National University of Public Service Institutional ID: FI 99859

**Applying for a doctoral degree procedure**

**1. Personal data:**

Name:

Military rank: (Maiden name):   
Mother’s maiden name:

Place and date of birth:

ID number:

Nationality:

Permanent address and phone number:

Mailing address, phone number and e-mail address:

Place of work (place of service), (office number):

Position:

**2. Qualification:**

University degree (specialization):

Institution issuing the diploma:

Degree number:

Time of issue:

Language proficiency:

|  |  |  |
| --- | --- | --- |
| Language | Level | Certificate number, date: |
| ……………….. | ……………….. | ……………….. …………… |
| ……………….. | ……………….. | ……………….. …………… |

**3. Doctoral programme:**

form:\* a) organized full-time (day) programmes: scholarship / self-financed;

b) organized part-time (correspondence) programmes;

c) individual programmes;

d) individual preparation.

Doctoral school issuing the absolutorium (research area):

Date of issue of the absolutorium:

*\* Please underline what is applicable.*

**4. Doctoral Procedure:**

Discipline area/discipline:

Research area:

**5. Title of the dissertation:** …………………………………………… .................................................. ...............................

…………………………………………………………………………………………………...……….

**6. Numerical data of the scientific activity** to date (according to the score table)**:**

Book, competition, note: Peer-reviewed article in a journal:

Non-peer-reviewed journal article:

Presentation in an international conference material in foreign language:

Material published in Hungarian conference proceedings:

Other scientific activities: ………………………………………………………………………...

**7. Declaration by the applicant:**

I apply for a degree in accordance with Article 46 (1) of the Doctoral and Habilitation Regulations.

*In the light of my criminal responsibility, I declare that the above information is accurate and acknowledge that I am suffering the consequences of any disclosure of false information.*

Done at: ………………, .. ……… month ……day, 20…. year

……………………………

(signature of the applicant)

**To be completed by the Doctoral School**

The Doctoral Council of the Discipline has accepted the application:

Done at: Budapest .. ……… month ……day, 20…. year

|  |  |  |
| --- | --- | --- |
|  | **ANNEXES** | **Status** |
| 1. | Application Form |  |
| 2. | Proof of payment of the procedure fee (or approved exemption request) |  |
| 3. | Absolutorium copy |  |
| 4. | Copy of university diploma or equivalent certificate (presentation of original document) |  |
| 5. | I. Copy of state recognized or equivalent language exam certificate (B2, C1, C1 complex) (presentation of original document) |  |
| 6. | II. Copy of state recognized or equivalent language exam certificate (B2, C1, C1 complex) (presentation of original document) |  |
| 7. | Official certificate of not more than 3 months' official certificate / equivalent in the case of foreigners. |  |
| 8. | Declarations |  |
| 9. | Preliminary defence minutes in 3 copies |  |
| 10. | Professional curriculum vitae as a written text |  |
| 11. | Publication Score Table |  |
| 12. | List of publications (detailed, MTMT) and publications, as well as co-authors' declarations and special prints |  |
| 13. | 9 copies Author's thesis in Hungarian; 10 copies in case of co-supervisor |  |
| 14. | 9 copies Author's thesis in Hungarian; 10 copies in case of co-supervisor |  |
| 15. | Dissertation in 8 copies |  |
| 16. | CD in one copy (containing the dissertation, Author's Guide (in Hungarian and English) |  |
| 17. | Submission for comprehensive examination subjects / topics and committee, defence committee and opponents |  |
| 18. | Request for a foreign language diploma and proof of payment |  |
| 19. | Request for foreign language proceedings (if any) |  |
| 20. | Certificate issued by the Office of Scientific Affairs certifying that the doctoral thesis to be submitted has been examined for equivalences. |  |