

## Documents required for the PhD candidacy

- application form
- an evidence of payment of 160.000 Ft (1)  
**University of Debrecen account number: 10034002-00282871 –MSz: 1H4E3T00PHDF-247**
- list of publications – the foreign academic publications in the order of their IP factor (please indicate the IP factor!)(1)
- professional CV (2)
- a copy of the MSc Degree (relevant to the PhD course) (2)
- a copy of the language proficiency certificates in accordance with the University of Debrecen Rules and Regulations for the Doctoral Schools (2)
- ***for students with independent studies*** a supporting statement from the Head of the Doctoral School and the records of the preliminary dissertation defense (2-2)
- for students attending the PhD courses – a copy of the transcript (2), or if it is not available yet ( in the 6th semester) a letter of recommendation from the Doctoral School to start the process
- a list of the suggested members of the Comprehensive Examination Committee made by the Doctoral School (the signed copy should be sent to the Secretary of the Doctoral School)

## Documents required before starting the PhD graduation process

- **7 copies of the doctoral dissertation** – B5 format (*please check the requirements on the website of the Doctoral School*) – signed by both the candidate and the supervisor!
- **together with each (!) dissertation 1 CD** with *the most important* scientific publications **or** the printed version of *the two most important* publications
- **15 copies of the thesis booklet** A5 format – both in English and Hungarian (*please check the requirements on the website of the Doctoral School*). The last pages should contain the **certified publication list**.
- **the list of publications used as references in the thesis– the foreign academic publications in the order of their IP factor (please indicate the IP number) (2)**
- **certified list of publications** –uploaded to the following website:  
[https://tudoster.idea.unideb.hu/upload/urlap\\_folyoiratcikk.html](https://tudoster.idea.unideb.hu/upload/urlap_folyoiratcikk.html)
- a copy of the second foreign language proficiency certificate in accordance with the University of Debrecen Rules and Regulations for the Doctoral Schools (2)
- records of the preliminary PhD exam and its attendance sheet (2)
- a list of the suggested members of the Final Examination Committee made by the Doctoral School (the signed copy should be sent to the Secretary of the Doctoral School)
- candidates must register on the website: [mtmt.hu](http://mtmt.hu), upload their list of publications and the **registration number** must be submitted to the Secretary of the Doctoral School together with the recommendation of the Final Examination Committee
- please send an electronic copy of **the thesis and the detailed publication list** to :  
[phd-ttk@science.unideb.hu](mailto:phd-ttk@science.unideb.hu)
- the dissertation and the thesis have to be uploaded to the University of Debrecen Database

**Updated: 03.02.2015**

an evidence of payment (9.000 Ft-ról)

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