

Pursuant to the Act on Scientific Activity and Higher Education (Official Gazette No. 123/03, 198/03, 105/04 and 174/04), directions for the proposals for postgraduate doctoral study programmes given by the Rector's Council on 8 February 2005, review on the organisation of postgraduate doctoral study programmes in the academic year 2005/06 provided on 28 November 2005 by the Ministry of Science, Education and Sports, regulations on the organisation of postgraduate study programmes based on the Conclusions given on 30 November 2005 by the National Council for Higher Education, at the 151<sup>st</sup> meeting session held on 19 December 2012, the Faculty Council of the Faculty of Electrical Engineering, Josip Juraj Strossmayer University of Osijek issued

## **THE REGULATIONS ON THE POSTGRADUATE DOCTORAL STUDY PROGRAMME**

### **1. GENERAL PROVISIONS**

#### **Article 1**

The Regulations determines the implementation of the postgraduate doctoral study programme in Electrical Engineering leading to the obtaining of the academic degree of Doctor of Science.

#### **Article 2**

The postgraduate doctoral study programme at the Faculty of Electrical Engineering at the Josip Juraj Strossmayer University of Osijek (hereinafter the Faculty) is constituted as the study for obtaining the academic degree of Doctor of Science in accordance with the Act on Scientific Activity and Higher Education.

#### **Article 3**

The Faculty Council established the Doctoral Committee as its permanent working group. The Faculty Council appoints the members of the Doctoral Committee.

#### **Article 4**

The Faculty organises and conducts the postgraduate doctoral study leading to obtaining the academic degree of Doctor of Science in the scientific area of Technical Sciences, scientific field Electrical Engineering, branches Power Engineering and Communications and Informatics.

The postgraduate doctoral study consists of courses and individual research work during which a student must obtain a certain number of ECTS credits. With the approval of the Doctoral Committee, scientific-research work can be conducted at some other research institution.

The postgraduate doctoral study programme is completed by the doctoral dissertation defence. At the Faculty of Electrical Engineering, Josip Juraj Strossmayer University of Osijek, a doctoral dissertation is written and defended in the Croatian language. If a doctoral student is a foreigner whose native language is not Croatian, a doctoral student can be allowed to write and defend his/her dissertation in some of the world languages upon his/her written request.

#### **Article 5**

The postgraduate doctoral study lasts for 7 years maximum. Students enrol in six (6) semesters of the postgraduate doctoral study programme. Students conducting their research at the Faculty of Electrical Engineering Osijek or other research institutions (full-time students) must complete their studies in 6 years. Part-time students must complete their studies in 7 years at the latest. Master of Science degree holders must complete their postgraduate doctoral study programme in 6 years.

#### **Article 6**

According to the syllabus and the study programme, classes are organised in the forms of lectures, individual work with a supervisor, homework assignments and seminar research papers.

#### Article 7

During the first year of the postgraduate doctoral study, a student has to choose a research field of his/her doctoral dissertation and design a research plan approved and signed by a dissertation supervisor. The research plan has to be accepted by the Doctoral Committee. During his/her study, a student is obliged to inform his/her supervisor on his/her research results.

At the end of each study year, a student has to submit a report on his/her research results and published papers to the Doctoral Committee (signed by a student).

A student is obliged to pass the qualification exam except if a student is a Master of Science degree holder, which is evaluated by the Doctoral Committee.

## 2. ADMISSION REQUIREMENTS

#### Article 8

The Faculty Council, based on the proposal issued by the Doctoral Committee, announces an invitation for applications concerning the admission to the postgraduate doctoral study programme. The invitation is usually announced once a year and is published in media and on the Faculty website.

#### Article 9

An applicant wishing to enrol in the postgraduate doctoral study programme submits a signed application within a certain deadline. The application must contain a proposal referring to a scientific field, branch and dissertation supervisor, as well as an accompanying explanation.

#### Article 10

An applicant who completed the graduate study programme in electrical and/or computer engineering at the Faculty of Electrical Engineering, Josip Juraj Strossmayer University of Osijek or who graduated from related faculties in Croatia with the Bachelor and Master or Master level GPA of at least 3.8 can enrol in the postgraduate doctoral study programme.

If an applicant's GPA is lower than 3.8 but not lower than 3.0, an applicant must belong to the group of 10% best students of his/her class. On the basis of the proposal issued by the Doctoral Committee, the Faculty Council can exceptionally allow an applicant to enrol in the postgraduate doctoral study programme provided that he submits recommendations for continuation of his/her studies by two university professors based on the results of an applicant's work upon or after graduation.

#### Article 11

An applicant who graduated in mathematics/physics/informatics from related faculties in Croatia with the Bachelor and Master or Master level GPA of at least 3.8 can enrol in the postgraduate doctoral study programme.

If an applicant's GPA is lower than 3.8 but not lower than 3.0, on the basis of the proposal issued by the Doctoral Committee, the Faculty Council can allow an applicant to enrol in the postgraduate doctoral study programme provided that he submits recommendations for continuation of his/her studies by two university professors based on the results of an applicant's work after graduation.

For such applicant, the Doctoral Committee will organise an entrance examination and/or additional examinations related to the undergraduate and graduate level courses taught at the Faculty of Electrical Engineering, Josip Juraj Strossmayer University of Osijek.

Entrance and additional examination results are not added to ECTS credits a student needs to acquire during his/her postgraduate doctoral study.

#### Article 12

An applicant who graduated from related technical faculties (related to the fields of electrical and computer engineering) in Croatia with the Bachelor and Master or Master level GPA of at least 3.8 can enrol in the postgraduate doctoral study programme.

If an applicant's GPA is lower than 3.8 but not lower than 3.0, on the basis of the proposal issued by the Doctoral Committee, the Faculty Council can exceptionally allow an applicant to enrol in the postgraduate doctoral study programme provided that he submits recommendations for continuation of his/her studies by two university professors based on the results of an applicant's work during or after graduation.

For such applicant, the Doctoral Committee will organise an entrance examination and/or additional examinations

related to the undergraduate and graduate level courses taught at the Faculty of Electrical Engineering, Josip Juraj Strossmayer University of Osijek.

Entrance and additional examination results are not added to ECTS credits a student needs to acquire during his/her postgraduate doctoral study.

#### Article 13

For an applicant who graduated in electrical or computer engineering abroad, after having his/her international degree verified, the Doctoral Committee will determine the admission requirements for the postgraduate doctoral study programme requirements.

For such applicant, the Doctoral Committee can organise an entrance examination and/or additional examinations related to the undergraduate and graduate level courses taught at the Faculty of Electrical Engineering, Josip Juraj Strossmayer University of Osijek.

Entrance and additional examination results are not added to ECTS credits a student needs to acquire during his/her postgraduate doctoral study.

#### Article 14

Master of Science degree holders in Electrical and Computer Engineering can enrol in the postgraduate doctoral study programme.

#### Article 15

Applicants who had achieved exceptional scientific results and who meet the requirements from Article 73, Paragraph 4 of the Act on Scientific Activity and Higher Education can enrol in the postgraduate doctoral study programme without attending classes and taking exams. Pursuant to Article 73, Paragraph 4 of the Act on Scientific Activity and Higher Education, applicants who have exceptional scientific accomplishments required for the election in the scientific titles can enrol in the postgraduate doctoral study programme and obtain the Doctor of Science degree by completing and defending doctoral thesis, i.e. without attending classes and taking exams.

In addition to the application letter, the applicants mentioned in the previous paragraph are required to submit a proof of their scientific accomplishments.

On the basis of the proposal issued by the Doctoral Committee (which studies possibilities, requirements and procedures) and the approval of Josip Juraj Strossmayer University of Osijek, the Faculty Council reaches a decision on meeting the requirements for the admission to the postgraduate doctoral study programme without attending classes and taking exams.

#### Article 16

If there are enough applicants who meet the admission requirements, the final decision on the postgraduate doctoral study programme on the basis of the announced invitation is made by the dean of the Faculty.

#### Article 17

The costs of the postgraduate doctoral study programme are to be covered before enrolment in each semester, one sixth of the overall costs at a time, or entirely before the enrolment into the first semester.

If a student breaks the study and continues it after a while, he has to cover the rest of costs according to the price valid for the current generation when the study is continued.

Costs for the process of dissertation defence are covered by a student.

Based on a student's request and with the agreement of the Doctoral Committee, the dean of the Faculty can extend the time of study and determine additional costs.

#### Article 18

An applicant who meets the admission requirements will be invited to enrol in the postgraduate doctoral study programme.

The Doctoral Committee proposes a supervisor elected in the scientific-educational titles to every student. A student can propose a supervisor who had accepted and signed a mentorship form. If necessary, the Faculty Council can appoint a co-

supervisor elected in the scientific-educational or scientific titles in the fields of electrical engineering, computer engineering or other related fields. A supervisor has to be employed at the Faculty, whereas a co-supervisor can be employed elsewhere.

A student designs his/her programme of study by choosing the number of courses as determined by the postgraduate doctoral study plan. At least 60% of chosen courses have to be related to a doctoral dissertation field. The courses are to be approved with a supervisor's signature on the appropriate form. The final choice of courses is approved by the Doctoral Committee.

#### Article 19

On the basis of the proposal issued by the Doctoral Committee, the dean of the Faculty authorises the admission to the study. The Faculty Council appoints a supervisor to a student and approves a dissertation research field.

### 3. CLASSES AND SCIENTIFIC-RESEARCH WORK

#### Article 20

In order to obtain the academic degree of Doctor of Science, a student has to acquire 480 ECTS credits during his/her higher education studies.

#### Article 21

Based on the completed study programmes, ECTS credits are acknowledged as follows:

- Students who completed an undergraduate study programme lasting for 6 semesters and a graduate study programme lasting for 4 semesters (10 semesters in total) at the Faculty of Electrical Engineering Osijek are acknowledged 300 ECTS credits;
- Students who completed a graduate study programme lasting for 8 semesters at the Faculty of Electrical Engineering Osijek are acknowledged 240 ECTS credits;
- Students who completed a graduate study programme lasting for 9 semesters at the Faculty of Electrical Engineering Osijek are acknowledged 270 ECTS credits;
- Master of Science in Electrical or Computer Engineering degree holders who graduated from the Faculty of Electrical Engineering Osijek are acknowledged 390 ECTS credits, i.e. a maximum of 90 ECTS credits, while the rest of ECTS credits have to be acquired at the postgraduate doctoral study (depending on scientific-research activities and publishing research results during a postgraduate master study);
- Students who graduated from other faculties of electrical and/or computer engineering in Croatia are acknowledged ECTS credits by the Doctoral Committee. ECTS credits are acknowledged based on the number of semesters during undergraduate and graduate studies (usually, a number of semesters multiplied with 30);
- Students who graduated in mathematics, physics, informatics or related studies in Croatia are acknowledged ECTS credits by the Doctoral Committee. ECTS credits are acknowledged based on the number of semesters during graduate studies (usually, a number of semesters multiplied with 30);
- Students who graduated from faculties abroad are acknowledged ECTS credits by the Doctoral Committee. ECTS credits are acknowledged based on the number of semesters during university studies (usually, a number of semesters multiplied with 30);
- Applicants who enrolled in the postgraduate doctoral study programme pursuant to Article 73, Paragraph 4 of the Act on Scientific Activity and Higher Education are acknowledged 64 ECTS credits;
- The acquisition of the rest of ECTS credits is determined by the Faculty Council based on the proposal issued by the Doctoral Committee.

#### Article 22

Courses in which six or more students are enrolled shall be carried out in the form of lectures and exercises.

Courses in which five or lower than five students are enrolled shall be conducted through individual work with a supervisor. A student shall be granted 6 ECTS credits for passing a given course.

#### Article 23

During the postgraduate doctoral study programme, a student must achieve at least 180 ECTS credits, or a total of at least 480 ECTS credits by passing exams and conducting scientific research:

- by taking courses and passing exams, students must earn at least 26.67% and at most 30% of the necessary additional ECTS credits as follows:

- at least 12 ECTS credits by passing fundamental exams in the first semester;
- at least 12 ECTS credits by passing fundamental field-specialised exams in the second semester;
- at least 24 ECTS credits by passing field-specialised exams in the second, third and fourth semester.
- by conducting scientific research, students must earn at least 70% and at most 73.33% of the necessary additional ECTS credits as follows:
  - 10 ECTS credits are awarded to a student for a research paper in scientific fields related to the research area of the doctoral dissertation that is published in a journal cited in citation databases which need not be listed in categories A and B pursuant to the Regulations on conditions for the election to scientific titles, Official Gazette No 84 of 11 July 2005 (already in other citation databases), or in internationally reviewed conference proceedings cited in citation databases which must be listed in categories A and B pursuant to the aforementioned Regulations;
  - 20 ECTS credits are awarded to a student for a research paper in scientific fields related to the research area of the doctoral dissertation that is published in a journal cited in citation databases (category B pursuant to the Regulations on conditions for the election to scientific titles, Official Gazette No 84 of 11 July 2005);
  - 40 ECTS credits are awarded to a student for a research paper in scientific fields related to the research area of the doctoral dissertation that is published in a journal cited in citation databases Science Citation Index (SCI) or Science Citation Index Expanded (SCI-Exp) (category A pursuant to the Regulations on conditions for the election to scientific titles, Official Gazette No 84 of 11 July 2005);
  - 60 ECTS credits are awarded to a student for a research paper in scientific fields related to the research area of the doctoral dissertation that is published in a journal cited in the citation database Current Contents (CC) (category A pursuant to the Regulations on conditions for the election to scientific titles, Official Gazette No 84 of 11 July 2005).

A candidate earns a maximum number of ECTS credits (as stated above) for research papers published with 1-3 (co)authors, 50% of ECTS credits for research papers published with 4-5 (co)authors and 100/n % of ECTS credits for research papers published with n=6 or more (co)authors.

- 10 ECTS credits are awarded to a student for passing a PhD qualifying examination that must be taken before the end of the fourth semester;
- 10 ECTS credits are awarded to a student for his/her participation in a scientific project in the field of his/her doctoral dissertation in duration of one or more years (active participation of the student in a research project is confirmed by a project manager in a written report);
- 10 ECTS credits are awarded to a student for conducting research in the field of his/her doctoral dissertation at an internationally recognised institution in duration of 3 or more months (an institution where a candidate conducted research has to provide a confirmation signed by a research leader);
- 30 ECTS credits are awarded to a student for defending the thesis proposal and presenting his/her topic and expected scientific contributions of a doctoral dissertation.

## 4. PhD QUALIFYING EXAMINATION

### Article 24

In order to enrol in Semester 5, a student must successfully pass the PhD qualifying examination by the end of the second academic year after enrolment.

### Article 25

A candidate shall register for the PhD qualifying examination at the Student Administration Office by filling in a special registration form. Registration for the PhD qualifying examination presupposes that the candidate has passed all differential exams (if any) and at least two (2) other exams, and a minimum of 20 ECTS credits achieved by publishing research papers in the field of the doctoral dissertation. In addition to the application for registration, the candidate shall also submit a review paper showing the current state of play in his/her scientific field, i.e., indicating the research area of his/her future doctoral dissertation. The review paper is submitted in computer readable form in accordance with the Guidelines, which can be obtained from the Student Administration Office (a text file in both .doc and .pdf format, and a PowerPoint presentation - all on CD).

Upon completion of registration for the PhD qualifying examination, and upon a proposal from the Doctoral Committee, the Faculty Council appoints the PhD Qualifying Examination Committee consisting of at least 3 and a maximum of 5 members (always an odd number), and at least one deputy member. Members of that Committee shall be persons elected to scientific-educational or scientific titles in scientific fields relevant to the research area of the doctoral dissertation. A supervisor of the candidate is one of the members of the PhD Qualifying Examination Committee, who cannot be appointed head of that Committee.

#### Article 26

The PhD qualifying examination is organised by the proposed supervisor and the Student Administration Office officer in charge of postgraduate study programmes, and it is administered by the PhD Qualifying Examination Committee. Upon a proposal of the proposed supervisor or the PhD Qualifying Examination Committee, the Faculty Council may decide that the PhD qualifying examination is to be taken before the PhD Qualifying Examination Committee expanded to a total of up to 5 members.

The proposed supervisor of a candidate is obliged to organise the examination within 60 days following the appointment of the PhD Qualifying Examination Committee at the Faculty Council meeting. The proposed supervisor notifies the Student Administration Office of the date and place of the examination at least 10 days before the examination takes place.

The Student Administration Office notifies the members of the PhD Qualifying Examination Committee in writing and by e-mail at least 7 days before the examination, and it also announces the examination date, the title and the summary of the paper referred to in Article 25 on the notice board and the website of the Faculty of Electrical Engineering.

#### Article 27

The PhD qualifying examination is a public oral examination in which a candidate presents his/her work referred to in Article 25.

The PhD Qualifying Examination Committee monitors the level of candidate's knowledge referring to the current state of play in the research area of his/her doctoral dissertation, and his/her ability to apply the relevant fundamental and special research knowledge to solve these problems.

The minutes of the PhD qualifying examination lists the questions of members of the Committee and the public and it is determined whether the candidate met the requirements. The final decision shall be made by a majority of the votes cast by the members of the Committee.

The signed minutes of the PhD qualifying examination must be submitted to the Student Administration Office no later than 30 days following the examination.

A PhD candidate may take the PhD qualifying examination only twice.

### 5. DISSERTATION TOPIC APPROVAL

#### Article 28

The procedure for approval of the dissertation topic, i.e., thesis proposal defence, may be initiated by a candidate after he/she has achieved a minimum of 120 ECTS credits (i.e., a total of 420 ECTS credits) and passed all exams stipulated by the postgraduate doctoral study programme, as well as the PhD qualifying examination. In order to be allowed to initiate the procedure for approval of the dissertation topic, a candidate is also required to obtain a minimum of 60 ECTS credits (within the aforementioned 120 ECTS credits) by publishing his/her research results, where at least one (1) scientific paper in the field of his/her doctoral dissertation must be published in an international scientific journal ranked in category A (SCI, SCI-Exp, CC).

#### Article 29

A student and the proposed supervisor initiate the procedure for approval of the dissertation topic by submitting an application to the Doctoral Committee, i.e., the Faculty Council, proposing the dissertation topic. The application must contain the following:

- a suggested dissertation title both in Croatian and in English;
- a detailed explanation of the topic;
- a clearly defined research objective and plan;
- research methodology;
- anticipated original scientific contributions of the dissertation.

The following shall be submitted together with the application:

- a student record book;
- a list and copies of published papers;
- a short biography with a description of the candidate's scientific and professional activity;
- a statement confirming that the PhD procedure has not been initiated at any other institution in Croatia and abroad.

The Doctoral Committee establishes whether the conditions for the initiation of the procedure for approval of the dissertation topic have been met. It proposes to the Faculty Council the composition of the Committee that shall perform the thesis proposal defence procedure.

The proposed supervisor proposes to the Doctoral Committee the composition of the Committee that shall perform the thesis proposal defence procedure of at least three (3) members and a maximum of five (5) members and one (1) deputy member.

Thesis proposal defence shall be completed in consultation with the supervisor by the end of the 5th year of study at the latest.

#### Article 30

The candidate who meets the conditions for the initiation of the procedure for approval of the dissertation topic shall defend the thesis proposal on the expected original scientific contribution of the doctoral dissertation, and then the certainty of achieving the overall expected original scientific contribution shall be evaluated more closely.

Thesis proposal defence must take place within 90 days of submitting the application for approval of the dissertation topic. The period from 16 July to 31 August is not included in the outlined deadline.

The proposed supervisor of the candidate notifies the Student Administration Office of the thesis proposal defence date and place at least 15 days in advance. At least 7 days before thesis proposal defence, the Student Administration Office announces the date of thesis proposal defence and the proposed dissertation title on the notice board and the Faculty website, and notifies the candidate and the Members of the Committee thereof, both in writing and by e-mail. The Student Administration Office also notifies by e-mail all departments within the Faculty and members of the Doctoral Committee of the thesis proposal defence date and place and the anticipated dissertation title.

#### Article 31

Thesis proposal defence is supervised by the Thesis Proposal Committee. The Thesis Proposal Committee must have at least three (3) members. The Doctoral Committee may propose to the Faculty Council that thesis proposal defence be held before the Thesis Proposal Committee expanded to a maximum of five (5) members. It is also necessary to propose at least one deputy member. At least one member of the Committee must be external to the University. The majority of members must be elected to scientific-educational or scientific titles in scientific fields relevant to the research area of the doctoral dissertation.

The Thesis Proposal Committee shall consider the candidate's request for writing and defending the doctoral dissertation in a foreign language and briefly explain its proposal within the minutes of thesis proposal defence. Within the dissertation topic approval procedure, the Faculty Council approves whether the dissertation can be written and defended in a foreign language.

Via the Student Administration Office, the Thesis Proposal Committee delivers the minutes of thesis proposal defence to the Doctoral Committee and the Student Administration Office together with the proposal for acceptance or rejection of a dissertation topic in writing and signed no later than 21 days following the thesis proposal defence date. The minutes of thesis proposal defence based upon which the doctoral dissertation topic is approved must contain the following:

- Thesis title proposal in both Croatian and English;
- List of the expected original scientific contributions;
- Recommendation that the proposed supervisor cannot be changed or recommendation on appointment of a new supervisor and, if necessary, a co-supervisor;
- Scientific area, field and branch to which the proposed dissertation topic belongs;
- The rejection of the proposed topic has to be made in writing.

Following the Doctoral Committee recommendations, the Faculty Council makes the final decision on approval or rejection of the proposed topic.

The Doctoral Committee President, or in a special case, supervisor or any other Committee member empowered by the President of the Thesis Proposal Defence Committee, presents to the Faculty Council the topic and the expected scientific contributions or reasons for its rejection.

#### Article 32

In exceptional cases, following the substantiated recommendations from the Dissertation Topic Approval Committee, the Faculty Council can, in addition to a principal supervisor, appoint a co-supervisor.

## 6. COMPLETION OF THE STUDY PROGRAMME

### Article 33

The candidate whose doctoral dissertation topic has been approved may submit his/her doctoral dissertation for evaluation if she/he has acquired a minimum of 480 ECTS credits, out of which are at least 180 ECTS credits during the postgraduate study programme. In addition, the candidate must have at least two (2) papers published in journals listed in category A (SCI, SCI-Exp., CC).

The doctoral dissertation shall be prepared and formatted in accordance with the publicly available guidelines issued by the Doctoral Committee.

### Article 34

The candidate must submit the doctoral dissertation for evaluation within a maximum of three (3) years from the date of dissertation topic approval at the Faculty Council session. The doctoral dissertation topic, which has not been submitted for approval within the time period stipulated in item 1 of this Article, is subject to a re-approval procedure.

The candidate initiates the doctoral dissertation evaluation procedure by submitting an application to the Doctoral Committee, i.e., the Faculty Council, in written form, which shall also be co-signed by the proposed supervisor.

The candidate must submit his/her doctoral dissertation for evaluation within three (3) years after the approval by the Faculty Council.

The doctoral dissertations which have not been submitted for evaluation within the period stipulated in item 1 of this Article are subject to re-evaluation.

The candidate initiates the doctoral dissertation re-evaluation procedure by submitting a written application, co-signed by the proposed supervisor, to the Doctoral Committee, i.e., the Faculty Council. The application must include:

- Recommendation on keeping the proposed title and original scientific contributions as well as the appointed supervisor or;
- Recommendation on changing the title and/or scientific contributions and/or the appointed supervisor. The recommendation must be substantiated,

The doctoral dissertation re-evaluation procedure is equal to the first evaluation of the topic, i.e. the candidate has to defend the thesis proposal. The candidates whose doctoral dissertation has been approved in the repeated evaluation process bear the costs of study programme extension as stipulated by special regulations.

### Article 35

The candidate initiates the doctoral dissertation evaluation procedure by submitting an application to the Doctoral Committee, i.e., the Faculty Council, in written form, which shall also be co-signed by the proposed supervisor.

With the application the candidate has to submit seven (7) unbound copies of the completed dissertation including the list of published papers and a photocopy of the published papers which have not been submitted in previous doctoral procedures.

### Article 36

Following the Doctoral Committee recommendations, the Faculty Council appoints the Doctoral Dissertation Evaluation Committee made up of at least three (3) members (odd number).

The members of the Doctoral Dissertation Evaluation Committee can only be scientists holding the assistant professor rank at least or higher. At least two members of the Doctoral Dissertation Evaluation Committee must be full professors or associate professors, i.e., they must hold a corresponding academic rank. The majority members of the Committee must hold academic ranks in scientific fields relevant to the doctoral dissertation topic.

The candidate's supervisor cannot be appointed head of the Doctoral Dissertation Evaluation Committee or the Doctoral Dissertation Defence Committee.

At least one member of the Doctoral Dissertation Evaluation Committee must be outside the University.

During the process of dissertation evaluation and defence and prior to the submission of the bound copies, the Student Administration Office has to submit one unbound copy to the Faculty Library



#### Article 37

The Doctoral Dissertation Evaluation Committee members must submit their report within 90 days after receipt of the dissertation. The period between 16 July and 30 August is not taken into account when defining the report submission deadline.

The Doctoral Dissertation Evaluation Committee submits the signed report to the Doctoral Committee. In the report, the Dissertation Evaluation Committee may recommend:

- Dissertation approval;
- Corrections to be made in the dissertation and require future repeated evaluation;
- Dissertation rejection;

In all three cases the Committee has to substantiate its decision.

#### Article 38

A positive decision has to include an explicit statement on the achieved original scientific contributions and a scientific field to which the doctoral dissertation belongs.

#### Article 39

At the Faculty Council meeting, the President of the Doctoral Dissertation Evaluation Committee (only in exceptional cases the candidate's supervisor or a Committee member) gives a report on doctoral dissertation assessment focusing on the achieved original contributions to science.

#### Article 40

If the Faculty Council concludes that the report submitted by the Doctoral Dissertation Evaluation Committee does not give grounds for evaluating the doctoral dissertation, it can appoint additional members of the Committee and require them to submit separate reports, or to appoint a new Committee for evaluation of the doctoral dissertation.

#### Article 41

If the Faculty Council accepts a positive evaluation of the doctoral dissertation, as a rule, in the same session and following the proposal of the Doctoral Committee, it shall appoint the Doctoral Dissertation Defence Committee consisting of five (5) members and two (2) deputy members.

Doctoral Dissertation Evaluation Committee members can also be members of the Doctoral Dissertation Defence Committee.

The candidate's supervisor cannot be appointed president of the Doctoral Dissertation Defence Committee.

At least two (2) members of the Doctoral Dissertation Defence Committee must be full professors or scientific advisors.

. The majority members of the Committee must hold academic ranks in scientific fields relevant to the doctoral dissertation topic.

At least one member of the Doctoral Dissertation Defence Committee must be outside the University.

#### Article 42

In case of a negative recommendation by the Doctoral Dissertation Evaluation Committee, the Faculty Council can decide to expand the Committee by new members, appoint a new Doctoral Dissertation Evaluation Committee or suspend the doctoral procedure.

#### Article 43

Doctoral dissertation defence is a public event. The date of the public defence is agreed upon by the supervisor and the Doctoral Dissertation Defence Committee and the candidate. The Student Administration Office must be informed about the date of the public defence at least 15 days prior to the defence date.

The Student Administration Office notifies both the candidate and the Doctoral Dissertation Defence Committee of the date and venue at least seven (7) days prior to the defence date.

Doctoral dissertation defence is announced in written and electronic form on the notice board and the website of the Faculty at least seven (7) days prior to the defence date.

#### Article 44

Following the oral defence the Committee informs the candidate of the overall grade for the defence. The grades are:

- Defended by unanimous decision of the Committee members;
- Defended by a majority vote of the Committee members;
- Did not defend;

The dissertation is defended only once.

#### Article 45

The minutes of the defence are taken by a Student Administration officer in charge of the postgraduate studies.

#### Article 46

Upon a successful defence, the candidate adds an additional sheet to his/her dissertation containing the names of the Dissertation Evaluation Committee and Dissertation Defence Committee members and the defence date.

Within one month of the defence the candidate has to submit nine (9) bound copies of the dissertation to the Faculty Secretariat.

The Faculty Secretariat delivers one copy of the dissertation to: Josip Juraj Strossmayer University of Osijek, Faculty department, or the institution at which the dissertation has been done respectively, Faculty Archive, City and University Library in Osijek, National and University Library in Zagreb, and also to the supervisor, president and member of the Dissertation Evaluation Committee. In addition, the dissertation is published on the website of the Faculty of Electrical Engineering Osijek.

#### Article 47

The Doctoral Dissertation Evaluation Committee submits its report in Croatian and, if needed, in a foreign language (as agreed upon by the Committees) if, in addition to Croatian, the dissertation has been written in a foreign language.

The supervisor translates the evaluation report for a dissertation written in a foreign language, and by signing it verifies the authenticity of the original text. The report has to be co-signed by other Committee members who understand Croatian.

The dissertation is defended in only one language. If the dissertation is in a foreign language, the minutes of the dissertation defence shall be taken in both Croatian and a foreign language (as agreed upon by the Committees).

The minutes taken in a foreign language shall be translated in Croatian and signed only by those Doctoral Dissertation Defence Committee members who understand Croatian and they have to represent the majority of the Committee.

#### Article 48

Based on a positive decision of the Doctoral Dissertation Defence Committee, the University of Osijek issues a degree certificate or a diploma testifying the awarded academic degree of Doctor of Science. The diploma is awarded by the Rector at the graduation ceremony

#### Article 49

The Faculty Council decides upon revocation of the doctoral degree based on the recommendation of the Doctoral Committee.

#### Article 50

All the procedures related to the study programme, the PhD qualifying exam, dissertation approval and assessment and defence of the doctoral dissertation are carried out by a Student Administration officer in charge of postgraduate studies.

## 7. FINAL PROVISIONS

#### Article 51

The Faculty Council is responsible for passing and implementation of the Regulations.

#### Article 52

The postgraduate students in a doctoral study programme who had enrolled before these Regulations came into effect and who have not interrupted their studies or exceeded the completion deadline are allowed to complete the study programme according to the rules which then were in effect, but within a in legally prescribed period of time to which the University of Josip Juraj Strossmayer in Osijek is amenable.

#### Article 53

Persons, who obtained a master's degree pursuant to regulations which had been in force before the new Act on Scientific Activity and Higher Education was passed, can, within a period of eight (8) years after the Act on Scientific Activity and Higher Education came into force, obtain a doctoral degree by defending their doctoral dissertation pursuant to regulations which had been in force until then.

#### Article 54

The following forms are an integral part of the Regulations:

1. Postgraduate Application Form
2. PhD Qualifying Exam Form
3. Thesis Proposal Defence Form
4. Doctoral Dissertation Evaluation Form

#### Article 55

The Regulations shall come into force on 19 December 2012.

In Osijek, 19 December 2012

Vice-dean for Science and International Cooperation  
Head of the Postgraduate Doctoral Study

Prof. Goran Martinović, PhD

D e a n:

Prof. Radoslav Galić, PhD