

# Doctoral Committee of Medical Sciences

## Initiating the doctoral degree procedure

### Requirements for initiating the doctoral degree procedure

- pre-degree certificate stating that all course-units have been completed;
- establishment of pre-doctoral status (only for students registered before September 1, 2016);
- completion of publication requirements;
- preparation of the dissertation and short thesis;
- successful completion of the preliminary defense.

The doctoral examination should be completed before the public defense (it can be done on the same day prior to the public defense).

### Publication requirements

- (1) At least two *in extenso* research papers written in English which were published (or accepted) in internationally acknowledged, peer-reviewed journals with an impact factor according to the Thomson-Reuters list.
- (2) The candidate should be the first author of at least one of the papers mentioned in part (1) and should have a significant contribution to the other article(s) as well. Leading role of the supervisor should be reflected by the author list of the papers.
- (3) At least one of the papers should be sent from our university and the corresponding author should have a work contract with the University.
- (4) The coauthors should declare that the PhD student's contribution in their shared work, which was already published and included in the PhD thesis of the applicant, has not been and will not be used in other PhD thesis.
- (5) If the work can be shared appropriately and the head of the doctoral school agrees, the same paper can be used by two PhD students in their thesis. Shared use of a paper should be indicated prior to the first PhD degree procedure and in the coauthor statement it should be clearly specified, how the results are shared.

### Guide lines for thesis preparation

The PhD dissertation should be prepared in A4 format and should consist of the following parts:

- Introduction;
- Review of Literature related to the topic of the dissertation;
- Aims/Objectives;
- Methodology (Materials and Methods or Patients and Methods) describing in detail the applied experimental techniques including statistical processing, archiving of data, etc.
- Results describing the new scientific results achieved by the candidate;
- Discussion – critical analysis of results, integration with literature data, possible interpretations, conclusion, etc.
- Summary (max. one page)
- Bibliography consisting of two parts:
  - List of references cited in the thesis;
  - Official publication list of the candidate issued by the Kenézy Life Sciences Library;

- Key words (6-12 words)
- Acknowledgments
- Appendix: a collection of published articles and manuscripts.

### **Preparation of the short thesis**

The short thesis is a shortened version of the dissertation in which the candidate gives a brief introduction to the area of concern, presents the aims of the work, and describes briefly the methodology applied. Brief summary of the results and discussion of them should also be included. Figures and tables should not be included. Official publication list issued by the Kenezy Library should be attached at the end of the short thesis. Conference lectures and posters related to the thesis can be listed after the official publication list. The short thesis should be prepared in A5 format.

Before the public defense the short thesis should be supplemented with an impressum which consists of the details of the doctoral exam and the public defense (location, date, committee).