

Formal Requirements for submitting a PhD thesis at the Faculty of Science and Informatics, University of Szeged

2021.

In accordance with the specifications of the certain scientific research fields, the formal requirements for the PhD thesis of the individual PhD Schools may vary.

- Formal requirements of the PhD thesis:
The thesis has to be submitted in A4 sized 4 black hard-bound copies with the title in golden letters (Title of the PhD thesis, Author, University of Szeged, Name of the PhD School) to the Dean's Office. The length of the thesis should be between 40 and 120 pages excluding appendices and whole page-sized figures.
A 3-5-page long summary in English should be included at the end of the thesis.
The language of the thesis has to be in English in case of foreign students.
- Recommended structure of the thesis
 - ✓ inner title page : title of the thesis, PhD thesis, author, supervisor, name of the PhD school, department/institute, University of Szeged, Faculty of Science and Informatics, year, Szeged
 - ✓ table of contents
 - ✓ list of abbreviations (if necessary)
 - ✓ introduction
 - ✓ aims
 - ✓ resources and methods
 - ✓ results
 - ✓ evaluation (discussion)
 - ✓ acknowledgement
 - ✓ reference list
 - ✓ 3-5-page summary/abstract in English
 - ✓ (Appendices)
- Formal requirements of the **thesis booklet**:
An A5-sized 10-15-page summary of the thesis in English (7 copies) has to be submitted together with thesis, **the copies of the master degree and the language exam certificates**. The language of the thesis booklet and the dissertation has to be the same, in case of foreign students both only in English.
- The thesis should include
 - ✓ a short summary of the antecedents
 - ✓ applied methods
 - ✓ a short introduction of the achieved results with reference to their current or future publication

- In 7 copies of the thesis booklets a Co-author waiver form has to be attached to the end and be signed by the co-authors. (see page 24, paragraph 52 in the Rules and Regulations for the PhD Degree Program: „Providing the fact that the referenced publications have co-authors, the 7 copies of the thesis must include a section where the co-authors (and the primary author if different from the candidate) declare, referring to a particular part of the thesis and the publications, which of the jointly published results in the theses (and in the discussion) are greatly contributed by the candidate and was not or will not be used in the past or in the future, respectively, for the purpose of acquiring an academic degree or title.”)

The declaration must be signed by the co-authors (and the primary author as well). Regarding foreign and deceased authors, the procedure is regulated by the Board of the PhD Schools.

The same copies of the thesis also have to contain the declaration indicated in paragraph 49.3 in the Rules and Regulations, that is, „If other PhD students and PhD candidates participated as co-authors in the publications mentioned in paragraph 49.1, the supervisor has to declare that the candidate’s contribution to the results used in the discussion of the thesis is approved.

- The paper-bound cover of the thesis booklet has to include the title, theses of the PhD thesis, the author, the name and title of the supervisor, the name of the PhD School, University of Szeged, Department/Institute, year
- **The list of publications and all publications** serving as the basis of the thesis have to be submitted electronically to the PhD assistant concerned. The submitted materials have to contain the data (e.g: impact factor) needed for calculating the minimum publication requirement prescribed by the doctoral school. This data should be indicated per article and summarized as well. **The list of publications and all publications can be submitted in paper-bound form as well, but it is not compulsory.** The printed version must contain the list of publications first where all the publications have to be indicated. The order of the list is the following: 1). publications used in the dissertation, 2.) other publications, 3.) conferences, abstracts etc.
- The **MTMT identification number** has to be indicated on the list of publications.
- **Please indicate the impact factor of a publication where it is required by the Board of the PhD School.**
- **Before submitting the dissertation to the Dean’s Office, every candidate has to upload the entire thesis together with the English thesis booklet on SZTE Doktori Repozitórium (Doctoral Repository of SZTE):**
<http://doktori.bibl.u-szeged.hu/information.html>

A document proving the uploading has to be sent to the PhD assistant concerned. The uploaded material will become visible within 2-3 days in the repository, not immediately. You can enquire about the repository on the following link:

<http://www.ek.szte.hu/?lang=en>

- In the repository at the candidate's data the MTMT author identification number must be indicated.
- The Rules and Regulations for the PhD Degree Program of the University of Szeged can be accessed at <https://u-szeged.hu/download.php?docID=64257>