

„Approved“

Rector, Irine Shotadze

29.01.2024



**Petre Shotadze Tbilisi Medical Academy
Regulations of Scientific-Research and PhD Department and Dissertation
Board**

Original version of the document:

N	Decision-making body	Number of the protocol/decree	Date
	Rector	Decree N 14	29.01.2024

Amendments

N	Decision-making body	Number of the protocol/decree	Date	Article	Synopsis

Article 1. Scope and Objectives

The present regulatory framework defines the procedures governing the activities of the Scientific-Research and PhD department, Dissertation Board, and Dissertation Defense Commission at Petre Shotadze Tbilisi Medical Academy (hereinafter referred to as TMA). The regulations encompass a range of essential elements, including the process for admission to the doctoral programme, the conferment of the doctoral degree, the academic curriculum of the doctoral programme, the objectives of the Scientific-Research and PhD department, and the guidelines for the defense of doctoral thesis. Moreover, this document addresses the resolution of disputes arising from the aforementioned issues and provides provisions for the appeals process.

Article 2. Definition of Terms

- 2.1 Doctorate - Third level of higher academic education, unity of educational programmes and research, which aims to train researchers and is completed by awarding the doctorate academic degree (Philosophy Doctor - PhD).
- 2.2 Scientific Research and PhD Department - Structural unit of TMA, which administers doctoral programmes and their related activities.
- 2.3 Dissertation Board – Body awarding the doctorate academic degree.
- 2.4 Dissertation Defense Commission - Collegial body, established by the chair of the Dissertation Board on background of Scientific Research and PhD department proposal, which participates in procedures for the completion and evaluation of the dissertation.
- 2.5 Commission - Collegial body, established by Rector's decree on the background of Scientific Research and PhD department proposal, which participates in admission procedures for doctoral programme.

Article 3. Scientific Research and PhD Department

- 3.1 The Scientific Research and PhD department is a structural unit of TMA dedicated to providing teaching and training in research skills for TMA students. It offers programmes and initiatives aimed at facilitating the execution of teaching-practical activities, research projects, laboratory work, and grant projects for TMA staff. The department is also responsible for promoting the development of students' research skills and enhancing TMA's overall research potential.
- 3.2 The duties and responsibilities of Scientific Research and PhD Department are:
 - a) Coordination of activities and programmes aimed at the development of TMA research;
 - b) Participation in the development of evaluation criteria for research and grant programmes as well as project applications;
 - c) Initiating the work process of Scientific Grant and International Bioethics Committees for the purpose of evaluating the research projects submitted in the internal grant competition of TMA;
 - d) Cooperation with research organizations and units in order to facilitate research activities;
 - e) Cooperation with other research, medical and clinical practice institutions in order to promote the implementation of doctoral educational programme(s) based on the agreement(s) and memorandum(s) of mutual understanding signed by TMA;
 - f) Facilitating the publication of articles in international scientific journals based on the results of research projects financed and executed within the framework of TMA's internal institutional grant programmes;
 - g) Implementation of joint activities with non-university centers, leading universities, research institutions, governmental and non-governmental institutions, business sector in order to promote the implementation of research and innovative projects;

- h) Facilitation of commercialization of research outcomes of TMA and its staff and facilitation of innovative technologies implementation in TMA;
 - i) Facilitation of TMA personnel's research career development;
 - j) Informing TMA staff about local (including TMA) and international grant competitions;
 - k) Science popularization by organizing and promoting scientific events, conducting lectures-seminars of successful researchers of various research fields;
 - l) Promoting the development/expansion of the students' research network in TMA;
 - m) Administration of the selection process of students willing to be involved in research in agreement with the principal investigator;
 - n) Budget planning for research activities and coordination of relevant purchases;
 - o) Provision an appropriate environment and organize the process to promote the teaching of students' research skills;
 - p) Administrative support of Scientific Grant and Bioethics International Committees, laboratory, grant office "Horizon Europe";
 - q) Creation of an appropriate teaching-research environment for doctoral studies;
 - r) Creation, implementation and administration of doctoral programmes;
 - s) Administration of admission procedures for doctoral studies;
 - t) Coordination of Dissertation Board establishment;
 - u) Administration of the procedures for the thesis defense;
 - v) Administrative support of the Dissertation Board and Dissertation Defense Commission, as well as implementation of all kinds of proceedings.
- 3.3 Scientific Research and PhD Department is headed by Vice Rector in Research.
- 3.4 Scientific-Research and PhD department possesses the authority to collaborate with other research institutions, medical facilities, and clinical practice establishments for the effective execution of the doctoral educational programme. Such collaborations are contingent upon the execution of a formal agreement duly signed by TMA.

Article 4. Dissertation Board

- 4.1 Dissertation Board is a body formed by decree of the TMA Rector, on the background of the Scientific Research and PhD department's proposal; it is responsible to award the doctoral academic degree.
- 4.2 Dissertation Board is composed by esteemed academic staff members of TMA with doctoral academic degree.
- 4.3 Invited individuals with doctoral academic degree from national and international academic institutions may be invited to Dissertation Board. Number of invited members of Dissertation Board must not exceed number of Board members from TMA.
- 4.4 The Chair of Dissertation Board is elected from its members by a majority vote for a term of 2 years. It is permissible for the same person to be elected as the Chair for two consecutive terms.
- 4.5 In the event of the Chair of the Dissertation Board being absent, the members of it will elect a temporary chair for the session; this election is conducted through a majority vote among the attending members.
- 4.6 During each session, the Dissertation Board elects a secretary from among its members through a majority vote of the attending members.
- 4.7 Dissertation Board makes decisions during sessions.
- 4.8 Dissertation Board is empowered to make decisions, if the majority of listed members is attending the session. Decisions are made by votes of 2/3 of attending members by open voting procedure.
- 4.9 The minutes signed by the Chair and the Secretary are written for each session of the Dissertation Board.
- 4.10 Dissertation Board authorizes the Dissertation Defense Commission and awards the doctoral academic degree based on its conclusion.
- 4.11 Dissertation Board reviews the proposed by the Scientific Research and PhD Department of TMA changes aiming the development of the accredited doctoral programme(s).

Article 5. Chair of the Dissertation Board

Chair of the Dissertation Board:

- a) Invites and presides over the sessions of the Dissertation Board;
- b) Determines the composition of the Dissertation Defense Commission and presents it to the Dissertation Board for approval;
- c) Ensures proper communication of the Dissertation Board decisions to the Scientific Research and PhD Department.

Article 6. Dissertation Defense Commission

- 6.1 Dissertation Defense Commission is established by the Chair of the Dissertation Board on the background of the Scientific Research and PhD Department proposal for the purpose to evaluate PhD thesis and oversee the defense procedures.
- 6.2 Dissertation Defense Commission is responsible for:
 - a) Defense of prospectus and dissertation;
 - b) Selection and assignment of reviewers for dissertation defense;
 - c) Reviewing and considering requests for changes of supervisors made by doctoral candidates, as well as refusal statements from supervisors.
- 6.3 The Dissertation Defense Commission is composed of a minimum of three members who are experts in the relevant research field of the dissertation. It is required that at least one member of the Commission represents another educational and/or research organization. The members of the Commission should be active academic staff, holding the rank of professor or associate professor. The decision to invite these members to the Commission is made by the Dissertation Board.
- 6.4 If the dissertation is conducted in a research field that corresponds to the expertise of a member or the Chair of the Dissertation Council, they are automatically included as a member of the Dissertation Defense Commission.
- 6.5 Members of the Dissertation Defense Commission are provided with the dissertation thesis in advance (prior to defense).
- 6.6 The doctoral candidate's research supervisor and dissertation reviewers may be included as members of the Dissertation Defense Commission without the right to vote.
- 6.7 In exceptional circumstances, if there are appropriate reasons and justifications, a doctoral candidate may have the right to request the expulsion of one or more members of the Dissertation Defense Commission. Upon approval of such a request, the expelled member(s) should be replaced by a qualified individual(s) with the same level of competency and expertise in the relevant field of research.

Article 7. Administration of Doctoral Studies

The Scientific Research and PhD department holds the responsibility for coordinating, implementing, and administrating the PhD programmes; it provides administrative support to the Dissertation Board and the Dissertation Defense Commission, as well as oversee other formal proceedings related to the PhD programmes.

Article 8. Eligibility for Doctoral Studies

- 8.1 An individual, which holds a Master's or equivalent academic degree, is eligible to be admitted to a PhD programme.
- 8.2 Accordingly to the 50th article of the "Law of Georgia on Higher Education" the right to enroll a PhD programme may be granted to a graduate of foreign educational institution, which holds Master's or equivalent academic degree.

Article 9. Admission to the PhD Programme

- 9.1 Call for applications to the PhD programmes is announced by the Rector of TMA on the background of the Scientific Research and PhD Department proposal. Call may be announced for fall and spring semesters.
- 9.2 The procedure for admission to the doctoral programme includes the following three stages:
 - 1. Determination of the level of English language knowledge;
 - 2. Evaluation by commission of the proposal submitted by applicant;
 - 3. Interview with the commission.
- 9.3 In order to apply, candidate must submit following documents:

- a) Copy of a document, that proves, that candidate holds a Master's or equivalent academic degree (if a candidate holds degree from foreign higher education institution document must be certified and recognized by the National Center for Educational Quality Enhancement);
 - b) Copy of a valid identification document;
 - c) 2 photos;
 - d) Curriculum Vitae (CV);
 - e) Completed application form (Annex #1) that have been approved for PhD admission purposes and published on the TMA web-site at announcement of call for applications for the PhD programme;
 - f) Any other document requested by the Scientific Research and PhD department; these documents are determined by the individual administrative-legal act of the Rector.
- 9.4 The mandatory criterion for admission to the doctoral programme is knowledge of the English language at B2 level. Applicants who need to demonstrate their English language proficiency will undergo an English language test. Applicants who provide a valid certificate of English language proficiency at the B2 level (TOEFL (P/B 513-547 scores; I/BT 87-109 scores); IELTS (5.5-6 Band); FCE; BEC Vantage; PTE (General level 3); PTE Academic (59-75 p); Michigan ECCE) or a diploma confirming the completion of a master's degree or an equivalent English-language educational programme, are exempted from taking the English language test.
- 9.5 After the candidate successfully completes the English language test, their application documents are forwarded to a commission established by the TMA Rector on the background of the Scientific Research and PhD department proposal. The prospective supervisor does not participate in this process. The number of the commission members is determined by at least 3 members.
- 9.6 The evaluation criteria for proposal and interview as well as points distribution per criterium (Annex #2) are determined by the present document and are posted on TMA web-page for the moment of announcement of admission to the doctoral programme.
- 9.7 Upon submission to the doctoral programme, the proposal submitted by the applicant is evaluated by a committee according to five criteria. In each criterion, the maximum assessment is determined by 5 points and the minimum – by 1 point. The total score of the proposal by each member of the commission will be calculated as the sum of the points received in each criterion. The maximum total score of the proposal submitted by the applicant for admission to the doctoral programme is 25. In order to admit the applicant to the interview with the commission, the evaluation of the proposal must be 15 or more points. An applicant whose proposal is evaluated with a score lower than 15 will be excluded from the competition.
- 9.8 At the final stage of admission to the doctoral programme, the applicant is interviewed by the commission. During the interview the applicant must give a 10-minute presentation of their doctoral research proposal to the commission. The presentation will be followed by a discussion. The interview is evaluated by a committee according to 2 criteria. In each criterion, the maximum assessment is determined by 5 points, and the minimum – by 1 point. In order to enroll the applicant in the doctoral programme, it is necessary to obtain a grade of 6 or more during the interview.
- 9.9 The overall score of the doctoral programme applicant is the sum of the scores obtained during the evaluation of the proposal and the interview. In order to enroll an applicant in a doctoral programme, it is necessary for the applicant's overall score to be 21 points or more.
- 9.10 Based on the indicators of the single point, the commission makes a decision on enrolling the applicant as a doctoral candidate in the doctoral programme and submits the decision to the Rector.
- 9.11 Within a maximum of 2 months after the completion of the enrollment procedure, an agreement is signed between TMA, the doctoral candidate, and the research supervisor. This document outlines the rights and responsibilities of all parties involved. The doctoral candidate's individual plan is included as part of the agreement.

Article 10. Mobility in Doctoral Studies

- 10.1 Doctoral candidate may be enrolled in the programme through mobility in accordance with the acting law of Georgia and the regulations set forth by TMA.
- 10.2 In case of mobility, the candidate's documents are evaluated by the Commission established by the decree of the Rector based on the proposal of the Scientific Research and PhD Department. The Commission's decision regarding the enrollment of the applicant in the doctoral studies

programme and the recognition of obtained credits is presented to the Rector by the Scientific Research and PhD department.

- 10.3 In the case of international mobility, a relevant agreement, commonly known as a learning agreement, must be prepared. This document facilitates the consideration of credits for programme components, which are evaluated and recognized by the National Center for Educational Quality Enhancement (EQE).

Article 11. Academic Structure of Doctoral Studies

- 11.1 The Scientific Research and PhD department is responsible for coordinating the design and development of PhD programmes at TMA; this department aligns the PhD programmes with the overall mission and goals of TMA, as well as with the ongoing research projects conducted within the institution.
- 11.2 Duration of doctoral studies is at least 3 and at most 5 years, unless otherwise specified through PhD programme. If doctoral candidate is unable to fulfil academic obligations within 5 years period, the additional one-year contract considering relevant circumstances and conditions will be signed.
- 11.3 During doctoral studies, doctoral researchers are required to accumulate maximum 60 credits. The distribution of these credits and the sequence of programme components are determined by the specific requirements of the PhD programme.
- 11.4 The Scientific Research and PhD Department of TMA has the authority to implement joint PhD programmes; the terms and conditions of these joint programmes are established through the appropriate documentation (agreements, memorandums, curriculum frameworks and etc.).

Article 12. Research Supervisor

- 12.1 Research supervisor should hold a Doctoral academic degree (PhD) and possess relevant research experience in the research field, in which the doctoral candidate's dissertation is being conducted.
- 12.2 Research supervisor confirms their willingness to supervise a PhD programme candidate by signing the corresponding doctoral application form. If the candidate is admitted to PhD programme, supervisor engages in their study and research processes.
- 12.3 In certain cases, when deemed necessary, a doctoral candidate may be supervised by multiple researchers. The co-supervisor can be invited from either local or foreign educational and research institutions.
- 12.4 If a research supervisor refuses to supervise a doctoral candidate, it is necessary for them to submit a formal statement to the Scientific Research and PhD department.
- 12.5 If a doctoral candidate wishes to change research supervisor, they should submit a formal request to the Scientific Research and PhD Department.
- 12.6 The research supervisor of the doctoral candidate supervises the fulfillment of the individual plan by the doctoral candidate, supports the doctoral candidate in independently completing the doctoral topic by observing the principles of academic freedom and integrity, research ethics.
- 12.7 A research supervisor may oversee a maximum of 3 doctoral candidates concurrently (with a ratio 1:3). This approach aligns with the conditions of the document "Petre Shotadze Tbilisi Medical Academy's rule of affiliation and conditions, workload of academic and invited personnel".

Article 13. Dissertation Plan (Prospectus)

13.1 Within time frame specified by the educational programme, the doctoral candidate is required to prepare and submit a prospectus to the Dissertation Defense Commission for review and consideration. Prospectus should include the following:

- a) Actuality of research topic;
- b) Literature review;
- c) Goals, objectives and/or research hypothesis;
- d) Methodology;
- e) Plan;
- f) Expected results;

g) References.

13.2 In case of prospectus assessment, the dissertation defense commission is guided by the dual principle of evaluation (yes/no) in accordance with the following criteria:

- Actuality of the defined theme/topic, adequate wording
- Aim(s) are clearly defined and formulated
- Research postulate/hypothesis
- Objectives relevance with topic and research postulate/hypothesis
- Research methodology
- Research methodology relevance with aim(s)
- Expected results
- Expected results relevance with research postulate/hypothesis
- Bioethical aspects
- Practical value of expected results
- Content value
- Presentation skills relevant to the topic
- Own argumentation, analysis
- Originality of conclusions, novelty of discussion
- The ability to clearly answer the questions
- Technical aspects and adherence to the time-limit for the presentation.

13.3 The dissertation defense commission is legitimate to evaluate the prospectus if the majority of the list of members is present at the meeting. The decision is made by open voting, with the majority of votes of the present members of the dissertation defense commission.

Article 14. Submission of Dissertation

14.1 The dissertation submitted by the doctoral candidate should adhere to the standards of publication and meet the requirements of academic writing established at TMA as outlined in the “Academic Writing Standard of Petre Shotadze Tbilisi Medical Academy”. The dissertation should be submitted as printed (2 copies) and electronic format to the Scientific Research and PhD Department.

14.2 The dissertation must be written in English.

14.3 In certain cases the dissertation may be presented as a compilation of publications if following criteria are met:

- a) doctoral candidate has published at least 4 articles on topics related to their PhD research in journals indexed in the international scientific databases (Scopus, Science Direct, PubMed, MEDLINE, EBSCO, ERIH Plus, Web of Science and etc.);
- b) doctoral candidate is the first author in at least 2 articles of the 4 above mentioned ones.

14.4 In case of the situation described by 3rd paragraph of the present Article, a doctoral candidate must prepare:

- a) Title page, which will indicate title and author of the dissertation, as well as name of research supervisor/s and list of publications, which are presented in annex;
- b) The abstract of the dissertation written in English language (recommended number of words is 5000-7000 words and illustrations if necessary); it should provide a concise summary of the overall research line of the annexed research papers, including the methodological approach used and the results obtained;
- c) Assembled copies of research papers, which were published or accepted for publication.

If the dissertation topic is not fully covered within the 4 published publications, the doctoral candidate has the option to additionally present a maximum of 2 unpublished or accepted for publication articles. If the articles are accepted for publication but not yet published, the doctoral candidate should provide proof of acceptance. The dissertation should still undergo an internal review.

- 14.5 The dissertation should include a summary that presents the general research outcomes of the manuscript, as well as their research novelty, value and actuality.
- 14.6 Together with the manuscript, the doctoral candidate should also submit:
- a) Certificate regarding accumulated credits;
 - b) Duly filled and signed declaration of academic integrity, which states that dissertation is a result of independent research, carried out by the doctoral candidate and does not contain any plagiarism;
 - c) Research supervisor(s) and reviewers' interim evaluations of completed work;
 - d) Reports of the Scientific Research and PhD Department and Dissertation Defense Commission on doctoral candidate's publications compliance with requirements determined by the present regulations.

Article 15. Commitment of International Publishing

- 15.1 Prior to defending the dissertation the doctoral candidate should have published or submitted for publication at least 2 articles related to dissertation theme in scientific journals indexed in the international scientific databases (Scopus, Science Direct, PubMed, MEDLINE, EBSCO, ERIH Plus, Web of Science and etc.).
- 15.2 Research publications must include a reference to TMA as the affiliated institution.
- 15.3 The doctoral candidate must be the first author of the research publication specified in the 1st paragraph of this Article. The Dissertation Defense Commission evaluates the compliance of the publications with the PhD manuscript and submits a report to the Scientific Research and PhD Department. If the report of the Dissertation Defense Commission is positive, the publication is forwarded to the Scientific Research and PhD Department, which prepares reports on the compliance of the publication with the requirements outlined in the regulations. If the report of the Dissertation Defense Commission is negative, the fulfillment of the commitment of international publishing will not be considered fulfilled.

Article 16. Invitation of the Dissertation Defense Commission Session and Thesis Evaluation

- 16.1 In case the Scientific Research and PhD Department provides a positive report regarding the fulfilment of the commitment of international publishing by the doctoral candidate, it is the responsibility of the TMA Rector to invite a session of the Dissertation Defense Commission upon proposal of Scientific Research and PhD Department.
- 16.2 The Dissertation Defense Commission is responsible for considering and approving the candidates of reviewers for the dissertation; the commission itself nominates reviewers.
- 16.3 A representative of TMA Scientific Research and PhD Department attends sessions of Dissertation Defense Commission without the right to vote.
- 16.4 Doctoral thesis is evaluated accordingly to the following system:
- Summa cum laude (excellent, 91-100 points) – Excellent thesis
 - Magna cum laude (very good, 81-90 points) – The thesis that strictly complies with the requirements defined by the criteria
 - Cum laude (good, 71-80 points) – The thesis that meets the requirements defined by the criteria
 - Bene (average, 61-70 points) – The thesis, which mainly meets the basic requirements defined by the criteria
 - Rite (sufficient, 51-60 points) – The thesis that, despite its shortcomings, meets the requirements defined by the criteria
 - Insufficenter (insufficient, 41-50 points) – Unsatisfactory thesis that fails to meet the requirements set out in the criteria, significant deficiencies are noted
 - Sub omni canone (unsatisfactory, less than 40 points) – A completely unsatisfactory thesis.
- 16.5 The final evaluation of the dissertation is carried out by the Dissertation Defense Commission through achieving consensus.
- 16.6 In the event of an insufficient assessment - "insufficenter", where the Dissertation Defense Commission determines that the dissertation requires further improvement or revision, the PhD candidate is given a period of 1 year to reprocess and enhance their work. However, if the evaluation of the dissertation is deemed unsatisfactory - "Sub omni canone", the PhD candidate is

required to submit a completely new work to the Dissertation Defense Commission within the specified deadlines.

- 16.7 If, despite the candidate's efforts to address the Commission's feedback and improve the dissertation as outlined in Paragraph 6 of this Article, the Dissertation Defense Commission's assessment remains negative, the candidate's status is terminated due to their failure to achieve the desired learning outcomes.

Article 17. Dissertation Defense

- 17.1 PhD dissertation is defended through formal session at the Dissertation Defense Commission. If desired, colleagues of PhD candidate may attend the defense session.
- 17.2 PhD dissertation should be defended in the English language.
- 17.3 The duration of the defense session is determined by the Dissertation Defense Commission.
- 17.4 Dissertation defense session considers introduction and presentation of the research work, discussion and decision of the Dissertation Defense Commission.
- 17.5 Dissertation defense session may be attended by the research supervisor of the research topic. Research supervisor may be asked by the Dissertation Defense Commission to present opinion regarding thesis topic and briefly characterize PhD candidate.
- 17.6 Defense of dissertation is assessed according to the system, described in paragraph 4 of Article 16.

Article 18. Awarding of Degree and Publishing Obligation

- 18.1 PhD candidate is awarded with the Doctor's Degree by the Dissertation Board according to the conclusion of the Dissertation Defense Commission. Once receiving PhD Diploma, holding person is eligible to be addressed as academic Doctor within indicated field and/or area and specialization.
- 18.2 The decision of the Dissertation Board is final.
- 18.3 The diploma, which confirms obtaining of a doctoral academic degree, is awarded after publication of a dissertation.
- 18.4 PhD Diploma should include title of the dissertation, as well as date of defense and assessment. Diploma is signed by the Chair of Dissertation Board and Rector. The Diploma is certified with the official stamp of TMA.
- 18.5 Scientific Research and PhD Department is obliged to publish thesis within 1 month after its defense.

Article 19. Appeal Procedures

Any complication or dispute, which may occur during PhD studies, is handled by the Scientific Research and PhD Department upon written application, while disputes, which may arise during thesis defense process, are resolved by the Dissertation Defense Commission.

Article 20. Termination/Suspension of Doctoral Candidate's Status

Status of doctoral candidate is terminated or suspended according to TMA regulations.

Article 21. Annulment of PhD Degree

- 21.1 By the decision of Dissertation Board, PhD degree can be annulled due to academic misconduct and violation of research ethical requirements.
- 21.2 PhD degree can be annulled if academic work of the candidate is similar to published paper.
- 21.3 Decision of annulment is made by the Dissertation Board or its' appointed committee.

Article 22. Funding

PhD candidate may receive funding through state, targeted or research grants, as well as internal grants of TMA, scholarships and self-funding.

Article 23. Final Provisions

1. Present regulations are approved by the TMA Rector;
2. Present regulations come into force upon signing. Amendments to the regulations are accepted thorough their validation.

Applicant's proposal template for the admission to the doctoral programme

Applicant (first name, last name):

Potential research supervisor (first name, last name):

Title of proposed doctoral study:

Research topic (determine the research topic and provide a justification for its relevance; recommended number of words - 200)

Research goal and objectives, hypothesis (recommended number of words - 200)

Research methodology (recommended number of words - 200)

Expected results and their practical relevance (recommended number of words - 200)

Applicant's signature :

Potential research supervisor's signature:

Date:

Evaluation of the doctoral programme applicant's proposal and interview

Evaluation of the doctoral programme applicant's proposal

Commission's member's first name, last name:

Applicant's first name, last name:

Title of doctoral study:

Criteria
Research topic - how clearly the research topic/problem is defined and how accurately, consistently, and sufficiently is justified its relevance.
Research goal and objectives, hypothesis - how correctly and clearly the goal and objectives of the research are formulated; how well the research hypothesis corresponds to the purpose of the research; how correctly and clearly is it formulated.
Research methodology - how correctly the methodology is selected for the research; how fully and clearly the methodology is described in the application.
Expected results and their practical relevance - how clearly the applicant establishes the essence of the research results and demonstrated the practical significance of the research findings
Proposal language and style - how well the applicant presents a logical and coherent argument throughout their application; how effectively the applicant uses appropriate academic language, adheres to the standards of scholarly writing, and maintains a consistent and professional writing style.
Total score
Comment

5 points – the applicant's proposal strictly complies with the requirements defined by the criterium
4 points - the applicant's proposal complies with the requirements defined by the criterium with minor, mostly of technical nature shortcomings
3 points - the applicant's proposal for the most part complies with the requirements defined by the criterium, minor content shortcomings are noted
2 points - the proposal contains significant factual and content inaccuracies
1 point - the proposal does not meet the requirements defined by the criterium, it is incompletely presented

Signature of the commission member:

Date:

Evaluation of the doctoral programme applicant's interview

Commission's member's first name, last name:

Applicant's first name, last name:

Title of doctoral study:

Criteria
Presentation - ability to present research project effectively, demonstrating coherence and clarity in presentation, and engagement in effective communication with the listeners or committee members
Discussion - the ability to understand the question asked; ability to answer the question in a competent, argumentative and consistent manner
Total score
Comment

5 points – the applicant's proposal strictly complies with the requirements defined by the criterium
4 points - the applicant's proposal complies with the requirements defined by the criterium with minor, mostly of technical nature shortcomings
3 points - the applicant's proposal for the most part complies with the requirements defined by the criterium, minor content shortcomings are noted
2 points - the proposal contains significant factual and content inaccuracies
1 point - the proposal does not meet the requirements defined by the criterium; it is incompletely presented

Signature of the commission member:

Date: