Effective from: January 2026

LUDOVIKA UNIVERSITY OF PUBLIC SERVICE

DOCTORAL SCHOOL OF MILITARY ENGINEERING

QUALITY ASSURANCE PLAN

2026

Pursuant to Point II/1 of Annex 2 of Act CCIV of 2011 on national higher education, the Ludovika University of Public Service (hereinafter referred to as NUPS) is operating a quality management system in order to improve its educational and scientific performance and professional standards. The quality management system contributes to the high-quality provision of education, research and functional operation through its planning, analysing, evaluating and continuous development work.

In order to comply with the accreditation recommendations and requirements of the Hungarian Accreditation Committee for Higher Education (hereinafter: HAC), the University is basing its quality management system, the operation and management thereof on the quality assurance standards and guidelines of the European Higher Education Area.

Therefore, the Senate has established the Quality Regulations (hereinafter referred to as the Regulations) as Annex 11 to Volume I of the Organisational and Operational Rules of NUPS (hereinafter referred to as the Organisational and Operational Rules).

Nevertheless, the scope of the Regulations does not cover the quality assurance system of doctoral schools. According to the legislation[1] on doctoral schools, doctoral procedures and habilitation, core members prepare the Quality Assurance Plan of the doctoral school in accordance with the HAB evaluation criteria.

Therefore, the Doctoral Council of the Discipline of the Doctoral School of Military Engineering (hereinafter referred to as DCDME) hereby establishes the following Quality Assurance Plan.

GENERAL PROVISIONS

The purpose of the Quality Assurance Plan

The purpose of the Quality Assurance Plan – which is the basic document of the quality assurance of the Doctoral School of Military Engineering (hereinafter referred to as DSME) – is to provide a unified framework for the elements of DSME's quality management activities, the tasks and powers of the persons and bodies involved in quality management activities, and determine the quality policy of the school.

Scope of the Quality Assurance Plan

1) The personal scope of the Quality Assurance Plan covers all persons in connection with the DSME, such as doctoral students, doctoral candidates, doctoral degree holders, supervisors, lecturers, course managers, research area leaders, members of the various committees (admission, examination, evaluation) committees, opponents, the administrative staff of the doctoral school, the academic secretary and his/her deputy, and the members of the DCDME (core members and external members), in particular the actors involved in quality assurance as defined in the Quality Assurance Plan.

2) The material scope of the Quality Assurance Plan covers the management of quality indicators at the level of the doctoral school, as well as the management of the repository of indicators, the monitoring, analysis and evaluation of quality indicators. Furthermore, it also encompasses the identification of improvement measures, their evaluation, as well as the self-assessment and accreditation process at organisational level.

The external and internal regulatory environment of the Quality Assurance Plan

The Quality Assurance Plan of the DSME takes into account, in particular, the essential external and internal requirements described in the following documents:

- Act CCIV of 2011 on National Higher Education;
- Act CXXXII of 2011 on the University of Public Service and on Higher Education in Public Administration, Law Enforcement and Military;
- Government Decree 387/2012 (19 December) on doctoral schools, the order of doctoral procedures and habilitation;
- standards and guidelines for quality assurance of the European Higher Education Area;
- the applicable accreditation recommendations and self-assessment guidelines of HAB;

[1] Government Decree 387/2012 (19 December) on doctoral schools, the order of doctoral procedures and habilitation

- Institutional Development Plan of the Ludovika University of Public Service;
- University Doctoral and Habilitation Regulations of the Ludovika University of Public Service (hereinafter referred to as the UDHR);
- Doctoral School of Military Engineering Study and Examination Regulations (hereinafter referred to as SER);
- Training Plan of the Doctoral School of Military Engineering (hereinafter referred to as TP);
- Operational Rules of the Doctoral School of Military Engineering (hereinafter referred to as OR);
- the Rules of Procedure of the Doctoral Council of the Engineering Discipline of the Ludovika University of Public Service (hereinafter referred to as DCDME).

Interpretative provisions

- **Quality indicators:** indicative absolute and qualified indicators assigned to specific scopes in the strategies, which together express the target or status of the strategy in the scope, based on different calculation rates.
- **Quality:** the extent to which the school meets or achieves the requirements specified in the Quality Assurance Plan and expected of it, and the target value of the indicators assigned to these requirements.
- **Quality improvement:** carrying out of improvement tasks as defined in the Quality Assurance Plan, which are planned, implemented and evaluated annually as part of the plan in order to achieve the requirements to be met.
- **Quality improvement programme:** the document setting out the quality improvement measures, the persons responsible for the measures, the deadline for the completion of the measures, and the main milestones and results of the measures for the time periods defined in the institutional development plan and other strategies.
- **Quality management system:** the set of organisations, responsibilities, objectives, processes and resources required to operate quality management.

The principles of quality assurance

Quality assurance requires a multi-level analysis with feedback to ensure high standards of academic training, and a rapid response to factors that threaten the functioning of the Doctoral School. In order to uphold the character of scientific training and to ensure that basic and applied scientific methods and knowledge are transferred in the field of research, quality assurance should be based on the following principles:

1. Satisfying the needs of the scientific community and of students. This involves assessing the requirements, evaluating the results, clarifying the tasks to be performed by the students, assessing student satisfaction and using the lessons learned to improve the training programme of the Doctoral School and the process of obtaining a doctoral degree.

2. Operating in compliance with the quality system and requirements of NUPS. To this end, the DCD assumes responsibility for the training programme of the Doctoral School, for the quality of the degree awarding process, by setting specific quality objectives and ensuring compliance with the regulatory environment.

3. Organising the doctoral course process. The Doctoral School shall have an appropriate internal regulatory system for the process ranging from admission to the Doctoral School to the award of the doctoral degree, i.e. a Training Plan, Operational Regulations and Study and Examination Regulations. The Head of the Doctoral School and the DCD shall ensure full compliance with these regulations.

4. Continuous development of quality. Accordingly, the quality of the doctoral course and the doctoral degree process is regularly assessed taking into consideration the University's quality assurance policy, and as a result the School shall identify lessons learned, correct errors and incorporate recommendations.

5. The principles of openness, transparency and documentation. All decisions regarding doctoral training and the awarding of degrees shall be documented as part of the operation of the Doctoral School. Extensive information shall be made available to the professional and scientific community regarding the operation of the Doctoral School through the DSME website.

6. The principle of professional control. This shall be achieved through the assessment of the work and performance of the doctoral students, lecturers and supervisors of the Doctoral School, which shall form the basis for the continuous monitoring of the quality of teaching, research and student activities.

7. The principle of focusing on quality and the application of scientific ethics. The Doctoral School is committed to improving quality and fully meeting the requirements set by the scientific ethics. These principles shall be fully reflected in the operation of the Doctoral School.

8. The principle of applicability. A fundamental objective of the Doctoral School is to help formulate answers to strategic and practical questions related to the functioning of the state and public administration by means of the training programme, the definition of research areas, the choice of topics for doctoral theses and the outcomes of research.

Quality policy objectives of the DSME

1. The doctoral school is actively and continuously strives to fine-tune its new-type training system, to enhance and modernise the quality of its training and research portfolio, which is closely aligned with the military engineering discipline, taking into account the external research needs of its customers and sponsors (Hungarian Defence Forces - Ministry of Defence (hereinafter referred to as HDF and MoD), other ministries, governmental bodies), and to continuously develop and update innovative activities supporting these training and research activities;

2. The doctoral school is constantly striving to organise and manage teaching and research activities to a high standard of quality, with particular attention to improving their efficiency (ensuring access for all to the information and infrastructure in order to use and exploit them more effectively), to creating transparency (invited members, lecturers, opponents, reviewers) and to ensuring that scientific ethics are rigorously respected;

3. The doctoral school is constantly striving to harmonise training and research, to select excellent lecturers and supervisors, and to select doctoral students capable of achieving scientific results;

4. The doctoral school is constantly striving to update and revise its regulatory instruments that define the conditions of training and research and define the set of requirements governing them – the Operational Regulations, the Quality Assurance Plan, the Training Plan, the Study and Examination Regulations, the DCDME Rules of Procedure, the Examiners' Guide for the official evaluation of doctoral (PhD) theses – and to adapt them to the changing institutional environment, closely aligning them with the regulatory environment of the NUPS;

5. The doctoral school is constantly seeking to effectively improve the teaching and research performance of its lecturers and of the school, and to regularly publish its own new research results in the most prestigious national and international scientific journals and at conferences;

6. The doctoral school considers it to be an important objective to continuously improve its human resources, to ensure the supply of new researchers, to improve the publication rate of publications in foreign languages, and to expand the range of options for elective foreign language training;

7. One of the main goals of the doctoral school is to provide comprehensive support for the acquisition of a doctoral (PhD) degree that proves competitive knowledge and aptitude for independent research work, recognized both in Hungary and abroad, and to encourage commitment to scientific research work;

8. A major objective of the doctoral school is to produce research results that can be measured in international comparisons, both by the lecturers (supervisors) and by PhD students;

9. The doctoral school shall endeavour to eliminate the reasons for protracted and possible failed doctoral studies, such as increasing the quality of doctoral students' publication activities in Hungarian and foreign languages, creating the conditions for meeting the language requirements for the degree, and supporting the planning of doctoral students' time management within the framework of the new type of training system;

10. The doctoral school wishes to improve the system of providing information to applicants for and participants in doctoral (PhD) training;

11. The doctoral school shall seek active cooperation with other doctoral schools within the institution. It shall seek to continuously develop its network of contacts and cooperation with other national and international doctoral schools, professional research institutes, HDF and MoD research and training centres, civilian enterprises and organisations. By leveraging the good practices gained from this experience, it shall strive to further optimise its training activities, its research portfolio and the value of the doctoral (PhD) degrees awarded;

12. The doctoral school shall continuously strive to achieve international visibility and recognition;

13. The doctoral school shall pay particular attention to the development of quality-oriented thinking among its staff and doctoral students, the availability of data and policies on quality assurance, and promoting commitment to development and quality.

1. THE QUALITY ASSURANCE SYSTEM OF THE DOCTORAL SCHOOL OF MILITARY ENGINEERING

The DSME operates a functional quality assurance system within the NUPS's integrated quality assurance system, the continuous operation of which is ensured by the Head of DSME.

The head of the doctoral school shall be responsible for the national accreditation and international assessment of the doctoral school, and shall ensure the quality assurance of the activities of the doctoral school through the Quality Assurance Plan of the doctoral school.

According to the Government Decree on doctoral schools, doctoral procedures and habilitation, core members prepare the Quality Assurance Plan of the doctoral school in accordance with the HAB evaluation criteria.

The specific tasks to be carried out in the quality assurance system of training and research are implemented by DSME on the basis of the Quality Assurance Plan.

DSME's quality assurance system validates the specific requirements that arise during activities related to doctoral training.

DSME does not employ quality assurance specialists in independent positions. The tasks related to quality assurance shall be carried out by the Quality Assurance Officer appointed by the Council on the basis of DCDME Decision No. 15/2019 (12 September). The Quality Assurance Officer shall assist the Head of the DSME and attend DCDME meetings as a standing invitee with the right to participate in the deliberations.

Responsibilities of the DSME Quality Assurance Officer:

- participate in the preparation of the Quality Assurance Plan;
- participate in the tasks and activities aimed at implementing the Quality Assurance Plan;
- participate in the preparation, analysis and assessment of surveys to monitor the implementation of the Quality Assurance Plan;
- participate in the management and coordination of quality assurance activities;
- participate in the preparation of the self-assessment of the doctoral school;
- participate in preparing the doctoral school for accreditation;
- participate in the preparation of the international assessment of the doctoral school;
- make proposals for the annual quality objectives of the DSME;
- participate in the preparation of the annual quality and compliance assessment of the DSME for discussion;
- participate in the annual review of the DSME C-SWOT analysis;
- annually review and evaluate the curricular content of the compulsory core subjects in the research areas;

– monitor the status of student and staff feedback, summarise and evaluate the results;
– participate in the management of suggestions made by persons involved in quality assurance.

The monitoring system of the DSME collects all data, factors and opinions (including the opinions of doctoral students, doctoral candidates, graduates, lecturers, supervisors, research leaders, clients and other external bodies), which can be used to evaluate and compare the training, the current status and quality of the performance of the research, doctoral students, trainers, supervisors, research leaders, organisational structure, curricula and teaching infrastructure, and the extent to which they deviate from the requirements (quality assessment).

The quality assurance of DSME is essentially focused on:

– the admission procedure;
– the doctorate course;
– the process of obtaining a degree.

The four main pillars of DSME quality assurance:

– student feedback;
– the faculty, supervisor and research leader reviews;
– monitoring the processes;
– checking student documentation.

2. ANNOUNCEMENT OF DOCTORAL TOPICS

Each year, the Rector of the NUPS issues a call for applications for doctoral studies at the university. The call is also an information notice, which includes the purpose of the training, the location, the organisations organising the doctorate courses and their directors, the forms of training, the conditions of application, the research topic groups, the optional topics and supervisors, the topic selection procedure, the application procedure, and the content and procedure of the admission procedure.

The detailed rules for application and admission to doctoral studies are laid down in the current UDHR of the NUPS, the current OR of the DSME and the SER of the DSME.

Applications for doctoral programmes are primarily accepted for the topics announced by the DSME, which must be accepted by the announcer of the topic, but it is also possible to apply with a research topic that has not been announced, provided that the supervisor with expertise in the topic in question agrees to supervise the doctoral research work with the approval of the DCDME.

DSME shall annually review its research topics, topic outlines and supervisors. When announcing the topics, external research needs expressed by the clients, the sponsors (HDF, MoD, other ministries and governmental bodies) are also taken into account.

The research topics and the supervisors are approved by the DCDME in accordance with the UDHR.

Under EDHR, the research leader shall be a full-time university professor or associate professor who has been considered at the University for the verification of the conditions of operation of the higher education institution. The head of the research area shall have at least one doctoral student with a degree. At the University, one person can be the head of one research area, his or her tasks are set forth in the UDHR and the DSME OR.

The person proposing a doctoral topic shall be a lecturer or researcher who has held an academic degree for at least two years and whose proposal has been approved by the DCDME, subject to the conditions set out in the UDHR.

Pursuant to Section 12 (1) of the current OR and the UDHR, the announcer of a doctoral topic shall be a lecturer or researcher with an academic degree whose topic proposal has been approved by the DCDME.

A supervisor is appointed when a student who has applied for his/her advertised topic is accepted and enrols in the doctoral school.

Pursuant to the UDHR the supervisor of the doctoral topic shall be the lecturer or researcher having an academic degree for a minimum of 2 years, the topic offer of whom has been approved by the DCDME, and who, on this

basis, shall be responsible for directing and assisting the doctoral student in preparing for his or her studies, research activity and preparation of the doctoral students for obtaining the academic degree.

Each doctoral student is assigned a supervisor and, where the complexity of the research topic so justifies, a co-supervisor may be assigned. An active researcher or lecturer with an academic degree who is not yet entitled to supervise and announce a topic on his/her own may also be a co-supervisor.

The supervisor may announce up to two, or in justified cases three, topics at the same time and may supervise up to four doctoral students.

The proposer/supervisor of the topic and the leader of the research area shall have a continuous and active research and publication activity in his/her topic prior to the announcement of the topic and shall continuously update his/her data in the NDC and in the national scientific bibliographic database, the Collection of Hungarian Scientific Works (hereinafter referred to as CHSW). The topic announcer/supervisor shall have continuous relevant publications not older than 2 years, related to his/her research topic and published on the NDC platform.

3. ADMISSION TO DOCTORAL PROGRAMMES

The guidelines and requirements of the admission procedure are laid down in the current UDHR of the NUPS, the current OR of the DSME and the SER.

The purpose of the admission procedure is twofold:

- assessing competence, and ensuring compliance with the minimum researcher competence requirements;
- ranking.

In the case of professional members of the defence and internal affairs sector, the superior exercising the employer's rights shall declare on the application form the support of the applicant's application, while the supervisor, the head of the research area and the DSME Head shall declare on the choice of topic. The signature of the supervisor also means the correctness of the research objective and the planned outline of the research, as well as the assumption of the supervisor's tasks.

The system and the basic criteria for the assessment of admission ensure uniformity, identical enforcement of requirements and thus objectivity. The Admissions Committee is chaired by the head of the DSME or his/her deputy, and is composed of the head of the research area and an expert in the research area. The applicant's supervisor and a representative of the doctoral students may attend the admission interview with the right of consultation.

During the admission procedure, the committee examines and assesses the candidate's scientific (publication) activity, professional background and foreign language skills. During the assessment of the personal qualities of the candidate, he/she must demonstrate that he/she has a comprehensive knowledge of the military engineering discipline and an in-depth knowledge of the specific research field.

Pursuant to the current UDHR, the DCDME will decide whether to accept or reject the admission application based on the recommendation of the admission committee and the quota for scholarship programmes, and the point obtained in terms of the self-funded programmes and the individual preparation. The committee assesses the candidates' performance on a 100-point scale, ranks them and recommends or refuses admission. The DCDME shall decide on the admission of applicants in the organized programmes or in individual training by 30 June in the regular admission procedure and on the admission of individually preparing students twice a year, in accordance with the current UDHR. The DCDME is not bound by the admission committee's proposal when making its decision. If an extended admission procedure is announced, the deadline for the admission decision for those who are subject to the extended admission procedure shall be 15 September. Reasons shall be given for the rejected applicants.

4. DOCTORAL TRAINING AND RESEARCH

The guidelines and requirements for doctoral training and research work are laid down in the applicable UDHR of the NUPS, the applicable SER, OR and TP of the DSME.

The quality of training and research is essentially determined by the quality of the teaching (the lecturers), the knowledge taught and the conditions under which the training and research are carried out.

According to Section 12 (3) of the current OR, only academics and researchers who have held an academic degree (PhD, or Doctor of Science or CSc) for at least two years may participate in the DSME as lecturers. The management of the school continuously monitors the quality composition of the lecturers, and the DSME Quality Assurance Officer, informed by the research leaders, annually refines the quality profile of the lecturers.

Lecturers of the doctoral school can only be lecturers and researchers with a scientific degree (PhD and/or the title of Doctor of the Hungarian Academy of Sciences, or CSs title) who are considered suitable by the DCDME and are invited to hold doctoral courses for a given period. The lecturers at the doctoral school are included in the NDC database. In case a lecturer is involved in multiple doctoral schools, this should be indicated in the NDC profile.

The DSME training is integrated into the unified doctoral training system of the university. The curriculum has been developed taking into account the Credit Regulation. The subjects are compulsory core subjects, as well as elective and research seminar subjects. The doctoral student shall prepare a study plan for the entire period of training, based on the subjects offered, in agreement with the research leader and the supervisor.

Only lecturers with an academic degree (PhD, Doctor of Science or CSc) can be course manager lecturers. The inclusion of the subject in the DSME training shall be approved by the DCDME on the basis of the proposal of the research leader on the basis of the current UDHR. The DSME shall assign compulsory core subjects to each research area and offer a wide range of up-to-date specialised subjects. The state of this shall be reviewed and assessed twice a year by DSME and the target to be achieved shall be set as a quality objective.

To ensure the quality of the lectures:

- adjunct professors and associate professors with a PhD degree may participate in doctoral studies on the recommendation of the head of the department;
- it is the responsibility of the course manager to ensure the quality of the lectures.

To ensure the quality of the subject offer and topics:

- the topics of the subjects shall be submitted by the research leader to the DCDME for approval at the time of admission to training;
- the topics shall be examined by the relevant research leader at the beginning of each academic year and any necessary amendments shall be made;
- the topics of the subjects shall be continuously refined by the course manager lecturers in charge of the subjects, but at least every three years.

Each doctoral student shall, at least twice during the course of his or her training, give his or her opinion on a subject or lecturer. The results shall be summarised and assessed annually by the DSME Quality Assurance Officer, who shall submit his/her recommendations to the DCDME.

Ensuring and improving the quality of doctorate courses and research is an integral part of quality assurance. DSME has the basic conditions for doctorate courses and research.

The university library is at the disposal of doctoral students. Students have access from the internal network of the university to online databases subscribed to by the university, such as ProQuest, Elsevier, Springer, Web of Science, etc. Several of the departments participating in DSME training have a departmental library, where the quantity and quality of specific literature is constantly increasing, supporting targeted research. The development of the library background is continuously assessed by DSME as part of its quality assurance.

The IT background ensures access to the university Intranet and the Internet network. The infrastructure of the departments ensures the necessary research conditions for full-time doctoral students. At the departments, computer support is available to doctoral students through the supervisor. The school plans to investigate and continuously evaluate the role and appropriateness of this in the context of a student feedback survey (questionnaire satisfaction survey) at research area and DSME level.

The doctoral school has its own offices and classrooms, the number of which is constantly increasing in line with demand and the school's possibilities, and which can accommodate full-time students and, in the case of

consolidations, doctoral students participating in other forms of training, support their research work, and provide consultations with lecturers and supervisors.

The conditions for research include access to research institutes, professional research and training facilities, training courses, research bases (experimental firing ranges, testing laboratories, etc.) of the armed forces and other sending organisations. In terms of applied research, close links with management and implementing organisations in the field of defence are essential in order to support work on the analysis and research of real processes, structures and development concepts. These shall be evaluated by the DSME in consultation with and summarised by the supervisors and by analysing the theses.

The current and previous Research Plans, research areas, research topics, subjects, and faculty of DSME are available on the website of the doctoral school.

5. A SYSTEM OF ASSESSMENTS AND CONTROLS (MONITORING)

The compulsory core subjects and the elective subjects subject to an examination obligation, which will be administered by the course manager and/or the lecturer of the subject.

The research seminar is a subject with a practical course grade, set by the head of the research seminar. The grades for the subjects "Scientific Research I-VIII" shall be determined by the supervisor, and in the second phase of the course, the grades for the semesterly "Dissertation Activity" shall be determined by a three-member committee. The assessment has three levels: *met the requirements with distinction, met the requirements, did not met the requirements (fail).*

Based on the required study and examination obligations and their individual study and research programme, doctoral students shall prepare a study plan every semester, which shall be approved by the research leader on the recommendation of the supervisor. The work plan (study plan) shall contain the educational tasks for the semester, the research tasks and the publication plan. At the end of each semester, the doctoral student shall report in writing to his/her supervisor about the tasks completed and attach a list of publications.

During the doctoral programme, at the end of the fourth semester, as a conclusion of the training and research phase of the programme and as a condition for the commencement of the research and dissertation phase, a complex examination shall be taken which measures and evaluates the academic and research progress. The prerequisite for being admitted to the complex examination is the completion of at least 90 credits and 8 publication points in the training and research phase of doctoral studies, and the acquisition of all the training credits provided for in Section 2 (1) of the TP.

In the theoretical part of the complex exam, candidates will be tested on two topics, differing according to the field of research. In one topic, knowledge of the research area is assessed as part of the main research area subject, while in the other topic, knowledge related to the research topic is assessed. Pursuant to the current UDHR, the specific topics (subjects) of the theoretical part shall be approved annually by the DCDME upon the recommendation of the research leader. In the second, dissertation part of the complex examination, the candidate shall give a free presentation of his/her research results and further research plans based on the "Research Report" preliminarily submitted in writing and assessed by the supervisor. The complex examination shall be taken in public, before a board consisting of at least 3 members per research area, and two alternate members, according to the UDHR. The result of the complex examination may be either *pass* or *fail*.

6. Assessing the research performance of the doctoral student

The supervisor shall evaluate in writing the performance of the doctoral student in respect of the tasks listed in the UDHR until the end of each semester, and for the award of the pre-degree certificate at the end of the course, and separately before the setting of the date of the complex examination by the DCDME, and before the setting of the workshop debate by the DCD and subsequently before the public examination by the DCDME, in particular with reference to the following aspects, if relevant for the period in question:

- Time for consultations with the doctoral student;
- What literature research is recommended for the doctoral student...;

- Joint publications with the doctoral student;
- Joint conference participation and possibly presentation with the doctoral student;
- Conference participation and conference presentation support for doctoral students;
- Organising a joint conference with the doctoral student;
- Proofreading of the material of the doctoral student;
- Reading the draft doctoral dissertation;
- Teaching opportunities for the doctoral student in line with the doctoral student's research topic;
- For which scientific and professional applications was the doctoral student supported;
- Research and publication grants awarded jointly with the doctoral student;
- Support for the professional and academic networking of the doctoral student.

The forms for the report to be submitted by the doctoral student and the assessment by the supervisor can be found on the website of the doctoral school, where they can be downloaded.

7. PUBLICATION REQUIREMENTS FOR THE PhD DEGREE

The publication requirements for doctoral students are laid down in the current UDHR of the NUPS, the current SER of the DSME, the OR and the TP.

During the training period, academic publication activity shall be certified by the supervisor through the award of credits. The places where the published publications are accessible in the Library of Hungarian Scientific Works must be attached to the evaluation of the supervisor verifying the scientific activities. The same publication may be counted only once during the whole period of the programme.

It is required that the doctoral student should have the 20 publication points required for the award of the degree by the end of the training period, as per the current UDHR Publication Points Table. According to the Training Plan of the Doctoral School, there should be at least three articles published in peer-reviewed journals – classified by the MTA HTB as A; B; C; D – presenting the results of your own research, of which at least two should be single-authored and at least one should be a peer-reviewed publication in a foreign language.

The uniform publication requirements for obtaining the degree shall be approved by the EDHT, including the specific requirements of the doctoral school by the DCDME.

8. OBTAINING THE DEGREE

The guidelines and requirements for obtaining a doctoral degree are laid down in the current UDHR of the NUPS, the current SER of the DSME and the OR.

Doctoral candidates or individual candidates who have completed their doctoral studies and have obtained a pre-degree certificate may apply for obtaining a degree.

The conditions for obtaining the degree are the following:

- successful completion of the complex examination;
- proof of independent scientific work with a minimum of 20 publication points and quality as defined by the UDHR and the TP;
- two state-recognised complex language examinations at level B2 (intermediate) or equivalent, as defined in the UDHR. If the applicant has a C1 level (higher level) complex state-recognised language examination (or equivalent) in another language, a B1 level (basic level) complex state-recognised language examination (or equivalent) in another language is sufficient;
- non-Hungarian candidates shall provide evidence of having passed at least two state-recognised secondary level or one state-recognised higher level and one state-recognised basic level complex type language examination, or equivalent, in addition to their mother tongue;
- obtaining the pre-degree certificate;

– solving the scientific task independently, preparing a dissertation, creating a work of art and defending the results in public discussion.

The dissertation shall be submitted to a workshop discussion before it is assessed. External experts with at least a doctoral degree (PhD) in the field should be invited to the workshop. The draft dissertation shall be peer-reviewed by two experts in the field, one of whom shall be an external peer-reviewer with an academic degree. Minutes shall be taken of the workshop discussion and shall include a resolution of the workshop discussion on the fulfilment of the content and format requirements, the participants (based on an attendance sheet indicating the academic degree of the participant), the substance of their questions and statements and the summary resolution. The workshop discussion shall be organised and conducted by the supervisor.

The opponents of the doctoral dissertation, the Opponent Committee, shall be appointed by the DCDME on the basis of the proposal of the supervisor and the research leader. The Opponent Committee shall be chaired by a competent professor or professor emeritus of the NUPS, its members shall be persons holding a doctoral degree, and at least one third of its members shall be external members. Official opponents may not be employed by the University. In line with the specificities of the discipline, the DCDME may waive this requirement for one of the opponents. Doctoral dissertations are usually defended in public. In exceptional cases, if the doctoral dissertation contains data that are subject to patent procedures or classified for reasons of national security, a closed defence may be held.

9. ASSESSING THE QUALITY OF TRAINING AND RESEARCH AT THE DSME

DSME assesses the quality of training and research in four areas:

- by assessing student indicators;
- in the area of applying the scientific results;
- its role in reinforcing education;
- and in the area of doctoral programme development (curricular offer).

Regular annual assessments in these areas are carried out by way of:

1) *student indicators:*
   - the number of applicants, the number of admissions and the results of admissions;
   - the distribution of students between areas of research and forms of training (organised full-time, organised part-time, individual training, individual preparation);
   - the number of students obtaining a pre-degree certificate;
   - the number of students obtaining a degree.
2) *applying the scientific results:*
   - dissertations defended at the DSME;
   - publication activity of doctoral students in Hungarian and foreign languages;
   - presentation of doctoral students' research results at various forums and conferences;
   - practical application of the scientific results.
3) *the relationship between doctoral and undergraduate education:*
   - the participation of doctoral students in instruction activities;
   - the use of DSME learning materials in undergraduate, master's and postgraduate courses;
4) *development of the training programme:*
   - modernisation of subjects, introduction of new subjects (per research area);
   - publishing teaching materials (by research area).

10. FINAL PROVISIONS

1) The DSME Quality Assurance Plan aims to implement the following quality assurance principles:
   - professional supervision: The supervision by the scientific community should be maintained throughout the whole process of doctoral training and degree acquisition;
   - publicity: The main stages of the quality assurance system should be widely made public to the professional and scientific community;
   - feedback: Lecturers, supervisors, research leaders, members of the various committees, the administrative staff of the doctoral school, the academic secretary and his/her deputy, the head of the school and his/her deputy, and the members of the DCDME should receive continuous feedback on the quality of their activities and have the opportunity to give feedback on their experiences;
   - individual responsibility: It should be clearly specified who is responsible for which tasks among the participants in doctoral training and why;
   - documenting: Documentation shall be prepared on all decision points relating to doctoral training and the awarding of degrees and shall be kept by the academic staff of the doctoral school. The operation of the quality management system should impose only the necessary administrative burden on doctoral students, lecturers, researchers, supervisors, research area leaders, various committee members and supervisors involved in training, research and degree procedures. Nevertheless, all persons concerned shall provide the information, non-classified data and assessments necessary for the operation of the quality system to those performing quality assurance tasks. Furthermore, all persons concerned may make comments and suggestions to the Quality Assurance Officer regarding the operation of the DSME and the improvement of its operation and quality.
2) The Quality Assurance Plan was adopted by the DCDME by Resolution No 3/2026 of 22 January 2026 and it shall enter into force on that date.
3) Upon the entry into force of this Quality Assurance Plan, the Quality Assurance Plan previously adopted by the Board of the DSME School shall be repealed.
4) The Strategy of the Doctoral School of Military Engineering (2026-2030) of the Faculty of Military Science and Defence Studies of Ludovika University of Public Service is attached to this Quality Assurance Plan.

Budapest, January 2026

PADÁNYI József

Head of DSME