

# PHD DOCTORAL PROCEDURE AT THE FACULTY OF ARCHITECTURE BUDAPEST UNIVERSITY OF TECHNOLOGY AND ECONOMICS

## Related regulations

Budapest University of Technology and Economics – Doctoral and Habilitation Procedures  
Útmutató a publikációk értékeléséhez és a minimumkövetelmények megállapításához a PhD eljárásokban  
Komplex vizsga tárgyai a BME Építészmérnöki Karán

## Preconditions of being admitted to the comprehensive examination

### **Minimum requirements**

MSc or MA or equivalent university studies with successful final examination or defence of degree thesis, as proven by a degree certificate

Earning at least 90 credits

Publications: Minimum 2 articles published (or accepted for publication), at least 1 of these articles must be published in a peer-reviewed journal referenced in the "Web of Science" or Scopus database. The minimum „sum of the points" must be 8.

### **Required documents** (1 print copy, 1 digital version on a digital data medium)

Application form (*available at the administration (BME K.261.)*)

Professional CV

Synopsis of the planned dissertation

List and copies of scientific publications

Copies of the degrees, certificates (*The original ones must be presented at the administration when handing in the documents*)

## Comprehensive examination

The supervisor shall deliver the supervisory assessment of the student's performance to the chair of the committee in electronic form at least one week before the set date of the exam. At least one week before the exam, the examinee submit the brief summary of results achieved to date to the committee together with the papers published or sent for publication.

## In-house defence

Defence conducted in a professionally competent educational organizational unit

## Submission of Doctoral Thesis

The doctoral candidate shall submit the doctoral thesis within three years starting from the comprehensive examination.

### **Minimum requirements**

Absolutorium

Proficiency in English is required (B2 level, oral and written language examination)

Publications: Minimum 4 articles published (or accepted for publication), which relate to the thesis points.

- At least 2 of these articles must be published in foreign language.
- At least 2 of these articles must be published (or accepted for publication) in a peer-reviewed journal referenced in the "Web of Science" or in the "Scopus" database, and one of these journals must be published abroad. In these two publications the candidate must have a significant copyright share. (If the supervisor has not submitted a co-author's statement, then at least 60% together with the supervisor, if the supervisor has also submitted a co-author's statement, then at least 40%.)

**Required documents** (in general 1 print copy, 1 digital version on a digital data medium, exceptions are below)

Doctoral thesis (3 bound and 2 unbound copies, an electronic format (PDF) of the thesis)

Thesis booklet – both in English (20 copies) and Hungarian (5 copies)

The list and copies of scientific publications which relate to the thesis points (1 print copy, 1 digital version on a digital data medium)

The minutes of the in-house defence

*Declarations (co-authors' declarations of surrender; the candidate's declaration that the thesis constitutes his/her independent work and that any verbatim citation or inclusion in content from other works has been cited appropriately; a declaration stating that the printed and electronic versions of the delivered thesis and thesis books are identical in all respects; the candidate's declaration that he/she gives his/her consent to the publication of the thesis and thesis book; the applicant's declaration that he/she is not subject to a procedure to revoke the doctoral degree, and that a doctoral degree awarded earlier has not been revoked from him/her within 5 years; A declaration that the doctoral candidate is not involved in a pending doctoral procedure launched in the same branch of science, or his/her application has not been rejected within two years, or he/she did not have any unsuccessful doctoral defence)*

New professional CV

Copies of the new certificates (*The original ones must be presented at the administration when handing in the documents*)

### **Public defence**

After the referees have written the assessments, the public discussion is organised by the administration. The HBĐT evaluates the outcome of the assessment procedure based on the report of the Thesis Committee. The EHBĐT shall decide on the conferral of the degree on the recommendation of the HBĐT.

### **Doctoral diploma**

The official handover is organized by the EHBĐT

The documents should be handed to the administration (BME K.261.) The HBĐT is able to manage a case when the documents are given in minimum a fortnight before a sitting.

January 2021