LAST STEPS TO THE PhD DEFENSE

MATE
HUNGARIAN UNIVERSITY OF AGRICULTURE AND LIFE SCIENCES

Home defense

- Organised by Supervisor
- Documents to be submitted to Doctoral and Habilitation Centre (DHC):
- minutes of the home defense
-attendance sheet
- reviews

Application for final defense

Docs to be submitted to DHC via NEPTUN request:

- Review Committee recommendation
- Finalized dissertation (pdf)
- Finalized thesis (pdf)
- CV (in third person – it will be read out on the defense)
- AI declaration

Docs to be submitted to DHC personally:

-2 copies of signed dissertation

-10 copies of signed thesis

(Neptun request will be open approx. 1 month before each Doctoral School meeting)

Candidate modifies and finalises the dissertation and thesis according to the reviewers' feedbacks

Doctoral Program (DP) council and Doctoral School (DS) meetings support and accept the application

- DS meeting takes place in September, November, February, May

-DP council meeting takes place 1 weeks before the DS meeting

- **DHC sends the dissertation and thesis to the reviewers.**
- **Reviewers have max. 2 months to reply.**
- **Candidate answers the reviewers's questions in writing**
- **Reviewers accept or refuse those.**

Public defense

- Date is agreed by supervisor
- The date has to be announced on the homepage for **min. 2 weeks**
- Invitation is prepared, announced and sent to committee members by DHC

Conferral of PhD title

The following DP and DS council and UDC meetings approve the result of the defense and the UDC confers the degree to Candidate

DHC issues diploma within max. 30 days.