourth semester at the latest, or at the end of the third semester in the case of the business doctoral programme, to mark the completion of the training and research phase.
- (4) In cases requiring special consideration, the Chair of the EDHT may, with the consent of the supervisor and the Head of the DI, authorise the complex examination to be taken in the next examination period.
- (5) The complex examination must be taken before the complex examination committee, which consists of at least three members. The supervisor of the doctoral candidate taking the examination may not be a member of the complex examination committee, but must be invited to attend the complex examination.
- (6) The complex examination committee consists of a chair and at least two members. When the complex examination committee is formed, an equal number of substitute members must also be nominated.
- (7) Composition of the complex examination committee:
 - a) Chair/Deputy Chair: a university professor, a habilitated associate professor, a habilitated college lecturer, or a lecturer or researcher holding the title of Doctor of the Hungarian Academy of Sciences (MTA), all of whom are in an employment relationship with the University, as well as a Professor Emeritus of the University,
 - b) members/deputy members: at least two senior lecturers or researchers holding an academic degree, working in research fields corresponding to the modules of the complex examination, at least one of whom is not employed by the University,
 - c) recorder: a lecturer, researcher or PhD student employed by the University who is well-versed in the relevant field of research. The recorder shall not have the right to vote.
- (8) The supervisor must be allowed to assess the candidate's work and preparedness in writing in advance and/or orally during the examination.
- (9) Minutes of the complex examination, including a written assessment, shall be drawn up in accordance with Appendix 5.b). The complex examination committee shall assess the theoretical and dissertation parts of the complex examination separately.
- (10) The assessment of the complex examination is a two-tier system, with a pass or fail grade.

(11) The complex examination is deemed to have been passed if more than half of the members of the complex examination committee judge both parts of the examination to have been passed.

(12) Both parts of a failed complex examination may be retaken once during the given examination period.

25.§

Doctoral preliminary disputation

(1) The doctoral preliminary disputation is a compulsory professional consultation and discussion forum held before registration for the public defence, during which the candidate presents their research findings in the draft of their dissertation, and the external examiners and the academic community provide detailed critical feedback.

(2) The preliminary disputation is organised by the candidate's supervisor.

(3) The minutes of the preliminary disputation, the opponents' opinions and the attendance register must be submitted to the DHK.

(4) The detailed rules governing the preliminary disputation are set out in the DI's rules of procedure.

26.§

Submission of the doctoral dissertation

(1) No later than three academic years following the complex examination, and after obtaining the certificate of completion and the preliminary disputation, the doctoral candidate must submit their doctoral dissertation, together with the publications required by the DI. The doctoral candidate must submit their doctoral dissertation within three academic years following the complex examination, in accordance with the provisions of the EDSZ. This deadline may be extended by up to one year, in cases warranting special consideration as regulated in Section 45(2) of the Nftv, in accordance with the provisions of the EDSZ. During the degree award procedure, a student's enrolment may be suspended for a maximum of two semesters, or a maximum of six semesters in the event of the doctoral candidate giving birth.

(2) A requirement for applying for a doctoral disputation is proof of proficiency in a second foreign language, in accordance with the provisions of the DI's rules of procedure.

(3) The candidate submits their application for the disputation procedure via NEPTUN TR.

(a) The DHK checks the application for compliance with formal requirements and, if necessary, sets a deadline for the candidate to rectify any omissions.

(b) The PT examines applications that meet the formal requirements in terms of content and academic merit. If, based on the documents submitted by the candidate, it can be established that they meet the conditions for disputation, the TTT approves the chair and members of the examination committee on the recommendation of the doctoral supervisor. The members of the examination committee are: the chair, the deputy chair, the secretary and the external examiners.

(4) The formal and substantive requirements for the doctoral dissertation, as well as the rules governing its publication and the external examiners' assessment, are set out in Appendix 6.

(5) Upon submission of the doctoral dissertation, the candidate or doctoral student shall declare in writing that they have not previously submitted their dissertation to another institution and that it has not been rejected.

- (6) The DHK shall forward the duly submitted doctoral dissertation to the external examiners approved by the TTT, who shall, within two academic months of being invited, prepare a written review of the doctoral dissertation and the doctoral thesis.
- (7) The DHK shall forward the opponents' reviews to the candidate or doctoral student without delay, and the candidate or doctoral student is required to respond to them in writing within a maximum of one academic month.
- (8) The doctoral dissertation may only be published on the www.doktori.hu website if there are two favourable reviews from the external examiners and the reply has been accepted.
- (9) If the review by one of the external examiners is negative, a third official reviewer recommended by the TTT – an external reviewer if the first was external, or an internal reviewer if the first was internal – must be invited
- (10) If both reviews, or the review by the third opponent, are negative, a new doctoral dissertation must be prepared, which may only be submitted after at least one year has elapsed.
- (11) The dissertation may be put forward for public defence once the conditions set out in paragraph (7) have been met; that is, the disputation procedure may then commence.
- (12) The procedures for checking doctoral theses for plagiarism and for the ethical use of artificial intelligence are set out in Appendix 6a.

27.§

The public defence procedure

- (1) Within one year of submitting the doctoral dissertation, the candidate or doctoral student must defend their doctoral dissertation in a public defence before the appointed examination committee (defence procedure).
- (2) Members of the assessment panel must be individuals holding at least a PhD and working in a field of research relevant to the research topic, provided that at least one-third of the members are not in an employment relationship with the University.
- (3) Composition of the assessment committee:
- Chair: a university professor, a habilitated associate professor, a habilitated college lecturer, or a lecturer or researcher holding the title of Doctor of the Hungarian Academy of Sciences (MTA), all of whom are in an employment relationship with the University, as well as a Professor Emeritus of the University.
 - a vice-chair, who must meet the same criteria as the chair,
 - the examiners, at least one of whom must not be in an employment relationship with the University
 - lecturers and researchers,
 - the secretary: a lecturer or researcher holding an academic degree who is in an employment relationship with the University.
- (4) The following may not be members of the Assessment Committee:
- the supervisor,
 - anyone who has co-authored a publication with the candidate or the doctoral student on the subject of the dissertation,
 - any other person who is in a hierarchical relationship with the candidate,
 - a relative of the candidate or doctoral student as defined in the Civil Code, or
 - anyone who, for any other reason, cannot be expected to assess the matter objectively.
- (5) The date of the public defence of the doctoral dissertation shall be agreed between the candidate or the doctoral student and their supervisor, ensuring that it takes place at least two weeks after the date of publication, while also taking into account the summer and winter breaks – 20 July to 20 August and 15 December to 10 January. The doctoral dissertation must be

submitted for public defence within two months of the academic year following receipt of the two supporting recommendations; this period may be extended on equitable grounds with the authorisation of the Chair of the TTT. The date must be set so that the University's internal community and the national academic community are notified of the disputation at least two weeks in advance; the DHK is responsible for ensuring this.

(6) A candidate whose mother tongue is Hungarian or a doctoral student may defend their doctoral dissertation in Hungarian; however, at the request of the supervisor and with the permission of the EDHT, the disputation may also be conducted in a foreign language. If the doctoral dissertation has been written in a foreign language and the disputation is also conducted in a foreign language, the review must be prepared in that foreign language. The administrative arrangements for the disputation in a foreign language, as well as the associated costs, must be covered by the applicant's supervisor.

(7) The assessment criteria for the doctoral dissertation are set out in Appendix 6.

(8) The DHK appoints the members of the examination committee.

(9) The disputation procedure:

a) before the public defence, the examination committee holds a closed-door meeting to discuss academic matters, during which they determine the questions to be put by the examination committee;

b) the debate is opened and chaired by the chair of the examination committee,

c) the secretary presents the academic CV of the candidate or doctoral student,

d) the candidate or doctoral student presents the theses of their doctoral dissertation in a free-form presentation lasting no more than 30 minutes,

e) the opponents present their critiques; if an opponent is absent, the secretary presents their critique,

f) the candidate or doctoral student responds to the critiques,

g) the candidate or doctoral student responds orally to any questions or comments raised by the members of the examination committee, the official examiners and those present,

h) once the disputation has concluded, the examination committee decides, in a closed session by secret ballot, whether to accept or reject the doctoral dissertation,

i) the chair shall publicly announce the result of the vote,

j) the secretary shall read out the examination committee's decision and the accepted new or novel scientific findings.

(10) The procedure set out in paragraph (9) may be conducted provided that, of the appointed members of the examination committee, at least the chair or the deputy chair, at least one external examiner, at least two further members and the secretary are present at the announced time, and that external members constitute one-third of those present.

(11) In a closed session as provided for in paragraph (9)(h), the examination committee shall mark the candidate's or doctoral student's doctoral dissertation and presentation on a scale of 1 to 5. The average mark shall be calculated as the simple average of the marks awarded. The result of the disputation shall be determined based on the average mark as follows:

a) summa cum laude 5.00 – 4.51

b) cum laude 4.50 – 3.71

c) rite 3.70 – 3.17

d) irritate 3.16 – 1.00

(12) Minutes of the public defence procedure shall be drawn up in accordance with Appendix 5(c).

Assessment of the doctoral degree

- (1) The grading of the doctoral degree corresponds to the grading set out in Section 27(11).
- (2) Upon award of the doctoral degree, the DHK shall submit one printed copy of the doctoral dissertation to the relevant campus library for archiving. The electronic version of the doctoral dissertation and its abstracts shall be uploaded to the website of the National Doctoral Council (www.doktori.hu) before the disputation.

29.§

The doctoral degree certificate and the conferment of the doctoral degree

- (1) The doctoral degree certificate shall bear the name and seal of the University, the name of the holder, their place and date of birth, the field of study and the discipline. The degree certificate and the certificate of completion shall be drawn up in accordance with Appendix 7, which is issued by the DHK.
- (2) The University shall arrange for the doctoral degree certificate to be prepared within a maximum of 30 days of the award of the doctoral degree; the certificate attesting to the doctoral degree may be issued at the request of the person who has been awarded the degree.
- (3) Those who have obtained a doctoral degree are conferred the title of Doctor once a year at a public, ceremonial meeting of the Senate.
- (4) An oath is taken as part of the conferment ceremony.

30.§

Conferment of an honorary doctorate

The Rector – with the prior consent of the President of the Republic – confer the honorary doctorate '*Promotio sub auspiciis praesidentis Rei Publicae*' upon those whose academic performance has consistently been rated as the highest throughout their studies at secondary school, in higher education and during their doctoral programme, provided that they have also demonstrated outstanding performance during the doctoral degree award process. The Government shall lay down the detailed conditions for conferring a doctoral degree with honours.

VIII. Other procedures

31.§

Recognition of academic degrees obtained abroad

- (1) The EDHT may recognise an academic degree obtained abroad as a doctoral degree if
 - a) the requirements for obtaining the academic degree are met, or can be made to comply with the requirements for obtaining the degree by imposing and fulfilling supplementary conditions. The fee for recognition is set out in Appendix 1.
 - b) it was awarded by an international educational institution which is authorised to award academic degrees under the law of the foreign state, and
 - c) the requirements for obtaining the academic degree meet, or can be made to meet through the imposition of supplementary conditions, the requirements prescribed by legislation

and the doctoral regulations of the competent authority for the award of the degrees ‘Doctor of Philosophy’, ‘Doctor of Liberal Arts’ or ‘Doctor of Business Administration’.

(2) Applications for recognition must be submitted to the DHK, accompanied by documentation certifying the equivalent MSc qualification (which constitutes a prerequisite) and the document certifying the foreign academic degree, together with a certified translation into Hungarian.

(3) The DHK has the application reviewed by the relevant PT and TTT from a professional perspective, and the head of the DI then submits it to the EDHT together with their opinion.

(4) In its decision, the EDHT may make the recognition of the academic degree subject to additional conditions (in particular, but not exclusively: proof of the required language proficiency, passing a complex examination), which the applicant must undertake to fulfil.

(5) If, based on the EDHT’s decision, the academic degree is eligible for recognition, a certificate may be issued in accordance with Appendix 8.

32.§

The honorary titles of Doctor Honoris Causa and Doctor et Professor Honoris Causa

(1) The Senate – based on the EDHT’s opinion and the Rector’s recommendation – may confer the titles of Doctor Honoris Causa and Doctor et Professor Honoris Causa upon persons of international renown who have carried out academic work and activities in the interests of the University.

(2) The procedure for conferring the titles of Doctor Honoris Causa and Doctor et Professor Honoris Causa is governed by the provisions of the University’s Regulations on Honours.

(3) The conferment of the titles of honorary doctorate and honorary professorship takes place at a ceremonial public meeting of the University’s Doctoral Council.

33.§

Title of Full Member Emeritus/Emerita ()

(1) The title of Full Member Emeritus/Emerita may be conferred, subject to a decision by the EDHT, upon a founding member or a person who has been accepted as a full member for at least five years, who

- a) carries out their activities within the same DI,
- b) has a documented connection with the University,
- c) has already fulfilled their supervisory obligations.

(2) A full member emeritus/emmerita is not counted as a full member in the MAB evaluation procedures of the DIs, but their previous results are included in the DI’s statistics.

(3) Emeritus core members are not required to meet the MAB criterion of five new publications in the last five years, nor are they required to update their publication and citation data in the MTMT continuously.

(4) Fulfilment of the MAB criteria for full members emeritus is required if the DI full member status is to be taken into account in the accreditation procedure.

34.§

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

- (1) Holders of a Candidate of Science degree may apply for the award of a doctoral degree by submitting an application in accordance with Appendix 9.
- (2) The DHK checks the application received for compliance with formal requirements; if necessary, it requests the applicant to rectify any omissions by a specified deadline, and then forwards the application to the Chair of the EDHT.
- (3) If the discipline indicated on the candidate's certificate is accredited at the University, the EDHT shall, at its next meeting – without a separate examination procedure – decide on the award of the doctoral degree (doctoral degree certificate in accordance with Appendix 10) and confer the doctoral degree upon the candidate at the ceremony referred to in Section 32(3).
- (4) The fee for the procedure is set out in Appendix 11.

35.§

Revocation of a doctoral degree

- (1) If the holder of a doctoral degree obtained it by presenting, in whole or in part, the intellectual work of another person (hereinafter: the original author) as their own, or by using false or falsified data in their dissertation, thereby deceiving or misleading the relevant body or person, the doctoral degree may be revoked.
- (2) Any person may initiate proceedings for the revocation of a doctoral degree with the Chair of the EDHT if they can prove or provide reasonable grounds to suggest that the circumstances set out in paragraph (1) have occurred.
- (3) The EDHT shall decide on the revocation of a doctoral degree. The Chair of the EDHT is obliged to seek a decision from the TTT competent for the academic discipline of the doctoral degree as to whether the circumstances set out in paragraph (1) can in fact be established in respect of the holder of the degree. Proceedings for the revocation of a doctoral degree may be conducted provided that the holder of the degree is still alive at the time the proceedings are initiated.
- (4) In proceedings for the revocation of a doctoral degree, an expert may be consulted, or external expert(s) may be appointed, and the person concerned must be heard. If, despite repeated proper notification, the person concerned fails to appear or requests that the hearing be dispensed with, the EDHT is entitled to decide on the merits even without holding a hearing.
- (5) Should the EDHT deem it necessary to involve an expert, it shall request the University Library and Archives Directorate to prepare an expert opinion. The University Library and Archives Directorate shall use text-matching software to verify compliance with the provisions of the EDSZ. The EDHT may also decide, within its own remit, to appoint an external expert – in particular the Copyright Experts' Panel – or may do so if requested by the person subject to the proceedings. Should the EDHT grant the request of the person subject to the proceedings, the costs of the external expert's opinion shall be borne by that person.
- (6) If, in proceedings initiated at the request of the original author, a final and binding court judgement had already established an infringement of copyright before the commencement of the proceedings, the EDHT is obliged to revoke the degree without conducting proceedings. If court proceedings are pending against the person subject to the proceedings on grounds forming the basis for the revocation of the degree, the EDHT may suspend its proceedings until a final judgment has been delivered.
- (7) At the EDHT meeting concerning the revocation of a doctoral degree, the proposal is put forward by the Chair of the EDHT. The Chair of the EDHT shall notify the person concerned in writing of the revocation of the doctoral degree and shall require them to return their doctoral diploma.

(8) In the event of the revocation of a doctoral degree by the EDHT, the person concerned may not apply for a further degree programme on the subject of the dissertation affected by the revocation.

(9) Once the decision has become final, the University shall notify the Education Office of the revocation, and the Rector may decide to publish the final revocation decision on the University's website.

(10) The person concerned may lodge an appeal against the decision made in the proceedings for the revocation of a doctoral degree – within 15 days of the decision being notified – by submitting a written appeal addressed to the Rector, citing a breach of the law or a violation of the University's regulations.

(11) The Rector shall decide on the appeal.

(12) Pursuant to Article X(2) of the Fundamental Law, the state is not authorised to rule on matters of scientific truth. The Rector's decision may not be challenged in court, except in the event of a breach of the procedural rules laid down in the university's regulations.

36.§

Remedies

(1) A student or applicant may seek a remedy against a decision, measure or failure to act by the EDHT in doctoral matters. The appeal must be substantiated. The time limit for seeking a remedy is 15 days from the date of notification or, in the absence thereof, from the date on which the matter came to the applicant's attention.

(2) The appeal must be submitted to the HFB.

(3) The Chair of the EDHT shall assess appeals against decisions made under the University Research Fellowship Programme. No further appeal may be lodged against the Chair's decision.

IX. Miscellaneous and Final Provisions

37.§

(1) The Student Disciplinary and Compensation Regulations, the University's Health and Safety Regulations, the DI's Rules of Procedure, and the relevant sections of other regulations applicable to students apply *mutatis mutandis* to doctoral students; therefore, they must be applied collectively in the matter in question.

(2) The key documents governing doctoral training (EDSZ, DI's Rules of Procedure, the training plan, and the Quality Assurance Plan) must be reviewed as necessary, but at least every two years.

(3) The following appendices form part of the EDSZ:

1. Doctoral schools of the Hungarian University of Agriculture and Life Sciences and their heads;

2. Application form for doctoral study;

3. Application form for the individual preparation phase of doctoral programmes;

4. Application form

a) for the degree award procedure;

b) for the complex examination;

c) for the disputation;

5. Minutes

a) on the doctoral complex examination,

b) the complex examination,

- c) the doctoral disputation;
- 6. Requirements regarding the form and content of doctoral dissertation and theses;
- 6a) Procedures for checking doctoral theses for plagiarism and for the ethical use of artificial intelligence (AI);
- 7. Doctoral degree certificate and certificate insert regarding 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 Candidate of Science(s) degree;
- 10. Doctoral degree certificate based on the degree of Candidate of Science(s);
- 11. Procedural fees.
- (4) No decision by the Senate is required to amend the annexes to the EDSZ; such amendments may also be made based on a decision by the EDHT.
- (5) The EDSZ was adopted by the Senate by Resolution No. 119/2026 (VII.23.), on 23 July 2026. The EDSZ shall enter into force on the day following the conclusion of the consultation procedure to which the Foundation for the Hungarian University of Agriculture and Life Sciences, as the Maintaining Body, is entitled under Sections 74(3) and (4) of the Nftv. shall first apply to doctoral students commencing their studies in the 2026/2027 academic year; however, the provisions concerning the revocation of doctoral degrees shall apply to proceedings initiated after the EDSZ comes into force, while proceedings initiated before that date shall be governed by the provisions of the Doctoral Regulations in force at the time the proceedings were initiated. Where a doctoral student commenced their doctoral programme before the 2026/2027 academic year, they may complete it in accordance with the requirements in force at the time of commencing the programme, provided that, with regard to procedural matters, the provisions of the EDSZ shall apply.
- (7) Upon the entry into force of the EDSZ, the Doctoral Regulations adopted by Senate Resolution No. 158/2022 (27 July) shall cease to have effect.
- (8) The EDSZ shall be published on the University's website.

Gödöllő, 23 July 2026

Dr Csaba Gyuricza
Rector, Chair of the Senate