

Based on Article 124 of the Statute of the Faculty of Humanities and Social Sciences of the Josip Juraj Strossmayer University of Osijek and in accordance with the Ordinance on postgraduate studies at the Josip Juraj Strossmayer University of Osijek, at its 2nd session held on 25 November 2015, the Faculty Council adopted the

**REGULATIONS
ON THE IMPLEMENTATION OF THE POSTGRADUATE UNIVERSITY STUDY PROGRAMME
LITERATURE AND CULTURAL IDENTITY**

I. GENERAL PROVISIONS

Article 1

(1) These Regulations further govern the organization and implementation of the Postgraduate university study programme Literature and Cultural Identity (hereinafter doctoral studies), conditions of enrolment, loss of student status, application procedure, evaluation and defence of the doctoral dissertation as well as other questions important for the implementation of the study programme.

(2) The terms used in these Regulations, which have a gender distinction, are used in the neutral sense and refer equally to male and female gender.

II. ORGANIZATION AND IMPLEMENTATION OF DOCTORAL STUDIES

II.1. Organization of Doctoral Studies

Article 2

(1) The Faculty of Humanities and Social Sciences (hereinafter the Faculty), based on the accreditation certificate of the Ministry of Science, Education and Sports (Class: UP / I-602-04 / 06-16 / 00084, Reg. No.: 533-07-09-0004) dated 7 May 2009, organizes and implements doctoral studies Literature and Cultural Identity in the academic field of humanities, academic discipline of philology, academic branch literary theory and history.

(2) Upon successful completion of doctoral studies Literature and Cultural Identity students are awarded 180 ECTS credits and an academic doctoral degree in the field of humanities, academic discipline of philology, academic branch literary theory and history.

II.2. Duration of Doctoral Studies

Article 3

(1) Full-time doctoral studies, as a rule, take three years.

(2) Part-time doctoral studies take no more than five years.

II.3. Language

Article 4

(1) The language of instruction of doctoral studies is the Croatian standard language.

(2) Students are offered the opportunity to take individual courses in the English and German language.

III. STUDENTS OF DOCTORAL STUDIES

Article 5

The status of a doctoral student can be acquired by:

- an assistant or a person who has the status of a junior researcher acting in the capacity of assistant at the Faculty,
- an individual who pays for his or her own studies,
- an individual whose studies are paid by their institution of employment,
- a recipient of a Croatian or international scholarship,
- transferring from one doctoral studies to another.

Article 6

(1) Students of doctoral studies may study full-time or part-time.

(2) Full-time doctoral students are assistants and junior researchers who do not participate in the costs of their doctoral studies (tuition fee) if they fulfil their responsibilities regularly and on time as stipulated in the study contract or employment contract.

(3) Part-time study is intended for students who work during their studies.

(4) The costs of doctoral studies (tuition fees) for part-time students are paid by the students themselves, institution of employment or other institutions.

IV. ENROLLING IN DOCTORAL STUDIES

IV.1. Eligibility to Enrol in Doctoral Studies

Article 7

(1) Enrolment in doctoral studies is carried out based on a public call for application for enrolment in doctoral studies announced by the Faculty Council. A public call for application for enrolment to doctoral studies is published in the daily press and on the Faculty's website at least one month before the beginning of doctoral studies.

(2) Those eligible for enrolment are:

- applicants who have completed university graduate studies in the field of humanities (academic discipline of philology) under the Bologna system;
- applicants who have completed the four-year university undergraduate studies in the field of humanities (academic discipline of philology) according to the study system that was in effect before 2005,
- applicants who hold a Master's degree in the field of humanities (pre-Bologna system),
- applicants who have completed the pre-Bologna Master's programme and passed or partially passed all required exams.

(3) For candidates who do not meet the criteria in paragraph 2 of this Article, the Doctoral Degree Committee will decide on their status on an individual basis.

Article 8

(1) The number of enrolment places (admission quotas) in doctoral studies is determined based on availability of research, teaching and supervisory capacities of the Faculty.

(2) If the number of candidates exceeds the number of vacancies (admission quota), an admission procedure will be conducted in order to select doctoral students. The admission procedure consists of evaluating the grade point average obtained from the completed graduate study programme, or university undergraduate level study programme and the candidates are enrolled in accordance with their respective place on the ranking list.

IV.2. Criteria for Selecting Applicants, Enrolling in Doctoral Studies and Obtaining the Status of a Doctoral Studies Student

Article 9

- (1) Doctoral studies can be enrolled by applicants who have completed graduate studies in the humanities with a grade point average not lower than 4.0.
- (2) Applicants with a lower average may be accepted by exception with two letters of recommendation from university professors and on the basis of a decision of the Doctoral Degree Committee.
- (3) Applicants must be proficient in at least one foreign language, and it is assumed that they have basic computer skills.
- (4) Foreign nationals who have completed studies in the field of humanities at a foreign institution of higher education are eligible for enrolment in the studies by submitting two letters of recommendation from university professors and on the basis of a decision of the Doctoral Degree Committee.

Article 10

- (1) On the basis of the established criteria in the previous article, the Doctoral Degree Committee compiles a ranking list of selected candidates for enrolment in doctoral studies and publishes it on the noticeboard and on the Faculty's website.
- (2) Applicants who have obtained the right of enrolment in full-time doctoral studies and are employed by the Faculty of Humanities and Social Sciences in Osijek as assistants or junior researchers do not participate in the costs of doctoral studies, i.e. do not pay a tuition fee.
- (3) In the case that the doctoral studies are enrolled by a person in the associate position of assistant working as an assistant at a public research institute, whose costs of doctoral studies are not covered by the public research institute's own revenues but by the state budget, consent for the conclusion of the contract of employment is given by the Minister.
- (4) If the Minister does not issue approval for conclusion of the contract of employment mentioned in the previous article, the applicant shall sign a contract on studying with payment and is entitled to enrol in part-time doctoral studies.
- (5) Applicants who have obtained the right of enrolment in part-time doctoral studies sign a contract on studying with payment. The contract on studying between the Faculty and the applicant who has earned the right of enrolment in part-time doctoral studies regulates the mutual rights and responsibilities during doctoral studies.
- (6) Foreign nationals may enrol under the same conditions as Croatian citizens if they have completed appropriate studies at a foreign higher education institution and have accumulated at least 300 ECTS credits at undergraduate and graduate levels taking into account the criteria of the transfer of ECTS credits.
- (7) After applying for enrolment, an applicant who has obtained a diploma at a foreign university shall, at his or her own expense, submit the decision issued by the competent authority regarding the academic recognition of foreign higher education qualifications and recognition of periods of study, i.e. ECTS credits for the purpose of enrolment in doctoral studies.

IV.3. Special Methods of Enrolment in Doctoral Studies and Obtaining a Doctoral Degree Without Enrolment in Doctoral Studies

Article 11

- (1) For the student who is enrolling in doctoral studies, but has not completed graduate studies in the scientific field and discipline in which the doctoral studies are carried out, the Faculty may facilitate an individualized study program that includes an interdisciplinary approach to the subjects and the research conducted at the Faculty.

(2) The individual program of doctoral studies is approved by the Faculty Council on the proposal of the Doctoral Degree Committee.

(3) On the basis of the decision of the Faculty Council and with the consent of the Senate, an individual who has accomplished scientific achievements, which by their significance meet the requirements for obtaining academic ranks, may obtain a doctoral degree without enrolment in doctoral studies through the public defence of their written doctoral dissertation.

(4) Scientific achievements are realized by fulfilling the conditions in accordance with the Law and special regulations for appointment to the lowest academic rank of research associate in the corresponding scientific field and discipline.

IV.4. Study Advisor

Article 12

(1) During the first semester, the Doctoral Degree Committee can appoint a study advisor to help the doctoral student over the course of study and monitor his or her work and achievement.

(2) The study advisor can be a supervisor of a doctoral dissertation.

IV.5. Supervisor

Article 13

(1) In writing the doctoral dissertation, the student is assisted by a supervisor who is appointed by the Faculty Council in accordance with the study program, on the proposal of the student and with the consent of the Doctoral Degree Committee.

(2) The Faculty Council, in accordance with paragraph 1 of this Article, shall appoint a supervisor with the prior written acceptance of supervision.

Article 14

A person can be appointed supervisor if he or she is:

- a teacher who holds the research-and-teaching rank of (assistant, associate or full professor) or a researcher appointed to the research rank of (research associate, senior research associate or research advisor) or an equivalent rank if the potential supervisor attained the academic rank abroad;
- a person who has been appointed to research or research-teaching rank and is actively involved in scientific research in the field of research of the doctoral dissertation,
- a person who has accomplished scientific achievements in the last five years and has published relevant research papers related to the research topic of the doctoral dissertation,
- a professor emeritus who participates in teaching at doctoral studies,
- a person who is a renowned international researcher and is not employed at the Faculty, but, under a separate contract, is involved in teaching at the doctoral studies or is the manager or associate of a scientific research project within the framework of which the research would be done and the doctoral dissertation would be written.

Article 15

(1) The supervisor helps the student during doctoral studies and is required to guide the student through his or her studies, research work and application of scientific methods during the writing of the doctoral dissertation, monitor the quality of his or her work, encourage him or her to publish, and enable him or her to participate in research projects.

(2) A supervisor who is not a Faculty employee needs to sign an agreement on cooperation and responsibility with the dean of the Faculty.

(3) The supervisor is required to submit an annual report to the Doctoral Degree Committee on the work and progress of the student during the doctoral studies.

(4) A supervisor who assumed supervision before retirement can serve as supervisor until the doctoral candidate's completion of study, with the consent of the Doctoral Degree Committee.

IV.6. Rights and Responsibilities of the Doctoral Student

Article 16

(1) When enrolling in doctoral studies a student signs a contract with the Faculty on mutual rights and responsibilities.

(2) The contract contains provisions on the contracting parties, the financial obligations of the student, the responsibilities in terms of enrolment and completion, and other issues relevant to the studies.

(3) By signing the contract and paying the agreed financial obligations, the applicant acquires the status of a doctoral studies student. The student completes the studies by defending a doctoral dissertation.

(4) The student of doctoral studies is required to carry out curricular and extracurricular activities defined by the study program which according to the ECTS credit system enable him or her to progress in doctoral studies.

(5) The doctoral student has the right to change the supervisor or the topic once, on submission of a written request to the Doctoral Degree Committee and a statement by the person who has acted as supervisor.

(6) Prior to the dissertation defence, the doctoral student is required to have at least one published or accepted for publication scholarly work thematically related to the doctoral research of which he or she is the author or co-author.

Article 17

(1) The student is entitled to a leave of absence:

- during pregnancy,
- during the use of maternity or parental leave in accordance with a special regulation,
- during a longer illness preventing him or her from fulfilling study responsibilities,
- during an international exchange period of more than 60 days during the course of study, unless the student gains ECTS credits through the international exchange,
- in other justified cases, in accordance with the decision of the Doctoral Degree Committee.

(2) A student may exercise the right to a leave of absence only if he or she submits, within 30 days from the date of the onset of the circumstances that have led to the request for the leave of absence, a written request for approval of a leave of absence to the Doctoral Degree Committee with credible documentation of the justification of the request.

(3) The decision on approving the student's leave of absence is made by the Doctoral Degree Committee.

(4) During the leave of absence, the student is entitled to take examinations for which he or she has fulfilled requirements, and the period of leave of absence will not be counted in the duration of study.

IV.7. Resuming Interrupted Doctoral Studies

Article 18

(1) The student who has lost doctoral student status due to the interruption of study can resume his or her studies provided that not more than three years have passed from the date of interruption of study and that the study program was not substantially altered (over 20%) from that enrolled by the student.

(2) The application to resume studies after an interruption of studies is submitted for approval to the Doctoral Degree Committee with the Student Transcript Book (“Indeks”) and certificate of the completed part of the doctoral studies programme.

(3) The approval to resume studies after an interruption of studies is granted by the Doctoral Degree Committee, and shall include the approval of the continuation of the studies and the recognition of the examinations along with the grades and ECTS credits earned during the study and tuition fee amount which is determined according to the generation of students with whom the student continues his or her studies.

IV.8. Acquisition of a Certificate of the Completed Part of the Doctoral Studies Programme

Article 19

(1) A student who has interrupted the doctoral studies can submit a specific request for a certificate from the Faculty on fulfilment of his or her duties during the doctoral studies and the accumulated ECTS credits.

(2) The certificate can only be obtained if the doctoral student has attended the classes, met the requirements for being granted the signature of the teacher and passed the exams in the courses covered by the semester module after which the study was interrupted.

(3) The certificate referred to in paragraph 1 of this Article is issued by the Doctoral Degree Committee.

IV.9. Loss of Student Status

Article 20

(1) The doctoral student loses student status:

- upon completion of studies,
- upon withdrawal from studies,
- when the procedure for exclusion from studies is underway and under conditions established by the Statute or another general act,
- when he or she does not complete the study within the time frame established by the Statute or these Regulations,
- because of other reasons determined by the Statute or another general act.

(2) A student who has enrolled in full-time doctoral studies loses student status if within six years from the date of enrolment he or she fails to defend his or her doctoral dissertation.

(3) A student who is enrolled in part-time doctoral studies loses student status if within ten years from the date of enrolment he or she fails to defend his or her doctoral dissertation.

(4) A student loses status of a doctoral studies student if the Faculty Council decides to suspend the process of obtaining a doctoral degree in accordance with the Statute of the University.

V. STRUCTURE OF DOCTORAL STUDIES

Article 21

(1) The study takes three years (6 semesters).

(2) During the course of study, the student is required to attend 15 courses: 4 core courses (Academic Writing, Identity, Writing a Doctoral Dissertation Proposal and Ethical Standards of Research) and 11 elective courses.

(3) During the course of study, the student earns a total of 180 ECTS credits: 60 ECTS credits are awarded for the curricular activities and 120 ECTS credits are awarded for the extracurricular activities.

(4) Before enrolling in the 6th semester, the student is required to present to the Doctoral Degree Committee the necessary proof of completion of extracurricular activities (published papers, book of abstracts, conference programme or confirmation from the organizing committee on presenting at the conference, report from the teacher/supervisor on classes held at the undergraduate and graduate level, report on participation in the work on a research project, etc.).

V.1. Prerequisites for Progress Through the Study Programme

Article 22

(1) Prerequisites for Progress:

- 2nd semester: minimum 5 ECTS credits,
- 3rd semester: 22 ECTS credits,
- 4th semester: 34 ECTS credits,
- 5th semester: 46 ECTS credits,
- 6th semester: 130 ECTS credits.

(2) For enrolment in the 6th semester, the student must have completed all exams from the 1st, 2nd, 3rd and 4th semesters and attended the courses Writing a Doctoral Dissertation Proposal and Ethical Standards of Research, thus earning 60 ECTS credits. In extracurricular activities, the student is required to earn 70 ECTS credits: the public defence of the final doctoral exam before the Committee for evaluation of the dissertation topic (20 ECTS credits), the doctoral dissertation (10 ECTS credits) and selected extracurricular activities (40 ECTS credits). Total curricular and extracurricular activities: 130 ECTS credits.

(3) The remaining 50 ECTS credits shall be awarded as follows: 30 ECTS credits for completing a part of the doctoral dissertation in the 6th semester and 20 ECTS credits for the original research article published or accepted for publication by the defence of the doctoral dissertation.

V.2. Recognition of ECTS Credits in Doctoral Studies

Article 23

The decision of the Doctoral Degree Committee in accordance with the study programme shall specify the recognition of ECTS credits for doctoral students who have completed:

- postgraduate studies for obtaining the academic degree of Master of Science according to the previous regulations,
- postgraduate specialist studies, and
- another related postgraduate university study programme in the country or abroad in accordance with the Law.

V.3 Criteria for the Transfer of ECTS Credits in Doctoral Studies

Article 24

(1) In agreement with the President of the Doctoral Degree Committee, the student may choose courses from other doctoral studies in the humanities at the same University or at another university in the Republic of Croatia. The choice should be guided primarily by the ability to acquire knowledge that is directly related to the doctoral dissertation. If a student decides to do so, he or she acquires the corresponding number of ECTS credits.

(2) If a student chooses, attends and passes a course in another doctoral studies programme in the Republic of Croatia he or she acquires 5 ECTS credits.

(3) If a student completes a whole semester in a foreign doctoral studies programme, attends and passes the required examinations, he or she acquires 20 ECTS credits.

VI. DOCTORAL DISSERTATION

Article 25

(1) The doctoral dissertation must be an independent and original work, which demonstrates independent scientific research with application of scientific methods and makes a scientific contribution in the academic field of humanities, academic discipline of philology.

(2) The doctoral dissertation is a public research work and is subject to public scholarly assessment.

(3) Forms of doctoral dissertation can be:

- research work – monography,
- research work based on published articles.

(4) The doctoral dissertation is written in the Croatian standard language and may be written in one of the world's languages with the approval of the Faculty Council.

(5) The title, abstract and keywords of the doctoral dissertation must be written in the Croatian and English language. The abstract should provide an understanding of the objective of the doctoral dissertation, methods of research, results and conclusions.

(6) The doctoral dissertation is submitted in electronic and printed form.

VI.1. Submission of Proposal of the Doctoral Research Topic

Article 26

(1) The application with which the doctoral degree procedure is initiated must include as follows: the title of the proposed doctoral dissertation, general information about the doctoral candidate, explanation of the topic, the objective and the hypotheses of the research, methods of research, expected scholarly contribution of the proposed research, data on the proposed supervisor and his or her competencies, a review of previous research, a proposed list of references and a statement that the doctoral candidate has not submitted a dissertation proposal with an identical topic at another University study programme, or at another university.

(2) The topic of the doctoral dissertation is submitted by the student during the fifth semester.

(3) The topic of the doctoral dissertation is submitted in a special form (Form 1).

(4) The Doctoral Degree Committee establishes whether the candidate meets the requirements for initiating the procedure for the acceptance of the doctoral dissertation topic.

(5) If the Doctoral Degree Committee determines that the application does not contain the necessary documentation, it shall require the applicant to supplement the application within a specified period, which may not be longer than 30 days.

Article 27

(1) On the proposal of the Doctoral Degree Committee, the Faculty Council appoints a Committee for the Evaluation of the Dissertation Topic consisting of at least three members, who within 90 days of being appointed submit a report to the Faculty Council (Form 2) with a suggestion for the acceptance or rejection of the proposed dissertation topic.

(2) One member of the Committee for the Evaluation of the Dissertation Topic must be an external member outside the Faculty.

Article 28

- (1) The defence of the doctoral dissertation topic is public. The date and place of the public defence of the topic of the doctoral dissertation is published on the noticeboard and website of the Faculty.
- (2) The candidate defends the topic of the doctoral dissertation before the Committee for the Evaluation of the Dissertation Topic, the Doctoral Degree Committee, other doctoral students and interested persons.
- (3) The public presentation of the doctoral dissertation topic is an integral part of the report and the proposal of the Committee for the Evaluation of the Dissertation Topic.

Article 29

Based on the report and proposal of the Committee for the Evaluation of the Dissertation Topic, the Faculty Council shall make a final decision on accepting or rejecting the proposed doctoral dissertation topic, appoint a supervisor and inform the applicant who has submitted the doctoral dissertation topic.

Article 30

If, on the basis of the Committee's report, the Faculty Council determines that the applicant does not meet the requirements for the doctoral degree or that the proposed topic cannot be accepted, it will reject the applicant's application.

VI.2. Evaluation and Defence of the Doctoral Dissertation

Article 31

- (1) On the proposal of the Doctoral Degree Committee, the Faculty Council appoints a Committee for the Evaluation of the Doctoral Dissertation consisting of at least three members.
- (2) Members of the Committee for the Evaluation of the Doctoral Dissertation are persons with research rank or with research-and-teaching rank in the respective scientific field of the doctoral dissertation.

Article 32

- (1) The members of the Committee for the Evaluation of the Doctoral Dissertation submit a report (Form 3) at the latest within 90 days of the receipt of the dissertation.
- (2) The report of the Committee for the Evaluation of the Doctoral Dissertation contains: a description of the dissertation content, opinion and evaluation of the dissertation with reference to the applied methods, the scientific content of the dissertation and the Committee's proposal.

Article 33

The Committee for the Evaluation of the Doctoral Dissertation can recommend in their report that:

- the doctoral dissertation should be accepted and the applicant be allowed to proceed to the dissertation defence,
- the doctoral dissertation should be returned to the applicant for supplement or correction,
- the doctoral dissertation should be rejected.

Article 34

- (1) If the Faculty Council accepts the report of the Committee for the Evaluation of the Doctoral Dissertation, which determines that the doctoral dissertation has shortcomings that can be amended, it shall require the applicant to make the necessary revisions in accordance with the recommendations and comments of the Committee.
- (2) In the case referred to in the preceding paragraph, the applicant is obliged, within 90 days from the date of receipt of the evaluation, to supplement the doctoral dissertation.

(3) If, within 90 days from the date of receipt of the evaluation, the applicant fails to comply with the recommendations and comments of the Committee for the Evaluation of the Doctoral Dissertation and for this there is no justified reason, the doctoral dissertation shall be deemed rejected.

Article 35

If the Faculty Council concludes that the report of the Committee for the Evaluation of the Doctoral Dissertation does not provide a safe basis for making a decision on the evaluation of the dissertation, it may include new members in the Committee for the Evaluation of the Doctoral Dissertation and request a report to be submitted or appoint a new Committee for the Evaluation of the Doctoral Dissertation, which will reconsider the Doctoral Dissertation and submit a report.

Article 36

(1) After accepting a positive evaluation of the doctoral dissertation, as a rule, at the same session, the Faculty Council appoints the Dissertation Defence Committee consisting of at least three members and two alternate members and schedules the date and place for the defence.

(2) Members of the Committee for the Evaluation of the Doctoral Dissertation can also be members of the Dissertation Defence Committee.

(3) Members of the Dissertation Defence Committee can only be persons with research rank or research-and-teaching rank.

Article 37

(1) If the report of the Committee for the Evaluation of the Doctoral Dissertation is negative, and the Faculty Council does not adopt the decision to include new members in the Committee or appoint a new Committee for a new evaluation, the Faculty Council shall adopt the decision to reject the doctoral dissertation and discontinue the procedure for obtaining a doctoral degree as well as to inform the candidate.

(2) The grounds for the committee's decision to terminate the doctoral dissertation process must be communicated to the applicant in writing within 8 days.

(3) In the case referred to in paragraph 1 of this Article, the applicant may not repeat the procedure of obtaining a doctoral degree on the same topic at the Faculty.

Article 38

(1) The defence of the doctoral dissertation is public.

(2) The date and the place of the dissertation defence is scheduled by the Faculty Council, and the announcement of the dissertation defence is published on the noticeboard and webpage of the Faculty.

(3) The candidate shall defend his or her doctoral dissertation before the Dissertation Defence Committee.

(4) Minutes of the dissertation defence shall be taken (Form 4) and signed by the members of the Committee and the recording secretary.

(5) The decision on the defence of the doctoral dissertation shall be entered in the record.

Article 39

(1) The decision of the Dissertation Defence Committee may be as follows:

- defended by unanimous decision of the Committee,
- defended by a majority vote of the of the Committee, and
- not defended.

(2) The candidate who has successfully defended the doctoral dissertation will be issued a diploma certifying the completion of doctoral studies and awarded a doctoral degree. The diploma includes the scientific field and scientific discipline in which the doctoral degree was obtained as well as the title of the doctoral dissertation.

- (3) The candidate who has not defended the doctoral dissertation is entitled after the expiry of 90 days to reapply to write and defend a doctoral dissertation, but not with the same topic.
- (4) The subject of the doctoral dissertation that has not been defended within ten years from the date of acceptance of the doctoral dissertation topic is subject to re-assessment.

VI.3. Submission, Publication and Storage of Doctoral Dissertations

Article 40

- (1) Within one month from the day of the defence, the doctoral candidate is required to submit to the Office of Student Affairs at least five bound copies of the doctoral dissertation and the electronic version.
- (2) The Office of Student Affairs is obliged to submit a copy of the doctoral dissertation to the relevant institutions in the Republic of Croatia.
- (3) The Faculty is obliged to permanently archive the doctoral dissertation in the public Internet data base of doctoral dissertations of the National and University Library, and to submit one copy of the doctoral dissertation to the National and University Library.
- (4) One copy of the doctoral dissertation is submitted to the supervisor and to the Faculty library.
- (5) The electronic dissertation is published on the Faculty's website.

VI.4. Doctoral Dissertation with Delayed Publishing

Article 41

- (1) If the results of research within the context of a doctoral dissertation are carried out for the needs of the economy and include innovation that is subject to intellectual property rights, the doctoral candidate and supervisor shall inform the Doctoral Degree Committee and the Office of Technology Transfer of the University.
- (2) Before the doctoral dissertation is submitted for evaluation, the supervisor and the doctoral candidate may request that the dissertation be treated confidentially. In this case, for the protection of intellectual property rights the Faculty Council can exclude the public from the dissertation defence and delay its publication for one year from the date of submission of the doctoral dissertation for evaluation and at most three years, or until the public announcement of a patent application.
- (3) The doctoral dissertation with delayed publication is defended before a Committee that signs a statement on the confidentiality of data.

VII. THE DIPLOMA AND OBTAINING THE ACADEMIC DOCTORAL DEGREE

Article 42

- (1) After the completion of doctoral studies and successful defence of the doctoral dissertation, in accordance with the Law, the University issues to the doctoral candidate a diploma confirming the completion of doctoral studies and the academic doctoral degree (PhD).
- (2) The doctoral degree is presented by the Rector of the University during a ceremonial graduation commencement. At the ceremonial graduation commencement, the doctoral candidate is entered into the Book of PhD holders kept by the University.
- (3) Along with the diploma, the doctoral candidate receives, free of charge, a diploma supplement in the Croatian and English language with relevant information to ensure that the obtained degree qualification is more easily understood.

VIII. THE PROCEDURE FOR REVOKING THE ACADEMIC DOCTORAL DEGREE AND HONORARY DOCTORATE

Article 43

(1) The academic doctoral degree shall be revoked if it is determined that it was obtained contrary to the prescribed conditions for its acquisition, by gross violation of the rules of study or if the doctoral dissertation was plagiarized or falsified in the process corresponding to the process of obtaining a doctorate, in accordance with the provisions of the Statute of the University and these Regulations.

(2) Revocation of the academic doctoral degree is carried out at the request of the Faculty Council based on a well-reasoned proposal and the accompanying documentation comprising of:

- information about the author,
- application with explained topic of the doctoral dissertation,
- the decision of the Faculty Council on the acceptance of the doctoral dissertation topic,
- the decision on the appointment of the Committee for the Evaluation of the Doctoral Dissertation,
- report of the Committee for the Evaluation of the Doctoral Dissertation,
- Decision on the appointing of the Dissertation Defence Committee,
- Minutes of the dissertation defence,
- one (1) copy of the doctoral dissertation.

(3) In accordance with the request and the documentation referred to in paragraph 2 of this Article, the Senate appoints a Committee of five members from the scientific field and academic discipline in which the doctoral dissertation was defended. At least three members of the Committee must have research rank of research advisor or research-teaching rank of full professor, and the other two members of the Committee may be persons holding research rank of senior research associate or research associate - associate professor and assistant professor, with one being from another university or research institution. The supervisor cannot be a member of the Committee.

(4) The Committee referred to in the previous paragraph shall consider and evaluate the proposal for the revocation of the academic doctoral degree and is obliged, within 60 days of receipt of the proposal for revoking the doctoral degree, to submit a report to the Senate.

Article 44

(1) The Senate shall decide on the basis of the report of the Committee from the previous article.

(2) The decision of the Senate on the revocation of the doctoral degree shall be accompanied by the following documentation:

- information about the author,
- names of the members of the Committee for the revocation of the doctoral degree, and
- the report of the Committee.

IX. ANNULMENT OF THE DOCTORAL DIPLOMA

Article 45

(1) In the event that the Senate makes a decision on the revocation of a doctoral degree, the Rector will revoke the doctoral degree, no later than thirty (30) days from the date of the decision of the Senate on the revocation.

(2) The decision on revocation of the doctoral degree is entered into the Book of doctorates of the University.

(3) The doctoral diploma is revoked by inserting an annulment clause.

(4) A person whose doctoral degree has been revoked is obliged to return the diploma to the University within thirty (30) days of receipt of the Decision of the Senate on revocation of the doctoral degree.

(5) With the revocation of the doctoral degree the academic doctoral title is also revoked as well as all titles for which the acquisition of the doctoral degree was one of the conditions.

(6) In the process of revocation of a doctoral degree, the committees and the Senate are required to comply with the rules regarding copyright and legal protection of written scientific works.

Article 46

An honorary doctorate can be revoked if it is established that the holder has severely violated the criteria on the basis of which the honorary doctorate was awarded.

Article 47

(1) The honorary doctorate is revoked by the procedure that is identical to that of awarding the honorary doctorate.

(2) The procedure for revocation of an honorary doctoral degree is carried out by the Senate on the basis of a well-reasoned proposal by three professional councils or five members of the Senate.

(3) The proposal for the revocation of an honorary doctorate is discussed by the Senate which appoints a committee of five members of the most distinguished researchers and teachers holding research or research-teaching positions at the University to review the proposal on revoking the honorary doctorate.

(4) The Committee referred to in the previous paragraph is required within 60 days of receipt of the proposal for revocation of an honorary doctorate to submit a report to the Senate.

(5) The Senate makes a decision on revoking the honorary doctorate based on the report by the committee.

(6) On the basis of the report by the Senate, the Rector of the University shall, within 30 days of the decision of the Senate, revoke an honorary doctorate.

(7) The person whose honorary doctorate was revoked, is required to return the honorary doctorate to the University within 30 days of the revocation of the doctorate.

(8) The Diploma of the honorary doctorate is revoked by inserting an annulment clause.

(9) The decision on the revocation of the honorary doctorate shall be entered in the book of honorary doctorates of the University.

X. BODIES OF DOCTORAL STUDIES

Article 48

The bodies of the doctoral studies are:

1. The Doctoral Degree Committee,
2. Head of the programme,
3. Committees for the application, evaluation and defence of the doctoral dissertation.

X.1.The Doctoral Degree Committee

Article 49

(1) The Doctoral Degree Committee (hereinafter the Committee), is a permanent body of the Faculty Council that is responsible for the doctoral studies and determines the fulfilment of the conditions for initiating the procedure for evaluation of the doctoral dissertation topic and performs other tasks in accordance with these Regulations.

(2) The Committee has five (5) members.

- (3) The Committee members are teachers with research-teaching rank who teach in the doctoral studies program. The President and the other members of the Committee are appointed and dismissed by the Faculty Council on the advice of the Dean.
- (4) The members of the Committee are appointed for four years. The same persons may be re-appointed to the Committee.
- (5) The President of the Committee is also the Head of the doctoral studies.

X.2. The President of the Committee

Article 50

The President of the Committee has the following rights and duties:

- organizes the doctoral studies and is responsible for the realization of the study programme and the curriculum of the doctoral studies,
- proposes changes and amendments to the doctoral studies study programme,
- convenes and chairs doctoral studies sessions,
- advises students on choosing elective courses and grants permission to enrol in a particular course,
- convenes and chairs student supervisor sessions,
- gives annual report on the adherence to the teaching plan schedule to the Committee and the Faculty Council
- carries out other duties in accordance with the Statute of the Faculty and these Regulations.

X.3. Committees for the Application, Evaluation and Defence of the Doctoral Dissertation

Article 51

- (1) The committees for the application, evaluation and defence of the doctoral dissertation:
 - The Committee for the Evaluation of the Dissertation Topic,
 - The Committee for the Evaluation of the Doctoral Dissertation,
 - The Dissertation Defence Committee.
- (2) The committees shall carry out their duties in accordance with these Regulations.

XI. QUALITY ASSURANCE AND IMPROVEMENT OF THE QUALITY OF THE DOCTORAL STUDIES

Article 52

- (1) The assurance and improvement of the quality of doctoral studies is regulated by the Ordinance on the Organisation and Functioning of the Quality Assurance System at the Faculty of Humanities and Social Sciences in Osijek.
- (2) The organization and standards of operation of the quality assurance system are subject to the principles, criteria and evaluation criteria, assessment of the development and effectiveness of the Faculty and its study programs.
- (3) The monitoring of the defined quality indicators and establishing and carrying out activities and procedures from the Handbook for Assurance and Improvement of the Quality of Education and Scientific Research at the Faculty of Humanities and Social Sciences in Osijek will ensure and improve the quality of the doctoral studies.

XII. TRANSITIONAL AND FINAL PROVISIONS

Article 53

The Faculty Council is responsible for interpreting these Regulations and the Doctoral Degree Committee for their implementation.

Article 54

These Regulations come into effect on the day on which they are published on the noticeboard of the Faculty.

Article 55

On the day these Regulations come into force, the previous regulations cease to be implemented CLASS: 602-04/11-03/32 URBROJ: 2158-83-02-11-1 dated 25 May 2011.

Dean
Dr. Loretana Farkaš, Full Professor

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