

Operational Regulations of the Doctoral School of Human Sciences

1. Establishment of the Doctoral School

1.1. The interdisciplinary (humanities and social sciences) doctoral school of the University of Debrecen was established in 2000 with the joint agreement of the heads of the Philosophy, Educational Sciences, and Psychology programmes. The full name of the doctoral school is the Doctoral School of Human Sciences (HTDI). Based on the resolution of the Hungarian Accreditation Committee (MAB) dated 6 December 2013, the HTDI was expanded with the addition of the Sociology and Social Policy programme, becoming a four-programme doctoral school.

1.2. The present regulations were established in accordance with the founders' original written agreements. These original agreements are in harmony with the University's currently valid Doctoral Regulations (DSz) as of March 2025. The present regulations reflect the collective will of the cooperating parties within the doctoral school and were created with the consensus of the programme directors.

2. Organization of the Doctoral School

2.1. The doctoral school offers doctoral training in four disciplines: Philosophy, Educational Sciences, Psychology, and Sociology.

2.2. Headquarters and contact details:

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2.3. Regulating the conditions for holding the position of head of the doctoral school, the election and duties of the school head are **UD-DR II (1)** and Chapter III, §1 (7). In light of the multi-disciplinary structure of the doctoral school, the leadership position is on a rotation, choosing a new head from among the directors of the constituent programmes every three years. Although, the head of the doctoral school may resign during their term in favour of the next programme director in line. What is more, the next programme director in line may also decline the leadership role. In the case of a prolonged absence of the head of the doctoral school, the school head may appoint an acting chair, with the approval of the founding programme directors.

2.4. The conditions for holding the position of doctoral programme director are regulated by **UD-DR Chapter III, §1 (9)**. The doctoral programme director is elected from among the full (core) members who are university professors of the doctoral programme, by a simple majority vote of the programme's core members. The internal decision-making mechanisms of the doctoral programmes are regulated by the doctoral programmes' own operational rules, in accordance with the principles of the **UD-DR** and the present regulations.

2.5. Members of the doctoral school include core members, supervisors, and instructors. Decisions regarding the invitation, appointment, or termination of membership are made by the council of the doctoral school based on the recommendations of the programme directors. The duties of supervisors and instructors are regulated by UD-DR Chapter III, §1 (10–11). The conditions for core membership are defined in UD-DR Chapter II, Definitions (1). A core member is an instructor who meets the expectations defined by the accreditation criteria of the Hungarian Accreditation Committee (MAB) and has received a “meets requirements” evaluation during accreditation. The duties of core members are defined in UD-DR Chapter III, §1 (3).

Following the commencement of studies, a co-supervisor may be involved only before the award of the absolutorium and only if justified by the disciplinary distance between the fields of expertise of the two supervisors (UD-DR Chapter III, §1 (14))

2.6. The council of the doctoral school is established and operates in accordance with the principles of UD-DR Chapter III, §1 (13), based on nominations by the programme directors. Each programme is represented equally in the council. The permanent, non-voting members of the council are: (a) the secretary of the doctoral school; (b) one elected representative of the doctoral students from each programme. Voting rights are held by the programme directors. The doctoral school is represented in the disciplinary doctoral council by the programme directors independently.

Based on the recommendations of the programme directors and by simple majority, the council of the doctoral school makes decisions on all matters within its jurisdiction; in the event of a tie, the vote of the head of the doctoral school concludes the matter. Taking into account the relevant UD-DR regulations, these include the following: (a) nomination of the head of the doctoral school; (b) nomination of the secretary; (c) allocation of scholarship positions; (d) admission of new programmes to the doctoral school; (e) ensuring quality requirements.

2.7. The secretary of the doctoral school is appointed and dismissed by the head of the doctoral school with the consent of the programme directors. The appointment is for an indefinite term, until withdrawal or resignation. The secretary serves as the administrative representative of the doctoral school. In this capacity, the secretary: (a) manages the administration of the doctoral school; (b) coordinates the work of the programme secretaries; (c) informs students about the shared courses of the doctoral school; (d) administers the meetings of the doctoral school council; (e) manages the formal maintenance of the doctoral school’s shared website in cooperation with its IT staff. The secretary of the doctoral school is remunerated jointly and equally by the programmes.

3. Role in the Admission Process

3.1. In matters related to the admission procedure — factoring in Section 5 of Chapter IV of the UD-DR — the programme directors make the decisions. Within this framework:

- (a) applicants are required to consult their prospective supervisors on substantive issues, taking into consideration the currently announced research topics;
- (b) the doctoral candidate quota applicable to supervisors must also be considered;
- (c) the supervisor is responsible for overseeing the doctoral student's academic and research activities.

4. Educational Activities

4.1. The doctoral school and its programmes constitute training units that span various organisational units of the university, their operation founded upon the joint work of instructors from several institutional units across multiple disciplines. Unlike other training activities offered by the institutes and departments forming the basis of the doctoral school, their work is specifically aimed at preparing students for the attainment of a scientific degree. The teaching and research activities conducted within the doctoral school rely on the professional and academic autonomy of each programme as well as on institutional cooperation between programmes. Every doctoral student is required to take courses (a maximum of three during the training period) offered by other programmes within the doctoral school.

4.2. The training programmes are developed by the heads of the individual programmes. Evaluation also falls under their responsibilities. This includes the development of evaluation criteria and standards, ensuring their transparency, as well as their practical implementation and enforcement.

4.3. Doctoral students may initiate credit-bearing teaching activities following prior consultation with the programme director and their supervisor, who grant approval based on the student's academic progress. The head responsible for the taught course provides professional support for the teaching activity. Based on the recommendation of the programme directors, the council of the doctoral school may award teaching credits for the teaching activity carried out by the doctoral student.

5. Additional Responsibilities

5.1. Doctoral students carry out their research activities within the frameworks defined by the individual programmes, with special regard to Chapter IV of the University of Debrecen Doctoral Regulations (UD-DR). They are obliged to report regularly to their supervisors.

5.2. The financial management of the doctoral school, in accordance with Chapter III, §4 (1–4) of the UD-DR, is conducted within the frameworks of the individual programmes under the responsibility of the relevant programme director. The administrative tasks related to financial management are supported by the secretary of the doctoral school.

5.3. The publication practices of the doctoral school are shaped by the heads of the individual programmes, taking into consideration the Quality Assurance Plan of the Doctoral School of Human Sciences (HTDI).

5.4. The degree awarding procedure is organised by the individual doctoral programmes within the frameworks defined by Chapter V of the UD-DR, and in accordance with national and international practices of the academic fields they represent.

5.5. In the habilitation process, each programme is represented with equal rights. During the habilitation process, the programmes follow the nationally-established and University of Debrecen-defined rules according to the academic discipline they represent .

5.6. The alumni policy of the doctoral school is developed by the individual programmes within their respective frameworks, considering the provisions of the Alumni Regulations of the University of Debrecen, as well as national and international practices in their respective academic fields. The coordination of the alumni policies is supported by the head of the school from a professional-scientific perspective and by the secretary of the doctoral school at the administrative level.

6. Validity of the Regulations

6.1. The Operational Regulations come into effect upon the approval of the programme directors constituting the doctoral school and following the promulgation of the MAB resolution validating the amendments.

6.2. The Operational Regulations may be reviewed and amended, under the conditions defined in the University of Debrecen Doctoral Regulations (UD-DR), with the approval of their programme directors.

Debrecen, Sept. 1, 2025

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Prof. Dr. Bugár István

leader of the doctoral program of
philosophy

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Prof. Dr. Pusztai Gabriella

leader of the doctoral school, leader of the
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Prof. Dr. Molnárné Kovács Judit

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Tasks and Competency Requirements of the Staff Members of the Doctoral School of Human Sciences (HTDI)

One of the fundamental pillars of the operation of the Doctoral School of Human Sciences (HTDI) is the clear and regulated definition of the tasks and competency requirements of the staff involved in doctoral training. In order to ensure high-quality scientific work and the excellence of doctoral training, the HTDI has developed its own system of requirements in accordance with institutional regulations and the expectations set out in the Accreditation Handbook of the Hungarian Accreditation Committee (MAB). The HTDI defines and applies the competency requirements associated with the relevant roles on the basis of the principles detailed in the Operational Regulations of the Doctoral School, the Doctoral Regulations of the University of Debrecen, and the accreditation documents of the MAB.

The HTDI monitors and evaluates the continuous fulfilment of the scientific and teaching competencies of its staff at several levels. The selection of instructors and supervisors is carried out in accordance with the conditions specified in the Doctoral Regulations of the University of Debrecen, which include an assessment of academic qualifications, regular publication activity, and previous experience in doctoral training. The HTDI annually reviews the eligibility of supervisors, making provisions for the research performance recorded by the Hungarian Academy of Sciences (MTA), publication data registered in MTMT, as well as student feedback and the effectiveness of doctoral training. As regards instructors and committee members, the documentation of teaching activity related to courses, the regular updating of syllabi, and participation in quality assurance procedures ensure the continuous monitoring and development of competencies.

Roles, Tasks, and Expected Competencies of HTDI Staff Members

Role	Main Tasks	Expected Competencies
Head of the Doctoral School	Professional and organisational leadership of the doctoral school; making strategic decisions	Highest academic degree/title; leadership experience; international publication record; international professional recognition
Programme Director	Professional coordination of the doctoral programme; harmonisation of teaching and research activities	Minimum a PhD degree; habilitation; preferably DSc title; research experience; experience in organising teaching; international publication record; at least national-level professional recognition
Instructor	Teaching doctoral courses; providing academic support to students	PhD degree; active research and teaching activity; subject-specific

		expertise demonstrated through publications
Supervisor	Guiding the doctoral student's research; supporting the dissertation process	Academic degree; publication activity; experience in leading successful research projects; talent development and supervisory skills; proven effectiveness
Co-supervisor	Supporting the work of the supervisor; providing interdisciplinary input	Academic degree; publication activity; experience in leading successful research projects; talent development and supervisory skills; proven effectiveness
Member of the Evaluation Committee	Assessing doctoral dissertations; conducting the defence procedure	Academic degree; publication activity; experience in leading successful research projects; subject-specific expertise; scientific objectivity; experience in academic assessment
School and Programme Secretary	Performing administrative tasks; coordinating training processes	Knowledge of regulations; precision; organisational skills; communication competence; proficiency in ICT tools