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Pursuant to Articles 73, 83 and 84 of the Act on Scientific Activity and Higher Education (OG 123/03, 198/03, 105/04, 174/04, 02/07, 46/07, 45/09, 63/11, 94/13, 139/13, 101 / 14, 60/15, 131/17) and Article 63 of the Statute of the University of Rijeka (CLASS: 011-01/20-01/04, REG. NO.: 2170-57-01-20-1, consolidated text as of 12 February 2020, and after public consultations carried out in the period from 22 September 2020 to 22 October 2020, the Senate of the University of Rijeka, at its 48th session held on 22 December 2020, adopted the following

**REGULATIONS ON POSTGRADUATE UNIVERSITY
(DOCTORAL) STUDY PROGRAMMES
OF THE UNIVERSITY OF RIJEKA**

I GENERAL PROVISIONS

Article 1

Subject of standardization

- (1) The Regulations on Postgraduate University (Doctoral) Study Programmes of the University of Rijeka (hereinafter: the Regulations) shall regulate in more detail the organization and conduct of postgraduate university (doctoral) study programmes (hereinafter: doctoral study programmes) at the University of Rijeka (hereinafter: the University).
- (2) These Regulations lay down the minimum conditions required for the organization and implementation of doctoral study programmes. Individual study programme holders may lay down additional conditions in their acts.

Article 2

Definitions

- (1) The terms used in these Regulations shall have the following meanings:
 - **study programme holder** is the University or a University constituent that organizes and conducts doctoral study programmes in one or more scientific or artistic areas and fields;
 - **study programme provider** is the University or a University constituent that conducts doctoral study programmes in one or more scientific or artistic areas and fields;

- **Doctoral Study Council** may be the expert council of the study programme holder, the expert council of the Doctoral School or another body conducting doctoral study programmes;
 - **student** is a student attending a doctoral study programme (doctoral student).
- (2) Notwithstanding their grammatical gender, the terms used in this Act are gender-neutral and shall apply equally to male and female gender.

Article 3

Features and tasks of doctoral study programmes

- (1) The main features of doctoral study programmes at the University of Rijeka shall include research, training for scientific research and the acquisition of new competencies through research activities, internationalization, transparency, international quality standards and international competitiveness.
- (2) The tasks of doctoral study programmes shall include:
- acquisition of new and relevant knowledge, insights and artistic practices and the application thereof;
 - educating researchers and scientists in a chosen scientific or artistic area;
 - training students for independent research work, interdisciplinary approach to problems and a critical attitude towards their own work;
 - encouraging the exchange of opinions and experiences with other doctoral students and mentors along with the development of critical thinking skills;
 - acquisition of competencies that must enable future doctors of science and arts to solve complex scientific, social and economic problems creatively and scientifically
 - encouraging the internationalization of research work at the University by networking with other relevant research institutions and universities abroad.
- (3) In order to ensure quality and encourage the mobility of students and teachers, doctoral study programmes at the University of Rijeka shall be open to all forms of cooperation with related institutions in Croatia and abroad.

II ORGANIZATION AND CONDUCT OF DOCTORAL STUDY PROGRAMMES

Article 4

- (1) Doctoral study programmes shall be organized as:
- study programmes conducted by the University or a University constituent, where other constituents may also participate in the process;
 - joint study programmes conducted by two or more higher education institutions (HEI) in the Republic of Croatia, where only one of them is the study programme holder and at least one of them is not the University or a University constituent;

- combined study programmes as joint programmes conducted by two or more HEIs, accredited by each of the HEIs, at least one of which is outside the Republic of Croatia;
 - cotutelle study programmes, upon completion of which the student obtains two diplomas, and where double mentoring is mandatory.
- (2) The organization, conduct and completion of doctoral study programmes referred to in indents 2, 3 and 4, paragraph 1 of this Article shall be regulated by an agreement between higher education institutions.

Article 5

Doctoral study programmes may be organized and conducted only in the fields in which the study programme holder has appropriate scientific or artistic capacities in scientific or artistic fields of research or artistic creation in accordance with Croatian legislation and other regulations governing quality assurance in science and higher education.

Article 6

As a rule, doctoral study programmes the holder of which is the University shall be conducted through the Doctoral School. The Doctoral School may also participate in the implementation of study programmes the holder of which is a University constituent and in joint, combined and cotutelle study programmes referred to in Article 4 of these Regulations.

Article 7

Study programme study

- (1) Doctoral study programmes shall be organized on the basis of the application (study) of the study programme which includes the general part, description of the study programme, and study on the feasibility of the conduct thereof.
- (2) The study shall be adopted by the University Senate at the proposal of the study programme holder.
- (3) In addition to the content laid down by the Croatian legislation and the regulations adopted by the minister of science and higher education which stipulate the conditions for issuing a permit for conducting a university study programme, and by the general acts of the University of Rijeka which regulate study programmes, the doctoral study programme study shall contain:
 - the justification for initiating a doctoral study programme, which includes an analysis of social, academic, economic or other needs of the community;
 - the description of mentoring capacities;
 - the ways in which the study programme holder will ensure a part of the student's education at another domestic or foreign institution;

- the way in which institutional support for students and their progress towards the defence of their doctoral dissertation will be provided;
- the conditions for and manner of obtaining a Doctor of Science or Doctor of Arts degree by writing a doctoral dissertation without attending classes and taking exams;
- the forms for monitoring a doctoral study programme that are enclosed to these Regulations and form an integral part thereof.

Article 8

Duration of study

- (1) Doctoral study programme shall last a minimum of 3 years.
- (2) With regards to its duration, doctoral study programme may be organized as a full-time study programme and/or a part-time study programme.
- (3) A full-time study programme shall be conducted according to a programme based on a full-time teaching load, according to which the student acquires 60 ECTS credits in one year.
- (4) A part-time study programme may be conducted according to a special curriculum adjusted to work obligations or other activities of part-time students.

Article 9

Structure of doctoral studies

- (1) Upon completion of a doctoral study programme, a minimum of 180 ECTS credits shall be acquired.
- (2) The structure of doctoral study programmes shall encompass:
 - implementation of scientific research under the supervision and with the help of a mentor or co-mentor, which results in the preparation of a doctoral dissertation, and thus the acquisition of at least 90 ECTS credits;
 - mandatory and elective courses laid down by the study programme, and thus the acquisition of at least 30 ECTS credits;
 - stay at other domestic or foreign university or scientific institutions for at least three months or conducting appropriate study activities that encourage networking and exchange of experience with other reputable scientific institutions, and thus the acquisition of at least 20 ECTS credits;
 - other study obligations that include various forms of teaching and knowledge transfer, presentation of scientific results at domestic and foreign scientific conferences, writing scientific papers, etc., and thus the acquisition of at least 10 ECTS credits.

Article 10 Teaching

- (1) Forms of teaching within a doctoral study programme shall include lectures, research seminars, consultations, knowledge assessment, workshops, discussion groups and other forms of teaching aimed at the development of research competencies, critical thinking, adoption of scientific methodology and basic (general education) competencies.
- (2) In accordance with their capacities and following pre-determined requirements, doctoral studies shall be available to all doctoral students of the University. In accordance with the requirements defined by individual doctoral study programmes and following the signed contracts, doctoral students from other universities may participate in parts of research and lectures at doctoral study programmes of the University.
- (3) In order to achieve interdisciplinarity, students may enrol in some courses and conduct parts of research and artistic creation at any University constituent or scientific institute, HEIs outside the University, university clinics and clinical hospital centres upon providing an elucidation and consent of the mentor and Doctoral Study Council.

Article 11 Exemption from attendance of lectures and examinations

- (1) Pursuant to a decision of the Doctoral Study Council, the student may be fully or partially exempted from attendance of lectures and examinations if they have cumulatively fulfilled the following requirements before enrolling in their doctoral study programme:
 - publishing at least three scientific papers they authored or co-authored in scientific journals belonging to the highest qualitative category according to the current Regulations on the Requirements for Appointment to Scientific Titles of the National Council for Science, Higher Education and Technological Development (i.e., category A and a1), which are thematically related to their doctoral study programme;
 - conducting scientific research for a period of at least one semester at a reputable domestic or foreign university or scientific institution that is not the institution of the study programme holder or the home employment institution, and
 - active participation in at least two international scientific conferences according to the definition from the Decision of the Rectors' Conference on the Requirements for Evaluation of Teaching and Scientific-professional Activity within the Procedure for Appointment to Scientific-teaching Titles.
- (2) The student may be fully or partially exempted from attendance of lectures and examinations if they have completed postgraduate specialist studies, obtained a master's degree or a Doctor of Science degree, which is decided on by the Doctoral Study Council, taking into account the circumstances of each case.

Article 12 Language of study

Doctoral study programmes may be conducted in Croatian or some other official language of the European Union or the language of profession in the case of philological studies.

Article 13 Quality of studies

- (1) The doctoral study programme holder shall take care of monitoring and improving the quality of studies in accordance with the Regulations on the System of Quality Assurance and Improvement and other University documents related to the quality of studies.
- (2) Every year, the Doctoral Study Council shall perform a self-assessment on the basis of annual reports of mentors and students, about which it shall submit a work report to the Expert Council of the study programme holder.

III DOCTORAL SCHOOL OF THE UNIVERSITY OF RIJEKA

Article 14 Organization and activities of the Doctoral School

- (1) The Doctoral School is established by the University Senate Decision.
- (2) The Doctoral School may combine several doctoral study programmes within one or more scientific and/or artistic fields and branches.
- (3) The Doctoral School acts with a view to efficient and synergistic employment of research and teaching capacities, harmonization of criteria, encouraging interdisciplinarity and greater cost-effectiveness and establishment of additional quality control mechanisms.
- (4) The activities of the Doctoral School shall include:
 - conducting and/or participating in the conduct of doctoral studies/programmes the holder of which is the University and/or University constituents, as well as of joint, combined and cotutelle study programmes;
 - supporting the activities of the existing doctoral study programmes of University constituents and the integration of interested existing doctoral study programmes of University constituents into the Doctoral School of the University of Rijeka;
 - preparing and organizing of the implementation of events for the promotion of doctoral study programmes at the University and its constituents in Croatia and abroad;
 - improving the standards of doctoral studies at the University;

- proposing measures and instruments for improving the quality, interdisciplinarity and internationalization of doctoral studies at the University to the competent bodies of the University;
- establishing and implementing courses and other activities aimed at the development of students' general education competencies;
- organizing and implementing workshops and other forms of lifelong training for mentors;
- publishing, library and IT activities aimed at the implementation of the activities of the Doctoral School;
- connecting and cooperating with other related institutions in Croatia and abroad;
- performing other tasks in accordance with the general acts governing the activities of the Doctoral School.

Article 15 **Bodies of the Doctoral School**

- (1) The bodies of the Doctoral School include:
 - Head of the Doctoral School;
 - Expert Council of the Doctoral School;
 - Advisory Board.
- (2) The functioning of the bodies of the Doctoral School shall be regulated by the general acts of the Doctoral School.

Article 16 **Head of the Doctoral School**

- (1) The Head of the Doctoral School shall be appointed for a period of three years by the University Senate on the basis of an internal call. The Head is the chairperson of the Expert Council of the Doctoral School. They are responsible for their work to the Senate and the Rector. The procedure for election and dismissal of the Head shall be regulated by the Decision on Establishing the Doctoral School of the University of Rijeka.
- (2) The scope of work of the Head shall include:
 - a) preparing proposals of general acts that regulate the functioning of the Doctoral School;
 - b) preparing the proposal of the annual plan of activities and the annual financial plan of the Doctoral School and reporting on the implementation thereof;
 - c) proposing to the Expert Council the appointment of members of the working bodies of the Doctoral School;
 - d) appointing a deputy head who will replace them in the case of their inability to work or absence;
 - e) performing other tasks in accordance with the general acts of the Doctoral School.

Article 17

Expert Council of the Doctoral School

- (1) The Expert Council is a body that decides on academic, scientific, artistic and professional issues within the scope of work of the Doctoral School.
- (2) The Expert Council shall comprise the heads of study programmes conducted within the Doctoral School, representatives of each constituent that participates in the activities of the Doctoral School and representatives of doctoral students. Students shall comprise at least 15% of the total number of the members of the Expert Council and be elected by the University Senate at the proposal of the Student Council. Constituent and student representatives shall be appointed for a four-year-term, i.e., until the termination of their student status.
- (3) The Head of a doctoral study programme shall manage, coordinate and present the doctoral study programme within the Doctoral School. They shall be appointed by the University Senate.

Article 18

Advisory Board

The Advisory Board is a body of the Doctoral School in charge of coordinating, advising and monitoring the work and implementing the activities thereof. It shall comprise the Vice-rector for Science and Art, Vice-rector for Studies and one representative of each scientific and artistic field. Members are appointed for a four-year term by the University Senate at the proposal of the Rector.

IV ENROLMENT IN A DOCTORAL STUDY PROGRAMME

Article 19

Enrolment requirements

- (1) A person who has completed a suitable graduate or integrated undergraduate and graduate university study programme may enrol in a doctoral study programme in accordance with Croatian legislation. Graduate or integrated undergraduate and graduate study programmes that are suitable for enrolment in a doctoral study programme shall be determined by the study programme.
- (2) A person who has a suitable grade point average in graduate or integrated undergraduate and graduate university study programme, has demonstrated interest in scientific or artistic research (e.g., published papers) and has obtained a recommendation letter by at least one university professor familiar with the potential candidate's academic achievements may enrol in a doctoral study programme. Additional criteria for the selection of candidates for enrolment in doctoral studies shall be determined by the acts of the study programme holder.

- (3) The Doctoral Study Council as well may lay down what bridging courses students should take in order to acquire the basic knowledge necessary for attending and completing their studies.
- (4) An interview with the candidate shall be a mandatory part of the enrolment process.
- (5) By way of derogation from paragraph 1 of this Article, at the request of the candidate and with the consent of the Doctoral Study Council, the enrolment in a doctoral study programme may be possible even without previously completed graduate or integrated undergraduate and graduate university study programme in the case of exceptionally gifted persons with an appropriate prior learning level who can be expected to excel at their doctoral studies even though they have not completed a graduate or integrated undergraduate and graduate university study programme. The criteria for such evaluations shall be determined by the study programme of the study programme holder. The procedure for examining the fulfilment of the criteria shall be conducted in accordance with the Ordinance on Prior Learning Assessment and Recognition of the University of Rijeka.

Article 20

Public call for enrolment

- (1) Enrolment in doctoral studies shall be conducted on the basis of a public call for enrolment announced by the University Senate or the Expert Council of the study programme, as a rule, 3 months prior to the beginning of a new academic year. The public call for enrolment shall be published in the daily press and on the EURAXESS portal.
- (2) The public call for enrolment shall contain information on the requirements for enrolment, the number of vacancies, documents to be enclosed, study costs (tuition fees, enrolment fees) and deadlines for applying to the call and the enrolment.
- (3) Enrolment quotas shall be determined by the University Senate at the proposal of the study programme holder based on the availability of its research, teaching and mentoring capacities.

Article 21

Application for enrolment

- (1) The candidate shall submit an application for the call referred to in Article 20. The candidate shall enclose all the documents determined by the call thereto.
- (2) The candidate shall indicate in the application whether they are applying for a full-time or a part-time doctoral study programme.
- (3) The selection of candidates for enrolment shall be conducted by the Enrolment Committee appointed by the Doctoral Study Council. If the number of candidates who meet the requirements for enrolment exceeds the capacities of the study programme holder, candidates who achieved a better result in the qualification procedure shall have the right to study.

- (4) The study programme holder and the student shall conclude a Study Programme Agreement which regulates their mutual rights and obligations.
- (5) As a rule, when enrolling, a mentor from the ranks of teachers at the doctoral study programme shall be appointed to the student, and a study advisor who leads the student to the appointment of their mentor may be appointed.
- (6) An integral part of the Study Programme Agreement consists of a statement on the publication of the doctoral dissertation signed by the student and a statement on permitting the online publication and use of the digital version of the doctoral dissertation in accordance with universally accepted international standards (e.g. Creative Commons (CC BY) licenses) and rules on open access to science (e.g. Plan S), which ensure that the student retains their copyright.

V STUDENTS

Article 22 Student status

- (1) By concluding the Study Programme Agreement and paying participation costs, the candidate shall acquire the status of a doctoral student.
- (2) The student enrolled in a doctoral study programme may be:
 - a full-time student who studies according to a programme based upon a full-time teaching load and dedicates full time to fulfilling the obligations required by their doctoral study programme;
 - a part-time student who studies and works or is engaged in another activity that requires special adjustments of their schedule and ways of conducting their studies.
- (3) Student status termination shall occur upon completion of studies, i.e., defence of the doctoral dissertation, withdrawal from studies or loss of student status in accordance with Article 24 of these Regulations.
- (4) The right to dormant student status shall be exercised in accordance with legal conditions.

Article 23 Student rights and obligations

- (1) Student rights and obligations shall be determined by Croatian legislation, the Statute of the University of Rijeka, these Regulations, the study programme and the Study Programme Agreement, and these are in particular:
 - employing all research resources of the study programme holder in agreement with the mentor,
 - proposing a topic of their doctoral dissertation
 - changing their topic with the consent of their mentor,

- proposing a mentor,
 - changing the mentor,
 - electing representatives to University bodies and study programme holder bodies
 - electing representatives to the Doctoral Study Council.
- (2) The student shall once a year submit a report on their work to the Doctoral Study Council.

Article 24 **Loss of student status**

- (1) The student who has enrolled in a full-time doctoral study programme shall lose their student status if they do not complete their studies within six years from the day of enrolment.
- (2) The student who has enrolled in a part-time doctoral study programme shall lose their student status if they do not complete their studies within ten years from the day of enrolment.
- (3) The student shall lose their doctoral student status:
- if the Doctoral Study Council accepts a negative report by their mentor for a second time. Prior to the adoption of the negative report, the student shall be allowed to respond thereto;
 - if the Doctoral Study Council adopts a Decision on Suspension of the Procedure for Obtaining a Doctor of Science Degree pursuant to Article 34, paragraph 1, Article 36, paragraph 4 and Article 37, paragraph 5 of these Regulations;
 - if they are dismissed from their studies due to violation of the Code of Ethics of the University of Rijeka or the Regulations on the Disciplinary Responsibility of Students of the University of Rijeka;
 - if they do not enrol in the next academic year in accordance with their study programme.

Article 25 **Student records**

- (1) The study programme holder shall keep records of student personal data laid down by Croatian legislation, implementing regulations and its general acts.
- (2) The student's file or portfolio is an e-folder containing all the important information about the student from their enrolment in doctoral studies to their graduation. The study programme holder shall be responsible for collecting and storing data in the portfolio.

VI. MENTORSHIP

Article 26 Mentorship

- (1) The Doctoral Student Council shall appoint one doctoral dissertation mentor from the ranks of teachers at the doctoral study programme to the doctoral student by, if possible, taking into account the student's wishes.
- (2) The minimum criteria for the selection of mentors in doctoral studies shall be laid down by a special decision of the University Senate.
- (3) In addition to the conditions for the selection of mentors laid down in the University Senate Decision, the mentor and the student shall have a publicly visible affiliation of the University of Rijeka in scientific-teaching bases (OrcID/Publons).
- (4) The study programme holder must have a positive opinion on the mentor's mentoring work. The mentor may mentor a maximum of three students at the same time, and only in exceptional and especially justified cases up to a maximum of five students.

Article 27 Mentor responsibilities

- (1) The mentor shall guide the student during their studies and the preparation of their doctoral dissertation, monitor the quality of their work, encourage the publication of their papers, and enable their participation in scientific and artistic projects.
- (2) The mentor shall submit a report on the student's work on the University form to the Doctoral Study Council at least once a year.

Article 28 Changing the mentor and topic

- (1) The student shall have the right to change their mentor once during their studies by submitting a written request on the University form.
- (2) The student shall have the right to change their topic once during their studies by submitting a written request and consent of their previous mentor on the University form.

Article 29 Co-mentorship

- (1) If necessary (for example, due to interdisciplinarity of research or conducting research or artistic creation in several institutions), a mentor and a co-mentor may be appointed to the student.
- (2) The provisions on mentorship of these Regulations shall apply to the co-mentor accordingly.

VII DOCTORAL DISSERTATION

Article 30 Doctoral dissertation

- (1) The doctoral dissertation shall be an original and independent scientific work that attests to the student's ability to conduct research as a scientist.
- (2) The student shall prepare their doctoral dissertation under the supervision of their mentor. Doctoral dissertation shall be public.
- (3) The preparation of doctoral dissertations shall be laid down by the Guidelines for Preparation of Doctoral Dissertations at the University of Rijeka and the relevant regulations of the study programme holder.

Article 31 Forms of doctoral dissertations

Doctoral dissertations may be prepared as:

- a monograph
- in exceptional cases, a doctoral dissertation may also be structured as a set of thematically related published scientific papers that is accompanied by a critical review chapter, discussion, conclusion and review of relevant literature (the so-called Scandinavian model). The minimum number of original scientific papers that are combined into a doctoral dissertation required shall be three papers in indexed journals authored solely by the student or co-authored by the doctoral student and exclusively their mentor (or co-mentor). All scientific papers ought to belong to the highest qualitative category in accordance with the current Regulations on the Requirements for Appointment to Scientific Titles of the National Council for Science, Higher Education and Technological Development (i.e. category A or a1) and have a clear affiliation of the University of Rijeka. Papers may not be published in journals published or co-published by the study programme holder and the home employment institution. A maximum of one paper may be published in journals in the Republic of Croatia;
- artistic doctoral dissertation, i.e., creation and/or performance of artwork in accordance with the study programme.

VIII APPLICATION, EVALUATION AND ACCEPTANCE OF A DOCTORAL DISSERTATION TOPIC

Article 32 Doctoral dissertation topic application

- (1) Doctoral dissertation topic application shall include:

- general information about the student,
 - title of the proposed topic,
 - proposed or potential mentor,
 - topic elucidation
- (2) In research where there are ethical doubts, and whenever the research is conducted on humans or animals and materials of human or animal origin, a reasoned consent of the Ethics Committee of the study programme holder and, if necessary, the Ethics Committee of another institution involved shall be enclosed to the application.

Article 33 Topic evaluation

- (1) The student shall publicly defend the topic of their doctoral dissertation before the Doctoral Dissertation Topic Evaluation Committee. The Doctoral Study Council shall appoint a Doctoral Dissertation Topic Evaluation Committee consisting of at least three members with a scientific-teaching, artistic-teaching or scientific title who are recognized experts in the field in which the doctoral dissertation topic is submitted, and at least one of whom is from another university or scientific institutions outside the University of Rijeka. The mentor and co-mentor may not be members of the Doctoral Dissertation Topic Evaluation Committee.
- (2) With the authorization of the Doctoral Study Council, public defence of the doctoral dissertation topic may also be conducted through real-time online communication tools (remote access network platforms).
- (3) The Committee shall submit a group report along with the evaluation of the doctoral dissertation topic on the prescribed form of the University to the Doctoral Study Council within one month from the day of the public defence of the topic.
- (4) The Committee's report and decision shall include:
- general information about the student and their mentor,
 - report from the public defence of the doctoral dissertation topic,
 - doctoral dissertation topic evaluation,
 - proposal to the Doctoral Study Council,
 - date and signature of Committee members.

Article 34 Topic approval

- (1) If the Doctoral Dissertation Topic Evaluation Committee does not evaluate the topic positively, the Doctoral Study Council may adopt a decision on revising or suspending the procedure. If the Committee evaluates the doctoral dissertation topic negatively after the revision thereof has been requested, the Doctoral Study Council may, if the conditions therefor exist, approve the application of a new topic or adopt a decision on suspension of the procedure for the student obtaining a Doctor of Science degree and inform the student thereof.

- (2) The Doctoral Study Council shall issue a decision on the doctoral dissertation topic within two months from the day of submitting the report and proposal of the committee.

IX DOCTORAL DISSERTATION EVALUATION AND DEFENCE PROCEDURE

Article 35

Request for doctoral dissertation evaluation

- (1) After completing all their study obligations in their doctoral study program, the student shall submit a request for the evaluation of their doctoral dissertation. The request shall be submitted in writing or electronically along with the accompanying documentation.
- (2) The student shall enclose the following documents along with the request for doctoral dissertation evaluation:
 - written statement of the mentor that their dissertation meets the criteria of doctoral dissertations;
 - report on the implementation of the verification of the dissertation authenticity;
 - unbound copy of the doctoral dissertation;
 - resume in the standardized Europass form;
 - certificate proving that doctoral dissertation title has been proofread
 - short doctoral dissertation abstract (20-30 lines).

Article 36

Doctoral dissertation evaluation

- (1) The doctoral dissertation shall be evaluated by the Doctoral Dissertation Evaluation Committee appointed by the Doctoral Study Council. The Committee shall comprise at least three members with a scientific-teaching, artistic-teaching or scientific title who are recognized experts in the field in which the doctoral dissertation is written, and at least one of whom is from another university or scientific institution outside the University of Rijeka. Members of the Doctoral Dissertation Topic Evaluation Committee may also be members of the Doctoral Dissertation Evaluation Committee. The mentor and co-mentor may not be members of the Doctoral Dissertation Evaluation Committee.
- (2) The committee shall decide on the evaluation of the doctoral dissertation by a majority vote. Each member of the committee shall prepare an independent report. The Chair of the Committee shall prepare a joint report on the evaluation of the doctoral dissertation and submit it to the Doctoral Study Council no later than two months after receiving the doctoral dissertation. The joint report of the committee shall be submitted on the University form, and individual reports enclosed thereto.

- (3) The joint report of the committee shall contain the conclusion in which the original scientific contribution of the doctoral dissertation is explicitly stated. At the session of the Doctoral Study Council, the Chair of the committee or, in case of their absence, a member of the committee, shall submit an abbreviated oral report along with an explanation of the realized original scientific contribution of the doctoral dissertation.
- (4) If the Doctoral Dissertation Topic Evaluation Committee does not evaluate the topic positively, the Doctoral Study Council may issue a decision on revising or suspending the procedure. If the committee evaluates the doctoral dissertation negatively after the revision thereof has been requested, the Doctoral Study Council shall issue a decision on suspending the procedure of the student obtaining a Doctor of Science degree and inform the student thereof.
- (5) Once the Doctoral Study Council accepts a positive evaluation of the doctoral dissertation, it shall appoint a Doctoral Dissertation Defence Committee at the same session. The Committee shall consist of at least three members in scientific-teaching, artistic-teaching or scientific title, who are recognized experts in the field in which the doctoral dissertation was written, at least one of whom is from a university or scientific institution outside the University. Members of the Doctoral Dissertation Evaluation Committee may also be members of the Doctoral Dissertation Defence Committee. The mentor and co-mentor may not be members of the Defence Committee.

Article 37

Doctoral dissertation defence process

- (1) The Doctoral Study Council shall determine the day and place of the doctoral dissertation defence, while taking into account the suggestion of the mentor and the student.
- (2) At least 8 days before the day of the defence, name and surname of the student, title of their doctoral dissertation, composition of the Defence Committee and time, date and place of the defence shall be published on the notice board and web page of the study programme holder.
- (3) The defence of the doctoral dissertation shall be public. As a rule, the defence is held on the premises of the University, i.e., its constituents, and in the language in which the doctoral dissertation was written. With the approval of the Doctoral Study Council, public defence of the doctoral dissertation may also be conducted through real-time online communication tools (remote access network platforms).
- (4) In the case of joint, combined or cotutelle doctoral dissertations, the defence may be held at another university and/or using real-time online communication tools (remote access network platforms).
- (5) If the student does not attend their doctoral dissertation defence without a justified reason, the Doctoral Study Council shall make, at the proposal of the Defence Committee, a Decision on Suspension of the Procedure for Obtaining a Doctor of Science Degree and informs the student thereof.
- (6) A doctoral dissertation may be defended only once.

Article 38

Defence protocol

- (1) The doctoral dissertation defence shall be attended by members of the Doctoral Dissertation Defence Committee, the student, a minute taker and an audience. Minutes are kept on the defence of the doctoral dissertation. The minute taker is appointed by the Doctoral Study Council.
- (2) The Chair opens the defence process, presents general information about the student, the results achieved during their studies and their academic work, and reads aloud the elucidation of the doctoral dissertation evaluation from the joint report.
- (3) After the Chair's report, the student presents their doctoral dissertation and explains the conclusions.
- (4) When the student finishes presenting their doctoral dissertation, the Committee members ask questions, comment on the doctoral dissertation and may request additional explanations.
- (5) The student shall answer the questions of the Committee members and give the requested explanations. After that, and with the permission of the Chair of the Committee, the student answers the questions asked by the audience.
- (6) When the Committee finds that the subject of the defence has been sufficiently discussed, the Chair shall announce that the defence has been concluded, and the Committee withdraws to deliberate and decide.

Article 39

Defence result

- (1) Upon completion of the doctoral dissertation defence, the Committee shall decide upon the result of the defence, which may be one of the following:
 - defended by a unanimous decision of the Committee,
 - defended by a majority vote of the Committee,
 - was not defended.
- (2) The Chair shall publicly announce the decision of the Committee.

Article 40

Academic degree

Upon completion of doctoral studies, the academic degree of Doctor of Science (Ph.D.) or Doctor of Arts (D.A.) is obtained, with an indication of the scientific or artistic area and scientific or artistic field in which the study programme is conducted.

Article 41

Doctor europaeus

- (1) In exceptional cases, the defence and doctoral dissertation evaluation process may be conducted according to the standards for obtaining the informal title of European Doctor of Science (*Doctor europaeus*).
- (2) The conditions under which a European Ph. D. is obtained are as follows:
 - at least two thirds of the members of the Doctoral Dissertation Evaluation Committee were from higher education institutions from EU member states outside the Republic of Croatia,
 - at least one third of the members of the Doctoral Dissertation Defence Committee were from higher education institutions from EU member states outside the Republic of Croatia,
 - the doctoral dissertation defence was conducted in English or another official EU language other than Croatian, with the exception of philological studies in the field of Croatian language, in which case the defence may be conducted in Croatian,
 - the doctoral dissertation was partially prepared as a result of the student's stay in an EU member state outside the Republic of Croatia in a duration longer than 3 months.
- (3) The student who defends their doctoral dissertation under the conditions laid down in this Article may be issued a certificate of acquisition of the informal title of European Doctor of Science (*Doctor europaeus*) by the study programme holder.

Article 42

Doctoral dissertation binding and archiving

- (1) After a successful defence, a page containing information about the author of the doctoral dissertation, composition of the Defence Committee, signatures of the Committee members and date of the defence shall be enclosed to the doctoral dissertation.
- (2) The student shall submit three bound copies of their doctoral dissertation to the secretariat of the study programme holder within 10 days after the defence.
- (3) The student shall submit an electronic version of their doctoral dissertation as well in the format and on the medium prescribed by the University Library of Rijeka.
- (4) The study programme holder shall permanently publish the doctoral dissertation on the public internet database of doctoral dissertations no later than one month after the defence, and submit one printed copy of the doctoral dissertation to the National and University Library and the University Library of Rijeka.
- (5) An electronic version of the doctoral dissertation shall be permanently published on the public repository of doctoral dissertations of the study programme holder.
- (6) A doctoral dissertation from the field of arts shall be archived in an appropriate manner (in writing, in the form of a photograph, video or audio recording or otherwise) in the

National and University Library and in the archives of the University Library of Rijeka no later than one month after defence.

Article 43

Commencement Ceremony

- (1) Based on the decision issued by the Doctoral Dissertation Defence Committee, the University shall issue the student with a diploma on the acquired Doctor of Science or Doctor of Arts degree.
- (2) The diploma shall be handed by the Rector at a commencement ceremony. The student shall sign the University of Rijeka Book of Doctors of Science and Doctors of Arts at the said commencement ceremony.
- (3) In addition to the diploma, the student shall be issued a diploma supplement, free of charge and both in Croatian and English that confirms which exams the student has passed and with which grade, and that contains other information necessary for understanding the acquired qualification.

X INTELLECTUAL PROPERTY PROTECTION

Article 44

Doctoral dissertation with an innovation eligible for protection of intellectual property rights

- (1) If the results of the doctoral dissertation research include an innovation eligible for the protection of intellectual property rights, the student and the mentor may inform the University Technology Transfer Office. In this case, the student may, with the consent of their mentor, request that the submitted doctoral dissertation be treated confidentially before submitting the doctoral dissertation for evaluation.
- (2) The Technology Transfer Office shall conduct the procedure of legal protection and commercialization of research results in accordance with the Regulations on Intellectual Property Management at the University of Rijeka.

Article 45

Doctoral dissertation with delayed publication

- (1) If a doctoral study programme includes conducting research for the needs of the economy, in cooperation with a research centre in the economy sector, for the needs or in cooperation with state institutions in charge of defence and security, or in the case referred to in Article 44 of these Regulations, the Doctoral Study Council may exclude the public from doctoral dissertation defence and delay the publication of the doctoral dissertation for the purpose of intellectual property protection for up to three

- years, or until the publication of data in the procedure of registration of intellectual property rights.
- (2) A certificate from the Technology Transfer Office shall be enclosed to the Request for Exclusion of Public from the Doctoral Dissertation Defence for the reasons stated in Article 44 of these Regulations.
 - (3) With regard to a doctoral dissertation with a delayed publication and the defence thereof from which the public is excluded, the members of the Doctoral Dissertation Evaluation Committee and the Doctoral Dissertation Defence Committee shall sign a confidentiality agreement regarding the data from the dissertation prior to receiving a copy of the dissertation. This statement shall also be signed by other participants who have access to the text of the dissertation in the process of the doctoral dissertation evaluation and defence.

XI PROCEDURE FOR REVOCATION OF A DOCTOR OF SCIENCE OR DOCTOR OF ARTS DEGREE

Article 46

Revocation of a Doctor of Science or Doctor of Arts degree

- (1) A Doctor of Science or Doctor of Arts degree shall be revoked if it is determined that it was acquired contrary to the prescribed conditions for its acquisition, in gross violation of the rules of study programme or on the basis of a doctoral dissertation that has been plagiarised, forged or obtained by committing a criminal offence.
- (2) With the revocation of a Doctor of Science or Doctor of Arts degree, all titles for the acquisition of which one of the requirements is a Doctor of Science or Doctor of Arts degree are also lost through a procedure prescribed by law.

Article 47

Procedure for revocation of a Doctor of Science/Doctor of Arts degree

- (1) The procedure for the revocation of a Doctor of Science/Doctor of Arts degree shall be carried out by the University Senate following a request by the Doctoral Study Council.
- (2) The University Senate shall appoint a committee consisting of five members to consider and evaluate the Request for Revocation of a Doctor of Science/Doctor of Arts Degree. The members of the Committee are recognized scientists in the field in which the doctoral dissertation was written, at least two of whom are from another university or scientific institution outside the University of Rijeka. The mentor and co-mentor may not be members of the said committee.
- (3) The committee report must contain a conclusion and elucidation stating whether the Doctor of Science/Doctor of Arts degree was obtained under the conditions referred to in Article 46, paragraph 1.
- (4) The University Senate shall issue a decision based on the committee report.

Article 48

Nullification of a Doctor of Science/Doctor of Arts diploma

- (1) In the event that the University Senate makes a decision to revoke a Doctor of Science/Doctor of Arts degree, the Rector will nullify the Doctor of Science/Doctor of Arts diploma.
- (2) A person whose Doctor of Science/Doctor of Arts degree has been revoked shall return the Doctor of Science/Doctor of Arts diploma to the University.
- (3) The doctoral diploma shall be nullified by adding a revocation clause.
- (4) The Decision on Revocation of a Doctor of Science/Doctor of Arts Degree shall be entered in the University of Rijeka Book of Doctors of Science and Doctors of Arts.

XII TRANSITIONAL AND FINAL PROVISIONS

Article 49

University constituents shall harmonize their acts on doctoral studies with these Regulations within six months from its entry into force.

Article 50

The University Senate shall harmonize the founding act of the Doctoral School with these Regulations, appoint new bodies of the Doctoral School and, at the proposal of the Doctoral School, adopt new Guidelines for the Preparation of Doctoral Dissertations at the University of Rijeka within six months from the entry into force of these Regulations.

Article 51

- (1) With the entry into force of these Regulations, the provisions on postgraduate studies of the University of Rijeka Study Regulations shall cease to have effect (Article 5 and Title V (Articles 55 to 78) of the University of Rijeka Study Regulations).
- (2) With the entry into force of these Regulations, the provisions of the Guidelines for the Preparation of Doctoral Dissertations at the University of Rijeka shall cease to have effect.

Article 52

These Regulations shall enter into force within 8 days from the day of their publication on the notice board of the University of Rijeka.

UNIRI



MADAM RECTOR

Prof. Snježana Prijić-Samaržija, Ph. D.

More ideja ~ More ideas

These Regulations were published on the notice board of the University of Rijeka on 23 December 2020 and entered into force on 31 December 2020.



SECRETARY GENERAL

Roberta Hlača Mlinar, J.D.