

CURRICULUM
THE UNIVERSITY OF DEBRECEN
DOCTORAL SCHOOL OF LITERARY AND
CULTURAL STUDIES

A roadmap for students – excerpted and adapted, with some alterations for the sake of comprehensibility, from the Doctoral Regulations of the University of Debrecen

2016

**Modified: 29 Sept. 2017; 6 March 2018; 16 Oct. 2018; 27 March 2019; 4 July 2019,
15 September, 2020.**

About the order of earning credits in general

(Doctoral Regulations, the University of Debrecen, 2019, 6.§)

(5) All academic assignments and activities of doctoral students are quantified and measured in **academic points (credits)**. Credits are used for measuring the coursework, research and teaching performance of students enrolled in doctoral programmes. Doctoral students shall complete 30 ± 3 credits per semester, and a total of at least 240 credits during the entire programme. If a doctoral student fails, through her/his own fault, to earn the required number of credits in a semester, the doctoral council of the disciplinary area is authorised to decide concerning the suspension of the payment of scholarship stipends and the transfer of the student into the self-financing programme. If the doctoral student fails to make up for the missing credits within one year, the doctoral council of the disciplinary area may decree the termination of his or her student status.

(6) Doctoral students may earn **academic (course) credits** by completing seminars, attending lectures and passing examinations. The number of course credits that have to be earned over the course of the first six semesters of doctoral education is between 12 and 20, with the exact number to be determined by the council of the doctoral school and specified in the curriculum of the doctoral school. The authority to specify the exact number of academic (course) credits to be earned per semester rests with the council of the doctoral school. The completion of the credits, on the basis of an examination, paper, report, etc. related to the course, shall be endorsed and certified in the electronic academic record-keeping system (Neptun) by the faculty member in charge of the course. Credits may only be assigned to courses that are evaluated on a five-grade scale. No credits can be awarded in the doctoral training for language courses.

(7) Based on the decision of the council of the doctoral school, **teaching credits** may be awarded to doctoral students for their teaching activities. The total number of credits that may be earned on the basis of such activity shall not exceed 40 credits over the course of the 8 semesters. One credit is awarded for teaching 1-2 hours per week, depending on the nature of the class, over the course of one semester. The teaching duties and the credits awarded for them shall be entered in the electronic academic record-keeping system. The completion of the duty shall be certified by the head of the organizational unit in charge of the given module of teaching.

(8) The majority of the 240 credits required for the completion of the programme (180-228 credits) are **research credits**. The completion of the credits is certified on the basis of the written report submitted by the doctoral student to his or her supervisor before the end of each semester. The report of the doctoral student is sent by the supervisor to the head of the doctoral school after the end of each semesters.

(9) Decisions about the transfer of credits earned or other documented performance by the doctoral student at another university or in the course of a study trip abroad are made by the doctoral council of the disciplinary area – with the prior approval of the student's supervisor.

(11) Students in bachelor's, master's or undivided programmes may also register for courses offered for doctoral students, pending the approval of the instructor, but they may not receive PhD credits for the completion of such courses.

(12) The doctoral training contains two inbuilt **checkpoints** (or instances of "**mandatory qualification**") as they are referred to in the Doctoral Regulations of the University of Debrecen: the first at the end of the first year (the second semester, the second at the end of the third year (the fourth semester). The form taken by these checkpoints may vary according to disciplinary area (e.g. progress assessment committee, chapter defence, report given before the council of the doctoral school). The council of the doctoral school shall, in the manner and according to the criteria specified in the quality assurance plan of the doctoral school, evaluate the progress made by the student, as well as the performance of the doctoral student and the supervisor. The council of the doctoral school informs the doctoral council of the disciplinary area of the result of these mandatory assessment procedures and, if necessary, proposes the replacement of the supervisor or the reclassification of the state-financed doctoral student into a self-financing programme.

(13) *At the end of the fourth semester (the second year), as the conclusion of the coursework and research stage of their studies, and as the condition of the commencement of the research and dissertation stage, doctoral students shall take a **complex examination**, which assesses and evaluates their progress in their academic performance and research.*

(14) *Upon the successful completion of the eight semesters of coursework, doctoral students are awarded a pre-degree certificate (**absolutorium**). The absolutorium is the document certifying that the doctoral student has completed all academic requirements. The doctoral council of the disciplinary area may only issue the absolutorium for the doctoral student on the basis of the written approval of the head of the given doctoral school. No absolutorium may be issued to doctoral students who have not acquired the necessary 240 credits. The detailed rules applicable to the issuance of the absolutorium shall be defined by the doctoral councils of the disciplinary areas.*

Ad/12: In the Doctoral School of Literary and Cultural Studies (henceforth referred to as DSLCS) the two mandatory checkpoints or assessment procedures take the form of the **Topic presentation** (at the end of the first academic year) and the **Chapter defence** (at the end of the third academic year) respectively. Both of these appear under the rubric of research subjects in the curriculum. The *Topic presentation* and the *Chapter defence* are events organised by the doctoral school attended by members of the council of the doctoral school. These events are organised according to the protocol approved by the council of the doctoral school. (See below.)

Ad/14: In the DLSC, the absolutorium is issued only once the student's performance report closing the 8th semester has been accepted. Should the doctoral student fail to complete all of the required courses or the chapter defence, no absolutorium may be issued even though the student has acquired the required total of 240 credits.

The order of the completion of study and research obligations

The full-time form of regular (organized) doctoral education is regulated by 2017, § 6 of the *Doctoral Regulations of the University of Debrecen* (henceforth referred to as *DR*), whereas the conditions of the part-time form of regular doctoral education (students maintaining their employment) are regulated by § 11. of *DR*.

The completion of study and research credits is certified by the faculty member in charge of the course in the electronic academic record-keeping system, with each course evaluated on a five-grade scale.

Each student has to earn at least 27 credits per semester in order to complete that given semester; deviation from this rule can only be accepted in well-justified cases. The missing credits must be made up for in the next semester; i.e. in the next semester at least 27 + the number of missing credits from the previous semester (27-X) must be completed. The maximum number of credits per semester is 33.

The *DR* does not take a stand on the scenario if a student's credits exceed the maximum number of 33 in a given semester. Although the electronic academic recordkeeping system (Neptun) accepts the extra credits, it can be confusing with regard to the number and ratio of the credits in total.

In practice, students shall bear four considerations in mind: 1. students must have earned 240 credits by the end of the programme; 2. 90 credits must be earned by the time they register for the complex examination; 3. the minimum number of credits per semester is 27 (thus, semesters with a different number of credits must be planned carefully); 4. a maximum of 20 credits can be earned by taking course credits (See the section on *Coursework in the coursework and research stage*). Students may deviate from the 30±3 standard in exceptional cases only with the approval of the doctoral school. (For instance, approval is both needed for a semester with more than 33 credits and the one following after that with fewer than 27 credits.)

"If a doctoral student fails, for reasons imputable to him or her, to earn the required number of credits in a semester, a decision on the suspension of the payment of scholarship stipends and the transfer of the student into the self-financing programme shall be made by the

doctoral council of the disciplinary area. If the doctoral student fails to make up for his or her missing credits within one year, the doctoral council of the disciplinary area may decide on the termination of his or her student status.” (DE BDT Doctoral Regulations, 6.§ 5.)

The condition of admission to the complex examination is that the student has earned at least 90 credits in the “coursework and research stage” of the doctoral education, including all “course credits” prescribed in the curriculum of the doctoral school (with the exception of those preparing individually)). (DE BDT Doctoral Regulations, 13.§ 2.)

Ad: The DSLCS requires students to complete a minimum of 90 credits in the first three semesters of the PhD programme.

Coursework in the “coursework and research stage”

Supplementary information to the DR, 2019, 6.§ 6. (see above): students may not deviate from the minimum number of course credits – even with a special approval – that is, at least 12 course credits must be earned on aggregate. If a student earns more than 20 credits, the surplus (the number of credits above 20) cannot be acknowledged as part of the 240 credits required for the completion of the first phase of the doctoral training.

Course credits may only be earned during the first four semesters of the programme. Students are advised to register for tutorial and/or workshop seminars only in the 4th semester, while the compulsory, thematic and introductory courses should be taken in the first three semesters.

Students of DE DLSCS can earn course credits by taking courses offered by the four doctoral schools of the Faculty of Humanities.

Supplementary information to the DR, 2019, 6.§ 9. (see above):

As there is no interoperability among universities on the level of the Neptun system, in practice, credits earned at another institution of higher learning can be accepted only pending the approval of the supervisor; such courses are given special course codes and are linked to the supervisor in Neptun (with the name of the actual instructor specified in the note section). These study units are verified by the supervisor in Neptun after the programme council has accepted the certificate of completion with the actual instructor's original signature.

Courses offered by the DLSCS can be divided into four categories: compulsory units, optional units, tutorial seminars and workshop seminars. The topics of the workshop courses are designed with a view to aiding students in the preparation for their complex examinations. General Research Methods (DEAKIDI) is a compulsory course for all PhD students of the university, usually offered in the spring semester.

There are no mandatory courses required by the DLSC.

The only mandatory course in the *Hungarian literature, modern philology and cultural studies programme* (excepting students of the *Media and cultural studies subprogramme*), is *Modern schools of criticism* (BTP2MÖ_T_1) (3 credits). This course must be completed in the coursework and research phase; students are advised to take it in the first semester as it is a foundational module that is offered only in the autumn semester. For students of the *Media and cultural studies subprogramme* the course entitled *Media and cultural studies* (BTP2_MK_T_1) must be completed (3 credits).

For PhD students of the *British and North American Literature and Culture Study programme* *Presentation Skills* (BTP2BA_T_1) (3 credits) and *Review Writing* (BTP2BA_T_2) (3 credits) are mandatory courses. In addition, for students of the North American subprogramme, *Advanced American Studies* (BTP2NA_T_1) (3 credits) is also compulsory. Further information on what courses are compulsory in which subprogrammes is provided by the Neptun system, the website of the doctoral school (Current courses) as well as the website of the Institute of English and American Studies.

Each subprogramme offers courses with different topics; the courses may be taken by first and second year students (potential prerequisites, language competences, etc are indicated in Neptun; all current courses are listed on the website).

Subprogramme-specific courses: some subprogrammes offer tutorial or workshop seminars every semester. These course units may be taken in any of the four semesters of the coursework and research phase as they have different topics. Tutorial or workshop seminars may be made compulsory for students by their supervisors or by the subprogramme director, while, for other PhD students, these courses are optional.

1) Study units in the *British literature and culture* subprogramme:

course code	DEAKIDI	BTP2BA_T_1	BTP2BA_T_2	BTP2BR_T_1	BTP2BR_T_2	BTP2BR_T_3,4, 5, etc.
title	General Research Methods	Presentation Skills	Review Writing	tutorial seminar (BR)	workshop seminar (BR)	(title of thematic seminar)
course coordinator	instructor	programme director	programme director	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	3	1	2	2
type of course	compulsory	compulsory	compulsory	optional (with some restrictions, see the description below)	optional (with some restrictions, see the description below)	required-optional
Regularity	regular	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once	compulsory course offered by the doctoral programme, compulsory to be taken once	course offered by the doctoral subprogramme, courses earned from workshop seminars AND/OR tutorial seminars must account for 5 credits in total	course offered by the doctoral subprogramme, credits earned from workshop seminars AND/OR tutorial seminars must account for 5 credits in total	course offered by the doctoral school; each student needs to take 4 such courses during the 4 semesters, courses can be taken from any of the doctoral school's courses

Number of credits to be collected from taught courses (study credits) in the subprogramme during the first 4 semesters: 20.

Compulsory: 7 credits

General Research Methods: 1 credit

Presentation Skills: 3 credits

Review Writing: 3 credits

optional and required-optional: 13 credits

tutorial and/or workshop courses: 5 credits

thematic seminars offered by any subprogramme: 8 credits (4 courses)

2) Study units in the *North American literature and culture* subprogramme:

course code	DEAKIDI	BTP2BA_T_1	BTP2BA_T_2	BTP2NA_T_1	BTP2NA_T_2	BTP2NA_T_3	BTP2BR_T_3, 4, 5, etc.
title	General Research Methods	Presentation Skills	Review Writing	Advanced American Studies	tutorial seminar (NA)	workshop seminar (NA)	(title of thematic seminar)
course coordinator	instructor	programme director	programme director	subprogramme director	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	3	3	1	2	2
type of course	compulsory	compulsory	compulsory	compulsory	optional (with some restrictions, see the description below)	optional (with some restrictions, see the description below)	required-optional
Regularity	regular	regular	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	spring semester, once a year	spring semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	1x		4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once	compulsory course offered by the doctoral programme, compulsory to be taken once	course offered by the doctoral subprogram, compulsory to be taken once	course offered by the doctoral subprogramme credits earned from workshop seminars AND/ OR tutorial seminars must account for 5 credits in total	course offered by the doctoral subprogramme, courses earned from workshop seminars AND/ OR tutorial seminars must account for 5 credits in total	course offered by the doctoral school; each student needs to take 4 such courses during the 4 semesters, courses can be taken from any of the doctoral school's courses

Number of credits to be collected from taught courses (study credits) in the subprogram during the first 4 semesters: 20.

Required: 10 credits

General Research Methods: 1 credit

Presentation Skills: 3 credits

Review Writing: 3 credits

Advanced American Studies: 3 credits

Required-optional: 10 credits

tutorial and/or workshop courses: 4 credits

thematic seminars offered by any subprogramme: 6 credits (3courses)

3) Study units in the *French literature and culture* subprogramme:

course code	DEAKIDI	BTP2MÖ_T_1	BTP2FR_T_1	BTP2FR_T_2	BTP2FR_T_3, 4, 5, etc.
title	General Research Methods	Modern schools of literary studies	tutorial seminar (FR)	workshop seminar (FR)	(title of thematic seminar)
course coordinator	instructor	instructor	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	1	2	2
type of course	compulsory	compulsory	required-optional	optional (with some restrictions, see the description below)	required-optional
Regularity	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once by students of the following supprogrammes: <i>French literature and culture</i> <i>Dutch literature and culture</i> <i>Hungarian literature and culture</i> <i>German literature and culture</i> <i>Italian literature and culture</i> <i>Russian literature and culture</i>	course offered by the doctoral subprogramme, credits earned from workshop seminars AND/ OR tutorial seminars must account for 8 credits in total; an additional 6 credits may be earned by taking workshop seminars AND/ OR tutorial seminars AND/ OR thematic seminars	course offered by the doctoral subprogramme, credits earned from workshop seminars AND/ OR tutorial seminars must account for 8 credits in total; an additional 6 credits may be earned by taking workshop seminars AND/ OR tutorial seminars AND/ OR thematic seminars	course offered by the doctoral school; each student needs to take 1 such course during the 4 semesters, courses can be taken from any of the doctoral school's courses; an additional 6 credits may be earned by taking workshop seminars AND/ OR tutorial seminars AND/ OR thematic seminars

Number of credits to be collected from taught courses (study credits) in the subprogramme during the first 4 semesters: 14.

Required:

General Research Methods (1 credit)

Modern schools of literary studies (3 credits)

1 thematic seminar (from any of the doctoral school's courses) during the 4 semesters (2 credits)

required-optional:

workshop seminars AND/ OR tutorial seminars must account for 8 credits in total (8 credits)

As per *DR*, 6 further study credits may be taken.

4) Study credits in the *Dutch literature and culture* subprogramme:

course code	DEAKIDI	BTP2MÖ_T_1	BTP2NL_T_1	BTP2NL_T_2	BTP2NL_T_3, 4, 5, etc.
title	General Research Methods	Modern schools of literary studies	tutorial seminar (NL)	workshop seminar (NL)	(title of thematic seminar)
course coordinator	instructor	instructor	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	1	2	2
type of course	compulsory	compulsory	required-optional	optional (with some restrictions, see the description below)	required-optional
Regularity	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once by students of the following subprogrammes: <i>French literature and culture</i> <i>Dutch literature and culture</i> <i>Hungarian literature and culture</i> <i>German literature and culture</i> <i>Italian literature and culture</i> <i>Russian literature and culture</i>	course offered by the doctoral subprogramme, compulsory in all of the first 4 semesters	course offered by the doctoral subprogramme, credits earned from workshop seminars AND/ OR thematic seminars must account for 8 credits in total; an additional 4 credits may be earned by taking workshop seminars	course offered by the doctoral school; courses can be taken from any of the doctoral school's courses; during the 4 semesters credits earned from workshop seminars AND/ OR thematic seminars must account for 8 credits in total; an additional 4 credits may be earned by taking thematic seminars

Number of credits to be collected from taught courses (study credits) in the subprogram during the first 4 semesters: 16.

Required:

General Research Methods (1 credit)

Modern schools of literary studies (3 credits)

4 thematic seminars (from any of the doctoral school's courses) during the 4 semesters (2 credits)

required-optional:

workshop seminars AND/ OR tutorial seminars must account for 8 credits in total (8 credits)

As per *DR*, 4 further study credits may be taken.

5) Study credits in the *Hungarian literature and culture* subprogramme:

course code	DEAKIDI	BTP2MÖ_T_1	BTP2MA_T_1	BTP2MA_T_2 (A, B, C, D)	BTP2MA_T_3, 4, 5, etc.
title	General Research Methods	Modern schools of literary studies	tutorial seminar (MA)	workshop seminar (MA)	(title of thematic seminar)
course coordinator	instructor	instructor	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	1	2	2
type of course	compulsory	compulsory	optional (with some restrictions, see the description below)	compulsory	required-optional
Regularity	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once by students of the following subprogrammes: <i>French literature and culture</i> <i>Dutch literature and culture</i> <i>Hungarian literature and culture</i> <i>German literature and culture</i> <i>Italian literature and culture</i> <i>Russian literature and culture</i>	course offered by the doctoral subprogramme, credits earned from tutorial seminars AND/ OR thematic seminars must account for 6 credits in total	course offered by the doctoral subprogramme, compulsory in all of the first 4 semesters	course offered by the doctoral school; each student needs to take 1 such course during the 4 semesters, courses can be taken from any of the doctoral school's courses; an additional 6 credits may be earned by taking tutorial seminars AND/ OR thematic seminars

Number of credits to be collected from taught courses (study credits) in the subprogram during the first 4 semesters: 20.

Required:

General Research Methods (1 credit)

Modern schools of literary studies (3 credits)

4 workshop seminars (8 credits)

1 thematic seminar (from any of the doctoral school's courses) during the 4 semesters (2 credits)

required-optional:

workshop seminars AND/ OR tutorial seminars must account for 6 credits in total (6 credits)

6) Study credits in the *Media and cultural studies* subprogramme:

course code	DEAKIDI	BTP2MK_T_1	BTP2MK_T_2	BTP2MK_T_3	BTP2MK_T_4, 5, etc.
title	General Research Methods	Media and cultural studies	tutorial seminar (MK)	workshop seminar (MK)	(title of thematic seminar)
course coordinator	instructor	instructor	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	1	2	2
type of course	compulsory	compulsory	compulsory)	compulsory	required-optional
Regularity	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral subprogramme, compulsory to be taken once by students of this subprogramme	course offered by the doctoral subprogramme, compulsory in all of the first 4 semesters	course offered by the doctoral subprogramme, compulsory in all of the first 4 semesters	course offered by the doctoral school; each student needs to take 2 such courses during the 4 semesters, courses can be taken from any of the doctoral school's courses

Number of credits to be collected from taught courses (study credits) in the subprogram during the first 4 semesters: 20.

Required:

General Research Methods (1 credit)

Media and cultural studies (3 credits)

4 tutorial seminars (8 credits)

4 workshop seminars (8 credits)

required-optional:

2 thematic seminars must account for 4 credits in total (4 credits)

7) Study credits in the *German literature and culture* subprogramme:

course code	DEAKIDI	BTP2MÖ_T_1	BTP2DL_T_1	BTP2DL_T_2	BTP2DL_T_3, 4, 5, etc.
title	General Research Methods	Modern schools of literary studies	tutorial seminar (DL)	workshop seminar (DL)	(title of thematic seminar)
course coordinator	instructor	instructor	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	1	2	2
type of course	compulsory	compulsory	compulsory	optional (with some restrictions, see the description below)	required-optional
Regularity	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once by students of the following subprogrammes: <i>French literature and culture</i> <i>Dutch literature and culture</i> <i>Hungarian literature and culture</i> <i>German literature and culture</i> <i>Italian literature and culture</i> <i>Russian literature and culture</i>	course offered by the doctoral subprogramme, compulsory in all of the first 4 semesters	course offered by the doctoral subprogramme, credits earned from thematic seminars AND/ OR workshop seminars must account for 8 credits in total; an additional 4 credits may be taken as thematic seminars AND/ OR workshop seminars	course offered by the doctoral school; each student needs to take 1 such course during the 4 semesters, courses can be taken from any of the doctoral school's courses; credits earned from thematic seminars AND/ OR workshop seminars must account for 8 credits in total; an additional 4 credits may be taken as thematic seminars AND/ OR workshop seminars

Number of credits to be collected from taught courses (study credits) in the subprogram during the first 4 semesters: 16.

Required:

General Research Methods (1 credit)
Modern schools of literary studies (3 credits)
4 tutorial seminars (4 credits)

required-optional:

workshop seminars AND/ OR tutorial seminars must account for 8 credits in total (8 credits)

As per *DR*, 4 further study credits may be taken.

8) Study credits in the *Italian literature and culture* subprogramme:

course code	DEAKIDI	BTP2MÖ_T_1	BTP2IT_T_1	BTP2IT_T_2	BTP2IT_T_3, 4, 5, etc.
title	General Research Methods	Modern schools of literary studies	tutorial seminar (IT)	workshop seminar (IT)	(title of thematic seminar)
course coordinator	instructor	instructor	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	1	2	2
type of course	compulsory	compulsory	optional (with some restrictions, see the description below)	optional (with some restrictions, see the description below)	optional (with some restrictions, see the description below)
Regularity	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once by students of the following subprogrammes: <i>French literature and culture</i> <i>Dutch literature and culture</i> <i>Hungarian literature and culture</i> <i>German literature and culture</i> <i>Italian literature and culture</i> <i>Russian literature and culture</i>	course offered by the doctoral subprogramme, compulsory to be taken once during the first 4 semesters; credits earned from thematic seminars AND/ OR workshop seminars AND/ OR tutorial seminars must account for 8 credits in total; an additional 8 credits can be taken in the form of this course	course offered by the doctoral subprogramme, credits earned from thematic seminars AND/ OR workshop seminars AND/ OR tutorial seminars must account for 7 credits in total; an additional 8 credits may be taken as thematic seminars AND/ OR workshop seminars	course offered by the doctoral school; credits earned from thematic seminars AND/ OR workshop seminars AND/ OR tutorial seminars must account for 7 credits in total; an additional 8 credits may be taken as thematic seminars AND/ OR workshop seminars

Number of credits to be collected from taught courses (study credits) in the subprogram during the first 4 semesters: 12.

Required:

General Research Methods (1 credit)
Modern schools of literary studies (3 credits)
1 tutorial seminar (1 credit)

required-optional:

workshop seminars AND/ OR tutorial seminars AND/ OR thematic seminars must account for 7 credits in total (7 credits)

As per *DR*, 8 further study credits may be taken.

9) Study credits in the *Russian literature and culture* subprogramme:

course code	DEAKIDI	BTP2MÖ_T_1	BTP2SL_T_1	BTP2SL_T_2	BTP2SL_T_3, 4, 5, etc.
title	General Research Methods	Modern schools of literary studies	tutorial seminar (SL)	workshop seminar (SL)	(title of thematic seminar)
course coordinator	instructor	instructor	subprogramme director	subprogramme director	instructor
person entitled to sign	instructor	instructor	supervisor	workshop director/supervisor	instructor
number of credit(s)	1	3	1	2	2
type of course	compulsory	compulsory	optional (with some restrictions, see the description below)	optional (with some restrictions, see the description below)	required-optional
Regularity	regular	regular	regular	regular	periodic
mode of evaluation	exam	seminar grade	seminar grade	seminar grade	seminar grade
semester	2nd semester	autumn semester, once a year	1-4th	1-4th	1-4th
max repetition	1x	1x	4x	4x	1x (courses with the same title and topic can only be taken once)
description	course on research ethic, offered by the university	compulsory course offered by the doctoral programme, compulsory to be taken once by students of the following supprogrammes: <i>French literature and culture</i> <i>Dutch literature and culture</i> <i>Hungarian literature and culture</i> <i>German literature and culture</i> <i>Italian literature and culture</i> <i>Russian literature and culture</i>	course offered by the doctoral subprogramme, compulsory to be taken once during the first 4 semesters; credits earned from thematic seminars AND/ OR workshop seminars AND/ OR tutorial seminars must account for 8 credits in total; an additional 8 credits can be taken in the form of this course	course offered by the doctoral subprogramme, credits earned from thematic seminars AND/ OR workshop seminars AND/ OR tutorial seminars must account for 7 credits in total; an additional 8 credits may be taken as thematic seminars AND/ OR workshop seminars	course offered by the doctoral school; credits earned from thematic seminars AND/ OR workshop seminars AND/ OR tutorial seminars must account for 7 credits in total; an additional 8 credits may be taken as thematic seminars AND/ OR workshop seminars

Number of credits to be collected from taught courses (study credits) in the subprogram during the first 4 semesters: 12.

Required:

General Research Methods (1 credit)
Modern schools of literary studies (3 credits)
1 tutorial seminar (1 credit)

required-optional:

workshop seminars AND/ OR tutorial seminars AND/ OR thematic seminars must account for 7 credits in total (7 credits)

As per *DR*, 8 further study credits may be taken.

Research work

In the DLSCS, 5, 10, 15, 20 credits can be earned as research credits per semester depending on the type of research activity.

A given research activity can be completed no more than 8 times during the PhD programme.

A) The technical study unit of BDT (Doctoral council of Humanities)

course code	BDTKV
title	Comprehensive (complex) examination
course coordinator	BDT secretary
person entitled to sign	compulsory
credits	0 (signature)
type of course	compulsory once
regularity	occurs once
type of evaluation	examination
semester	4th
max repetition	1x
description	this technical course is offered by the Faculty of Humanities in order to verify the completion of the complex examination, requirement: obtaining the signature

B) Research units offered by the doctoral school:

course code	BTP2IDI_KUT_1	BTP2IDI_KUT_2	BTP2IDI_KUT_3	BTP2IDI_KUT_4	BTP2IDI_KUT_5	BTP2IDI_KUT_6
title	Conference Presentation	Academic Paper	Publication	Report on Specialized Literature	Writing a Review	Scientific Management
course coordinator	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school
person entitled to sign	supervisor	supervisor	supervisor	supervisor	supervisor	supervisor
number of credit(s)	10	10	15	5	5	5
type of course	once compulsory, may be taken 7 additional times	optional	once compulsory, once required-optional, may be taken 6 additional times	optional	optional	optional
Regularity	regular	regular	regular	regular	regular	regular
mode of evaluation	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade
semester	1st-8th	1st-8th	1st-8th	1st-8th	1st-8th	1st-8th
max repetition	8x	8x	8x	8x	8x	8x
description	This course is organised by the doctoral school and must be completed at least once during the 8 semesters to meet the requirements of the student's programme.	This course is organised by the doctoral school. Only unpublished academic papers are accepted.	This course is organised by the doctoral school and either this course or "Publishing a review" must be completed at least once in the first three semesters (before the end of the third semester). Later on students must take it again at least once to meet the requirements of their programme. Certification of editorial acceptance is required if the piece of writing has not been published by the end of the third semester. This course can be taken even if credits were earned for the writing of the Academic Paper, BTP2IDI_KUT_2 previously.	This course is organised by the doctoral school. Students must submit a report on secondary literature related to their dissertation topic to their supervisor. The language of the presentation is not defined.	This course is organised by the doctoral school. Only unpublished (or to be published) reviews are accepted. The date of publication is not significant in this case.	This course is organised by the doctoral school. All types of activity will be accepted provided that they support academic work. For instance, database building, digitalizing, conference organization, etc.

course code	BTP2IDI_KUT_7	BTP2IDI_KUT_8	BTP2IDI_KUT_9	BTP2IDI_KUT_10	BTP2IDI_KUT_11	BTP2IDI_KUT_12
title	Topic Presentation	Writing a (Sub)Chapter	Hypothesis (Dissertation Proposal)	Chapter Defence	Publishing a Review	Topic Introduction
course coordinator	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school
person entitled to sign	supervisor	supervisor	supervisor	supervisor	supervisor	supervisor
number of credit(s)	10	10	10	15	10	5
type of course	once compulsory	optional	once compulsory	twice compulsory	optional	optional
Regularity	regular	regular	regular	Regular	regular	regular
mode of evaluation	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade
semester	compulsory in 2nd semester = mandatory qualification at the end of the first year	3rd-8th	4th	6-8th compulsory in 6th semester = mandatory qualification at the end of the third year	1st-8th	optional, can only be taken in the 1st semester, presented at a workshop course or to the doctoral subprogramme
max repetition	1x	6x	1x	2x	8x	1x
description	This course is organised by the doctoral school and must be completed in the second semester. The topic presentation is given to members of the doctoral programme, as it functions as the checkpoint at the end of the first year.	This course is organised by the doctoral school and must be completed twice to meet the requirements of a student's programme. It is compulsory to take this course in the 6th semester plus once in the following two semesters. This course can be chosen 4 times from 3rd semester on	This course is organised by the doctoral school, and must be completed in the fourth semester as part of the comprehensive examination, that is, the checkpoint at the end of the second year	This course is organised by the doctoral school, the event takes place in front of members of the doctoral programme. It is compulsory to take this course in the 6th semester plus once in the following two semesters, acts as the mandatory qualification at the end of the third year	This course is organised by the doctoral school; either this course or "Publication" must be completed at least once in the first three semesters (before the end of the third semester). Certification of editorial acceptance is required if the piece of writing has not been published by the end of the third semester. This course can be taken even if credits were earned for the writing of the review, BTP2IDI_KUT_5 previously. Later on students may take it again as many times as they wish.	This course can be taken in the first semester as a preparation for the Topic Presentation. It can be done in a workshop manner or the event can take place in front of members of the doctoral subprogramme. .

C) A further research unit offered in British and North American Literature and Culture Study programme

code	BTP2BA_KUT_1
title	Essay Writing
course coordinator	head of the programme
person entitled to sign	supervisor
credits	10
type of course	optional
regularity	regular
mode of evaluation	seminar grade
semester	1st–8th
max repetition	8x
description	offered in the doctoral programme

D) The order of research units in the subprogrammes

1) Research units in the *British literature and culture subprogramme*:

220 research + teaching credits are compulsory in the subprogramme

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional courses are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 115 or 110 credits can be earned from research and teaching credits (teaching credits max 40 credits in total).

2) Research units in the *North American literature and culture subprogramme*:

220 research + teaching credits are compulsory in the subprogramme

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 115 or 110 credits can be earned from research and teaching credits (teaching credits max 40 credits in total).

3) Research units in the *French literature and culture subprogramme*:

220-226 research + teaching credits are compulsory in the subprogramme, depending on the number of study credits earned (14-20 credits).

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 110-121 credits can be earned from research and teaching credits (teaching credits max 40 credits in total).

4) Research units in the *Dutch literature and culture subprogramme*:

220-224 research + teaching credits are compulsory in the subprogramme, depending on the number of study credits earned (16-20 credits).

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 110-119 credits can be earned from research and teaching credits (teaching credits max 40 credits in total), depending on the number of study credits earned (16-20 credits).

5) Research units in the *Hungarian literature and culture subprogramme*:

220 research + teaching credits are compulsory in the subprogramme

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)

Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 115 or 110 credits can be earned from research and teaching credits (teaching credits max 40 credits in total).

6) Research units in the *Media and cultural studies subprogramme*:

220 research + teaching credits are compulsory in the subprogramme

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 115 or 110 credits can be earned from research and teaching credits (teaching credits max 40 credits in total).

7) Research units in the *German literature and culture subprogramme*:

220-224 research + teaching credits are compulsory in the subprogramme, depending on the number of study credits earned (16-20 credits).

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 110-119 credits can be earned from research and teaching credits (teaching credits max 40 credits in total), depending on the number of study credits earned (16-20 credits).

8) Research units in the *Italian literature and culture subprogramme*:

220-228 research + teaching credits are compulsory in the subprogramme, depending on the number of study credits earned (12-20 credits).

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 110-123 credits can be earned from research and teaching credits (teaching credits max 40 credits in total), depending on the number of study credits earned (12-20 credits).

9) Research units in the *Russian literature and culture subprogramme*:

220-228 research + teaching credits are compulsory in the subprogramme, depending on the number of study credits earned (12-20 credits).

out of which: 105 or 110 research credits are compulsory
out of which the following are mandatory:

Publication 1x (= 15 credits)
Conference Presentation 1x (= 10 credits)
Topic Presentation 1x (= 10 credits)
Writing a (Sub)Chapter 2x (= 20 credits)
Hypothesis (Dissertation Proposal) 1x (= 10 credits)
Chapter Defence 2x (= 30 credits)

required-optional are as follows:
Publication 1x (= 15 credits)

or
Publishing a Review 1x (= 10 credits)

The further 110-123 credits can be earned from research and teaching credits (teaching credits may amount to max 40 credits in total), depending on the number of study credits earned (12-20 credits).

Teaching work

Out of the 220-228 academic credits, a maximum of 40 credits can be earned by teaching. In the DSLCS, credits of this type can be awarded for two kinds of teaching-related units: teaching courses and activities that come under the heading “practical training related to education management”. (Oktatásszervezői gyakorlati képzés)

Teaching practice means teaching an undergraduate course for a certain number of credits: 1x2 hrs/week: 5 credits; 2x2 hrs/week: 10 credits; occasionally 3x2 hrs/week: 15 credits per semester.

The PhD student’s teaching is guided by his or her supervisor. “Education management” credits can be earned for sundry – mostly administrative – duties and jobs that supplement teaching but do not entail classroom teaching; 5 credits can be earned per semester for such activities. Furthermore, specialised/technical translation or work done in institute or departmental libraries can also be acknowledged under this category.

course code	BTP2IDI_OKT_1	BTP2IDI_KUT_2	BTP2IDI_KUT_3	BTP2IDI_KUT_4
title	Teaching Practice 1x2hrs	Teaching Practice 2x2hrs	Teaching Practice 3x2hrs	Managing Education
course coordinator	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school
person entitled to sign	subprogramme director	subprogramme director	subprogramme director	subprogramme director
number of credit(s)	5	10	15	5
type of course	optional s	optional	optional	optional
Regularity	regular	regular	regular	regular
mode of evaluation	seminar grade	seminar grade	seminar grade	seminar grade
semester	1st-8th	1st-8th	1st-8th	1st-8th
max repetition	8x	8x	8x	8x
description	Students to give a 100min lecture or teach a seminar once a week under the guidance of their supervisor	Students to give a 100min lecture or teach a seminar twice a week under the guidance of their supervisor	Students to give a 100min lecture or teach a seminar thrice a week under the guidance of their supervisor	Several kinds of tasks are accepted provided that they support the management of education. For instance, supervising exams, correcting tests, Neptun database, etc.

GUIDELINES FOR STUDENTS IN THE INDIVIDUAL PREPARATION FORMAT

12.§ DR *Individual preparation*

(5) Those granted the option of individual preparation are only given an exemption from the academic requirements of the first two years of the doctoral education, but shall otherwise satisfy all requirements of the awarding of doctoral (PhD) degrees.

course code	BTP2IDI_E_Ö	BTP2IDI_E_1A, B,C,D,E,F	BTP2IDI_E_2A, B,C,D,E,F	BTP2IDI_E_3A, B	BTP2IDI_E_4A, B
title	credits recognised in individual preparation form	(Sub)Chapters 1-6.	Publications 1-4.	Conference Presentation 1-2.	Academic lectures 1-2.
course coordinator	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school	head of the doctoral school
person entitled to sign	supervisor	supervisor	supervisor	supervisor	supervisor
number of credit(s)	120	20	15	10	10
type of course	compulsory	optional	Optional	optional	optional
regularity	periodic	regular	regular	regular	regular
mode of evaluation	seminar grade	seminar grade	seminar grade	seminar grade	seminar grade
semester	1st	5-8th	5-8th	5-8th	5-8th
max repetition	1x	6x, can be taken multiple times in a given semester due to the difference in course codes, shall be taken in the alphabetical order of course codes	4x, can be taken multiple times in a given semester due to the difference in course codes, shall be taken in the alphabetical order of course codes	2x, can be taken multiple times in a given semester due to the difference in course codes, shall be taken in the alphabetical order of course codes	2x, can be taken multiple times in a given semester due to the difference in course codes, shall be taken in the alphabetical order of course codes
description	technical credit (after the completion of the complex exam)	Completed subchapters	Academic papers published in high-ranking journals or volumes, during the research and dissertation stage.	Conference Presentation during the research and dissertation stage	Academic lecture given during the research and dissertation stage

PhD students' semestrial academic performance report

University of Debrecen Doctoral School of Humanities

Doctoral School of Literature and Culture

Name:

Neptun code:

Sub-programme:

Supervisor:

Semester:

Credits in total in this semester:

- credits earned by taking courses (study credits):
- credits earned by teaching (teaching credits):
- credits earned by doing research (research credits):

Completed credits for taking courses:				
Course code	Course title	Instructor	Grade	Credit

Completed credits for teaching:				
Course code	Course title	Short summary of completed tasks	Grade	Credit

Completed credits for research:				
Course code	Course title	Short summary of completed tasks	Grade	Credit

Other scholarly activities (e.g. editing, conference organization), scientific management:

Publications in progress/ completed/ published (technical translations, too):

Conferences, professional events, lectures:

Applications submitted/ in progress:

Scholarship(s) earned, professional acknowledgements:

Research work (at a Hungarian or a foreign institution):

Other:

Short evaluation by the instructor:

Debrecen, (date)

PhD student

Supervisor

Head of Doctoral School

PROTOCOL FOR THE TOPIC PRESENTATION (DSLCS UD)

1. The doctoral student is required to take the course entitled *Topic presentation* in the second semester. (It is optional to take the course entitled *Topic introduction* in the first semester as a preparation for this course.)
2. After consulting the subprogramme directors (SPD), the programme director (PD) makes a decision on the date and venue of the *Topic presentation* and notifies the secretary of the doctoral school (SDS), who announces it to the doctoral school, by the end of the semester at the latest. The *Topic presentation* is organised in the exam period, in justified cases it may take place in late August or early September.
3. Participation in the *Topic presentation* is compulsory for the supervisors and subprogramme directors concerned, the reviewers assigned from the programme as well as first and second year PhD students.
4. The topic presentation consists of the 20 to 30-minute long presentation of the **doctoral student** and the academic discussion following it. The presentation should introduce the main ideas of the proposed dissertation, the main hypotheses, the methodological hypotheses, the theoretical background and the bibliographical references to be used. The presentation is followed by an academic debate and an official evaluation.
5. This evaluation is done by a committee of three, whose chair is the subprogramme director (or the programme director in case of the supervisor's involvement or hindrance). In the case of numerous topic presentations on the same day, there may be an overlap in the given roles, thus, the evaluation may be done by a united committee including the supervisors as well. The evaluation consists of a grade and an oral evaluation, which is given at the end of each debate or at the end of the doctoral event.

PROTOCOL FOR THE COMPLEX EXAMINATION (UD, USLCS)

See: *DE BDT Doctoral Regulations, 13.§ The complex examination*

(https://btkphd.unideb.hu/sites/default/files/upload_documents/doctoralregulationdcah_20210215_2.pdf)

Stage One: registering for the examination

1. Full-time **doctoral students** submit their academic performance report for term three to the secretary of the doctoral school (SDS) not later than 15 February.
2. After perusing the academic performance reports for terms 1-3, the **SDS** checks
 - a, whether the student has obtained the required 90 credits
 - b, whether the student has completed all the required subjects
 - c, whether the student has a new academic publication (of a paper or book review) to their name in the period since joining the doctoral programme (an official certificate of acceptance from the editors of the publication is also acceptable)

The SDS informs the members of the Council of the Doctoral School (CDS) about the names of those students who have met the preconditions of registering for the Comprehensive Examination not later than 22 February. The list is also sent by the SDS to the Secretary of the Faculty Doctoral Council (SFDC).

3. The **doctoral student** registers for the comprehensive examination not later than the last day of February, using the registration form of the Doctoral School. The form can be downloaded from the website of the Doctoral School and from that of the Faculty Doctoral Council, or obtained in the office of the Faculty Doctoral Council.

(<https://btkphd.unideb.hu/hu/node/237>.)

4. The **supervisor** evaluates the progress of their candidate, using the purpose-made form: "Supervisor's assessment of the candidate's academic progress"

(<https://btkphd.unideb.hu/hu/node/237>.) This assessment, which is a precondition for registering for the examination, has to be submitted simultaneously with the registration to the Secretary of the Faculty Doctoral Council (SFDC).

5. After consulting the students and supervisors about the registration procedure and the examination subjects, the **subprogramme director (SPD)** draws up their preliminary recommendations concerning the examination subjects and the examiners (i.e. a three-member examination committee). This document, which has to reach the SDS by the end of February, makes three recommendations for each examiner, indicating priorities and naming possible substitute members as well, as per 13§ (3)¹ in the *DR*. It also contains recommendations concerning the assigned reading material of the examination: three items

¹ "The board of examination shall consist of at least three members, and at least one third of them shall be persons who are not in the employment of the institute where the doctoral school operates. The chairperson of the board of examination shall be a faculty member or researcher with the title of full university professor, habilitated university association professor, habilitated college professor, Professor Emeritus or doctor of the Academy. All members of the board of examination shall have academic degrees. The supervisor of the doctoral student may not be a member of the board of examination."

per subject, in the region of 60-80 pages per subject – 120-160 pages on aggregate. These assignments may be standard secondary sources in the relevant field.

Stage Two: Deliberation

1. The **SDS (secretary of the doctoral school)** checks formal aspects of the recommended committees, unifies the list of committees (also finalises the list of recommended assigned readings (the avoidance of anomalies for candidates being a chief priority) as well as sending them to the mailing list of the **Council of the Doctoral School**. Approval of this list is carried out by electronic voting by the first week of March (or November, in case of a cross-semester).

2. The **SDS** makes a list of the proposed presidents as well as the two members of the examination committee (also naming two plus two standby members respectively), also approved by the head of the doctoral school.).

3. In its March meeting (the third week of March is the regular date / November for cross-semesters), the **FDC** approves or makes the final decision about the candidate's registration, the examination subjects and the composition of the examination committee. Immediately after the CDS's decision, the **secretary of each subprogramme** sends out invitations to the proposed members of the examination committee (the invitations, sent out from the electronic address of the Doctoral School, bear the signature of the SPD, the SD and the SDS), appealing for a reply as soon as possible. In the case of positive replies, the SDS draws up the final draft of the memo to be sent to the FDC (signed by the SD); if the answer is negative, the SDS proceeds to approach the next name on the list, following the order of priorities among the standby members until the examination committee is complete and the memo can be finalised.

The invitations are to be done through the form used by the doctoral school and all correspondence must be forwarded to (deikdikomplexvizsga@gmail.com) in which the SDS registers the invitation procedure for the doctoral school.

Stage Three: Preliminary arrangements

1. After the FDC's decision, but before the end of March, the **secretary of the subprogramme** asks the **appointed examiners** (members of the examination committee) to double the reading assignment by assigning a further three items per subject (in the region of 60-80 pages per subject, 120-160 pages on aggregate) and send the list to the secretary of the subprogramme within a week of the receipt of this letter.

2. The list of assigned readings for the 'theoretical' part of the complex examination, comprising 12 items, is registered by the **secretary of the subprogramme**, who then sends it via email to the candidate, not later than 10 April (10th Dec for cross-semesters).

3. The deadline for the dissertation proposal of 4000-4500 words (plus bibliography), which forms the basis of the other, 'practical' part of the complex examination, is 31 May. The proposal is sent by the **student** to the **secretary of the subprogramme** in a pdf format – accompanied by the written approval of the supervisor –, who in turn sends it on to the members of the committee and the secretary of the doctoral school. The **supervisor** evaluates

the subject, “Hypothesis of Thesis” (BTP2IDI_KUT_9) on a five grade scale in the electronic record-keeping system. The dissertation proposal is sent to the member of the examination committee by the **secretary of the subprogramme**.

4. The final arrangements before the comprehensive examination (negotiations concerning date, time and venue) are the responsibility of the **secretary of the subprogramme**. Information about the final details (date and venue) must reach the **secretary of the subprogramme** by 31 May (December for cross-semesters). The secretary of the subprogramme then advertises the comprehensive examination on the website of the Doctoral School, and sends all the examination details on to the FDC.

Stage Four: The Examination

1. The arrangement of the technical details of comprehensive examinations, conducted between *15 and 30 June (January for cross-semesters)*, is the responsibility of the subprogramme. Travel costs incurred are also reimbursed by the subprogrammes; the technical arrangements of the financial transactions are the responsibility of the staff member of the host institute of the doctoral subprogramme who is in charge of finances.

2. The comprehensive examination consists of two parts. In the theoretical part, the **candidate** gives account of their knowledge of the two subjects (main subject and complementary subject), while the practical part is virtually a defence of the dissertation proposal, during which the candidate presents the results of their research and of further evidence of the progress they have made. The **supervisor** may attend the comprehensive examination; at the end of the proposal defence, the supervisor may participate in the open discussion; the supervisor, however, can participate neither in the actual examination nor in the discussion of the examination committee deliberating about the candidate’s final grade.

3. The evaluation of the comprehensive examination takes place in the manner specified in the *Doctoral Regulations*. The result of the examination is announced at the end of the examination; it is the responsibility of the **chairperson of the examination committee** that the minutes reach the **SDS**, who, in turn, makes a duplicate which is made public via the electronic correspondence function of the Council of the Doctoral School. The SDS sends the original copy of the minutes to the FDC.

4. In the event of failure, the comprehensive examination may be repeated once, not later than 31 August (January for cross-semesters). These regulations also apply to the approved postponement of complex exams.

5. “The doctoral student may only register for the fifth semester of the doctoral programme after successfully completing the complex examination. (*DR*, 13.§ 9.) The **FDC** registers the completion of the complex exam with the technical credit, “Complex exam” (BDTKV), which does not earn any credits.

UD DSLCS'S LIST OF SUBJECTS FOR THE THEORETICAL PART OF THE COMPREHENSIVE EXAMINATION

British and North American Literature and Culture Study Programme

Primary subjects:

1. The History of American Literature from the beginning to the 19th Century
2. The History of 19th Century American Literature
3. The History of Modern American Literature
4. The History of Canadian Literature
5. The History of 19th and 20th Century British and Irish Literature
6. The History of Theatre and Drama in the English-speaking Countries
7. The History and Theory of Media in the English-speaking Countries
8. Postcolonial Literature in the English-speaking Countries
9. The History of North American Politics, Society and Culture

Hungarian literature, modern philology and cultural studies programme

Primary subjects:

1. Old Hungarian literature and culture
2. Classical Hungarian literature and culture
3. Modern Hungarian literature and culture
4. Media theory and history
5. French literature and culture
6. Dutch literature and culture
7. German literature and culture
8. Italian literature and culture
9. Russian literature and culture

Complementary subjects at UD DSLCS (*language and field-specific*):

1. Literary Theory
2. Cultural Theory
3. Comparative Literary and Cultural Studies
4. Aesthetics
5. Theatre Studies
6. Religious Studies
7. Folklore
8. World history
9. Cultural history
10. Film history
11. The history of philosophy

PROTOCOL FOR THE CHAPTER DEFENCE (UD DSLCS)

1. The **doctoral candidate** must complete the courses entitled Writing a (Sub)Chapter and Chapter Defence in the sixth semester. (Note: the document called “Order of the Chapter Defence” only regulates the first chapter defence at the end of the third academic year, which also counts as part of the mandatory qualification process. Candidates must take the course Chapter Defence in the seventh or eighth semester, too; Writing a (Sub)Chapter must also be taken at least once more, and can be chosen as a research credit 6 times from the third to the eighth semester.)
2. After consulting the subprogramme directors (SPD), the **programme director (PD)** makes a decision on the date and venue of the chapter defence and notifies the **secretary of the doctoral school (SDS)**, who announces it to the doctoral school, by the end of the semester the latest.
3. Participation in the Chapter Defence is compulsory for the **supervisors** and **subprogramme directors**, the **reviewers** assigned from the programme as well as all PhD students (taking language competences into consideration). The chapter defence is a public event, open to all members of the doctoral school.
4. The **doctoral candidate** sends their dissertation chapter in a pdf format – accompanied by the written approval of the instructor – to the secretary of the subprogramme by 31 May (31 December for cross-semesters) or 10 days prior to the appointed date of the chapter defence, with the approval of the supervisor. The secretary of the subprogramme forwards the chapter to the members of the committee and the secretary of the doctoral school. The minimum length of the dissertation chapter is equal to that of the dissertation proposal, i.e. 4000-4500 words (plus bibliography).
5. The chapter defence is chaired by the **programme director** (or the subprogramme director). First, the two appointed reviewers present their evaluation, then a discussion follows with the rest of the participants. The candidate responds to the questions or comments from the reviewers. The debate is followed by an official evaluation.
6. The candidate’s performance is evaluated by the previously appointed three-member committee, which consists of the chair, the relevant subprogramme director (or the programme director in case of the supervisor’s involvement or hindrance), and the two reviewers of the chapters. The evaluation consists of a grade and a detailed oral evaluation, which is given at the end of each debate or at the end of the doctoral event.

PROTOCOL FOR THE PRELIMINARY DEFENCE (UD DSLCS)

1. The preliminary defence is arranged as part of the degree conferment procedure, maximum six months prior to the deadline to submit the doctoral thesis.
2. The participation of at least five researchers with academic degrees is required for the preliminary defence, out of whom a minimum of three form the defence board. At least one third of the members of this committee are not instructors at the doctoral school. The chairperson of the preliminary defence is a core member of the doctoral school. The chairperson and members of the defence board pertaining to the preliminary defence are appointed by the doctoral school.
3. Before evaluation, the secretary of the doctoral school shall send the dissertation submitted for preliminary defence to the University and National Library for screening for duplicate text/textual overlaps (crosscheck@lib.unideb.hu). The library shall prepare the document containing the result of screening within 3 business days, and the secretary of the doctoral school shall forward it to the PhD candidate. The doctoral student and the dissertation supervisor shall submit a declaration in addition to the result of the analysis of textual overlap of the dissertation submitted for the preliminary defence. In this declaration, the doctoral student shall prepare an explanatory note covering each of the publications referenced in the dissertation, and the dissertation supervisor shall declare that the dissertation was prepared in accordance with the work plan previously drawn up, in compliance with the norms of academic ethics.
4. The secretary of the doctoral school shall forward the result of the screening as well as the supervisor's and student's declarations to the preliminary opponents (an original copy of the documents shall also be sent for better legibility). In their written evaluation the opponents shall state that on the basis of available data, the dissertation meets the requirements of publication ethics. If the text of the dissertation is changed or expanded significantly from the version examined at the preliminary defence, the analysis of textual overlap shall be conducted again before the public defence. The form on screening for duplicate text (declarations both for the candidate and the supervisor) may be downloaded from <https://btkphd.unideb.hu/hu/node/237>.
5. The subprogramme shall agree on a date for the preliminary defence with the chairperson and appointed opponents and create the invitation for the event. The secretary of the doctoral school shall forward this invitation to members of the doctoral school and advertises this event on the doctoral school's website.
6. The preliminary defence is public at the doctoral school. Access to the dissertation is provided by the secretary of the doctoral school.
7. The preliminary defence is organised by the subprogramme. Travel costs incurred (in justified cases accommodation costs as well) are also reimbursed by the subprogrammes. An honorarium may be paid to the chair and the defence board, depending on the financial situation of the subprogramme.

8. A written record and an attendance register of the preliminary defence shall be drawn up. The form for the written record of the preliminary debate may be downloaded from this link <https://btkphd.unideb.hu/hu/node/237>.

9. The previously written opponents' evaluations and the comments at the defence shall be enclosed with the record of the preliminary defence. The subprogrammes shall forward the record and the attendance register to the secretary of the doctoral school, who, after archiving the original copies, will forward all the documents (including the ones related to the text screening) to the secretary of the Faculty Doctoral Council and members of the Doctoral Council.