**Review Guide for doctoral dissertations**

In compliance with the relevant sections of the Doctoral and Habilitation Regulations of the National University of Public Service, the Council of the Doctoral School of the Doctoral School of Military Engineering at the Faculty of Military Sciences and Officer Training of the National University of Public Service hereby provides the following guide for the official evaluation of doctoral (PhD) dissertations.

The Doctoral and Habilitation Regulations (DHR) of the University defines the content and formal requirements of the doctoral dissertation (Sections 43 and 47) as follows:

**The doctoral dissertation**

**Section 43**

(excerpt)

(1) The doctoral dissertation presents the research objectives, summary of the professional literature of the research topic, hypotheses, research methods and results, individual conclusions and the scientific result (results), as well as practical applications, and recommendations of the author in a summary work, whereby the doctoral candidate demonstrates the capability of solving a scientific task in line with the doctoral degree requirements.

(2) The dissertation shall contain:

1. name of the person submitting the doctoral dissertation and of the supervisor;
2. title of the dissertation;
3. review of relevant literature;
4. formulation of the scientific problem;
5. hypotheses;
6. research objectives;
7. research methods;
8. a concise description of the study performed and its partial conclusions, by chapter;
9. summary conclusions;
10. new scientific result(s), summarized and numbered;
11. recommendations;
12. practical applicability of the research result(s), if possible;
13. a list of references;
14. publication list of the author of the dissertation on the topic.

(3) The dissertation should contain a scientific problem, appropriate scientific methodology and applied research methods, research objectives, hypotheses, evaluation of the relevant national and international scientific literature, individual conclusions, new scientific results interpretable for the domestic and international scientific community, and their practical applications.

(4) The formal requirements of the thesis:

1. the textual part of the dissertation with annexes or appendices should be consistent with the chosen research topic. The length of the doctoral dissertation can be at least 200 pages, not more than 250 pages in the field of social sciences, at least 130 pages and not more than 200 pages in the field of technical sciences. The following parts are not included in the scope: annexes, appendices, bibliography;
2. the dissertation shall be provided with a list of contents and the literature used, with the necessary drawings, sketches, tables, and the list of publications of the person submitting the doctoral dissertation has published to date. The title of the dissertation must include the name of the University, the title of the dissertation, the name of both the author and the supervisor, the year and place of writing;
3. a bibliographic data of the references should be given at the end of the dissertation, and the source work should be clearly referenced throughout the text;
4. the dissertation is usually written in Hungarian, on one side of the page, in Times New Roman font, size 12, with numbered pages, 1.5 line spacing. The dissertation must be submitted in eight identical copies, out of which two must be submitted in hardcover, the other 6 in spiral binding;
5. the dissertation may be prepared and defended in a foreign language with the prior consent of the DCD, taking into account the criteria set out in Section 50, paragraph (2), and in compliance with the language requirements of the programmes plan of the DS; in this case twice the degree procedural fee is payable;
6. space should be provided for the signature of the supervisor at the beginning of the dissertation;
7. the electronic version of the dissertation must be submitted in the same format as the printed version, in MS Word (doc or docx), Rich Text (rtf), OpenDocument (odt) or Portable Document (pdf) format, uncompressed and without password, saved as one file at the OSA, on sealed optical media, in single copy.

The Doctoral and Habilitation Regulations (DHR) of the University defines the content and formal requirements of the doctoral dissertation (Sections 48 and 47) as follows:

**Review of the doctoral dissertation**

**Section 47**

(excerpt)

(2) Within two months of the presentation of the dissertation, the two opponents shall, within the period of time specified in the doctoral regulations of the higher education institution, make a written review of the dissertation and state whether they recommend its presentation for public defence. If one of the opponents’ suggestions are negative, the Doctoral Council will invite a further third opponent.

**Section 48**

(excerpt)

(1) The review shall include at least the following:

1. in the general part of the review (with stating the reasons), the following must be addressed:
2. whether the dissertation conforms to the formal requirements;
3. relevance and timeliness of the topic;
4. the amount of literature reviewed on the topic, whether it is appropriate to evaluate it and use it in elaborating the topic;
5. whether the objectives, methods and results of the research work are in line;
6. whether to accept the results of independent research as new scientific result(s);
7. whether the dissertation as a whole satisfies the conditions for admission to public defence;
8. if the dissertation is written in a foreign language and the defence is being hold in a foreign language, the review must be prepared in that foreign language as well.

\*When reviewing the doctoral dissertation, the official opponents shall formulate questions focusing on the scientific result(s).

(2) Before submitting a doctoral dissertation, the submitter of the doctoral dissertation must answer the questions raised by the opponents in writing.

(3) In the case of two rejections, the submission of a new doctoral dissertation on the same doctoral topic may be initiated at the earliest after two years, but no later then within three years. The new dissertation should preferably be published to the original opponents.

\*The official opponent shall send, electronically and in paper as well, before the deadline set by the paragraph 2 of Section 47 of the DHR, the signed review in written to the secretary of the Doctoral School of Military Engineering of the Faculty of Military Sciences and Officer Training to the following address: 1581 Budapest, PO Box. 15, fax: 432-9040; kmdi@uni-nke.hu.

\*The evaluation shall be presented during the public defence and the official opponent is required to make a proposal on the acceptance or refusal of the doctoral degree.

The present Review Guide has been accepted and approved by the .......... decree of the Doctoral Council of the Discipline of the DSME.

Budapest, 12 ………………2019.

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