

Organisational and Operational Regulations of the Literary and Cultural Studies Doctoral School

Based on Act CCIV of 2011 on National Higher Education (hereinafter: Nftv.), Government Decree No. 87/2015 (IV.9.) on the implementation of certain provisions of the Nftv., Government Decree No. 387/2012 (XII.19.) on doctoral schools, the order of doctoral procedures and habilitation, as well as the relevant effective legislation, the Doctoral Regulations of the University of Pécs, the resolutions of the Hungarian Accreditation Committee (hereinafter: MAB) and the National Doctoral Council (hereinafter: ODT), the Council of Humanities and Social Sciences Doctoral Council, i.e. the disciplinary doctoral council (hereinafter: Doctoral Council, in the appendices BTDT), for the determination of the organisation and operation of the Literary and Cultural Studies Doctoral School (hereinafter: Doctoral School, in the appendices IKDI), establishes the following regulations (hereinafter: Regulations):

Scope of the Regulations

§ 1 (1) The scope of the Regulations extends to the Doctoral School, within the Doctoral School:

- a) to the lecturers and researchers participating in and delivering the doctoral training and in the doctoral degree-awarding procedure,
- b) to the employees performing the administration of the doctoral training and the management of study affairs (hereinafter: doctoral administration),
- c) to the students participating in the doctoral training (hereinafter: doctoral student or student), to the individual candidates, to the doctoral candidates and to the doctoral aspirants,
- d) to the applicants submitting an admission application for the doctoral training.

The Legal Status of the Doctoral School

§ 2 (1) The name of the Doctoral School: *Irodalom- és Kultúratudományi Doktori Iskola*

(2) The name of the Doctoral School in English: *Literary and Cultural Studies Doctoral School*

(3) The seat of the Doctoral School: Pécs

(4) The languages of doctoral training and degree acquisition in the Doctoral School: Hungarian and English

(5) The identification number of the Doctoral School: D98

Further data, programs, and current heads of the school and programs of the Doctoral School are contained in Annex No. 1 of these Regulations.

(6) The Doctoral School conducts accredited doctoral training in the fields of humanities and social sciences, and provides research and teaches the subject matter of research topics belonging to these fields, in particular, the disciplines of ethnography and cultural anthropology, political sciences, and historical sciences.

(7) For the operation of the Doctoral School, at least seven lecturers or scientific researchers are required, possessing a scientific degree, at least three per discipline, who carry out continuous, high-level scientific activity in the discipline – to be examined based on the national scientific bibliographic database defined in Act XL of 1994 on the Hungarian Academy of Sciences – and have at least one supervised doctoral topic.

A core member must be a lecturer/scientific researcher employed full-time, in employment status at the University of Pécs, who, according to the provisions of the Act on National Higher Education, has designated the University of Pécs for the consideration of the existence of the institution's operational conditions, or must be a former lecturer of the University of Pécs holding the title of *Professor Emeritus/Professor Emerita*, or, according to an agreement concluded with a research institute to this effect, must be a scientific adviser or research professor – holding the title *Doctor of the Hungarian Academy of Sciences* – employed full-time, in an employment relationship or in a public servant status at the research institute.

More than half of the core members must hold the title of *university (full) professor*, furthermore – besides the active university professors – one core member may be a *Professor Emeritus*, and one may be a *scientific adviser or research professor (DSc)* of a research institute.

A person may be a core member in only one doctoral school at a time.

The core members of the Doctoral School are contained in Annex No. 2 of these Regulations.

The Tasks and Scope of Authority of the Doctoral School

§ 3 The Doctoral School possesses:

- a) the joint right of making proposals regarding the doctoral training and the awarding of the doctoral degree,
- b) the right of doctoral training, which encompasses the right to participate in examinations and to conduct teaching sessions,
- c) the right and obligation to develop its own regulations determining its operation,
- d) the right to delegate members to the University Doctoral Council (hereinafter: UDC), as well as to the Doctoral Council,
- e) the right to conduct the admission procedure for doctoral training (in accordance with the rules of the Doctoral Council making the decision concerning the admission requirements for doctoral students, the submission of applications, and the admission procedure),
- f) the regulatory right for the control of language proficiency, as assigned to the Doctoral School by higher-level regulations,
- g) the right, within its research areas, to determine thematic groups or doctoral programs (hereinafter jointly: doctoral program).

The Head of the Doctoral School

§ 4 (1) The Head of the Doctoral School may be a university professor who is a core member, holds a scientific degree and the title *Doctor of the Hungarian Academy of Sciences (DSc)*, and is employed full-time at the University of Pécs (hereinafter: University), and possesses outstanding professional recognition.

(2) The Head of the Doctoral School is elected by the University Doctoral Council (UDC) from among the university professor core members of the Doctoral School, based on the opinion of the majority of the core members, and is appointed by the Rector for a period of up to five years. The appointment may be extended multiple times.

(3) The Head of the Doctoral School:

- a) coordinates the professional activities carried out by the Doctoral School,
- b) directs the activities of the council of the Doctoral School, and is responsible for the implementation of the decisions made by the council of the Doctoral School,
- c) represents the Doctoral School,
- d) submits proposals to the Doctoral Council for the development of the Doctoral School,
- e) in accordance with the provisions of these Regulations, decides on requests submitted by students for the reduction of their tuition and certain procedural fees, and for the granting of payment deferrals,
- f) sets the annual quality objectives of the Doctoral School,
- g) decides on all other matters assigned to his/her scope of authority by university regulations.
- h) The Doctoral School strives to achieve a balanced gender equality among its lecturers and supervisors.

(4) The appointment of the Head of the Doctoral School shall terminate:

- a) upon expiry of the appointment,
- b) upon reaching the age of seventy,
- c) by withdrawal,
- d) by resignation,
- e) upon termination of employment with the University,
- f) upon the death of the Head.

(5) The Rector may withdraw the appointment of the Head of the Doctoral School after obtaining the opinion of the UDC, if the Head of the Doctoral School does not properly perform the duties defined in paragraph (3), or if the person is prevented from leading the Doctoral School for at least half a year.

A proposal for the withdrawal of the appointment may be made by the council of the Doctoral School, the Doctoral Council, or the UDC.

The Council of the Doctoral School

§ 5 (1) The Doctoral School establishes a body to assist the work of the head of the school, a doctoral school council (hereinafter: Council of the Doctoral School or CDS), whose members are elected by the core members of the Doctoral School by simple majority. The current number of members of the Council of the Doctoral School, as well as the list of the chair and members, are contained in Annex No. 3 of these Regulations.

(2) The voting members of the Council of the Doctoral School are:

- a) the Head of the Doctoral School,
 - b) the program leaders
 - c) core members
 - d) one lecturer delegated by each program
- (3) The member of the Council of the Doctoral School with the right to participate in discussions:
- a) Scientific Secretary of the Doctoral School
 - b) a representative of the doctoral student government.
- (4) The chair of the Council of the Doctoral School is the Head of the Doctoral School. The work of the council is assisted by a secretary appointed by the chair. At the time of the creation of these Regulations, an administrative secretary participates in the work of the CDS, but the chair may also appoint a scientific secretary. If the work of the council is assisted by an administrative secretary who does not hold a scientific degree, he/she may participate in the council's meetings not as a member of the council.
- (5) The tasks and scope of authority of the Council of the Doctoral School:
- a) develops the draft of the regulations concerning its organization and operation, which is adopted by the Doctoral Council,
 - b) with the involvement of the concerned parties, develops the quality assurance plan and quality policy of the Doctoral School, which are approved by the Doctoral Council,
 - c) on the proposal of the Head of the Doctoral School, decides on the lecturers of the Doctoral School and on the supervisors, whose persons are approved by the Doctoral Council,
 - d) submits proposals for the training plan of the Doctoral School and for the doctoral programs launched within it, which are adopted by the Doctoral Council,
 - e) approves the topic announcements and the doctoral topics,
 - f) submits proposals for the requirements of the complex examination, on which the Doctoral Council decides,
 - g) submits proposals to the UDC for the election of members of the Doctoral Council (in the event of a necessary change of member among the non-school leader or delegated members, at the request of the chairs of the competent councils),
 - h) on the presentation of the chair, submits proposals to the Doctoral Council for the designation of members of the doctoral admission committee, the final examination committee and the complex examination committee, for the appointment of official reviewers, and for the establishment of professional review committees acting in doctoral and habilitation matters,
 - i) in accordance with Annex No. 6 of the Organizational and Operational Regulations of the University of Pécs, and with §48 (1) of the Regulations on Tuition and Benefits of the University of Pécs, jointly with the Faculty of Humanities and Social Sciences determines the amount of the tuition fees of the trainings, furthermore, according to §51 (5)-(8), within the determined limits, determines the fees of the degree-awarding procedures within its own competence,
 - j) may decide on the public announcement of the public defense of the dissertation in the press,

- k) may propose the withdrawal of the appointment of the Head of the Doctoral School,
 - l) in the case of individual candidates, upon successful completion of the complex examination, recognizes the minimum credits determined as a condition for admission to the complex examination of those participating in full training, furthermore, upon request, based on previously acquired knowledge and competences, may also recognize further credits as already completed,
 - m) submits proposals to the Doctoral Council regarding the regulation of the admission requirements, the submission of applications, and the admission procedure for doctoral students, as well as the admission of applicants in procedures conducted according to the regulations,
 - n) approves the annual quality objectives of the Doctoral School, and after the expiration of the deadline for the quality objectives, evaluates their fulfillment,
 - o) defines the range of data to be collected, analyzed, and obligatorily published concerning the operation of the Doctoral School, and supervises the implementation of the data collection and data analysis process,
 - p) establishes and adopts the system of requirements concerning publication performance,
 - q) performs all other tasks assigned to its competence based on university regulations.
- (6) The preparation of the proposal defined in point g) of paragraph (5) is the task of the Head of the Doctoral School, based on the list of nominees adopted by simple majority by the Council of the Doctoral School.

(7) The Council of the Doctoral School meets as necessary, but at least once per semester. If current matters make it justified, the Council is obliged to adjust the date of its meetings to the submission deadline of the next meeting of the Doctoral Council. The meeting must be convened without delay if it is initiated by one-third of the members or by the chair of the Doctoral Council. The meeting is convened in writing by the chair of the Council of the Doctoral School, indicating the agenda, at least five working days before the meeting. The Council has a quorum if at least half of its members are present; it makes its decisions by open vote, with a simple majority of the concurring votes of the members present, except in cases defined in these Regulations. In personnel matters, a secret ballot must be held. Minutes of the meetings are prepared by the secretary, which are authenticated by the signatures of the chair and the secretary.

(8) In justified cases, the Council of the Doctoral School may also make its decisions by electronic voting. Valid voting – except for secret ballots on personnel matters – may be carried out exclusively from the e-mail address previously provided by the member. In the case of electronic voting, the voting is valid if more than half of the members of the Council of the Doctoral School have sent their votes. The voting is successful if more than half of the valid votes sent are of identical content.

The Lecturers of the Doctoral School

§ 6 (1) The lecturers of the Doctoral School are university lecturers and researchers holding a scientific degree, who are capable of performing educational, research, and supervisory tasks. Concerning the lecturers of the Doctoral School – upon the proposal of the Head of the Doctoral School – the Council of the Doctoral School makes a majority decision, and their persons are

approved by the Doctoral Council, provided that, on the basis of their continuous, high-level scientific performance, they are deemed suitable for this.

(2) The lecturers of the Doctoral School are professionals recognized in their field of expertise, possessing significant teaching and research experience, whose persons are presented by the Head of the Doctoral School upon the proposal of the program leaders or other experts of the programs. In its decision-making, the Council of the Doctoral School primarily ties professional experience and suitability for supervision to achieved, documented professional results and to the teaching and research aptitude.

(3) The lecturers of the Doctoral School may announce topics within the framework of doctoral training.

The Supervisor

§ 7 (1) The supervisor of the doctoral topic is a university lecturer or researcher holding a scientific degree, whose topic announcement is approved by the Council of the Doctoral School, and who – on this basis – responsibly directs and assists the studies and research work of the doctoral student working on the topic, as well as the preparation of doctoral students, doctoral candidates, and doctoral aspirants for obtaining the scientific degree.

(2) The supervisor:

- a) announces the doctoral topic,
- b) in the Neptun study system certifies – in accordance with the relevant training plan – the fulfillment of the doctoral student's research tasks for the purpose of recording completion,
- c) in the semesters that can be taken into account according to the individual progress of the doctoral student, evaluates the report on the work of the doctoral student and gives an opinion on the doctoral student's performance,
- d) assists the doctoral student, as well as the doctoral candidate or doctoral aspirant, in the preparation of the doctoral dissertation and scientific publications,
- e) submits a proposal for the doctoral student's research plan and assists in its implementation,
- f) checks the preparedness of the student participating in the training phase for the complex examination, authorizes or temporarily does not recommend the activation of the possible last semester of the training and research phase for the supervisee,
- g) for the dissertation part of the complex examination, gives an opinion on the research results and the documents prepared for the examination by his/her supervisee, thereby (and, in the case of personal participation, also by the oral presentation of his/her opinion) assists the evaluation work of the examination committee,
- h) in the research and dissertation phase, is responsible for monitoring the progress of his/her supervisee, authorizes (or, if still possible, temporarily does not recommend) the use of the possible last active semester of the phase,
- i) based on the experiences of the dissertation's workshop discussion – if he/she deems it necessary – makes proposals concerning the modification and finalization of the dissertation,

j) provides a written statement regarding the admissibility for submission of the final version of the dissertation prepared under his/her supervision.

(3) Supervision is a professional and human responsibility and activity in assisting the doctoral student. Accordingly, only a professional who is worthy may receive or undertake such recognition/task. Based on the entirety of an individual professional career, scientific experience and higher education or research practice, as well as independent, documented, successful research work and publication activity, the Council of the Doctoral School can assess after how much time following the attainment of the degree a lecturer/researcher within the institution of the doctoral school or from outside may initiate the announcement of a topic and may be granted supervision. The CDS generally estimates a period of three years after the attainment of the degree as the time during which the lecturer can meet the requirements; however, depending on the independent, documented, successful research work and publication activity, it is possible to deviate from the three-year waiting period. The supervisor verifies his/her continuous scientific activity with the data registered in the ODT database.

(4) The criteria for selecting the supervisors of the Doctoral School, the special circumstances that may be taken into account in decision-making, the reasons and grounds for inviting co-supervisors and external supervisors, the procedural rules relating to the designation or change of supervisors, and the detailed description of other expectations regarding supervisors and their work are contained in Annex No. 4 of these Regulations.

(5) A doctoral student or doctoral candidate may have two supervisors simultaneously. The designation of the supervisor/supervisors takes place after the successful admission procedure, following the establishment (enrollment) of the doctoral student's student status. If later this becomes necessary, the designation of a co-supervisor may occur upon a request addressed to the Head of the Doctoral School and, in accordance with the usual procedure, based on the professional decision of the Council of the Doctoral School and with the approval of the Doctoral Council. On the title page of the doctoral dissertation, the name or names of the supervisor(s) must be clearly indicated. A change of supervisor may occur upon a request addressed to the Head of the Doctoral School and, according to the decision of the Council of the Doctoral School, with the approval of the Doctoral Council. On the part of the Doctoral Council, approval is in every case formal; the mixed-composition body does not overrule the decision of the professionally competent Council of the Doctoral School.

(6) One supervisor may simultaneously participate in the supervision of a maximum of six doctoral students having active student status. The number of doctoral students is calculated based on the data indicated on the website www.doktori.hu

Rules on Discounts Related to the Payment of Tuition Fee

§ 8 (1) Based on the decision of the Doctoral School, a discount may be granted to the student on the amount or the payment of the tuition fee. For the tuition fee established in Annex No. 5 of these Regulations, the Doctoral School may provide a discount to the student, based on his/her social situation, in the form of a fee reduction or a deferred payment deadline. The extent of the discount that may be granted, the formal and substantive requirements for its application, the form to be used, the procedural order of decision-making, and the persons responsible for the execution of the decision are contained in Annex No. 6 of these Regulations.

(2) During the evaluation of applications for fee reduction, the training cost determined as a result of the calculation according to Chancellor's Instruction No. 4/2022 on the rules of tuition

fee calculation must be taken into account, and it must be ensured that the reduction of the tuition fee does not result, in the given Doctoral School, in the continuation of the programs – taking into account all programs of the given Doctoral School – becoming loss-making. From January 1, 2015, the student may request a discount from the tuition fee/cost reimbursement fee to be paid by him/her no later than the last working day of the registration period. From January 1, 2015, those students may submit a request for a discount after the given deadline whose payment requirement (posting) is, for any reason, prepared in September (or thereafter) in the case of the autumn semester, or in February (or thereafter) in the case of the spring semester. In such a case, the deadline for submitting the request is 8 days from the date of becoming aware of the payment requirement (posting), but no later than the payment deadline. The decisions related to student applications must be sent by the doctoral school to the concerned student and to the Central Study Office (hereinafter: CSO) – no later than March 15 in the spring semester, and no later than October 15 in the autumn semester – thus ensuring that the University can fulfill its data provision obligations prescribed by law with accurate data content.

(3) In the case of students participating in doctoral training, the head of the given Doctoral School, upon the student's request, in the presence of an objectively justified circumstance supported by documentation (e.g. foreign scholarship, delayed arrival of foreign student loan), may authorize a payment receipt deadline differing from the deadline set in §52 of the Regulations on the Rules of Payments and Allowances of the University of Pécs; in such cases, the payment receipt deadline may be, at the latest, the day preceding the first day of the examination period of the given semester.

Rules for Scholarships Available to Students Through Application

§ 9 Doctoral students may apply for scholarships from the Rector of the University and from the organizational units of the University, based on the decision of the head of the organizational unit, for outstanding academic, professional, scientific, sports, and artistic activities, for public activities, for other activities or achievements that can be supported by a scholarship, as well as on a social basis, in accordance with §25 of the Regulations on the Rules of Payments and Allowances of the University of Pécs. The Doctoral School provides information to students about the current scholarship opportunities on its website.

Rules for Admission to Organized Doctoral Training

§ 10 (1) Hungarian and foreign citizens who possess a degree and qualification obtained in a domestic or foreign master's program, or who obtain it in the year of admission before enrollment, and who have knowledge of a foreign language necessary for the pursuit of the scientific field as determined by the Doctoral Council, may apply for organized doctoral training. Applications may be submitted for the announced research topics published by the supervisors of the Doctoral School, which the Doctoral School makes available to everyone on its own website and on the website www.doktori.hu

(2) Application for doctoral training may be made exclusively by completing the online application form on the doctoral application interface of the University of Pécs and by uploading the compulsory attachments. The application becomes final when, after submitting the online application form, the applicant has printed the confirmation sheet and, signed, sent it

together with the supplementary documents specified in the call for applications, by the deadline, to the place and in the manner indicated in the admission announcement.

(3) As a general condition of application for admission to the Doctoral School, the applicant must hold a domestic or foreign undivided university or master's degree, preferably in a relevant field, with at least a "good" (3.51) grade, as well as at least one state-recognized intermediate "C" type (that is, B2 level complex) language examination in one of the languages determined by the Doctoral Council: English, German, French, Russian, Italian, Spanish, or Portuguese. The disciplinary doctoral council may, in justified cases, also permit admission with certified knowledge of another foreign language used in the scientific community (proven by a language examination certificate or an equivalent document).

The detailed conditions of application are contained in Annex No. 7 of these Regulations – and regarding the foreign language(s) in Annex No. 13.

(4) The documents required to be attached to the application online and on paper are contained in Annex No. 7 of these Regulations.

(5) In the application, the applicant shall indicate whether he/she wishes to pursue studies in a state-funded or self-financed form of financing. The applicant may indicate both forms, but may be admitted only to the training form indicated by him/her in the application.

(6) The detailed procedure of conducting the admission process, the rules for evaluating the applications, the minimum requirements necessary for admission, and the minimum scores required for nomination to state scholarship places are contained in Annex No. 7 of these Regulations.

Rules for Admission Parallel with Master's Studies

§ 11 (1) A candidate of exceptional talent may be admitted to the doctoral training – parallel with the master's program – by the decision of the admission committee, who has obtained a degree and qualification in a bachelor's program, has achieved 1st, 2nd, or 3rd place in a section of the National Scientific Students' Associations Conference (OTDK) relevant to the research field, and has published at least two studies as first author: one in a journal classified as "A" category by the Hungarian Academy of Sciences (MTA), and one in an international journal with at least a Q2 classification fitting the scientific field of the doctoral program. Proven at least intermediate-level foreign language proficiency is a compulsory requirement, similar to other applicants.

(2) If these criteria of excellence are fulfilled, the applicant must take a successful entrance examination and, in addition, must prove that he/she possesses outstanding academic, scientific, and linguistic knowledge. The detailed rules regarding the submission of applications and the admission procedure described above are contained in Annex No. 7 of these Regulations.

Rules for the Admission of Individual Candidates

§ 12 (1) A professional possessing significant teaching and/or research experience, as well as documented scientific achievement, who has prepared individually for obtaining the degree, may also join the doctoral training, provided that he/she has fulfilled the requirements of admission and the other expectations set for individual candidates, and that his/her application

for the complex examination submitted on the PTE online doctoral admission platform has been accepted by the Council of the Doctoral School. The individual candidate applicant, in order to establish student status, gains the right to enroll – in a self-financed form of funding – only for the research and dissertation phase upon the successful completion of the complex examination.

(2) The detailed requirements demanded of the individual candidate applying for the complex examination, which are necessary for the authorization to take the complex examination, as well as the procedural order applicable to such applicants – differing from that of the ordinary admission procedure – are contained in Annex No. 8 of these Regulations.

Training Plan, Rules Concerning Doctoral Programs

§ 13 (1) The Doctoral School determines the credits obtainable for each activity within the framework of the training plans of the programs.

(2) The Council of the Doctoral School prepares the training plan of the programs, which is adopted by the Doctoral Council. The Council of the Doctoral School, as necessary but at least every five years, regularly reviews the training plan in accordance with level 8 of the Hungarian Qualifications Framework, and if it considers modification necessary, it submits the new training plan to the Doctoral Council for approval, and, following approval, takes immediate action to create the new curriculum in the Neptun Unified Study System, publishes the new model curriculum on the website of the Doctoral School, and also carries out and announces the modifications necessary in connection with the complex examination.

(3) During the preparation and review procedure of the training plan, the Doctoral School obtains the opinions of external experts, cooperating partners, and students involved in the training, which it takes into account during the review.

The Complex Examination

§ 14 (1) The general regulation of the complex examination is contained in the Doctoral Regulations of the University of Pécs. The template of the minutes in accordance with Section 42 (4) of Government Decree No. 87/2015 (IV. 9.) on the implementation of certain provisions of Act CCIV of 2011 on National Higher Education, and the rules of evaluation necessary for the establishment of the “passed” / “failed” result, as well as the preparation and conduct of the examination, are contained in Annex No. 9 of these Regulations.

(2) The requirements of the complex examination – detailed according to the training plans valid in the academic year of enrollment – must be published on the website of the Doctoral School at the time of announcing the admission, and they are also contained in Annex No. 9 of these Regulations.

(3) The doctoral student participating in the training and research phase may activate the semester of the complex examination only if his/her supervisor has given prior permission for it with a statement that forms an annex to these Regulations.

(4) The doctoral student participating in the training and research phase may apply for the complex examination only if, by the deadline set in the schedule of the doctoral academic year, at least 90 registered credits – including all training credits of the phase – appear in the Neptun

study system. For eligibility for the complex examination, the doctoral student must, in addition to the training credits, also complete all the research and teaching/research practice credits prescribed for the phase.

(5) At the same time as applying for the complex examination – or at a separate time and in the manner determined by the program – the doctoral student shall submit the documents required for the dissertation part of the examination.

(6) The conditions of eligibility for the complex examination of an individual candidate are examined by the professional review committee appointed for this purpose. In the theoretical part of the complex examination, the individual candidate and the doctoral student taking the examination as the conclusion of the training and research phase must fulfill the same requirements.

The Doctoral Degree Awarding Procedure and the Doctoral Degree

§ 15 (1) The University Doctoral Regulations contain provisions regarding the degree awarding procedure and the doctoral degree, the doctoral dissertation, the publicity of the doctoral dissertation, and the minimum requirements of independent scientific work.

(2) The details that fall within the regulatory competence of the Doctoral Council and the Council of the Doctoral School concerning the degree award procedure

- publication requirements,
- language proficiency requirements,
- requirements and procedures for the workshop discussion of the doctoral dissertation,
- formal requirements of the final version of the dissertation and its theses,
- submission of the electronic and printed versions of the dissertation and theses,
- further details of the publication of the dissertation and the announcement of its public defense, are contained in Annexes No. 10–14 of these Regulations.

§ 16 (1) A doctoral student or doctoral candidate who established his/her doctoral student/candidate status before the 2016/2017 academic year may obtain a doctoral degree according to the provisions in force on 31 August 2016, as laid down in the Nftv. and Government Decree No. 387/2012 (XII. 19.).

a) For students who have completed the 180-credit system, the provisions concerning registration for the degree awarding procedure, the establishment of the doctoral candidate status, the conduct of the doctoral candidates' degree awarding procedure, the details of their comprehensive examination procedure, and the publication requirements for obtaining the degree are contained in Annex No. 10 of these Regulations, and the language proficiency requirements are contained in Annex No. 13 of these Regulations.

b) The formal and substantive expectations regarding the doctoral candidates' PhD dissertation, the details of the review procedure and the public defense do not differ from those of the doctoral aspirants in the 240-credit system. Detailed information concerning the dissertation and its public defense, the description of the defense procedure, and the sample minutes of the public defense are contained in Annex No. 11 of these Regulations.

(2) Doctoral students who established their student status in the 2016/2017 academic year and thereafter, and who participate in the training and research phase, begin the degree awarding procedure in the semester following the successful completion of the complex examination, by registering for the first semester of the research and dissertation phase; individual candidates

begin it by enrollment necessary for the establishment of student status. After the issuance of the absolutorium certifying the acquisition of the credits prescribed by the training plan, doctoral aspirants remain such until they obtain the degree or lose the possibility of doing so, i.e., until the dissertation submission deadline related to the date of the complex examination expires. After the submission of the final version of their dissertation, their degree awarding procedure enters the evaluation phase.

a) The formal and substantive expectations concerning the PhD dissertation of doctoral aspirants, the order of the dissertation review, the procedure for conducting the public defense, and the sample minutes – according to the provisions of the implementation decree of the Higher Education Act – are contained in Annex No. 11 of these Regulations.

b) Concerning the publication requirements for the degree award of doctoral aspirants, Annex No. 12 of these Regulations – based on the provisions of the University Doctoral Regulations – contains the following breakdown:

- publication requirements for degree award for those enrolled between the autumn semester of the 2016/2017 academic year and the spring semester of the 2018/2019 academic year,
- publication requirements for degree award for those enrolled between the spring semester of the 2018/2019 academic year and the autumn semester of the 2022/2023 academic year,
- and the minimum publication requirements expected from those enrolled after September 2022.

c) The language proficiency requirement for obtaining the degree, in the case of every doctoral aspirant, is the knowledge of the language prescribed as compulsory for admission by the University Doctoral Regulations and by the Council of Humanities and Social Sciences Doctoral Council, certified by a language examination certificate – or by a document equivalent to it according to the relevant legal provisions – as well as the knowledge of at least one additional foreign language at a basic level. The regulation of the first language examination required for admission, the knowledge of the second foreign language, and the manner and possibilities of proving language proficiency are contained in Annex No. 13 of these Regulations.

(3) Before the finalization of the PhD dissertation, Annex No. 14 of these Regulations contains provisions concerning the workshop discussion of the dissertation or dissertation chapters, and the details of the preliminary assessment and preliminary discussion procedures, both in the case of doctoral candidates and doctoral aspirants.

The Doctoral Dissertation and the Publicity of the Doctoral Dissertation

§ 17 (1) The University Doctoral Regulations contain detailed provisions – based on legal requirements – regarding the doctoral dissertation and its publicity.

(2) The details falling within the regulatory competence of the Council of the Doctoral School (including the formal and length requirements of the dissertation and the theses) are found in Annex No. 11, and the detailed regulation concerning the workshop discussion of the dissertation is found in Annex No. 14. The annexes apply equally to the dissertations of both doctoral candidates and doctoral aspirants, to their review prior to the regular public defense, and to their workshop discussion.

Independent Scientific Work

§ 18 (1) Annexes No. 10 and 12 of these Regulations contain what kind of – published or accepted for publication – scientific publications the submitter of the doctoral dissertation must possess at the time of submitting the dissertation.

The University Doctoral Regulations, in order to maintain the quality of doctoral training, prescribe as minimum requirements for doctoral aspirants who established their student status before the 2022/2023 academic year at least one publication published in a journal classified within Q1–Q4 in the given field, or in a journal qualified according to the classification of the competent section of the Hungarian Academy of Sciences (MTA), as well as at least one foreign-language publication.

(2) Considering that within one enrollment period it is not possible to apply different regulations to those enrolled from the same semester, the minimum requirement formulated in the University Doctoral Regulations as “in the case of those establishing student status from 22 September 2022” shall apply to those establishing student status in the spring semester of the 2022/2023 academic year and thereafter: In order to maintain the quality of doctoral training, differing from paragraph (1), the requirement is at least two publications published in journals classified within Q1–Q4 in the given field according to Scimago, or in journals qualified according to the A–D classification of the competent section of the Hungarian Academy of Sciences (MTA), or an independent, peer-reviewed monograph, or a publication published as a chapter in a peer-reviewed edited volume.

Knowledge of Foreign Languages

§ 19 (1) The requirements concerning the knowledge of foreign languages necessary for admission to doctoral training and for obtaining the degree, as well as the methods of verification/examination of language proficiency, are contained in Annex No. 13 for all students, doctoral candidates, and doctoral aspirants belonging to the Doctoral Schools under the Humanities and Social Sciences Doctoral Council.

(2) The list of languages acceptable as the first foreign language required for obtaining the doctoral degree, that is, the language of at least B-level complex language examination necessary for admission to doctoral training, has been determined by the Doctoral Council as follows:

a) English, German, Russian, French, Spanish, Italian,

b) upon the proposal of the Council of the Doctoral School, the Doctoral Council may also accept a language examination certificate or a document equivalent to it certifying the knowledge of another foreign language necessary for the research topic.

(3) For obtaining the doctoral degree, it is also necessary to certify/prove knowledge of at least a basic level of another foreign language that is accepted for scientific publications or required in relation to the discipline researched by the doctoral student.

The knowledge of the second foreign language must be certified by every doctoral student by the time of the submission of the final version of the dissertation, or with the permission of the council of the doctoral school, by the time of the public defense, in the manner defined in Annex No. 13.

Quality Assurance

§ 20 (1) The Quality Assurance Plan and Quality Policy of the Doctoral School are adopted by the Doctoral Council upon the proposal of the Council of the Doctoral School. The review of the Quality Policy must be carried out at least once a year, which is the task of the Council of the Doctoral School.

(2) The Council of the Doctoral School annually adopts the quality objectives set by the Head of the Doctoral School and, after the expiration of their deadlines, evaluates their fulfillment.

(3) The publication of the Quality Assurance Plan, the Quality Policy, and the quality objectives is carried out according to the rules of ensuring publicity detailed below.

(4) Students participating in the doctoral training may, during their studies, express their opinion each semester regarding the teaching activities of lecturers employed by the University under an employment relationship or any other legal relationship aimed at work, and regarding their satisfaction with the quality of education, in accordance with the University's Regulations on "The Student Evaluation of Teaching Performance."

Ensuring Publicity

§ 21 On its website, the Doctoral School publishes the following documents and data concerning the Doctoral School:

- a) the Organizational and Operational Regulations of the Doctoral School, which are also published in the National Doctoral Database (hereinafter: ODT database) on the website www.doktori.hu
- b) Training plans according to doctoral school programs (except for training plans prior to the standardization of the credit system, archived 180-credit training plans, and, in particular, all 240-credit training plans related to complex exam requirements)
- c) Quality Policy,
- d) Quality Assurance Plan,
- e) Quality Objectives and Their Evaluation,
- f) Organizational Structure (Organogram),
- g) Doctoral Regulations of the University of Pécs – available in the Complex Law Library at [<https://net.jogtar.hu/pte>], accessible with an EduID login as Appendix 13 to the Organizational and Operational Regulations of the University of Pécs (version effective on April 25, 2025, at the time of creation of these regulations [<https://uj.jogtar.hu/#doc/db/584/id/A19D0321.PTE/ts/20250425/>]),
- h) University of Pécs Study and Examination Regulations – also available in the Complex Legal Database as Appendix 5 to the Organizational and Operational Regulations of the University of Pécs (version in force on April 25, 2025, when these regulations were created [<https://uj.jogtar.hu/#doc/db/584/id/A06S0901.PTE/ts/20250425/>]),
- i) Regulations on the Reimbursement and Allowance System of the University of Pécs – also available in the Complex Legal Database as Annex 6 to the Organizational and Operational Regulations of the University of Pécs (version effective at the time of creation of these regulations, dated June 6, 2025 [<https://uj.jogtar.hu/#doc/db/584/id/A07S0801.PTE/ts/20250606/lr/chain1103/>]),

- j) The amount of the mid-year tuition fees for training courses, which, together with the fees for the degree award procedure, are set out in Annex 5 to these Regulations,
- k) All data whose publication has been decided by the Doctoral School Council in accordance with § 5 (5) o) of the Regulations.

Fees of Doctoral Training and Degree Awarding

§ 22 (1) Depending on their individual situation, the form of financing of their training, and the services used, but also applying to doctoral students in a legal relationship, the fees for tuition and services specified in the Regulations on the Rules of Payments and Allowances of the University of Pécs are applicable; however, certain fee items may be issued by the Doctoral School.

- a) The Doctoral School, together with the Faculty of Humanities and Social Sciences, is entitled to determine the tuition fee (cost reimbursement) in accordance with Annex No. 6 of the Organizational and Operational Regulations of the University of Pécs and § 48 (1) of the Regulations on the Rules of Payments and Allowances of the University of Pécs. The tuition fees of students in legal status at the time of the creation of these Regulations – as undertaken in the contract concluded simultaneously with their enrollment – are contained in Annex No. 5.

The issuance, payment, and late payment of tuition fees are governed by the provisions of the Regulations on the Rules of Payments and Allowances of the University of Pécs.

- b) Doctoral students shall pay, for failure or delayed fulfillment of an obligation defined in the Study and Examination Regulations (TVSZ) or other regulations, if the failure or delay is attributable to them, the fee items applicable to students of the Faculty of Humanities and Social Sciences (BTK), based on the table contained in Annex No. 1 of the Regulations on the Rules of Payments and Allowances (TJSZ), issued separately by the Doctoral School.
- c) For the use of other services not belonging to the fulfillment of study obligations contained in the training and outcome requirements or in the curricula, other fees applicable to students of the Faculty of Humanities and Social Sciences (BTK) may also be determined, in accordance with the table contained in Annex No. 1 of the Regulations on the Rules of Payments and Allowances (TJSZ), with the consent of the University Student Union.

(2) The Doctoral School determines, within its own competence and within the limits set by § 51 (5)–(8) of the University's Regulations on the Rules of Payments and Allowances (PTE TJSZ), the current procedural fees of those holding doctoral candidate status and those in doctoral aspirant status, as contained in Annex No. 5 of these Regulations.

a) Doctoral candidates (that is, those who have completed the 180-credit system, whose student status ceased no later than at the end of the 2021/2022 academic year) are required to pay the following procedural fees in the amount, breakdown, and by the deadline specified in Annex No. 5:

- degree awarding procedural fee,
- comprehensive examination fee,
- defense fee.

b) Doctoral aspirants (that is, doctoral students who have obtained the absolutorium in the 240-credit system and who, during the degree awarding procedure begun after the complex

examination, did not pay any procedural fee while their student status was in effect) are required to pay the defense fee in the amount, breakdown, and by the deadline specified in Annex No. 5 of these Regulations.

(3) Annex No. 5 of these Regulations contains the frameworks set by the PTE TJSZ for foreign-language procedures and within these defines the general defense fee for doctoral aspirants in English-language programs. In accordance with the costs of the given procedure – and within the set limits – the Doctoral School may also determine individually the fees payable for procedures conducted in foreign languages. The procedure may also be conducted in Hungarian even if the doctoral student, enrolled in a Hungarian-language program, was granted permission to write the dissertation in a foreign language.

(4) In the national admission information bulletin, it is mandatory to publish, for the following academic year, the amount of the tuition fees for fee-paying programs among the data of the doctoral training to be announced. The admission call must also include the semester tuition fees at the time of the announcement of the admission procedure.

(5) The Doctoral School also publishes on its website, according to the regulation ensuring publicity, the current amount of tuition fees and degree awarding procedural fees.

(6) The degree awarding procedure is free of charge for doctoral students during the existence of their student status.

a) In the semester of issuing the absolutorium (at the latest at the end of the semester), the student status ceases. Students who started their studies in or after the 2016/2017 academic year may submit the final version of their dissertation only while holding the absolutorium, according to the currently effective legal provisions. The doctoral student who, after receiving the absolutorium, has become a doctoral aspirant no longer has student status, and therefore is not exempt from paying the defense fee.

b) Doctoral students who began their studies before the 2016/2017 academic year could maintain their student status at most until twice the duration of the training period, that is, up to 12 semesters, counting both active and passive semesters. Thus, students of the last such cohort could apply, no later than the 2021/2022 academic year, for admission to the degree awarding procedure in parallel with their student status, even without an absolutorium. Doctoral candidate statuses established in 2022 expired in 2024, therefore, at the time of the creation of these Regulations, there are no doctoral candidates who would be exempt from the fees of the degree awarding procedure.

On Habilitation

§ 23 (1) The Doctoral School possesses the right to make proposals for the initiation of habilitation procedures belonging to its field of expertise.

(2) The Doctoral Council participates in habilitation procedures in the manner defined in the University's Habilitation Regulations and, within this framework, may elaborate its own regulations concerning habilitation procedures. In the process of creating the habilitation regulations, the Humanities and Social Sciences Doctoral Council requested the Doctoral School to define the discipline-specific characteristics in addition to the general requirements set for conducting the procedures.

(3) The Council of the Doctoral School's system of professional criteria and discipline-specific minimum requirements expected for the initiation and conduct of habilitation procedures are contained in Annex No. 15 of these Regulations.

Final, Transitional, and Enacting Provisions

§ 24 (1) These Regulations enter into force on the day of their adoption, simultaneously repealing all previously adopted organizational and operational regulations of the Literary and Cultural Studies Doctoral School.

(2) The present Regulations do not contain the generally binding parts of the Doctoral Regulations of the University of Pécs and of the Regulations of the Humanities and Social Sciences Doctoral Council (as well as of other related institutional regulations), but supplement them. Therefore, they are valid only together with these institutional and disciplinary regulations.

(3) In matters not regulated in the present Regulations, the provisions of Act CCIV of 2011 on National Higher Education, Government Decree No. 87/2015 (IV. 9.) on the implementation of certain provisions of the Act on National Higher Education, Government Decree No. 387/2012 (XII. 19.) on doctoral schools, the order of doctoral procedures, and habilitation, as well as the provisions contained in the Doctoral Regulations of the University of Pécs and other internal regulations, shall prevail.

(4) All doctoral forms, declaration templates, and descriptions containing the usual procedures of the Doctoral Council and the Doctoral School not included in these Regulations are contained in Annex No. 17 of these Regulations.

Pécs, 12 September 2025.

Zoltán Nagy

Chair of the Humanities and Social Sciences
Doctoral Council

Magdolna Jákfalvi

Head of the Literary and Cultural Studies
Doctoral School

Closing statement:

This regulation was adopted by the Doctoral Council of the Faculty of Humanities and Social Sciences at its meeting held on 12 September 2025, by Resolution No. 2/2025.09.12.

Appendices

September 2025

Details of the Doctoral School of Literary and Cultural Studies (IKDI):

IKDI headquarters and mailing address: 7624 Pécs, Ifjúság u. 6.

IKDI MAB identification number: 98

Head of IKDI: Dr. Magdolna Jákfalvi, university professor, DSc

IKDI's field of research within the humanities: literary studies training emphasises contemporary literary theory and an interdisciplinary approach, with a focus on the importance of research topics in art theory, theatre and cultural studies.

IKDI programmes and programme directors:

Doctoral Programme in Literary and Cultural Studies: Research in literary and cultural studies

Programme Director: Dr. Magdolna Jákfalvi, DSc

PhD in British, Irish, and American Literatures in English

Programme Director: Dr. László Sári B., habilitated associate professor, PhD

IKDI Academic Secretary: Dr. Eszter Pálffy, PhD

IKDI Administrative Secretary: Bernadett Kiss

IKDI website: <https://btk.pte.hu/hu/irodalom-kultura-doktori>

Type of degree awarded by PTE EDT in IKDI degree programmes: PhD

Year of establishment of IKDI: 2002

Year of commencement of doctoral programmes at the legal predecessor of PTE: 1996

IKDI's last accreditation data:
In accordance with the decision of the Hungarian Higher Education Accreditation Committee 2025/2/X (dated 21 March 2025): compliant, validity of the decision: 30 September 2026.

Core members of IKDI:

Dr. Magdolna Jákfalvi, university professor

Dr. Tamás Kisantal, associate professor

Dr. János Mekis D., associate professor

Dr. Róbert Milbacher, associate professor

Dr. Péter Müller, university professor

Dr. Jolán Orbán, university professor

Dr. Tünde Szabó, university professor

Dr. Zoltán Varga, university professor

Dr. János Weiss, university professor

The core members of the doctoral school and their details can be viewed on the website of the National Doctoral Council:

<https://www.doktori.hu/doktori-kepzes/oktatok/>

Council of the Doctoral School of Literary and Cultural Studies:

Members with voting rights:

Chair:

Dr. Magdolna Jákfalvi, university professor, DSc, Dr. habil.

Programme directors:

Dr. Magdolna Jákfalvi, university professor, DSc, Dr. habil.

Dr. László B. Sári, associate professor, PhD, Dr. habil.

Core members and lecturers:

Dr. Tamás Kisantal, associate professor, PhD, Dr. habil.

Dr. János Mekis D., associate professor, PhD, Dr. habil.

Dr. Róbert Milbacher, associate professor, PhD, Dr. habil.

Dr. Péter Müller, university professor, DSc, Dr. habil.

Dr. Jolán Orbán, university professor, PhD, Dr. habil.

Dr. János Weiss, university professor, DSc, Dr. habil.

Dr. Mária Kurdi Professor Emerita, DSc, Dr. habil.

Dr. Edit V. Gilbert, associate professor, PhD, Dr. habil.

Member with advisory rights:

Dr. Eszter Pálffy, assistant professor, PhD – scientific secretary,

Current representative delegated by the Doctoral Student Council of the University of Pécs.

About IKDI supervisors

Selection criteria for doctoral supervisors, special circumstances to be taken into account in decision-making, reasons and justifications for inviting co-supervisors and external supervisors, procedures for appointing or replacing supervisors, and other expectations regarding supervisors and their work:

Supervisors are selected on the basis of the following criteria: A lecturer may be authorised to supervise a thesis if

- a) has been working for several years after obtaining their degree (the required period of time is assessed on an individual basis, taking into account their entire professional career),
- b) has a significant domestic and/or international professional network,
- c) has outstanding professional and scientific activities accepted by the Doctoral School Council,
- d) whose research topic is relevant to the scientific profile of the Doctoral School's programmes,
- e) has had continuous domestic and international publication activity recorded in the MTMT since obtaining their degree, and their work has been referenced,
- f) their teaching career related to their supervision serves the strategic interests of one of the University's educational units, but in particular the Faculty of Humanities and Social Sciences,
- g) the lecturer's current teaching load allows for the supervision of the doctoral students.

A doctoral student or doctoral candidate may have two supervisors at the same time. A supervisor may supervise a maximum of six doctoral students who are actively enrolled at the same time. The supervisor(s) shall be appointed after the successful admission procedure and after the doctoral student has been enrolled. If necessary, a co-supervisor may be appointed on the basis of a request submitted to the head of the Doctoral School and the professional decision of the Doctoral School Council, with the approval of the Doctoral Council. By agreement, the approval of the Doctoral Council, a mixed-composition body not intended to assess professional aspects, is purely formal in all cases.

A co-supervisor may be appointed if the supervisor or the student requests it because the research requires the involvement or assistance of another professional assistance, if the division of supervisory tasks is necessary, if the supervisor is temporarily prevented from performing his or her duties or would eventually hand over the supervision completely, if the supervisor can only be appointed to assist the work of another doctoral student by sharing the supervision, or if other interests or the need to ensure succession require the appointment of a new supervisor.

A change of supervisor may take place upon request to the head of the Doctoral School and with the approval of the Doctoral Council, on the basis of the decision of the Doctoral School

Council – generally no later than the semester leading up to the complex exam. (In special cases, a change may be initiated by a separate procedure). Approval by the Doctoral Council is always formal, and the decision of the professionally competent Doctoral School Council is not reviewed by the mixed-composition body.

A change of supervisor may take place at the request of either the supervisor or the doctoral student, provided that the Doctoral School Council finds the reasons given in the request to be justified. The Doctoral School may also initiate a change of supervisor on the basis of special considerations.

**Tuition fees
for students admitted to the Doctoral School of Literary and Cultural Studies from the
2024/2025 academic year onwards:**

Doctoral School of Literary and Cultural Studies

Literary and Cultural Studies Research (in Hungarian) semester	200,000 HUF per
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PhD in British, Irish, and American Literatures in English for foreign nationals semester	3,500 EUR per
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for Hungarian citizens semester	350,000 HUF per
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Doctoral and habilitation procedure fees

The Doctoral School determines the current procedural fees for doctoral candidates and doctoral students within its own jurisdiction, in accordance with the framework set out in Sections 51(5)-(8) of the PTE TJSZ.

In accordance with the PTE TJSZ, certain procedural fees are on the basis of the **current public servant allowance base**. (P)

**Fees payable by doctoral students and doctoral candidates, as well as applicants for a
habilitated doctoral title**

**Fees payable by doctoral students, doctoral candidates and applicants for a habilitated
doctoral degree:**

Fees for obtaining a degree

The degree acquisition procedure fee and the defence fee may vary between doctoral schools within the limits specified by the university's reimbursement and allowance regulations.

The PTE OIG Central Study Office will issue an invoice for the procedural fees to the doctoral student/doctoral candidate in the study system. The doctoral programme organising the examination/defence is responsible for preparing the invoice.

Since certain parts of the doctoral procedure are not linked to the semester, but student finances are, it is possible to deviate from the deadlines set for the payment of procedural fees in justified cases.

Degree procedure fee – only for doctoral candidates (180-credit system)

The doctoral school reserves the right to change the current uniform fee schedule, which is four times the current public employee allowance base:

Doctoral School of Literary and Cultural Studies P x 4 – currently: HUF 80,000

The degree acquisition procedure fee can be paid in two instalments – the first instalment after the application has been accepted, the second instalment when applying for the complex exam. No complex exam can be organised until the doctoral candidate has paid the degree acquisition procedure fee.

Doctoral examination fee – *Only for doctoral candidates (180 credit system)*: P x 1 (currently HUF 20,000)

The examination fee is due 10 days before the examination, and proof of payment (together with the degree programme fee) must be provided by the day before the examination at the latest.

Defence fee – *for all doctoral candidates (180-credit system) and doctoral students (240-credit system graduates)*:

Doctoral School of Literary and Cultural Studies P x 9 – currently: HUF
180,000

The defence fee can be paid in two instalments – the first instalment is due when the thesis is submitted for review, and the second instalment is due when the date of the defence is set.

In degree programmes conducted in a foreign language, the doctoral school/programme sets the fees on a case-by-case basis, within the following limits:

- a) the degree procedure fee is between four and sixteen times the current civil servant allowance base,
- b) the complex exam fee shall be between one and six times the current civil servant allowance base,
- c) the defence fee shall be between six and forty times the current public servant allowance base.

Habilitation procedure fee

The fee for the habilitation procedure is determined by the EHHB in accordance with the provisions of the PTE habilitation regulations. With the abolition of the faculty doctoral and habilitation councils, the Doctoral Council of Humanities and Social Sciences will also act in habilitation matters instead of the BTK KDHT.

For procedures conducted in Hungarian: P x 11 (currently HUF 220,000),

in the case of BTK employees P x 9 (currently HUF 180,000)

For procedures in a foreign language: P x 17 (currently HUF 340,000)

Minimum remuneration for participants in doctoral and habilitation procedures:

- **opponents and habitus examiners:** 100% of the current civil servant allowance base
- **chair of the review committee:** 100% of the current public servant allowance base
- **Other members of the review committee:** 50% of the current civil servant allowance fund.

(The minimum remuneration of other members of the committee may be deviated from within the available budget.)

Application of the additional fees listed in the PTE Fee and Benefit Regulations and its annex

The PTE OIG KTI imposes additional fees applicable to all students at the University, including doctoral students. The doctoral programme administrator shall issue notices that do not automatically apply to doctoral students in the event of a doctoral student's failure to comply. Starting from the second course registration period of the spring semester of the 2022/2023 academic year, doctoral students will be charged the additional fees listed in the regulations, in particular in the following cases: late completion of mid-year assignments, second and subsequent enrolment in a given curriculum unit, and a separate procedural fee for late enrolment and submission of a course.

Discount on semester tuition fees

The Doctoral School may grant discounts on the tuition fees specified *in Annex 5* of the Regulations in the form of fee reductions or deferred payment deadlines on the basis of the student's social situation.

The general rules, the amount of the discount that may be granted, the formal and substantive requirements for applying for it, the form, the decision-making procedure, and the persons responsible for implementing the decision are as follows:

TJSZ) Section 48. In accordance with the provisions of paragraph (1), the rules for reducing the tuition fees (cost reimbursement) of students participating in doctoral programmes in the humanities and social sciences shall be determined by the doctoral schools, taking into account the recommendations of the Faculty of Humanities and Social Sciences, and shall be included in their organisational and operational regulations. Applications for the reduction of tuition fees or other discounts shall be decided upon by the head of the doctoral school or the doctoral school council, as specified in the regulations of the doctoral school.

When assessing applications for a reduction in the half-yearly tuition fee, the training costs determined as a result of the calculation in accordance with Chancellor's Instruction No. 4/2022. and shall be conducted in such a way that the reduction in tuition fees does not result in the continuation of training at a given doctoral school being unprofitable, taking into account all training programmes offered by that doctoral school.

In accordance with Section 52(1) of the TJSZ, the tuition fees set for the semester must be paid by the date specified in the schedule approved annually by the Faculty Council and published on the website before the start of the academic year. In accordance with the Faculty schedule, the payment deadlines for the second and third instalments of tuition fees for doctoral students do not differ from those specified in the TJSZ.

Tuition fees may be paid in up to three instalments. The first instalment is 40% of the total tuition fee, which must be received by the University's account no later than the last working day before the start of the registration period. The second instalment is 30% of the total fee and must be received by 15 October for the autumn semester and 15 March for the spring semester. The third instalment is 30% of the total tuition fee, with a deadline of 15 November for the autumn semester and 15 April for the spring semester.

Doctoral students may request a reduction in the tuition fees they are required to pay no later than the last working day of the registration period. Students whose payment regulations (announcement) have been changed for some reason (see: TJSZ 47 §. (7) – (8) are issued in September (or later) for the autumn semester and in February (or later) for the spring semester. In this case, the deadline for submitting the application is 8 days from the date of becoming aware of the payment regulations (notification), but no later than the payment deadline.

A modified payment deadline granted for some or all of the tuition fees is also a discount. At the request of the doctoral student, the head of the doctoral school may, in the case of objective

circumstances supported by evidence, grant a deadline for receipt of payment that differs from the specified deadline for any instalment of the tuition fees. In such cases, the deadline for receipt may be no later than the day before the first day of the examination period for the given semester.

A decision shall be made on the head of the doctoral school's decision in the case of both approved and rejected applications. In all cases, the decision shall specify the amount of the tuition fee to be paid, the deadline for payment, and shall draw attention to the legal consequences of non-payment, the obligation to pay any late payment interest, and the possibility of appealing the decision.

Decisions on student applications must be forwarded by the doctoral school to the student concerned and the KTI by 15 March at the latest in the spring semester and by 15 October at the latest in the autumn semester, thus ensuring that the University can fulfil its statutory data reporting obligations with accurate data in the case of these doctoral students as well.

Decisions modifying the payment deadline(s) must be communicated to the student concerned and the KTI before the original payment deadline(s) expire.

Applications for both cost reduction and payment deadline modification may be submitted on the special form provided for this purpose by the doctoral schools belonging to the Doctoral Council of Humanities and Social Sciences, accompanied by supporting documents substantiating the reasons given in the application.

Requests for fee reductions submitted after the registration period specified in the doctoral semester schedule, or requests for reductions/discounts submitted in a place and form not specified for doctoral students, will not be accepted. Requests for modified deadlines submitted after the second and/or third payment deadline has expired will not be accepted.

Detailed rules for fee reductions and discounts

1. Doctoral students participating in self-funded training are eligible to submit applications on social grounds if they

- are not enrolled in a state-funded doctoral programme at the University of Pécs or any other higher education institution,
- are active students at the University of Pécs, with active semester status,
- have no outstanding self-funded fees or late payment interest at the time of submitting the application, have paid the first 40% instalment of the fee for the given semester,
- as a doctoral student of the Doctoral School belonging to the Doctoral Council of Humanities and Social Sciences, has already completed at least two valid semesters in the requested programme in their current legal status,
- they have not received a reduction in self-financing fees in the two active semesters immediately preceding the application,
- has been admitted to doctoral training as a self-financing doctoral student, or has voluntarily waived their scholarship, or has become ineligible for a scholarship due to exceeding the budget.

2. If the above conditions are met, the head of the doctoral school may grant the applicant a reduction of up to 50% of the tuition fees for the 3rd to 8th semesters, provided that the doctoral school's budget allows for this.

If any of the conditions set out in point 1 are not met and there are no special circumstances justifying a different decision, the head of the doctoral school shall reject the application.

If the available resources of the doctoral school do not allow for a fee reduction, the applicant student may be granted a discount by modifying the payment deadline instead of a reduction.

3. The application must be submitted to the secretary of the doctoral school on the "Application for a reduction in doctoral tuition fees" form designed specifically for doctoral students. Electronic copies of documents certifying social need must also be submitted as attachments to the application.

Only applications that arrive at the Doctoral School by the deadline and are accompanied by the documents required for assessment will be accepted. The missing certificates may be submitted by the end of the assessment deadline at the latest, provided that the applicant student gives advance notice that they were prevented from obtaining these documents.

4. The secretary of the Doctoral School checks the formal aspects of the applications received and then forwards them in summary form to the head of the Doctoral School and the heads of the doctoral programmes concerned, who form a joint position and rank the applications received. On the basis of the resulting ranking, the head of the Doctoral School makes a decision within 15 days of submission. The decision is recorded in a resolution of the doctoral school, and the resolution, signed by the head of the school and the faculty's financial officer, is sent to the applicant at and to the Central Study Office, and is uploaded to the Neptun Unified Study System among the official records.

In the event of a rejected application, the decision shall specify the amount of the self-financing fee still to be paid, the due date and the legal consequences of non-payment.

5. If, after the start of the semester, extraordinary circumstances arise in the doctoral student's living conditions that justify a reduction in tuition fees, a request for modification of the payment deadline(s) may be submitted to the head of the doctoral school. The doctoral student is obliged to provide evidence of the extraordinary changes in his or her circumstances.

The doctoral school may allow a payment deadline that differs from the deadline specified in Section 52 (1) of the PTE TJSZ; in such cases, the payment deadline may be no later than the day preceding the first day of the examination period for the given semester.

6. Pursuant to Section 57 of Act CCIV of 2011 on National Higher Education, students may appeal against the decision of the higher education institution within 15 days of notification. Students must be made aware of this possibility in the decision. Pursuant to Section 12 of the Study and Examination Regulations, the Second Degree Study Committee established by the Rector shall act on the appeal. The appeal must be submitted to the head of the doctoral school concerned, addressed to the Second Degree Study Committee. The head of the doctoral school shall forward the appeal, together with the necessary documentation, to the Second Degree Study Committee.

7. In particularly deserving, justified and documented cases, the doctoral school may, on the basis of individual assessment – after consulting the academic council, fellow school leaders or faculty management – decide on a reduction that differs from the above.

8. Pursuant to Section 52(5) of the PTE TJSZ, if a student announces after the start of the semester that they are terminating or suspending (5) of the PTE TJSZ, if a student announces after the start of the semester that they are terminating or suspending their student status, or if their student status is terminated or suspended for any reason after the start of the semester, they shall not be required to pay the pro rata portion for the given semester, or, upon request, 80% of the total semester fee paid shall be refunded on a pro rata basis for the remaining period of the semester, calculated from the date of notification, the date of termination of student status, or the date of suspension.

The head of the doctoral school may decide, on grounds of fairness, that an amount greater than that determined in the above manner shall be refunded (or shall not be payable) for the given semester, and the head of the doctoral school may also decide that the total amount of tuition fees already paid for the given semester shall be refunded (or that the student will not be required to pay).

The provisions of point 1 shall not apply in relation to points 7 and 8.

Application for a reduction in doctoral self-financed tuition fees

Submission: to the Doctoral School Secretariat during the period specified in Section 48 of the PTE TJSZ

20...../20..... academic year semester

To be completed by students requesting a reduction on social grounds:

Name:

EHA/Neptun code:

Notification address:

Name of doctoral school and doctoral programme: Doctoral School of Literary and Cultural Studies

Number of active semesters (including the current one):

Total tuition fee for the semester to be supported:

Amount of support requested by the student:

(Up to the amount available for discounts at the doctoral school / the self-financed tuition fee for the given semester may be reduced by **up to 50%**.)

Request for payment deferral until the following deadline:

(Deferral of payment – before the original deadlines – may be requested for a period ending no later than the start of the examination period.)

If the doctoral student is an employee of the Faculty of Humanities, please indicate the name of the institute, department and position held:

A detailed justification for the request for a fee reduction or payment deferral is required on page 2! (If the reasons include the number of children supported in your own household, the monthly net income per capita of family members living in your own household, severe disability or serious illness, this must also be officially certified. If the doctoral student is an employee of PTE BTK, the opinion of the institute director/department head must be attached. **The application must be signed!**)

The doctoral administrator fills in the form on the basis of the data in Neptun:

The student has paid the first instalment of the tuition fee for the given semester, status active:
yes / no

Date:

Signature of the administrator verifying the data:

Decision of the doctoral school:

- We support the application, we grant the student a fee reduction of HUF / we approve the modification of the payment deadline until
- We do not support the application. (Reasons given on page 2).

Date:

Signature of the head of the school/programme:

- I acknowledge the Council's decision to support the application and will inform the faculty's financial administrator.
Fee still to be paid by the student: HUF, payment deadline:

Date:

Signature of the dean:

Detailed justification of the student's application for a fee reduction:

List of attached documents:

(The recommendation of the head of the institute/department must be attached as an appendix for employees of PTE BTK.)

I, the undersigned, declare that in the given semester

- at the time of submitting the application, I have no outstanding debts to PTE;
- I have completed at least two valid semesters as a doctoral student (or, as an employee of PTE BTK, I am exempt from this requirement);
- I have not received a fee reduction in the two active semesters immediately preceding the submission of this application (or, as an employee of PTE BTK, I am exempt from this condition);
- I am not requesting a break in my studies during the semester in which I am applying for the reduction.

I, the undersigned, declare that I consent to the university staff and the staff of the Central Study Office of the Education Directorate on behalf of the university to access my personal data and to process and store it solely for the purpose of assessing my application for a fee reduction.

I further declare that the information I have provided is true and accurate, and I understand that I am liable for the consequences of providing false information.

Date:

Student's signature

<p>Justification by the head of the doctoral school/programme if the application is not supported:</p>

**Doctoral admission procedure
at doctoral schools belonging to the Doctoral Council of Humanities and Social Sciences**

(Description valid for the admission procedure for the autumn semester of the 2025/2026
academic year)

The first step in the doctoral admission procedure is **the announcement** in the national higher education admission information guide, **felvi.hu**, which **is organised by the university doctoral office and doctoral schools** every year around November (as requested by the PTE Doctoral Office) for the following academic year.

It is important to note that the self-financed tuition fees approved by 15 October must also be published here for the following academic year, and doctoral schools may not charge fees different from those published here to students admitted for the given academic year.

On the felvi.hu website, the doctoral school shall provide information on the admission opportunities for the next academic year and the professional requirements for application, indicating the application method and deadline specified by the BTDT. The actual admission announcement, including details and the list of documents to be submitted, will be published in April on the faculty website, as approved by the BTDT. A link to the admission announcement published on the faculty website will also appear on the PTE's central doctoral application platform.

In accordance with the relevant regulations, **the BTDT administrator** (the doctoral administrator of the BTK Faculty Office) shall prepare the draft admission announcement for the following academic year at the end of March of the current year, in accordance with the meeting schedule of the scientific field council, the academic year schedule and preliminary consultations, for publication on the faculty website.

The chair of the BTDT approves the draft and places the announcement of the admission procedure on the agenda of the doctoral council of the scientific field.

The **BTDT** approves the admission announcement and the schedule of the procedure by mid-April of the current year at the latest.

The BTDT administrator publishes the admission announcement on the faculty website at <https://btk.pte.hu/hu/doktori-kepzes/doktori-felveteli-eljaras>. (The new announcement always replaces the old one, so the location of the announcement is always the same, provided that the structure of the faculty website is not modified. Therefore, the University Doctoral Office only needs to modify the date of the admission application on the PTE central application interface, not the link to the announcement.)

Doctoral school administrators also display/show the link to the doctoral admissions page of the faculty website on the doctoral school's website, and only that, because it is always up to date, does not need to be modified, and all interested parties can find information there.

Doctoral school secretaries/administrators shall ensure that all other documents related to admission and training, in particular topic descriptions, training plans, complex examination requirements, and the latest versions of admission evaluation forms, are available, and that the doctoral school's website and current operating regulations can be accessed from the ODT website.

The heads of doctoral schools are responsible for the work of those involved in administration, ensuring that the information, data and documents published in the national admissions information, on the ODT website and on the doctoral school's website are correct, up to date and in accordance with the rules.

Applicants should carefully read the admissions announcement, related detailed information and information sheets on the faculty website and follow the instructions provided.

To summarise the announcement briefly: in order to complete the central application form and the separate supplementary data sheet, and finally to submit them electronically and in paper form, **applicants** must prepare, obtain and present the following:

- a copy of *a university/MA degree certificate with at least a good grade* or, as specified in the information sheet, a document that temporarily replaces it – this is a requirement for applicants in the normal procedure; a separate procedure applies to exceptionally talented students still enrolled in a master's programme.
- copy of language proficiency certificate (or document equivalent to a language exam certificate) – *at least an intermediate level complex state language exam* is required for admission, no exemption is available below this level However, applicants with disabilities or special educational needs are eligible for exemption from this requirement, as determined by an expert opinion.
- *academic (professional) CV* – type not specified
- *research plan* – within the scope specified in the announcement
- *statement from the employer* of applicants who are in employment (which may be replaced by a personal statement) – there is no standard form for this; it should be prepared in free form with content appropriate to the individual situation
- a *separate statement* on the establishment of the legal relationship and the acceptance of the specific conditions of the training (based on a downloadable form), completed, printed and signed in original (with this, the applicant also declares that the information provided on the supplementary data sheet is true)
- a *statement of acceptance by the supervisor* – there is no standard form for this; it is written in free form by the supervisor sought by the applicant
- document confirming payment of *the application fee*
- for applicants *under the age of 30* who are *married and have children*, birth certificates (applicants can indicate on the supplementary data sheet that they are applying for a state scholarship that does not count towards the support period if they need these attachments)

- *a printed, signed original copy of the application form* submitted on the PTE central interface, with all of the above attachments. (This is only at the end of the list because it is the last thing to be produced. It should be placed at the top of the envelope, with everything else as attachments.)

In addition, *applicants must complete a separate supplementary data sheet*, which is used to compare the most relevant data of the applicants and to summarise their professional details, which is also used by the admissions committees. (Only personal and contact details can be obtained from the central interface, not information on formal compliance and professional and academic background, making it difficult for the admissions committees and the BTDT to pre-evaluate and compare applicants' applications, and some of the further work cannot be carried out without the supplementary data sheet.)

Those who are still in the process of obtaining their master's degree at the time of application (e.g. awaiting a language exam certificate) have until 20 July (or the last working day before that date) to submit the missing information. Until then, they will participate in the admission procedure on a conditional basis. (An exception is made for exceptionally talented applicants who are applying in parallel with their master's programme, who are subject to a separate procedure.)

The deadline for applications to be received by post by the Doctoral Office of the Faculty of Humanities at the University of Pécs is **usually** between 22 and **25 May of the given year**. Late applications cannot be accepted for practical reasons. An exception is made for individual candidates who are not participating in the admission procedure but are being assessed for the complex examination.

Starting in the 2016/2017 academic year, in accordance with the national higher education law, **only full-time, i.e. daytime, programmes** are open for application and admission at the doctoral schools belonging to the Doctoral Council of Humanities and Social Sciences.

In May, the **doctoral schools** establish admissions committees, which are sent to the **doctoral council of the respective field of study** for approval. For the programmes of the Doctoral School of Literary and Cultural Studies, the admissions committee usually consists of at least three members, one of whom is the head of the programme.

The **faculty doctoral administrator and the doctoral school secretaries/administrators** download the applications and attachments submitted via the electronic application interface and prepare them for further work by the committees and doctoral school councils.

The **faculty doctoral administrator** files applications received by post in the Poszeidon document management system, checks that the application form and attachments are complete, and draws the attention of the relevant doctoral school/programme to any deficiencies.

After the application deadline, the **faculty doctoral administrator (the BTDT administrator)** compiles the applicants' data from the university's central interface and, in particular, from the separate supplementary data sheet, processes the data for the organisation of oral interviews, data management, decision-making, distributing state scholarship places, and makes the tables available to the doctoral schools and the doctoral council of the scientific field.

The **doctoral school secretaries/administrators** forward the applications prepared for further processing and the data summarised in tables by the faculty doctoral administrator to the doctoral school councils and the admissions committees.

Doctoral school administrators shall proceed in accordance with the requirements of the programme directors and specialised committees in organising oral interviews and maintaining contact with applicants.

The **doctoral school and admissions committees** begin the preliminary evaluation based on the written applications and prepare the scoring tables for the oral interviews.

Doctoral schools/programmes organise oral interviews in the first half of June. The specialised committees keep minutes of the oral interviews, certified by their signatures, and score the applicants' performance on the admission evaluation sheets. Applicants are informed of the results and, in case of rejection, of the detailed reasons for it on the day of the oral interview.

The **doctoral schools** will rank the admission applications on the basis of the scores on the evaluation tables, indicate the minimum score required to qualify for a scholarship place and the minimum score required to be admitted, and, excluding applicants for self-funded training, they also provide a ranking of state scholarship places in the overall ranking.

They also indicate if the applicant has been redirected to and admitted to a programme other than the one selected on the application form. In the case of multiple applications within a doctoral school, they also indicate which application the applicant considers to be their primary one.

In the event of a rejection, in addition to the points, the admission evaluation form must also include a written justification for the rejection in order to prepare the admission decision.

Individual applicants do not need to be ranked. The only exception to this rule is when the professional committee and the doctoral school council do not consider the applicant eligible for the complex exam but deem them worthy of admission, and the applicant agrees to be transferred to the training phase. With such a subsequent modification of the application, the form of financing specified may also be changed by mutual agreement between the doctoral school and the applicant.

The **doctoral school** shall also inform the doctoral council of the scientific field, through the BTDT administrator, of the eligibility of individual candidates for the complex exam. If none of the committees designated for the current complex examination year are suitable for examining the individual preparatory applicant, the BTDT shall also request the approval of a separate committee.

If an individual applicant does not meet the conditions for admission and admission to the complex exam, or if they meet the admission requirements but do not agree to be transferred to the training phase, they have the option of withdrawing their application by submitting a short written statement. Such a statement shall be sent to the BTDT for acknowledgement by the doctoral school.

The **faculty doctoral administrator (the BTDT administrator)** shall compile the admission data received from the doctoral schools into a combined ranking for the doctoral council of the scientific field by converting the results achieved according to the evaluation table of the given programme into percentages.

Based on the admission rankings, the **BTDT** decides on the distribution of state scholarship places among doctoral schools, up to the quota allocated to the scientific field council by the decision of the PTE University Doctoral Council, taking into account the admission proposals of applicants under the age of 30 who are married and have children.

In making its decision, the council may take into account the success rates of doctoral students admitted to state scholarship places in previous years.

The **doctoral schools** shall submit their final proposals in official form, signed by the school director, to the faculty doctoral administrator, i.e. the BTDT administrator, so that the admission decisions can be prepared with the approval of the BTDT. The decisions become final after the replacement of diploma copies that were not yet available at the time of application.

The **faculty doctoral administrator** supplements the applications with documents submitted after the July deadline for submitting missing documents and verifies that the admission requirements regarding qualifications and language exam requirements have been met in the case of those who have participated in the procedure on a conditional basis.

In the doctoral schools belonging to the Doctoral Council of Humanities and Social Sciences, **no supplementary admission procedure is normally announced for** full-time programmes.

The **faculty doctoral administrator (the BTDT administrator)** prepares the admission decisions with specified content and form, has them signed by the BTDT chair, files them individually in the Poszeidon document management system, and sends them by post to those who have been admitted, rejected, or who have successfully passed the complex examination as individual candidates.

The **faculty doctoral administrator** also sends the admission decisions to the doctoral school administrators/secretaries, the university doctoral office, and the Central Study Office.

The **doctoral administrators** publish the admission decisions in anonymised form on the doctoral school's website.

The **faculty doctoral administrator** prepares tables listing new students and programmes, as well as new programmes only, and sends the admission data to the Central Study Office via the faculty Neptun key user.

In addition to sending the admission decisions, enrolment information and academic year schedule information by post, the **faculty doctoral administrator** also contacts applicants by email.

The admissions officer informs the admitted applicants about enrolment, academic periods, student ID card administration, the responsibilities of staff members, contact details, training contracts for self-funded students, and Neptun login details for new students at PTE.

We request that those who have applied to more than one doctoral school (this may affect the group of scholarship recipients) or who may have changed their decision (e.g. due to the form of financing) provide feedback on their enrolment intentions as soon as possible.

After entering the data of newly admitted students into the Neptun study system and during the enrolment period, the **faculty doctoral administrator** supplements the list of modules, specialisations and sample curricula on an individual basis as necessary (only one of these can be specified at the time of admission, but there are usually several, depending on the programme and course of study), corrects and supplements the outdated data of old students already in the system, and supplements the "brought documents" data of new students for the system.

Doctoral programmes provide admitted students with information on the training and research phases, the requirements for the complex exam and the publication requirements for obtaining a degree, as well as professional information on the management of MTMT and ODT data.

Doctoral administrators contact admitted students with specific semester information (announced courses, timetable, consultation days, availability of certain information, persons responsible for tasks, class representatives, etc.).

The **faculty administrator** manages enrolment applications in the Neptun study system, assists with the application for new student ID cards and the validation of student ID cards that are still usable.

The **faculty administrator** keeps the relevant parties (BTDT, doctoral school, doctoral administrator) informed about the status of enrolment, any withdrawals, and changes to scholarship places, and takes the necessary measures (replacement of decisions, handling of withdrawal statements, modification of mailing lists, etc.).

Doctoral administrators record the supervisors in Neptun and on the website of the National Doctoral Council for those who have enrolled. The necessary preparations for the latter are made in cooperation with the students and supervisors.

The admission procedure ends when no further changes are expected among either the rejected or admitted students, the enrolment process for the latter has been finalised, and their form of financing will not change. Normally, this is the end of the enrolment period at the end of September, but in exceptional cases, it is 15 October at the latest, when the semester data are finalised in the Higher Education Information System (FIR) and the National Statistical Data Collection Programme (OSAP). (And when it becomes clear, for example, that a student has already exhausted the number of semesters for which they are eligible for a doctoral state scholarship, but concealed this fact when submitting their application. Changes necessary for this or similar reasons can be made at university level in a separate procedure for a short period after 15 October.

The admission evaluation sheet for IKDI programmes:

	<i>available points / total points</i>	<i>minimum requirement</i>	<i>score achieved</i>
<i>previous academic results</i>	<i>5/100</i>		
<i>language exams</i>	<i>5/100</i>		
<i>TDK activities, results</i>	<i>5/100</i>		
<i>publications</i>	<i>10/100</i>		
<i>Professional and workplace experience</i>	<i>5/100</i>		
<i>research plan</i>	<i>30/100</i>	<i>20</i>	
<i>oral examination</i>	<i>30/100</i>	<i>20/30</i>	
<i>other</i>	<i>10/100</i>		
<i>total</i>	<i>100/100</i>	<i>60/100</i>	
<i>Admission decision</i>	<i>Admitted / Not admitted for the following reasons:</i>		
<i>Detailed explanation in case of rejection</i>			

The IKDI does not set a minimum score for admission to state-funded places. Each year, it decides on the basis of the current composition of applicants, within the limits of the framework offered by the EDT and BTDT. To nominate candidates for state-funded places, the doctoral school compiles a combined ranking of applicants from the two programmes. (An exception is made for foreign nationals, who are not assessed in the same way as Hungarian nationals in this respect.

In the case of exceptionally talented applicants applying for doctoral training in parallel with master's training, the points that can be awarded for previous academic results are calculated by the programmes/admissions committees, taking into account the results of the degree obtained in the basic training or the results of the previous semester of studies in the undivided master's programme.

Unlike other applicants for full-time programmes, in their case there is also a minimum requirement for the sub-scores for "TDK activities, results" and "publications", and their research plan and performance at the oral interview must also exceed the minimum requirement.

Requirements and documents to be submitted for admission (or complex examination) to IKDI programmes:

- Documents certifying qualifications and professional skills

For those who already hold a master's degree (or equivalent old university degree), there are no other requirements apart from a degree of at least good standing, preferably in a relevant field,

and certified language proficiency of at least intermediate level, as well as a research plan that fits the profile of the doctoral school's programmes.

For all degrees that do not include a grade, a document containing academic results (certificate or transcript) and proof of final exam results must be attached.

In the case of an MA degree issued by a foreign higher education institution, a Hungarian translation is required; in the case of a non-MA degree issued by a foreign higher education institution, a decision by the Hungarian Equivalence and Information Centre of the Education Office is also required to recognise the degree as an MA degree.

In the case of university students graduating in the semester of admission – who are still awaiting their degree at the time of application, but who will receive it by July – a certificate issued by the Study Department must be attached (depending on the current situation) regarding their studies / final examination / final exam / the issuance of the degree. Upon receipt of the diploma, a copy must be sent to the Doctoral Office without delay. Until the diploma is issued, the applicant will only participate in the admission procedure on a conditional basis; failure to remedy the deficiency will result in exclusion from the admission procedure.

Documents that may exceptionally replace the above diploma:

In the case of exceptionally talented applicants applying for a doctoral programme to be pursued in parallel with a master's programme based on a bachelor's degree or the last two academic years of an undivided master's programme, in addition to an excellent BA degree, a first place in a TDK section relevant to the field of research or a first, second or third place in an OTDK section, as well as at least two studies published in a Q1 or MTA-certified professional journal, are required. II. or III. place in the OTDK section, as well as at least two studies published in a Q1 or MTA-certified professional journal. Proven knowledge of at least an intermediate level of a foreign language is a mandatory requirement, as it is for other applicants.

- Language proficiency certificate (or document equivalent to a language exam certificate):

At least one intermediate level "C" type state or equivalent state-accredited language exam, primarily in one of the following languages: English, German, French, Russian, Italian, Spanish, Portuguese. (If you have more than one language exam certificate at the time of application, please attach copies of all language exam certificates or other documents certifying your foreign language skills to your application. Later on, certified knowledge of two foreign languages is required to obtain a degree.)

- Scientific (professional) CV, list of publications, proof of previous professional achievements (further details can be found in the information on completing the application form)

- A description of the **planned research topic**, at least 10,000 characters in length.

- **A statement from the employer** confirming that they consent to the doctoral student's enrolment and will allow them to pursue their doctoral studies by granting reduced working hours or reassigning their duties. If the applicant's work schedule is flexible and therefore no reduction in working hours is necessary, or if the applicant will participate in the doctoral programme in another way (e.g. by using their annual leave), please provide proof of this or

have the applicant make a statement to this effect. Those who do not have a job or will no longer be employed at the start of the legal relationship must make a statement to this effect.

There is no standard form for the employer's or applicant's statement; it should be drafted freely, taking into account individual circumstances and agreements.

(In the case of self-funded applicants, the time required to participate in consultations on one day per week must be ensured).

- **Declaration** on the establishment of the legal relationship and acceptance of the specific conditions of the training. The completed form – which can be downloaded as a file [HERE](#) – must be submitted **in the form of a completed, printed and signed original copy**. (On this page, the applicant also declares with their signature the authenticity of the data provided on the online data sheet supplementing the central application form).
- When applying for doctoral programmes belonging to the Doctoral Council of Humanities and Social Sciences, applicants must complete an **additional online data sheet** in addition to the PTE central application form. They assume responsibility for the authenticity and completeness of the data provided therein by signing the declaration referred to in the previous point. The mandatory data sheet can be found [HERE](#). (It does not replace the PTE central application form but supplements it.) This data sheet does not need to be printed out; the aggregated data is required in electronic form for the admission procedure, the allocation of state scholarship places, the preparation of decisions and the preparation of enrolment. The data provided will be used by the doctoral school and faculty administration, the admissions committees, the doctoral school councils and the doctoral councils of the scientific fields.
- At the beginning of the academic year on 1 September, applicants who **are under 30 years of age, married and have children** must also attach their marriage certificate and a document containing the birth certificate of their child in order to be eligible for state scholarship semesters that do not count towards the support period.
- **A statement of acceptance from the supervisor**, as specified on the central application form. (There is no form for this; the selected topic writer may prepare it in any format, with any content and length.)
- A copy of **the document certifying payment of the application fee**.
Transfer information for payment of the application fee:

The application fee is HUF 9,000.

PTE bank account number: **11731001-23135378-00000000**

(IBAN: HU88117310012313537800000000 SWIFT CODE: OTPVHUHB)

Please be sure to write the following in the message field: "..... (PST) (name)
PhD application fee"

PST:

Doctoral School of Literary and Cultural Studies

Literary and Cultural Studies Research Programme

PhD in British, Irish, and American Literatures in English

300998

304666

On the application of individual candidates, the conditions for their admission to the complex examination, the recognition of their credits, and the specific requirements for their degree award procedure

The aim of training based on individual preparation is to enable professionals with assessable teaching and/or research experience and academic achievements to obtain a PhD degree. Hungarian and foreign citizens who have a master's degree and at least one state-recognised intermediate level "C" language exam, significant, verifiable teaching and/or research experience of at least five years, documented scientific achievements, have already begun actual scientific research on the topic they plan to develop in their dissertation and can demonstrate significant results in this research.

Individual applicants who submit their applications do not participate in the admission procedure as detailed in Annex 7. In their case, the admission committees examine not only the conditions for admission, but also the conditions for admission to the complex exam.

Individual applicants may only submit their applications for self-funded financing.

If the individual preparatory applicant meets the general conditions for admission to doctoral training and, based on their professional career and documented research results, the committee and the programme deem that their professional and scientific performance and preparedness meet or exceed the credit requirements of the training and research phase for doctoral students completing a maximum of four active semesters, they may be deemed eligible to sit for the complex exam.

Individual applicants are assessed using the same assessment form as those participating in the regular admission procedure, with the difference that the scores of individual applicants do not have to be included in the overall ranking of the programme, the doctoral school or the scientific field.

In the evaluation, there are minimum requirements for the partial scores that can be awarded for scientific publications and professional and workplace experience (they cannot be zero), and the partial scores for the research plan and oral examination must also convincingly exceed the minimum admission requirements.

The complex exam committee is responsible for assessing the candidate's preparedness, the required performance, the feasibility of the planned research and the fulfilment of the conditions for obtaining the degree.

Individual candidates who successfully pass the complex exam are entitled to enrol at the beginning of the semester following the complex exam, so it is advisable to schedule the examination for candidates taking the complex exam at the end of the training and research phase in the doctoral academic year. (In the spring semester, the complex exam period lasts from mid-June to mid-July, and the doctoral school must take this into account for enrolment in the autumn semester.

In accordance with the relevant government decree in force until 30 June 2025, upon successful completion of the complex exam, individual preparatory students shall be recognised as having

completed all credits required by the curriculum for doctoral students participating in the full programme during the training and research phase. Furthermore, upon separate request and based on the recommendation of the competent academic body, all credits that the individual preparatory student has earned through professional activities, scientific publications, research progress, and the degree of completion of their doctoral thesis that exceed the minimum requirements for admission to the complex exam may be recognised as completed. There are no further detailed legal provisions regarding credit recognition, but in accordance with Government Decree 387/2012, the University Doctoral Council may delegate the right to recognise credits to the doctoral councils of the respective disciplines. In the case of IKDI, the doctoral council for a specific field of study is the Council of the Doctoral School of Literary and Cultural Studies, as it is a doctoral school operating in a specific field of study.

The requirements for individual candidates to complete the dissertation phase, obtain their final certificate, and meet the requirements for their thesis, publication and foreign language requirements, and the evaluation phase of their degree acquisition procedure are subject to the same requirements as those who enter the research and dissertation phase after successfully completing the complex exam in the training and research phase. The deadline for submitting the final version of their thesis differs from that of other doctoral candidates: individual preparatory students must submit their doctoral thesis within five academic years of establishing their student status, in accordance with the government decree in force from 1 July 2025.

About the Complex Exam

In the case of participants in the training and research phase, the semester of the complex exam may only be activated with the permission of the supervisor. The following form shall be used to document the permission:

Supervisor's statement on the activation of the semester

I, the undersigned, hereby declare that the student under my supervision

doctoral student name:

doctoral school:

doctoral programme:

doctoral topic:

academic year, semester:

I authorise the activation of the semester of the complex exam / the semester of the absolutorium,¹ and ensure that they fulfil their obligations by the deadline specified in the academic year schedule.

Date:

Supervisor's name:

Supervisor's educational ID:

.....

¹ Please underline the appropriate option.

Supervisor's signature

Doctoral students participating in the training and research phase must take the complex exam by the end of their fourth active semester at the latest, after completing the minimum number of credits required for the phase. If the doctoral student has completed the number of credits required for admission to the complex exam in less than four active semesters, the complex exam may be taken earlier if the supervisor has given permission, but the semesters not used in the training and research phase cannot be transferred to the research and dissertation phase.

Students participating in the training and research phase may apply for the complex exam by the deadline specified in the doctoral academic year schedule if they have already earned at least 90 credits – including all training credits – and can earn the remaining credits required for research and teaching/research practice during the remainder of the semester.

The credits registered in Neptun will be checked by the doctoral programme administrator when applying for the complex exam and for admission to the complex exam.

Doctoral students participating in the training and research phase can apply for the complex exam on the online platform created for this purpose by the Doctoral Office, attaching the necessary attachments, or, if this is not possible centrally in a given semester, they can do so using the following form:

Complex Exam Application Form

Name:

EHA/Neptun code:

Doctoral school:

Doctoral programme:

Number of active semesters completed during the training and research phase² :

Total number of credits earned during the training and research phase³ :

² Number of active semesters prior to the current semester, max. 3.

³ The number of credits completed in the maximum of 3 active semesters already completed + those already registered in Neptun for this academic year. (Cannot be less than 90.)

Total number of training credits that can be earned during the training and research phase according to the doctoral programme schedule⁴ : Number of credits already earned by the time of application⁵ :

Number of credits planned to be earned by the end of the current semester⁶ :

Name of supervisor:

Doctoral topic, planned title of the dissertation:

I, the undersigned, declare that I have earned at least 90 credits specified in the doctoral programme curriculum as a prerequisite for applying for the complex exam, including all training credits. I will earn the remaining credits required for admission to the complex exam by the end of the semester, thereby fulfilling all credits required for the training and research phase of the programme curriculum.

I declare that I am familiar with the topics of the theoretical part of the complex exam and the Literary of the discipline, and I am ready to give an account of my current theoretical and methodological knowledge. I am familiar with the Literary in my own field of research and am prepared to report on my research in my doctoral topic and my published scientific papers. I have completed my research plan for the second stage of my doctoral training, as well as the schedule for the preparation of my dissertation and the publication of my results. I am ready to submit the documents specified in the doctoral school regulations.

I also declare that I have not failed any doctoral procedures/complex examinations in the past two years, and that my doctoral degree has not been revoked within the past five years.

Date:

Doctoral student's signature

I accept the application for the complex exam.

Date:

Head of the school /programme director
signature

⁴ Training credit = "contact hour" credit. In accordance with local regulations, approximately 30% of all credits, i.e. around 70 points. (Except for NYDI.)

⁵ To be admitted to the complex examination, this amount must match the previous number, i.e. the total training credits.

⁶ The total number of credits required for the training phase (approx. 120) minus the total number of credits already registered in Neptun for that phase. (See number marked with footnote 2)

In addition to the general legal and university regulations governing the complex examination, its conduct and results, and the composition of the examination committee, the professional requirements are determined by the IKDI for each programme according to the date of establishment of the legal relationship and published on its website.

The complex examination is graded on a two-point scale: *pass* or *fail*. The examination committee evaluates the theoretical and dissertation parts of the examination separately. In IKDI programmes, the results are determined using a scoring system in order to provide more accurate feedback on the doctoral student's performance. Doctoral students receive a pass if they achieve at least 60% of the available points in both the theoretical part and the report on their scientific progress. The overall result of the complex exam is the arithmetic mean of the percentage results of the two parts of the examination.

Complex exam requirements for IKDI programmes

In the theoretical part, doctoral students demonstrate their knowledge of the relevant scientific Literary and their current theoretical and methodological knowledge by presenting a main topic predetermined by the complex examination committee in a closed session, followed by an additional topic:

Topics accepted between the 2016/2017 and 2023/2024 academic years:

Hungarian-language training

Elméleti alapkérdések

- ShaunMcNiff: Art as Research: Opportunities and Challenges, London, Intellect, 2013.
- Auerbach, Erich: Mimézis. A valóság ábrázolása az európai irodalomban, Budapest, 1985
- de Certeau, Michel: A cselekvés művészete, Budapest, 2010
- Compagnon, Antoine: Az elmélet démona, Pozsony, 2006
- Eco, Umberto: La Mancha és Bábel között. Irodalomról, Budapest, 2004
- Bacsó Béla (szerk.) Kép - fenomén – valóság, Budapest, 1997
- Benjamin, Walter: A műalkotás a technikai sokszorosíthatóság korában In: Kommentár és prófécia, Budapest, 1969

Az irodalomelmélet története

- Judith Butler, Esetleges alapok. A feminizmus és a „posztmodern” kérdés. Thalassa. 1997. Újabb megjelenés in Csabai Márta – Erős Ferenc (szerk.): Freud titokzatos tárgya. Pszichoanalízis és női sexualitás. Budapest, Új Mandátum. 1997. 256–27.
- Bókay A.--Vilcsek B. (szerk.) A modern irodalomtudomány kialakulása, Budapest, 1998
- Bókay A.--Vilcsek B.--Szamosi G.--Sári L. (szerk.) A posztmodern irodalomtudomány kialakulása , Budapest, 2002
- Thomka Beáta (szerk.) Az irodalom elméletei 1-5. Pécs, 1996-1997

Hermeneutika

- Thomas Postlewait: Történelem, hermeneutika és elbeszélésmód. (Kékesi Kun Árpád ford.) Theatron, 1999/3. 58-67.
- Szondi, Peter: Bevezetés az irodalmi hermeneutikába, Budapest, 1996
- Gadamer, Hans Georg: A szép aktualitása, Budapest, 1994
- Ricœur, Paul: A diszkurzus hermeneutikája. Paul Ricoeur válogatott tanulmányai, Budapest, 2010
- Ricœur, Paul: Az élő metafora, Budapest, 2006
- Ricœur, Paul: Válogatott irodalomelméleti tanulmányok, Budapest, 1999
- Heidegger, Martin: A műalkotás eredete, Budapest, 1988

Dekonstrukció

- Marco de Marinis, Történelem és történetírás. In: Demcsák Katalin – Kiss Attila Attila (szerk.), Színház-szemiográfia, Szeged, Jate Press, 1999.
- Culler, Johnatan: Dekonstrukció, Budapest, 1997
- de Man, Paul: Az olvasás allegóriái, Szeged, 1999
- Derrida, Jacques: Grammatológia, Typotext, 2014

Narratológiai problémák

- Jákfalvi Magdolna (szerk.): A performativitás. Filológiai Közlöny, 2016/IV.
- Bahtyin, Mihail: A szó esztétikája, Budapest, 1976
- Bahtyin, Mihail: Dosztojevszkij poétikájának problémái, Budapest, 2001
- Genette, Gérard: Metalepszis, Pozsony, 2006
- Uszpenszkij, B. V.: A kompozíció poétikája, Budapest, 1984
- Thomka Beáta (szerk.) Narratívák 1-12. Budapest, 1998-2014
- Irodalom és társadalom
- Bednancs Gábor, Bónus Tibor (szerk.): Kulturális közegek. Médiumok a 20. század első felében Magyarországon. Ráció, Budapest, 2005.
- Cavallo, Guglielmo –Chartier, Roger (szerk.): Az olvasás kultúrtörténete a nyugati világban. Budapest, 2000
- Bourdieu, Pierre: A művészet szabályai. Az irodalmi mező genezise és struktúrája. Budapest, 2013
- Gilbert E.—Kovács Á. (szerk.) Kultúra, szöveg, narráció, Pécs, 1994
- Takáts József (szerk.) Az irodalmi kultusz kutatás kézikönyve. Budapest, Kijárat, 2003.
- Wessely Anna (szerk.) A kultúra szociológiája, Budapest, 2003

Történet, történelem, mikrotörténelem

- Assmann, Jan: A kulturális emlékezet. Írás, emlékezés és politikai identitás a korai magaskultúrákban. Budapest, 1999: 11-158.
- Ginzburg, Carlo: Nyomok, bizonyítékok, mikrotörténelem. Budapest, 2010
- Koselleck, Reinhart: Elmúlt jövő. A történelmi idők szemantikája. Budapest, 2003
- Fischer-Lichte, Erika: A dráma története. Pécs, 2001
- Foucault, Michel: A tudás archeológiája. Budapest, 2001
- White, Hayden: A történelem terhe, Budapest, 1997
- Magyar irodalomtörténet-írási problémák

- Kékesi Kun Árpád: A Philther mint historiográfiai modell. *Theatron*, 13. 1. 2014. 28–32.
- Jákfalvi Magdolna: A Philther-módszer mint színháztörténet-írás, *Hungarológiai Közlemények*, 2019/2. 1–16.
- Dávidházi Péter: *Per passivam resistantiam*, Budapest, 1998
- Martinkó András: A földi menny eszméje Vörösmarty életművében. = M.A.: *Teremtő idők*, Bp., 1977.
- Takáts József: *Ismerős idegen terep*, Budapest, 2007
- Margócsy István: *Az égi és földi virágzás tükre*, Budapest, 2007
- Milbacher Róbert: *Bábel agoráján*, Pécs, 2015
- Porkoláb Tibor: A „Dicsőség Temploma”-képzet és a bárdköltészeti szerephagyomány. = *Itk* 2002/12.

Romantika

- Fischer-Lichte, Erika: *A dráma története*. Kiss Gabriella ford., Pécs, Jelenkor, 2001
- Rohonyi Zoltán: *A romantikus korszakküszöb*, Budapest, 2001
- Szegedy-Maszák Mihály: *A magyar irodalmi romantika sajátosságai* = Sz-M. M.: „Minta a szönyegen”. *A műértelmezés esélyei*, Budapest, 1995: 119–128.
- Hites Sándor: *A magyar regénytörténet „megalapítása”* = *A magyar irodalom története*. 1800-1919-ig. Budapest, 2007: 196-212.
- Gere Zsolt: „Hat gím jöve sebtén elébe” (Vörösmarty eposzterve és östörténeti felfogása a Zalán futását követően). = *ItK* 2000/3-4. 454-496.

Komparatiztika, világirodalom és a fordítás problémái

- Vita Arany János Szentiványi álom-fordításának átdolgozásáról. In: *A műfordítás elveiről*, szerk. Józán Ildikó. Budapest, Balassi, 2008. 413–430.
- Casanova, Pascale: *La république modiale des Lettres*, Paris, 1999
- Damrosch, David: *How to Read World Literature*, Wiley-Blackwell, 2009
- Damrosch, David: *What Is World Literature?* Princeton UP 2003
- Haun Saussy (szerk.) *Comparative Literature in an Age the Globalization*, Boston, 2006
- Helikon. *Irodalomtudományi Szemle*, MTA, Budapest (Komparatiztikai kutatások az ezredfordulón 2014. 4; *Transznacionális perspektívák az irodalomtudományban* 2015. 2.)
- CLCWeb: *Comparative Literature and Culture* -- http://docs.lib.purdue.edu/clcweb/?utm_source=docs.lib.purdue.edu%2Fclc...
- Steiner, George: *Bábel után. Nyelv és fordítás I-II*. Budapest, 2005-2009
- Szegedy-Maszák Mihály: *Megértés, fordítás, kánon*, Pozsony, 2008.

English-language programme – launched in the 2002/2023 academic year

1. *Histories of the Novel: the afterlives of 19th-century novelistic genres*

- Boxall, Peter, ed. *The Cambridge Companion to British Fiction: 1980-2018*. Cambridge UP, 2019.

- Boxall, Peter and Bryan Cheyette, eds. *The Oxford History of the Novel in English. Vol. 7: British and Irish Fiction since 1940*. Oxford UP, 2016 (online: 2018).
- McHale, Brian and Len Platt, eds. *The Cambridge History of Postmodern Literary*. Cambridge UP, 2016.

Suggested further readings:

- Maunder, Andrew. "Mapping the Victorian Sensation Novel: Some Recent and Future Trends." *Literary Compass*, vol. 6, no. 2, 2005, pp. 1–33.
- Mullan, John. *Why the Novel Matters*. Oxford UP, 2006.

2. Systemic Approaches to Contemporary American Literatures & Culture

- Dango, Michael. *Crisis Style: The Aesthetics of Repair*. Stanford UP, 2021.
- McGurl, Mark. *The Program Era: Postwar Fiction and the Rise of Creative Writing*. Harvard UP, 2009.
- Rebein, Robert. *Hicks, Tribes & Dirty Realists: American Fiction After Postmodernism*. UP of Kentucky, 2009.

Suggested further readings:

- Duvall, John N., ed. *The Cambridge Companion to American Fiction after 1945*. Cambridge UP, 2012.
- Savvas, Teophilus and Christopher K. Coffman. "American Fiction After Postmodernism." *Textual Practice*, vol. 33, no. 2, 2019, pp. 195-212. [Republished as: Coffman, Christopher K. and Teophilus Savvas, eds. *After Postmodernism: The New American Fiction*. Routledge, 2020].

3. Postcolonialism and Multiculturalism in English-Speaking Cultures

- Ashcroft, Bill, Gareth Griffiths, and Helen Tiffin, eds. *Post-Colonial Studies: The Key Concepts*. Routledge, 2013.
- Quayson, Ato, ed. *The Cambridge History of Postcolonial Literary*. Cambridge UP, 2021.
- Stierstorfer, Klaus and Janet Wilson, eds. *The Routledge Diaspora Studies Reader*. Routledge, 2017.

Suggested further readings:

- Chibber, Vivek and Rosie Warren, eds. *The Debate on Postcolonial Theory and Spectre of Capital*. Verso, 2016.
- Martynuska, Malgorzate and Elzbieta Rokosz-Piejko, eds. *New Developments in Postcolonial Studies*. Peter Lang, 2017.

4. Popular Culture and Literature

- Darley, Andrew. *Visual Digital Culture*. Routledge, 2001.
- Fiske, John. *Understanding Popular Culture*. Routledge, 1989.
- Gelder, Ken. *Popular Fiction. The Logics and Practices of a Literary Field*. Routledge, 2004.

Suggested further readings:

- Glover, David and Scott McCracken, eds. *The Cambridge Companion to Popular Fiction*. Cambridge UP, 2012.
- James, Edward and Farah Mendlesohn, eds. *The Cambridge Companion to Science Fiction*. Cambridge UP, 2003.

5. Approaches to Narrative

- Herman, David, James Phelan, Peter J. Rabinowitz, Brian Richardson, and Robyn Warhol. *Narrative Theory: Core Concepts and Critical Debates*. Ohio State UP, 2012.
- Herman, David, ed. *The Cambridge Companion to Narrative*. Cambridge UP, 2007.
- Ryan, Marie-Laure, ed. *Narratives Across the Media. The Languages of Storytelling*. University of Nebraska Press, 2004.

Suggested further readings:

- Abbott, H. Porter. *The Cambridge Introduction to Narrative*. Cambridge UP, 2002.
- Herman, David, Manfred Jahn, and Marie-Laure Ryan, eds. *Routledge Encyclopedia of Narrative Theory*. Routledge, 2007.

6. Environmental Humanities

- Braidotti, Rosi. *The Posthuman*. Polity, 2013.
- Latour, Bruno. *We Have Never Been Modern*. Trans. Catherine Porter. Harvard UP, 1993.
- Robles, Mario Ortiz. *Literary and Animal Studies*. Routledge, 2016.

Suggested further readings:

- Garrard, Greg, ed. *The Oxford Handbook of Ecocriticism*. Ed. Greg Garrard. Oxford UP, 2014.
- Heise, Ursula, Jon Christensen, and Michelle Niemann, eds. *The Routledge Companion to the Environmental Humanities*. Routledge, 2017.

7. Utopian Studies

- Czigányik, Zsolt, ed. *Utopian Horizons: Ideology, Politics, Literary*. Central European UP, 2017.
- Levitas, Ruth. *The Concept of Utopia*. Syracuse UP, 1990.
- Pintér, Károly. *The Anatomy of Utopia: Narration, Estrangement and Ambiguity in More, Wells, Huxley and Clarke*. McFarland & Company, 2010. (Critical Explorations in Science Fiction and Fantasy, 23.)

Suggested further readings:

- Claeys, Gregory, ed. *The Cambridge Companion to Utopian Literary*. Cambridge UP, 2010.
- Lyman Tower Sargent. *A Very Short Introduction to Utopianism*. Oxford UP, 2010.

8. Transformations in Irish Literature: history, identity, (trans)nationality

- Grene, Nicholas. *The Politics of Irish Drama: Plays in Context from Boucicault to Friel*. Cambridge UP, 2000.
- Ingman, Heather. *A History of the Irish Short Story*. Cambridge UP, 2009.
- Lonergan, Patrick. *Irish Drama and Theatre since 1950*. Methuen, 2019.

Suggested further readings:

- Kirby, Peadar, Luke Gibbons, and Michael Cronin, eds. *Reinventing Ireland: Culture, Society and the Global Economy*. Pluto, 2002.
- Pilny, Ondrej, Clare Wallace, eds. *Global Ireland: Irish Literatures for the New Millennium*. Syracuse UP, 2006.

9. Cultural Studies

- Butler, Judith. *Bodies that Matter: On the Discursive Limits of Sex*. Routledge, 2011.
- Harvey, David. *The Condition of Postmodernity: An Inquiry into the Origins of Cultural Change*. Blackwell, 1991.
- Jameson, Fredric. *The Political Unconscious: Narrative as a Socially Symbolic Act*. Cornell UP, 1982.

Suggested further readings:

- During, Simon, ed. *The Cultural Studies Reader*. 2nd edition. Routledge, 1999.
- Williams, Raymond. *Keywords: A vocabulary of culture and society*. Oxford UP, 1987.

10. Reading list in line with the applicant's field of research to be compiled by supervisor

Topics for students admitted in the 2024/2025 academic year or thereafter:

Hungarian-language programme

A prerequisite for applying for the complex exam is the preparation of a report on academic progress (to be submitted in electronic form to the DI at the latest at the time of application for the complex exam). The report shall include:

- a detailed list of publications and conference presentations related to the topic of the dissertation, with MTMT links
- the planned table of contents of the dissertation and a completed chapter (minimum 40,000 characters)
- a research plan for the next two years, broken down by semester
- a detailed bibliography
- supervisor's recommendation

In the theoretical part, the doctoral student provides information on their knowledge of the relevant scientific Literary and their current theoretical and methodological knowledge based on the topics specified in advance. Of the topics, the main topic relevant to the field of research is designated by the DIT when applying for the complex exam, and the examinee chooses their own topic from among those proposed. In the complex exam, the candidate presents a detailed bibliography for both topics, on the basis of which they give a 2x15-minute summary presentation on the characteristics of the main and secondary topics. The committee grades the theoretical summary on a scale of 1 to 5. The exam is considered successful if the examination committee awards the doctoral candidate at least 60% of the available points.

Topics

1. Realistic representations, fictions, biofictions
2. Understanding stories and history
3. Writing literary and cultural history
4. Reading techniques, deconstruction, hermeneutics
5. Writing techniques, narratology, dramaturgy
6. Cultural contexts, rules, network society
7. Forms of translation, comparative Literary

English-language training

1. *Histories of the Novel: the afterlives of 19th-century novelistic genres*

- Maunder, Andrew. "Mapping the Victorian Sensation Novel: Some Recent and Future Trends." *Literary Compass*, vol. 6, no. 2, 2005, 1–33.
- MacKay, Marina. *The Cambridge Introduction to the Novel*. Cambridge UP, 2010, 1-15, 99-114, 148-158.
- Hammond, Brian and Shaun Regan. *Making the Novel*. Palgrave Macmillan, 2006. Preface and chapter 1.

Primary Readings:

- Bram Stoker, *Dracula*.
- John Fowles, *The French Lieutenant's Woman*.

2. Systemic Approaches to Contemporary American Literatures & Culture

- Dango, Michael. "Styles of Repair", *Crisis Style: The Aesthetics of Repair*. Stanford UP, 2021, 1-46.
- McGurl, Mark. "Introduction: Halls of Mirror", *The Program Era: Postwar Fiction and the Rise of Creative Writing*. Harvard UP, 2009, 1-74.
- Rebein, Robert. "After Postmodernism", *Hicks, Tribes & Dirty Realists: American Fiction After Postmodernism*. UP of Kentucky, 2009, 1-21.

Primary Readings:

- Pynchon, Thomas. *The Crying of Lot 49*.
- Egan, Jennifer. *A Visit from the Goon Squad*.

3. Postcolonialism and Multiculturalism in English-Speaking Cultures

- Ashcroft, Bill, Gareth Griffiths, and Helen Tiffin, "Issues and debates" *The Post-Colonial Studies Reader*. Routledge 2006, 9-70.
- Stierstorfer, Klaus and Janet Wilson, eds. "Terms and conceptions" *The Routledge Diaspora Studies Reader*. Routledge, 2017, 1-21.

Primary Readings:

- Conrad, Joseph. *Heart of Darkness*.
- J. M. Coetzee. *Foe*.

4. Popular Culture and Literature

- Darley, Andrew. *Visual Digital Culture*. Routledge, 2001.
- Gelder, Ken. *Popular Fiction. The Logics and Practices of a Literary Field*. Routledge, 2004.

Primary readings:

- Tolkien, J.R.R. *Lord of the Rings*.
- Gibson, William. *Neuromancer*.

5. Approaches to Narrative

- Lanser, Susan S. "Toward a Feminist Narratology." *Style*, vol. 20, no. 3, 1986, 341–63.
- Thon, Jan-Noël. "Transmedial Narratology Revisited: On the Intersubjective Construction of Storyworlds and the Problem of Representational Correspondence in Films, Comics, and Video Games." *Narrative* 25.3 (October 2017), 286-320.
- Herman, David. "Narrative Ways of Worldmaking," Sandra Heinen & Roy Sommer (eds.), *Narratology in the Age of Cross-Disciplinary Research*, de Gruyter, 2009, 71-87.

Primary Readings:

- Emily Brontë: *Wuthering Heights*
- Don DeLillo: *White Noise*

6. Environmental Humanities

- Kerridge, Richard. "Ecocritical Approaches to Literature Form and Genre: Urgency, Depth, Provisionality, Temporality." Garrard, Greg, ed. *The Oxford Handbook of Ecocriticism*. Oxford UP, 2014. 361-76.
- Raine, Amme. "Ecocriticism and Modernism." Garrard, ed. *The Oxford Handbook of Ecocriticism*. 98-117.
- Strathern, Marilyn. "Naturalism and the Invention of Identity." Jensen, Casper Bruun and Atsuro Morita, eds. *Multiple Nature-Cultures, Diverse Anthropologies*. Berghann, 2019. 15–30.
- Pickering, Andrew. "The Ontological Turn: Taking Different Worlds Seriously." Jensen and Morita, eds. *Multiple Nature-Cultures*. 134–150.

Primary Readings:

- William Faulkner: *Absalom, Absalom!*
- Marilynne Robinson: *Housekeeping*

7. Utopian/Dystopian Studies

- Czigányik, Zsolt, ed. *Utopian Horizons: Ideology, Politics, Literary*. Central European UP, 2017. Intro + 3 selected chapters.
- Pintér, Károly. *The Anatomy of Utopia: Narration, Estrangement and Ambiguity in More, Wells, Huxley and Clarke*. McFarland & Company, 2010. (Critical Explorations in Science Fiction and Fantasy, 23.), 1-96.
- Gregory Claeys. "Dystopia." *The Palgrave Handbook of Utopian and Dystopian Literatures*, edited by Fátima Vieira, Jennifer A. Wagner-Lawlor, and Peter Marks, Palgrave Macmillan, 2022, 53–64.

Primary reading:

- Thomas More: *Utopia*
- George Orwell: *Nineteen Eighty-Four*

8. Transformations in Irish Literature: history, identity, (trans)nationality

- Grene, Nicholas. "Stage Interpreters." *The Politics of Irish Drama: Plays in Context from Boucicault to Friel*. Cambridge UP, 2000, 5-50.
- Paul, Salomé. "A Feminist Tragedy? Marina Carr's Subversion of Euripides' Medea in *By the Bog of Cats*..." *CompLit. Journal of European Literary, Arts and Society*, n° 4, 2022:2, Varia, 193-214.
- Armie, Madalina. "Theorising and Discussing Ireland and Its People in the Context of the Post-Celtic Tiger Republic" In: *The Irish Short Story at the Turn of the Twenty-First Century*. Routledge, 2023.
- D'hoker, Elke. "Introduction." *Irish Women Writers and the Modern Short Story*. Palgrave, 2016. 1-20.

Primary readings:

- Brian Friel: *Translations*. In: *Plays One*. Faber, 1996.
- Carr, Marina. *By the Bog of Cats*. In: *Plays One*. Faber, 2000.
- Enright, Anne. *The Granta Book of the Irish Short Story*. Granta, 2011.

9. Cultural Studies

- Butler, Judith, "Subjects of Sex/Gender/Desire", *Bodies that Matter: On the Discursive Limits of Sex*. Routledge, 2011, 3-44.
- During, Simon, "Introduction", *The Cultural Studies Reader*. 2nd edition. Routledge, 1999, 1-28.
- Jameson, Fredric. "On Interpretation: Literary as a Socially Symbolic Act", *The Political Unconscious: Narrative as a Socially Symbolic Act*. Cornell UP, 1982, 17-102.

Primary Readings:

- Virginia Woolf, *To the Lighthouse*
- Jonathan Franzen, *The Corrections*

10. Reading list in line with the applicant's field of research to be compiled by supervisor

Sample minutes for complex exam

ID: _kv_2025

Complex exam minutes

Higher education institution: University of Pécs

Institutional ID: FI58544

Doctoral school:

Doctoral programme:

Doctoral student's name:

Student ID number: 7

Student's institutional ID (Neptun code):

Doctoral candidate's master's degree(s) or university degree(s) on the basis of which they were admitted to the doctoral programme:

University:

qualification:

date of issue:

university:

qualification:

Date of issue:

Existing language exam(s) required for doctoral degree (language, level, type) and additional language skills not certified by a language exam certificate:

language:

language:

level:

level:

type:

type:

date of issue:

date of issue:

language:

language:

Level:

Level:

Supervisor's name:

Dr.

Supervisor's ID number:

7

Examination location:

Date and time of examination:

Committee attendance sheet

Complex examination date:

Name of complex examinee:

Name of committee chair:

Place of work, position: University of Pécs,

academic degree (*DSc/CSc/PhD*), title (*habilitated doctor*):

Teacher identification number: 7

Signature:

.....

Members of the committee

Name:

Place of work, job title:

Academic degree (*DSc/CSc/PhD*), title (*habilitated doctor*):

Teacher identification number: 7

Signature:

.....

Name:

Place of work, position:

Academic degree (*DSc/CSc/PhD*), title (*habilitated doctor*):

Teacher identification number: 7

Signature:

.....

Theoretical part of the complex exam:

(Reporting on knowledge of the scientific Literary and current theoretical and methodological knowledge in accordance with the subjects/topics included in the programme's training plan.)

1. Subject/topic

Questions, answers, evaluation of answers:

Score for the first topic of the theoretical part:

Score received:

2. Subject/topic

Questions, answers, evaluation of answers:

Score for the second topic of the theoretical part:

Score obtained:

Overall assessment of the theoretical part of the complex examination:

Total points available in the theoretical part:

Score achieved out of the total possible score:

Final result: , % pass / fail⁷

Complex examination dissertation section:

(Report on academic progress: the examinee gives an account of their knowledge of the Literary in the form of a presentation, reports on their research results, describes their research plan for

⁷ The exam part is successful if the doctoral student has obtained at least 60% of the available points.

The overall examination result calculated using the traditional average of the theoretical part (%) and the dissertation part (%): % – passed / failed⁹

Date of preparation of the minutes:

Name of the person who prepared the minutes:

Signature:

.....

The chairperson's signature certifying the minutes:

⁹ The complex examination is successful if the doctoral student achieves a "pass" result in both parts.

Registration of doctoral students with 180 credits for the degree award procedure, their doctoral candidate status, degree award procedure, complex exam, publication and language proficiency requirements for the award of their degree

In accordance with the legal regulations, doctoral students and doctoral candidates who established their doctoral student status or doctoral candidate status prior to the 2016/2017 academic year may obtain a doctoral degree in accordance with the provisions of the Higher Education Act and Government Decree 387/2012. (XII. 19.) on doctoral schools, doctoral procedures and habilitation, which was in force on 31 August 2016, and may therefore participate in a separate degree award procedure after completing their doctoral training.

The doctoral degree procedure begins with an application and its acceptance. Applications from those who have successfully completed 180 credits of doctoral training at the University and obtained an absolutorium cannot be rejected. On the application form, the applicant also declares that they are not currently enrolled in a doctoral degree programme in the same field, that their application for a degree programme has not been rejected within the last two years, and that they have not failed a doctoral defence within the last two years.

Registration for the degree programme and documentation of the application are done using the following form designed for this purpose:

**Application for doctoral (PhD) degree programme
(for doctoral students who have completed the 180-credit system at the Faculty of
Humanities, University of Pécs)**

I. Details

Name, birth name:

EHA/Neptun code:

Mother's name:

Place and date of birth: Nationality:

Postal address:

Email address:

Doctoral school:

Programme:

Name of supervisor(s):

Title of doctoral dissertation:

Date of issue of certificate of completion:

Declaration:

I, the undersigned, declare that I have not previously submitted my doctoral thesis submitted in the present procedure to any other doctoral school (neither at a domestic nor a foreign university), my application for the degree award procedure has not been rejected within the last two years, I have not had any unsuccessful doctoral procedures in the past two years, and my doctoral degree has not been revoked within the past five years.

Date:

.....
Signature of the applicant

II. The publications are listed in the database and are public.

Date of verification:

III. Position of the school/programme director (please tick the appropriate box)

1. I support the acceptance of the application.

2. I do not support the acceptance of the application. Reason:

Date:

.....
Head of school/programme

The doctoral candidate is participating in the doctoral degree programme. On the basis of the recommendation of the programme and doctoral school responsible for the field of study, the Doctoral Office of the Faculty of Humanities will ensure that the doctoral candidate's record is created by the Central Study Office of PTE OIG.

The doctoral candidate status is established regardless of the specific period of the academic year or semester, on the date of acceptance of the application for the degree programme, for a maximum period of two calendar years.

Doctoral candidate status shall terminate upon completion of the degree programme, or if the doctoral candidate has not passed the complex exam or submitted their doctoral thesis within two years of the date of establishment of their status. (If the doctoral candidate has not taken the complex exam and has not submitted their thesis during the term of the legal relationship, or has not submitted their thesis after passing the complex exam, or has submitted their thesis but did not take the complex exam and thus the defence of the thesis could not be organised, the two-year waiting period shall not apply when initiating the establishment of a new doctoral candidate legal relationship.

Doctoral candidate status may be terminated immediately during the procedure by decision of the doctoral council of the scientific field if it is proven that, contrary to their declaration of originality, the candidate has presented another person's intellectual work as their own in their submitted thesis or has used false or falsified data in the preparation of their thesis.

Requirements for obtaining a doctoral degree in the case of doctoral candidates:

- a) fulfilment of the obligations set out in these regulations,
- b) successful completion of the doctoral examination,
- c) knowledge of two foreign languages necessary for the pursuit of the field of science, as well as appropriate certification of language proficiency (as specified in Annex 13),
- d) presentation of independent scientific work in the form of articles, studies or other means (the minimum requirements are set out in the relevant section of Annex 12, depending on the start date of the doctoral candidate's legal status), recording in the national scientific bibliographic database (MTMT),
- e) independent completion of a scientific or artistic task, presentation of a dissertation or work, successful defence of the results in a public debate (see also Annex 11)
- f) the certificate of completion issued by the Doctoral Office, which certifies the completion of the required 180 credit points or 36 months of training, and on the basis of which the doctoral candidate status could be established. (The certificate of completion was issued at the student's request, on the basis of the professional recommendation of the head of the doctoral school/programme director, after verification of the registration and publication data in the MTMT, provided that the conditions were met.

Doctoral complex exam

For doctoral students/doctoral candidates who established their legal status before the start of the 2016/2017 academic year, the doctoral examination is part of the procedure for obtaining a doctoral degree, and it is a summary and review-type assessment of the knowledge acquired by the person participating in the doctoral procedure in their field of study.

The topics of the complex exam are determined by the professionally competent programme with the approval of the doctoral council of the scientific field. The topics must be made available to the candidate at least one month before the scheduled complex exam.

The doctoral complex exam must be taken publicly before an examination committee within two years of the acceptance of the application for the degree (i.e. from the start of the doctoral candidate's status). If the candidate submits their thesis during the two-year doctoral candidacy period before passing the complex exam, the examination must be organised during the thesis review period, and the submission of the thesis shall be considered as an application for the complex exam.

The complex exam committee shall be appointed by the doctoral council of the scientific field, on the basis of the recommendation of the doctoral programme and the doctoral school council. The complex exam committee shall consist of at least three members. The members of the complex exam committee must hold a scientific degree. When forming the complex exam committee, it must be ensured that one third of the committee, but at least one member, is a person who is not employed by the University. For the purposes of this provision, a Professor Emeritus shall be considered a person employed by the University.

The chair of the examination committee may only be a university professor, Professor Emeritus or habilitated associate professor, or habilitated college professor.

The doctoral candidate's supervisor, close relatives, and anyone who cannot be expected to judge the case objectively may not be members of the complex exam committee.

Members of the defence committee may not be members of the examination committee; participation in a degree award procedure is only possible in one capacity.

The members of the committee are invited in writing by the doctoral school on the basis of the authorisation of the doctoral council of the scientific field, and the doctoral candidate is also notified in writing of the composition of the committee and the subjects of the complex exam.

During the complex exam, the doctoral candidate demonstrates their knowledge of the discipline in the topics/questions of one main subject and one secondary subject.

The examination committee shall decide on the acceptance of the complex exam in a closed session, by secret ballot (for which the university doctoral regulations recommend a score between 1 and 5), which requires 60% of the scores given by the members of the committee present. The grades for a successful complex exam are: summa cum laude (above 85%), cum laude (71-85%), rite (60-70%). If the complex exam is graded below 60%, it is considered unsuccessful.

The result of the examination must be announced immediately after the examination. Minutes of the doctoral examination must be taken in accordance with the content specified by law.

In the event of an unsuccessful doctoral examination, the examination may be repeated once during the doctoral candidate's term of office, but this may take place no earlier than six months after the original examination. In the event of two unsuccessful doctoral examinations, the procedure is deemed unsuccessful, and, upon the recommendation of the doctoral school, the doctoral council of the scientific field shall terminate the procedure, terminate the legal relationship, and not allow a new degree procedure to be initiated within two years.

The doctoral defence may only take place after a successful doctoral examination.

Examination minutes

Higher education institution: University of Pécs

Institutional ID: FI58544

Doctoral school:

Doctoral programme:

Name of doctoral candidate:

Student identification number (OM identification number):

Doctoral candidate's institutional identification code (ETR EHA/Neptun):

Doctoral candidate's master's degree(s) or university degree(s) on the basis of which they were admitted to doctoral training/degree programme (university, qualification, date):

Language exams required for the doctoral candidate to obtain a degree (language, level, type, date):

Name of supervisor:

Supervisor's identification number:

Place of examination:

Date and time of the examination:

Questions, answers, evaluation of answers (partial scores – total possible score and actual score obtained):

Overall exam result (total points available and points obtained):

Summary text evaluation of the examination:

Overall result of the examination: / points - % - passed / failed

Name, teacher ID number and signature of the chair of the committee:

Name, place of work, position, instructor ID number and signature of the committee members:

Date of preparation of the minutes:

Name and signature of the person responsible for the minutes:

The part of the degree acquisition procedure following the doctoral examination

Following a successful complex exam, the public defence of the PhD dissertation may be organised. The public discussion of the thesis submitted during the doctoral candidate's term of office may take place with the support of two opponents. Apart from the fact that the procedure must be completed within one year of the submission of the thesis and that the results of the examination are taken into account in the grading of the degree, the degree award procedure does not differ for students admitted before and after the 2016/2017 academic year after the submission of the dissertation. *Annex 11* provides for the doctoral thesis, its review and public defence, and the conclusion of the degree procedure.

In degree programmes commenced under doctoral candidate status, the degree classification is calculated as the weighted average of the results of the complex exam and the defence: 30% of the complex exam result and 70% of the defence result.

The PhD thesis, the procedure for the public defence of the dissertation, the defence minutes, the completion of the degree programme

The doctoral thesis is a summary of the doctoral candidate's objectives, new scientific results, knowledge of the Literary and research methods, written in Hungarian or in a foreign language justified by the profession, which proves that the candidate is capable of independently solving scientific tasks in accordance with the requirements of the degree.

The title page of the doctoral dissertation must include the author, the doctoral school, the supervisor or supervisors, and the place and date of preparation. The dissertation must include a table of contents, a summary in Hungarian, and a bibliography. The latter must also include the scientific publications used in the candidate's dissertation. The dissertation may include appendices (e.g. photographs, document collections, etc.). If a summary is prepared in a foreign language, it should primarily be in English, but upon request, the doctoral school may accept other foreign languages. When submitting the thesis, the doctoral candidate/doctoral student declares the originality of the work presented, and the supervisor declares that he/she has read the thesis and recommends it for review and public discussion.

The thesis must be accompanied by the thesis abstracts in the prescribed form and number of copies. The thesis booklet of the doctoral thesis presents a summary of the results of independent scientific work or independent artistic creative activity. The results must be presented in a uniform, self-explanatory system, with new findings listed item by item, on the basis of the applicant's professional publications and artistic works.

The doctoral dissertation and its theses are open to the public. The doctoral dissertation and its theses are also required in electronic form for full publication, which is ensured by the doctoral school by uploading them to the doctoral repository of the Pécs University Archive operated by the University Library and Knowledge Centre. The doctoral school makes the thesis and theses available to everyone by providing the address on its own website, the faculty website and the website of the National Doctoral Council (www.doktori.hu).

Submission of doctoral dissertation and declaration of originality

I, the undersigned

name:

birth name:.....

mother's name:.....

place and date of
birth:.....

.....
.....

submit my doctoral thesis entitled

Doctoral School of Literary and Cultural Studies

.....
for the purpose of obtaining a degree.

Name(s) of supervisor(s):

I hereby declare that the doctoral thesis submitted in this procedure

- has not been previously submitted to any other doctoral school (either at a domestic or foreign university),

- my application for a degree programme has not been rejected within the last two years,

- I have not had any unsuccessful doctoral procedures in the past two years,

- my doctoral degree has not been revoked within the last five years,

- my thesis is my own work, I have not presented the intellectual work of others as my own, the literary references are clear and complete, and I have not used false or falsified data in the preparation of my thesis.

Date:

.....

Signature of doctoral candidate/doctoral student

Certification by the doctoral administration

I have received the doctoral thesis with the above title.

Pécs, year month day.

.....

Signature of recipient

Supervisor's statement for the submission of a doctoral thesis

I, the undersigned, hereby
declare that doctoral
candidate/doctoral student

.....
.....

.....
entitled and support its
submission for public defence.

Date:.....

.....

Supervisor's signature

The Doctoral School has set the following formal requirements for the dissertation and theses:

The expected length of the doctoral dissertation to be submitted is 360,000–480,000 characters (n). The table of contents, bibliography, text, acknowledgements, figures, illustrations, drawings or other visual materials, and the summary are not included in the length. The thesis booklet attached to the dissertation is also not included in the length.

Guiding formal parameters:

Times New Roman font, 12 point font size, double line spacing, 2.5 cm margins on the left and 3 cm margins on the right (2.5 cm + 0.5 cm binding margin), page numbering at the bottom of the pages, footnotes at the end of the page, continuous numbering.

The dissertation is an independent scientific work, i.e. it must contain references in Hungarian and foreign languages, as well as a bibliography in Hungarian and foreign languages. The reference and title description technique should follow the accepted practice in the given field

of science or specialisation, using the regulations and rules of the Hungarian Academy of Sciences' Classes I and II as examples.

The appendix to the dissertation is the thesis booklet, which must contain (1) a summary of the dissertation in Hungarian and English, including: a) the subject, objectives and methodology of the research, b) the structure of the dissertation, c) a summary of the research results; and (2) a list of the candidate's scientific publications related to the topic of the dissertation.

A printed and bound copy of the thesis must be submitted to the secretariat of the Doctoral School, and the thesis and thesis booklet must also be submitted electronically in .doc/.docx and .pdf format.

Evaluation of the thesis, public defence procedure

The establishment of a professional review committee to review the submitted thesis, the statement of the selected opponents on the acceptance of the request, the student's statement on the conflict of interest or bias of the members of the acting committee, the reviews prepared by the opponents, the preparation of written responses by the doctoral candidate to the questions raised in the reviews, and the organisation of a public defence of the thesis shall be carried out in accordance with the relevant legislation and the University's Doctoral Regulations.

Unless the programmes deviate from this, the general procedure for the public defence is as follows:

The chair opens the public defence of the doctoral candidate's thesis, introduces the members of the committee, and then asks the secretary to present the candidate's professional career.

The secretary reads out a short text of the candidate's professional biography.

The chair asks the candidate to present their thesis and dissertation, for which they have 20 minutes.

The doctoral candidate/doctoral candidate gives their presentation.

After the doctoral candidate/doctoral aspirant's presentation, the chair asks the opponents to present their critiques and professional comments and to ask questions.

The doctoral candidate is given the opportunity to respond to the opponents' criticisms and to answer the questions they have submitted in writing in advance.

The chair shall give the audience the opportunity to formulate their questions, and the Committee shall also ask the questions formulated in the closed session prior to the public debate. The candidate shall respond to the questions of the Committee and the audience.

The chair shall order a closed session for the committee to formulate its summary opinion and to vote on the outcome of the public debate by secret ballot.

Following the closed session, the chair (or, at his or her request, the secretary) announces the decision to the doctoral candidate/doctoral student and the audience and reads out the summary opinion. After the decision has been announced, the doctoral candidate/doctoral student and their supervisor shall be given the opportunity to comment, after which the chair shall close the public debate.

Minutes shall be taken of the public debate, recording the course of the defence procedure, the language used (which may not necessarily be the same as the language of the dissertation), the names of those participating in the public debate, a summary of the questions asked and the main points of the speeches made, and the grade awarded on the basis of the marks obtained and received.

Doctoral defence minutes

Higher education institution: University of Pécs

Institutional ID: FI58544

Doctoral school: Doctoral School of Literary and Cultural Studies

Doctoral programme:

Name of the doctoral thesis submitter:

Student identification number (OM identification number):

Institutional identification code of the doctoral thesis submitter (ETR EHA/Neptun):

Qualification(s) and professional qualification(s) of the doctoral thesis submitter:

University:

Professional qualification:

date of issue:

University:

Professional qualification:

Date of issue:

Language exams / other proof of language proficiency of the doctoral thesis submitter:

language:

language:

level:

level:

type:

type:

date of issue:

date of issue:

language:

language:

level:

level:

Field of study for the degree to be obtained:

Field of study:

Title of doctoral thesis:

Name of supervisor:

Supervisor's identification number:

Date of public defence:

Location of the public defence:

Language of the procedure:

Name of the chair of the committee, teacher ID number:

Committee attendance sheet:

Chairperson's name:

academic degree, titles:

place of work:

Position:

Teacher identification number:
.....

signature:

Name of opponent:

academic degree, titles:

place of work:

Position:

Teacher identification number:
.....

signature:

Name of opponent:

academic degree, titles:

place of work:

Position:

Teacher identification number:
.....

signature:

Name of additional member:

academic degree, titles:

place of employment:

Position:

Teacher identification number:
.....

signature:

Name of additional member:

academic degree, titles:

place of work:

Position:

Teacher identification number:

.....

signature:

Opinion of the official reviewers:

Names of participants in the public debate, questions asked and summary of the main points raised:

Summary opinion of the review committee:

The overall assessment of the review committee, determined by secret ballot:

total number of points available: , score received: , result (rounded to two decimal places): %

grade: rite / cum laude / summa cum laude

Name of the person taking the minutes:

signature:

.....

The chairperson's signature certifying the minutes:

.....

Attendance sheet

(name)

Participants in the public defence of the PhD thesis

Date:

Location:

<i>Name, academic degree</i>	<i>place of employment</i>	<i>Signature</i>

Following the public defence of the thesis, the recommendation of the doctoral council of the scientific field and the decision of the University Doctoral Council shall be made in accordance with the provisions of the university doctoral regulations.

Publication requirements for obtaining a degree

Doctoral students/doctoral candidates/doctoral hopefuls shall report on the results of their research in their doctoral topic in scientific publications. The doctoral school's operating regulations specify what scientific publications (published or accepted for publication) and what documentation of artistic creative activity the doctoral thesis submitter must have at the time of submission.

The University's doctoral regulations (Section 38) stipulate that, in order to maintain the quality of doctoral training, doctoral students admitted after 21 March 2019 must have at least one publication in a journal classified as Q1-Q4 in the given field or classified by the relevant department of the Hungarian Academy of Sciences, as well as at least one publication in a foreign language, which requirements may be fulfilled by a single publication in a foreign language in a journal with an appropriate classification.

From 22 September 2022 – in view of the start of the academic year on 1 September 2022, from the spring semester of the 2022/2023 academic year – in order to maintain the quality of doctoral training, at least two publications in a journal classified as Q1 – Q4 classification according to Scimago, or classified as A–D by the relevant department of the Hungarian Academy of Sciences, or an independent, peer-reviewed monograph or a publication appearing as a chapter in a peer-reviewed collection of studies. Doctoral schools may impose stricter conditions than those listed above in their regulations.

Publications may have co-authors, including the doctoral student's supervisor. If two doctoral students are authors of the publication, the supervisor must declare to what extent the results used in the thesis reflect the contribution of the given candidate.

The IKDI applies the above not only to doctoral students and doctoral candidates, but also to doctoral candidates who apply for the degree programme after the above dates, as follows:

Upon submission of the final version of the dissertation/public defence, the doctoral candidate/doctoral applicant must have at least seven published publications, of which at least four must be scientific publications

- in a printed or electronically distributed professional journal or study collection, or
- a book (as author or editor), or
- book excerpt, or
- conference papers published in conference proceedings or journals,

and at least three other scientific writings. Experience in editing or co-editing a thematic section of a collection of studies or journal is also acceptable if it is related to the subject of the candidate's research and dissertation.

At least one of the scientific publications must be written in a foreign language, either in a domestic or foreign publication.

The Doctoral School primarily accepts journals listed in the publication list of Section I of the Hungarian Academy of Sciences (<https://www.mtmt.hu/osztalylistak> MTA Section journal lists – I. Literary Studies Committee), but any Q1, Q2 (or possibly not yet classified) journals at the

request of the doctoral candidate/doctoral student and on the recommendation of their supervisor.

Doctoral candidates/doctoral students are expected to give at least two conference presentations before the public defence of their dissertation in the case of Hungarian-language training, and at least four conference presentations in the case of English-language training. They are also expected to participate as organisers in symposia, conference, workshop or roundtable discussion in their field of science.

Publication data and conference participation can only be taken into account if the doctoral student/doctoral candidate/doctoral candidate has uploaded the data to the MTMT interface and made it public.

Publications must indicate that the doctoral student is a student of PTE IKDI.

Knowledge of foreign languages

On the basis of the decision of the BTDT, the language requirements for all doctoral students in doctoral schools belonging to the doctoral council of the scientific field are as follows:

1. Language exam requirement for admission: at least intermediate (B2) level complex (C or A+B) type, issued by a state-accredited language exam centre, primarily in one of the following languages: English, German, Russian, French, Spanish, Italian. The doctoral council of the scientific field may, upon the recommendation of the doctoral school council, also accept a language exam certificate or equivalent document certifying knowledge of another foreign language necessary for the research topic.

Only language exams taken at an accredited language exam centre in accordance with the relevant government decree in force, or state language exam certificates issued prior to the entry into force of the decree, or other documents recognised as equivalent to a language exam in accordance with the government decree, shall be accepted as proof of the language skills required for admission.

In the case of deaf doctoral students, a document certifying knowledge of a sign language other than Hungarian is also acceptable as a language exam.

2. Exemption from the language exam requirement does not apply to applicants for doctoral programmes, doctoral students, or doctoral candidates (who have earned 180 credits in a doctoral school and are applying for a degree). However, exemption from part of the language exam is granted to students with disabilities or special educational needs applying for doctoral training, doctoral students and doctoral candidates, as determined by expert opinion.

3. The minimum requirement for knowledge of the second language required for the degree is one of the following a language accepted for scientific publications or necessary for the doctoral student's research topic at least

- a basic level "C" accredited language exam or a document recognised as equivalent by the government decree in force, or

- a diploma, certificate, qualification, professional translator or interpreter licence, final certificate, language proficiency test, state examination, basic examination, colloquium, grade, examination or

- a doctoral language exam organised by the Faculty of Humanities and Social Sciences, or

- in justified cases, a specialised language examination organised by another specialised language institute, or

- if language proficiency cannot be certified by the above documents, the doctoral school council may, at the request of the doctoral student, accept any evidence of independent scientific work, professional activity in a foreign language and the presentation of results (e.g. conference

presentation, study trip, professional scholarship, visiting lecturer activities, participation in foreign research projects, etc.).

The doctoral school determines the second foreign language required for the doctoral student in relation to the discipline being researched as a language that can be used in academic life, without making any other stipulations. The doctoral school decides on a case-by-case basis on the acceptance of languages that are not generally used in academic life but may be considered relevant to the topic being researched.

All doctoral students must demonstrate their knowledge of the second foreign language by the time they submit the final version of their thesis or, with the permission of the doctoral school council, by the time of the public defence.

4. The following applies to doctoral students admitted before the 2006/2007 academic year who were not admitted to the programme on the basis of a language examination in one of the languages listed in point 1: the professional standard of their dissertation must be assessed with particular care, with special regard to the quantity and quality of publications (publications in foreign languages, etc.).

In the case of the required complex basic level accredited language exam (or equivalent document) in a second foreign language, it is expected that this will be in a world language accepted for scientific publications.

5. For Hungarian doctoral students from beyond the border, the official language of the mother country other than Hungarian is acceptable, provided that they can prove their language proficiency in this language with a document equivalent to a language exam or in any other credible manner.

6. If the candidate's native language is not Hungarian, it shall be accepted as fulfilling the language requirement for that language. The English language proficiency of students admitted to English-language programmes shall be accepted as verified.

Workshop discussion prior to finalisation of the doctoral thesis

The purpose of the workshop discussion is to allow the doctoral candidate/doctoral student to improve their dissertation and develop their debating skills by hearing the opinions of professional and academic reviewers as a final event before the final version of the dissertation is submitted for public discussion. The workshop discussion ("internal defence") improves the quality of the dissertation and provides an opportunity to strengthen debating skills.

The Doctoral School of Literary and Cultural Studies at the University of Pécs considers the organised workshop discussion to be part of the degree award process. Therefore, doctoral candidates who have registered for and been accepted into the degree award process with a 180-credit system and have been granted a certificate of completion, for doctoral candidates who have completed the 240-credit system, during their doctoral candidate status, and for doctoral candidates who are still awaiting their final examination due to postponement during the research and dissertation phase, during their student status.

Doctoral students/doctoral candidates/doctoral applicants shall apply for the workshop discussion at least six months (or eight months if the summer break falls within this period) before the deadline for submitting the final version of their thesis, with a recommendation from their supervisor. (The application form for the workshop discussion is available [here](#).) Applications may be submitted in electronic form with completed research, a dissertation that is 80% complete, and an outline of the section still to be written.

The doctoral school shall appoint a committee of at least three members to evaluate the documents submitted for the workshop discussion and to assess the discussion. The members of the committee and the supervisor of the dissertation shall prepare their written evaluation of the submitted version of the thesis and shall address questions in writing to the candidate regarding the dissertation as a whole. The candidate will receive the questions from the opponents two weeks before the workshop discussion.

At the workshop discussion, which takes place in front of the doctoral school's lecturers and doctoral students/doctoral candidates/doctoral candidates, the candidate

1. summarise their thesis, present their methodology and results in an independent presentation (approx. 10-15 minutes),
2. answers questions submitted in advance by the committee (approx. 10-15 minutes),
3. followed by an informal discussion of the presentation (approx. 10-15 minutes).

Following the workshop discussion, the committee holds a closed meeting and records in the minutes whether it approves the completion of the thesis and, if so, with what modifications and conditions. The committee decides on the final assessment by majority vote:

- it allows the thesis to be submitted without significant changes and to be submitted for review prior to the regular public defence, or
- it is approved with revisions, or
- they do not recommend the thesis for submission for review prior to the regular public defence.

Minutes are taken of the workshop discussion, in which the committee justifies its recommendation and, if revisions are deemed necessary, records the criteria for such revisions.

The workshop discussion and the evaluation made during it do not influence the assessment of the final version of the thesis or the decision made at the regular public defence, as they are not part of these. However, the preliminary assessment made for the workshop discussion and the contents of the minutes (if agreed by the members) may assist the work of the committee invited to the regular public defence.

The habilitation procedures at the Doctoral School of Literary and Cultural Studies are governed by the provisions of the University of Pécs Habilitation Regulations and the Regulations on Habilitation in Humanities and Social Sciences. The professional criteria for habilitation are set out in Appendix 3 of the latter regulations, on the basis of the decisions of the doctoral school councils:

Appendix 3

Detailed requirements for obtaining a habilitated doctoral degree in doctoral schools/programmes belonging to the Doctoral Council of Humanities and Social Sciences

General requirements for all doctoral schools:

- MA/MSc degree
- Doctoral degree/foreign doctoral degree recognised in Hungary
- language proficiency required to obtain a doctoral degree; in the case of foreign applicants, a certificate of proficiency in a modern world language equivalent to an advanced level in addition to the candidate's native language
- at least 5 years of teaching experience in higher education in the field of the habilitation topic
- at least 5 years of higher education practice after obtaining a doctoral degree
- preliminary evaluation (recommendation) by two leading experts in the field with outstanding knowledge, scientific qualifications (if possible, a doctorate from the Hungarian Academy of Sciences) and habilitation
- in the case of foreign applicants, preliminary evaluation by two experts who are not employed by the University of Pécs
- high-level, independent scientific creative activity even after obtaining a doctoral degree, new scientific results published and recognised in international scientific circles, with which the applicant has contributed to the development of the scientific field in which they are seeking habilitation
- continuous scientific publication activity after obtaining the doctoral degree, a university textbook/monograph/significant source analysis/independent study volume or habilitation thesis published after the PhD or accepted for publication and ready for printing, or, instead of volumes, a study published in a prominent international journal in the given field of science – the specific professional publication requirements are defined separately by the doctoral schools below.

Professional and scientific requirements at the Doctoral School of Literary and Cultural Studies

I. Publications

(applications may be submitted in any of the following four categories)

1. Two books (one of which must be a monograph)

The Doctoral School of Literary Studies

- a. decides which publisher's books it will accept,
- b. requires that the book be edited or subsequently editable,
- c. the second book must have been published after the PhD degree was obtained,
- d. does not accept collections of studies as monographs,
- e. one of the books may be replaced by an MTA doctoral dissertation,
- f. accepts proofread books awaiting publication with the publisher's statement of approval,
- g. the citation rate is set at a minimum of 30 citations.

or

2. One book and one habilitation thesis

The two habitus examiners must also make a separate statement about the habilitation thesis in their habitus assessment opinion.

The Doctoral School of Literary and Cultural Studies

- a. appoints the reviewers of the habilitation thesis
- b. determines the minimum length of the habilitation thesis (300,000 characters, i.e. approx. 120 pages),
- c. accepts books published prior to the PhD degree,
- d. and sets the minimum number of citations at 30.

or

3. One book and 15 studies

(The 15 studies do not include those that are identical to a chapter or study in the book.)

The studies have been published in edited volumes and/or in Hungarian and foreign literary, artistic and social science journals. These are made publicly available on the websites of the relevant department or committee of the Hungarian Academy of Sciences in coordination with the MTMT.

The Doctoral School of Literary and Cultural Studies

- a. proceeds as described in point 1 in the case of books,

- b. determines, in coordination with the MTMT, the list of journals that can be considered,
- c. stipulates that the studies must include three foreign publications,
- d. requires that 10 of the 15 studies be published after the PhD,
- e. does not accept reviews as studies,
- f. and sets the minimum number of citations at 30.

or

4. 30 studies

The studies have been published in edited volumes in Hungary and abroad and/or in Hungarian and foreign literary, artistic and social science journals. These are made publicly available on the websites of the relevant department or committee of the Hungarian Academy of Sciences in coordination with the MTMT.

The Doctoral School of Literary and Cultural Studies

- a. determines the list of journals from which studies are acceptable, taking into account the official list of the Hungarian Academy of Sciences,
- b. requires that the studies include five foreign publications,
- c. requires that 15 of the 30 studies be published after the PhD,
- d. does not accept reviews as studies,
- e. sets the minimum number of citations at 30.
- f.

II. Conference presentations:

At least 15 conference presentations at Hungarian and/or international scientific events, the majority of which must be after the PhD.

III. Additional criteria for the assessment of habitus (professional public activity):

The Doctoral School of Literary and Cultural Studies requires applicants for habilitation to have documented activity in at least ten of the following areas:

- Supervision of MA and BA theses,
- supervision of TDK theses,
- teaching activities in doctoral programmes,
- doctoral thesis supervision,
- development of higher education programmes,
- guest teaching abroad,
- editing activities (multi-authored study volumes, conference proceedings, book series, guest editing of thematic journal issues),
- member of the editorial board of domestic and/or foreign professional journals,
- member of the advisory board of professional journals,
- proofreader of scientific publications (not theses or doctoral dissertations),
- organiser/co-organiser of domestic and international conferences,
- participation in domestic and international tenders,
- participation in domestic and international research groups, leadership of research projects,
- scholarship recognition (e.g. NKFI-OTKA, Széchenyi, Bolyai, etc.),
- scholarship awarded in international cooperation,

- positions held in domestic and international scientific bodies,
- participation in scientific qualification procedures,
- professional/state/ministerial honours,
- university and faculty awards, awards granted by student councils,
- other.

- Other forms, templates, sample statements and other documents not listed in the appendices can be found on the doctoral school's website:

<https://btk.pte.hu/hu/irodalom-kultura-doktori/nyomtatvanyok>