

Doctoral School of Linguistics, UD Quality Assurance Plan

Quality assurance requirements for admission to doctoral programs (= Admission Requirements)

The Doctoral School supplements the admission requirements set forth by the DE-DSZ with the following provisions:

1. The Admission Committee awards points in the following three categories:

- (a) *Professional Aptitude (maximum 40 points)*

The committee evaluates the candidate's professional knowledge, research plans related to the doctoral training, and the soundness of these plans. Assessment may be based on an oral examination and a written application, including a research proposal (see Annex 3 of DE-DSZ).

The candidate must attach to the application form a 2–3-page topic proposal, which serves as the starting point for the admission interview. During the interview, the candidate must demonstrate understanding of the research problem, basic familiarity with the relevant literature, and possession of the fundamental professional skills required for processing the topic. The committee also assesses skills essential for successful scholarly work: argumentative ability, problem recognition, ability to identify key issues, inductive generalization, deductive reasoning, abstraction, and commitment to scientific research.

- (b) *Diploma (maximum 30 points)*

(Evaluation: see Annex 3 of DE-DSZ.)

The candidate must hold a master's degree in any language and literature specialization, general and applied linguistics, translation studies, or language teaching.

- (c) *Scientific Work (maximum 30 points)*

Points are awarded based on documented outputs (publications, student research papers, etc.) (see Annex 3 of DE-DSZ). Eligible achievements correspond to those recognized by performance credits under Section II.2.c of the DE Talent Support Program Regulations.

20–30 points:

- First-author peer-reviewed journal article (“in extenso”)
- Award-winning presentation at OTDK (National Scientific Students' Associations Conference), 1st–3rd place

10–20 points:

- Non-first-author peer-reviewed journal article
- First-author presentation or poster at a non-local, non-student conference
- OTDK presentation or paper, not awarded

0–10 points:

- Non-first-author, non-student presentation or poster
- Presentation at a local student (non-OTDK) conference

2. It is recommended that applicants have a level of English (and other languages relevant to the field of study) that enables them to read the relevant literature, possibly supplemented by an intensive language course if they pass the entrance exam.
3. Each subprogram of the Doctoral School is represented by one member in the Admission Committee. Admission decisions are based on a comparative evaluation of all candidates' performance, not on subprogram affiliation. This ensures avoidance of negative selection and guarantees that the most talented candidates are admitted each year.
4. Principles for Allocating Scholarship Positions Among Subprograms:
 - (a) Quality (performance of applicants)
 - (b) Continuity (ensuring uninterrupted operation of subprograms)
 - (c) Proportionality (meeting the recruitment needs of subprograms)
 - (d) Compensation (if no scholarship student is admitted to a subprogram in a given year due to lack of qualified applicants, the subprogram may later receive additional scholarship positions as compensation when suitable candidates are available).
5. Provisions for Individual Preparation:
 - (a) The purpose of individual preparation is to enable professionals with significant teaching and/or research experience and documented scientific achievements (a sufficient number and quality of publications, i.e., at least four published or accepted papers, one review, and one conference presentation) to obtain a PhD degree.
 - (b) Candidates applying for individual preparation must meet the same requirements as those completing the training-research phase.
 - (c) Admission for individual preparation is possible only if the candidate has already fulfilled the language requirements for degree conferral (see DE-DSZ).
 - (d) The application must include the existing manuscript of the first version of the dissertation, and the prospective supervisor must provide a written statement confirming that, based on the submitted material, a dissertation of appropriate quality can be completed within two years.
 - (e) Individually preparing candidates may also participate in the academic activities of doctoral programs.
 - (f) The Council of the Doctoral School appoints a supervisor for each individually preparing candidate to monitor and assist their progress.

Quality assurance requirements during the degree awarding process (= output requirements)

1. In addition to the provisions of the DE-DSZ, the conditions for submitting PhD dissertations within the Doctoral School are as follows:
 - (a) All completed dissertations must be submitted for preliminary discussion before being finalized. The preliminary discussion may take place if the supervisor considers the thesis suitable for submission, the candidate can no longer make any substantial changes to it, but independent reviewers may still find minor deficiencies that should be corrected before the final version is completed. The preliminary discussion shall be conducted in the same manner as the public discussion: based on the written opinions of at least two reviewers, a committee

consisting of at least three additional members shall decide whether the dissertation is ready for public discussion. At least one-third of the committee members shall not be employed by the institution. The preliminary discussion shall be organized by the doctoral school, and minutes shall be taken of the discussion.

- (b) Candidates must demonstrate independent scientific activity. In addition to the requirements set out in §9(6)(b) of our regulations, students of the Doctoral School must write at least one study per training phase and at least four studies closely related to the dissertation topic by the end of the research-dissertation phase, as well as deliver at least one conference presentation per training phase. Acceptable publications must appear in one of the peer-reviewed journals or edited volumes approved by the Linguistics Committee of the Hungarian Academy of Sciences (HAS). Genre classification shall follow the scientometric table of the HAS Linguistics Committee. Publications must be uploaded by the candidate to the University of Debrecen University and National Library publication database (DEA).
2. Every dissertation must be suitable for publication. The Doctoral School supports the publication of dissertations, thereby submitting the achieved results and the quality characterizing training and research to the judgment of the broader scientific community.
3. For the **comprehensive examination**, students prepare based on a reading list appropriate to their field. The list includes:
- readings designated by the subprogram head;
 - readings designated by the examiner;
 - readings freely chosen by the candidate.
- Based on this list, and after consultation with the examiners, the candidate prepares theses of 3–4 pages on specific issues within each subject, which they present freely during the examination, followed by answering questions from the examiners and attendees based on the theses.
- Duration of the examination:
- major subject: 1 hour
 - minor subject: 30 minutes
- For the list of subjects of the comprehensive examination, see Annex 1 of Doctoral School Regulations.
- As part of the comprehensive examination, the candidate delivers a public presentation of at least 20 and at most 30 minutes on the topic of their dissertation, followed by a discussion.

Quality assurance requirements for academic work and thesis supervision

The Linguistics Doctoral School regulates the duties of the supervisor and the student's academic work in accordance with DE-DSZ III. Chapter 1. §. (12) and DE-DSZ IV. Chapter 6. §. (3), supplemented as follows:

- (1) The requirements for supervisors in both doctoral programs are as follows:
 - (a) Only instructors with at least three years of teaching experience after obtaining their academic degree may perform supervisory duties.
 - (b) When appointing a supervisor, the Doctoral School Council shall examine the instructor's publication activity, the content of their research work, and their teaching activity. The content of their research work must guarantee a high level of expertise in the selected topic.
 - (c) The Doctoral School Council shall decide on the appointment of the supervisor.
 - (d) A maximum of two new doctoral students may be admitted to a supervisor during an admission period.
- (2) The Doctoral School places great emphasis on close, daily cooperation between the supervisor and the doctoral student. The following are essential elements of this cooperation from a quality assurance perspective:
 - (a) The supervisor shall be appointed no later than the time of the admission decision.
 - (b) The supervisor and doctoral student shall draw up the student's individual work schedule every six months, with the approval of the subprogram director.
 - (c) The supervisor shall report annually in writing to the subprogram director on the doctoral student's results.
 - (d) As a prerequisite for the submission of the dissertation, the supervisor shall certify his or her consent to the submission of the dissertation by signing the first page of the dissertation.
- (3) Doctoral students are required to earn 30 ± 3 credits per semester and a total of at least 240 credits during the entire program, with 1 credit earned for every 30 hours of work. Generally, 1 credit can be earned over the course of one semester by attending one hour of lectures per week and passing an exam (see DE-DSZ IV. Chapter 6. §. (5) and (6)).

The supervisor certifies the completion of credits on the basis of a written report submitted by the doctoral student every semester. The supervisor forwards the doctoral student's semester reports to the head of the doctoral school after the end of each semester (see DE-DSZ IV. chap. 6. §. (8)).
- (4) In parallel with completing the required coursework, students are required to prepare their PhD thesis by conducting independent research. Research tasks (e.g., data collection, writing papers, conference participation, literature reviews, dissertation chapters, etc.) are determined by the supervisor and recorded each semester in the student's individual work schedule (cf. (2)(d)).
- (5) Doctoral students must undergo mandatory assessments (see DE-DSZ IV. Chapter 6. §. (12)). At the end of the first year of the training and research phase, doctoral students must report on their progress to date, either orally or in writing, before the subprogram council. At the end of the first year of the research and dissertation phase, doctoral students give a 30-minute presentation on their topic. The purpose of the topic presentation is for the student to report to the public that they have made sufficient progress in developing their topic, that they are clear about the structure of their planned dissertation, the expected results, and the open questions. The doctoral school council – in accordance with the quality assurance plan and criteria of the doctoral school – evaluates the progress made in doctoral training and the doctoral thesis, as

well as the performance of the doctoral student and the supervisor. The doctoral school council informs the doctoral council of the scientific field about the results of the periodic evaluation and, if necessary, makes a recommendation to change the supervisor or to transfer the doctoral student receiving a state scholarship to self-financed training.

- (6) The Doctoral School makes the issuance of the certificate of completion subject to the following conditions:
- (a) Completion of 240 credits, consisting of the following
 - 18 academic (training) credits
 - credits earned through research (and, where applicable, teaching)
 - (b) certification by the supervisor
 - of the completion of the required qualifications;
 - of the existence of the number of publications and scientific presentations specified in Section 7 (1)(b) on the topic of the dissertation (publications completed for admission are not included in this category). For the assessment of acceptable publications, see DE-DSZ Chapter V, Section 15. (1)-(3);
 - completion of at least 75% of the dissertation.