

Operating Regulations of the Doctoral School of Environmental Sciences of the University of Szeged – July 17, 2025

These regulations supplement and apply certain provisions of Government Decree 387/2012 (XII. 19.) on doctoral schools, the order of doctoral procedures and habilitation, Act CCIV of 2011 on higher education, and the Regulations on Doctoral Training and Doctoral Degree Acquisition of the University of Szeged (27 Jan. 2025, <https://u-szeged.hu/doctoral/regulations/regulations-governing-250318>) by amending the previously valid, similar regulations.

The Doctoral School of Environmental Sciences (hereinafter referred to as the Doctoral School) is a functional educational organizational unit operating at the Faculty of Natural Sciences and Informatics of the University of Szeged, with the approval of the Hungarian Academy of Sciences. It provides training for the PhD degree in the field of environmental science.

These regulations are in accordance with the relevant laws and regulations in force, including:

- the National Higher Education Act (Act CCIV of 2011, with amendments effective from September 1, 2016),
- Government Decree 387/2012 (XII. 19.) on doctoral schools, the order of doctoral procedures, and habilitation (<https://net.jogtar.hu/jogszabaly?docid=a1200387.kor>), the Regulations on Doctoral Training and Doctoral Degree Acquisition of the University of Szeged (EDSz Szeged, 27 January 2025, <https://u-szeged.hu/doctoral/regulations/regulations-governing-250318>),
- and the operating regulations of the Doctoral Council of Natural and Technical Sciences (8 February 2023, <https://sci.u-szeged.hu/english/doctoral-students/operating-rules>).

These regulations primarily contain detailed provisions beyond those of the aforementioned higher-level regulations. In cases not covered herein, the relevant provisions of the EDSz or TDSz shall apply.

Contact details for the Doctoral School of Environmental Sciences (KTDI):

- Place of operation: University of Szeged, TTIK, Institute of Environmental Sciences, 6720 Szeged, Rerich Béla Square 1.
 - Postal address: University of Szeged, Doctoral School of Environmental Sciences, 6701 Szeged, PO Box 440.
 - Website: <https://sci.u-szeged.hu/english/phd-programs/doctoral-school-of-environmental> and <https://doktori.hu/doktori-kepzes/doktori-iskolak/152-doctoral-school-of-environmental-sciences>
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0. Preamble

These regulations have been prepared in consideration of higher-level regulations; in most cases, they only supplement them. The Doctoral School operates a regularly updated website where the higher-level regulations can be easily accessed. Currently, these include:

- the National Higher Education Act (Act CCIV of 2011, with amendments effective from September 1, 2016),
 - Government Decree 387/2012 (XII. 19.) on doctoral schools, the order of doctoral procedures, and habilitation (<https://net.jogtar.hu/jogszabaly?docid=a1200387.kor>),
 - the Doctoral Regulations of the University of Szeged (<https://u-szeged.hu/doctoral/regulations/regulations-governing-250318>),
 - and the Regulations of the TDT (Doctoral Council of Natural and Technical Sciences) (<https://sci.u-szeged.hu/english/doctoral-students/operating-rules>).
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1. Head of the Doctoral School

- The head of the Doctoral School (DI) receives managerial assignment as specified in the University Doctoral Regulations.
 - The tasks of the head of KTDI include:
 - Conducting doctoral council meetings,
 - Presenting incoming official letters, degree applications, and other documents to the KTDI Council,
 - Corresponding officially with the Doctoral Council for Natural and Technical Sciences and the University Doctoral Institute.
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2. Structure and Governing Body of the Doctoral School of Environmental Sciences

2.1. The work of KTDI is coordinated and managed by the Doctoral School Council (KTDIT). Its members are:

- The Head of KTDI, also President of KTDIT,
- The Deputy Head of KTDI, also Deputy Chairman of KTDIT, elected by the core members of KTDI upon the proposal of the Head of KTDI,
- Core members of the doctoral institute (DI),
- The secretary of KTDIT (with advisory rights), appointed by the president of KTDIT after consulting the council,
- A PhD student with active student status, representing the student body of KTDI.

The members' mandates last three years. In case of inability to act, replacements with voting rights may occur.

2.2. KTDIT meets as needed, but at least twice per semester. Meeting reminders are prepared.

2.3. Voting procedures:

- Decisions are made by majority vote.
- In case of a tie, the chairperson's vote is decisive.
- The exception is the degree acquisition procedure (see later).
- The quorum requires a majority of voting members to be present.

2.4. For non-personal matters, decisions are generally made via open vote; secret voting can be requested or ordered for justified reasons.

2.5. KTDIT may make decisions electronically (via email) upon the proposal of the President of KTDIT in justified cases.

2.6. Materials for agenda items requiring decisions must be provided to members at least two working days prior, preferably electronically. Meeting dates and agendas are communicated at least five working days in advance.

2.7. KTDIT makes decisions on:

- Approving supervisors and topics announced for doctoral students,
- Determining and reviewing training topics,
- Evaluating semi-annual reports of doctoral students,
- Defining students' educational tasks,
- Forming the admissions committee,
- Assessing applications for academic or degree purposes,
- Setting fee obligations for fee-paying students,
- Issues concerning school requirements (e.g., eligibility for exams, publication and language requirements),
- Acceptability of plagiarism screening results,
- Developing scoring systems for the University Doctoral Excellence Scholarship (<https://u-szeged.hu/dokint/biralati-szempontok/biralati-szempontok>).

2.8. KTDIT recommends on:

- Initiation of degree procedures (post-assessment),
- Launching the public part of procedures,
- Compiling comprehensive exam topics,
- Appointing examination and defense committees,
- Postponing studies,
- Awarding doctoral degrees,
- Electing or dismissing core members,
- Defining internal structure,
- Filling admission quotas,
- Proposing awards such as Doctor Honoris Causa and Pro Laudanda Promotioe,
- Contributing to evaluation and ranking for the University Doctoral Excellence Scholarship.

2.9. The secretary of KTDIT manages administrative affairs under supervision, responsible for:

- Collecting doctoral topics and preparing decision materials,
- Announcing courses in the Neptun system,
- Collecting student reports,
- Maintaining KTDI data on the National Doctoral Council's website (<https://doktori.hu/doktori-kepzes/doktori-iskolak/152-doctoral-school-of-environmental-sciences>),
- Verifying study requirements for exams and graduation,
- Organizing and administering admission procedures and exams,
- Providing data for student registration with the MTMT system.

3. Doctoral Students' Studies

3.1. Students can apply for topics announced on the KTDI website, in consultation with their supervisor.

3.2. Supervisors are appointed by KTDIT, and topics are approved by KTDIT. Supervisors must be lecturers with a doctoral degree who have:

- Scientific results beyond those required for a doctoral degree,
- At least five WoS publications related to the topic in the last four years,
- The infrastructural and financial means for research.

3.3. The general requirements for the PhD entrance exam are set by the Doctoral Council of Natural and Technical Sciences. Applicants participate in an interview conducted by an Admission Committee appointed by the head of KTDI, which ranks applicants based on the interview, previous scientific work, and diploma qualifications, proposing scholarship recipients within the available budget. Non-selected applicants may participate as fee-paying students. The Admission Points System is detailed in Appendix 1 of the Training Plan.

3.4. Students follow the credit system developed and regularly revised by KTDIT. Course details and recommended credit intake are included in the Training Plan.

3.5. The student's supervisor supervises academic work and studies.

3.6. Before starting the dissertation phase, students must pass a complex examination assessing their academic and research progress. This exam has two parts: the theoretical part (covering two environmental science subjects) and the dissertation part (presentation of research results and plans). The organization of the exam is managed by the supervisor and KTDI administrator, with the exam committee proposed by KTDIT.

4. Rules of the Degree Awarding Procedure

4.1. Both organized and individual study participants can obtain the PhD degree via a doctoral procedure, governed by the University Doctoral Regulations.

4.2. Candidates must submit a dissertation containing:

- At least two original, published, or accepted papers on the dissertation topic in a language other than Hungarian (preferably English).
- These papers must be SCI-listed (or, in justified cases, one SCI and one Scopus-listed), with the candidate as the first author in at least one.
- A declaration of co-authorship by the corresponding authors, unless the candidate is the first author.

4.3. The dissertation can only be submitted after a successful home defense, organized by the supervisor, who informs the KTDI head at least two weeks prior. A report on this defense is sent within one week. If unsuccessful, it must be repeated.

4.4. Prior to public discussion, the dissertation must undergo plagiarism screening conducted by the University Library upon request, with results forwarded to the head of KTDI, who decides on acceptance or required modifications. A certificate of acceptance is issued after screening.

5. Research Programs of the Doctoral School of Environmental Sciences

- Environmental Biology (Program Leader: Zoltán Bátori)
- Environmental Earth Science (Program Leader: Elemér Pál-Molnár)
- Environmental Chemistry (Program Leader: Zoltán Kónya)
- Environmental Physics (Program Leader: Zoltán Bozóki)
- Environmental Technology (Program Leader: Cecília Hodúr)

The announced research topics are available on the website of the National Doctoral Council (<https://doktori.hu/doktori-kepzes/doktori-iskolak/152-doctoral-school-of-environmental-sciences>).