



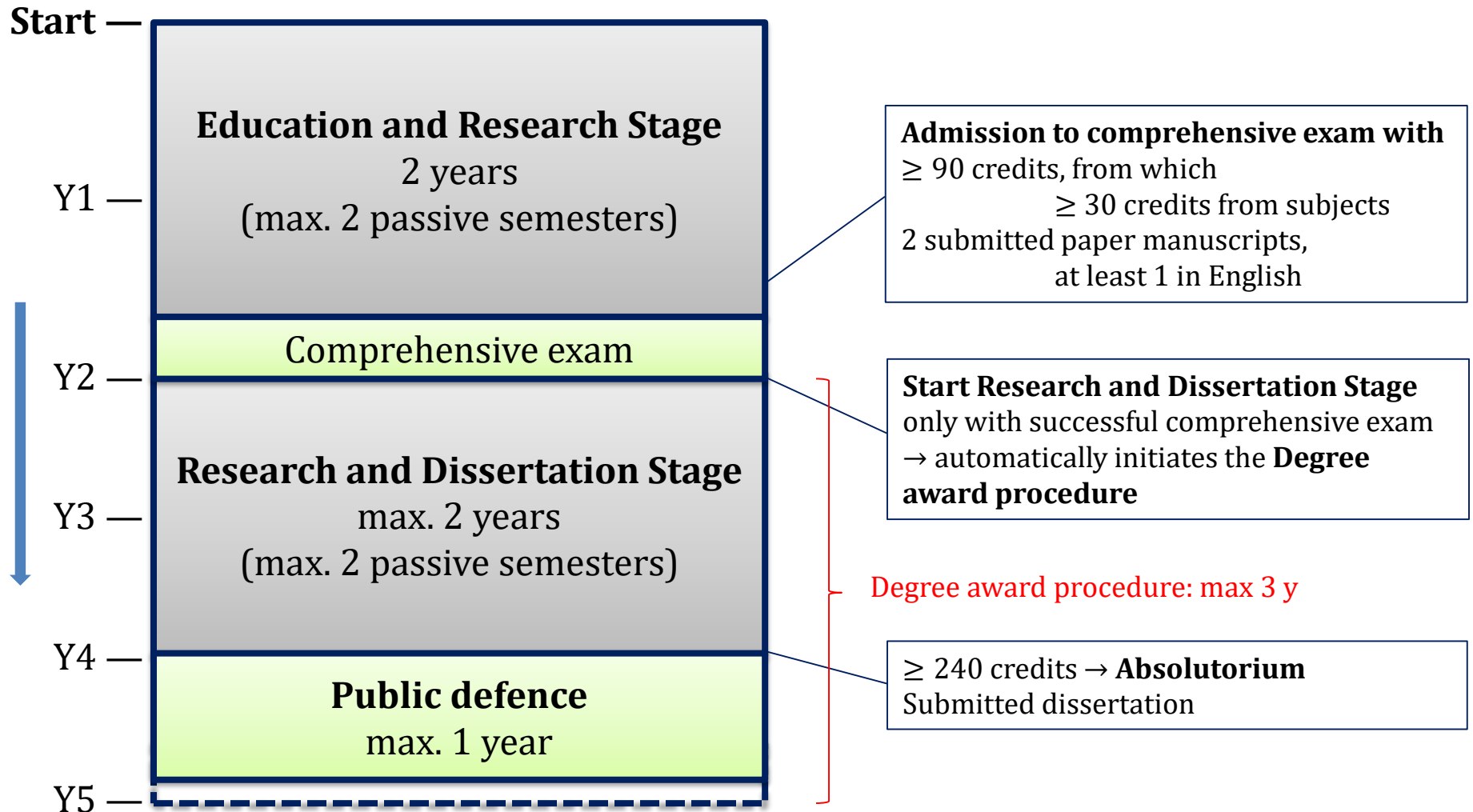
Information about the doctoral programme

(starting in Sept 2016 or later)

Vásárhelyi Pál Doctoral School
of Civil Engineering and Earth Sciences

October 2020

4-year doctoral programme



Semester plan

The student makes the plan, the advisor gives guidance.

Submit to the Dean's Office

- **In Semester 1:** Until the end of Week 3 of the teaching period
- **Later semesters:** until the end of the registration period (=Week 0), along with the report of the past semester.
- Until the end of Week 5, latest

Semester report

Submit to Dean's Office right after the end of the semester

- in a single document together with the next semester plan
- **credits for research, publication:** given by supervisor
- **credits for teaching:** given by head of department

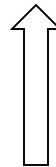
Special cases:

- **4th semester:** a preliminary report, to be joined to the application for the comprehensive exam
- **Final semester:** no plan for the next semester, obviously

8 semesters, 240 credits

Totals

| | Subjects | Teaching | Research | Publications |
|----------------------------|----------|----------|----------|--------------|
| Recommended | 30 | 24 | 138 | 48 |
| Minimum to meet | 30 | 10 | 100 | 36 |
| Maximum taken into account | 48 | 36 | 150 | 60 |



Credits for subjects
must be completed
in the first 2 years

Recommended credits per semester

| Activity | Total credits | Semester 1 | Semester 2 | Semester 3 | Semester 4 | Semester 5 | Semester 6 | Semester 7 | Semester 8 |
|----------------------------|---------------|------------|------------|------------|------------|------------|------------|------------|------------|
| Subjects | 30 | | | | | | | | |
| Subjects | 30 | 9 | 9 | 9 | 3 | | | | |
| Teaching | 24 | | | | | | | | |
| Teaching | 24 | 3 | 3 | 3 | 5 | 5 | 5 | | |
| Research | 138 | | | | | | | | |
| Consultation | 44 | 5 | 5 | 5 | 5 | 6 | 6 | 6 | 6 |
| Research | 94 | 10 | 10 | 10 | 10 | 12 | 12 | 15 | 15 |
| Publications | 48 | | | | | | | | |
| Publication and conference | 48 | 3 | 3 | 3 | 7 | 7 | 7 | 9 | 9 |
| Total: | 240 | 30 | 30 | 30 | 30 | 30 | 30 | 30 | 30 |
| Min. cumulative: | 240 | 0 | 0 | 45 | 90 | 95 | 140 | 185 | 240 |

Limit: ≤ 45 credits in any semester

≥ 90 credits, from which
 ≥ 30 from subjects

Doctoral subjects

- Weekly classes, ≥ 5 students must register
- Three subject groups: *basic*, *specialisation*, *elective*. Different subjects for the three PhD programmes
 - Infrastructure Civil Engineering
 - Structural Civil Engineering
 - Surveying and Geoinformatics Engineering
- Subjects not included in the Academic plan: only as *elective*.
 - some of our MSc courses, as presented in the academic plan
 - MSc or PhD courses from other faculties or universities*
 - summer and winter schools*

*: The DIT (=Council) must preapprove at the beginning of the semester.
- You state your PhD programme in the semester report.
- Hint: Join PhD students' Facebook page

Credits for accepted publications

| Type of publication | Credits |
|---|---------|
| Book in English /other language | 15/12 |
| Book part, chapter in English/other language | 5/4 |
| Journal article* in English /other language | 12/6 |
| Conference paper in proceedings* in English/other language | 4/2 |
| Article in a department publication* in English /other language | 2/1 |
| Unpublished scientific presentation in English /other language | 2/1 |

- divided by the number of authors (supervisor: not counted)
- submitted but not accepted: 50% (remaining 50% when accepted)

** Only peer-reviewed publications, accessible on paper or electronically. For publications in non peer-reviewed volumes half of the credits above are given. Conference papers and department publications are eligible only if at least 4 pages long.*

The credits in the table should be divided by the number of authors, excluding the supervisor (i.e., taking the full credits if a paper is written by the doctoral student and its supervisor).

Requirements for obtaining the PhD

2 foreign languages

- **English:** state-accredited oral and written language certificate at **level B2** or equivalent (TOEFL, IELTS, etc.).
- **A second language** (= any language that is not your mother tongue and in which your scientific discipline is published): Submit state-accredited oral and written language certificate at **level B1** or equivalent. Also: proof of professional or linguistic experience, incl. university course, teaching, oral presentation, two semesters of language course at BME.

≥ 4 publications (enter all into **MTMT** bibliography)

- min. 2 articles in a peer-reviewed journal in English or a second language
 - min. 1 journal in Web of Science or Scopus
 - min. 1 with at least 50% share by you
- min. 2 in English or a second language, with at least 50% share by you
- min. 12 points. The point table is different from the credits one in the previous slide!

As to MTMT, i.e., the Hungarian Scientific Bibliography

You must be registered and you must keep your publication list up to date.

You should [register](#) with the following:

- „Institute” = select your BME Department
- „Unique name suffix” = "Civil engineering", "Geodesy", "Geotechnics", "Water engineering", "Structural engineering" or something like that.
- „Username proposal” = BME-XXXXXX, where the XXXXXX = your Neptun code
- „Specialities” =
 - Water sciences - Műszaki tudományok / Vízgazdálkodás-tudomány
 - Mechanics of solids, incl. structural engineering - Műszaki tudományok / Szilárd testek mechanikája
 - Roads and railways - Műszaki tudományok / Közlekedés és járműtudomány
 - Building materials - Műszaki tudományok / Anyagtudomány és technológia
 - Geodesy - Földtudományok / Geodézia
 - Geoinformatics - Földtudományok / Geoinformatika
 - Engineering geology, geotechnics - Földtudományok / Kőzettan
 - Architecture - Műszaki tudományok / Építészet

BME needs some time to approve your registration.

Every department has an MTMT administrator, they will support you.

Dissertation

Own scientific results that are new on the international scientific scene.

Presented in a self-contained monograph. Not a collection of journal papers.

New results are summarised in numbered **theses**, each supported by own scientific publications.

Formatted with 1.5 line spacing, 12 pt font size and 2.5 cm margins. There is no mandatory style template.

Maximum 110 pages, including the table of contents, the theses, the bibliography and possibly a list of figures and a list of symbols. Any appendices are not included in this page count (but they are optional to read).

How to obtain the absolutorium (leaving certificate)

You may complete your studies in **any semester** of the second stage, i.e. after the comprehensive exam. There are two alternative ways to do so:

- 1) **Submit the dissertation to the HBDT at any time during the semester**, regardless of your cumulative credits („HBDT” way)
 - If you fulfill all prerequisites to start the review process, the HBDT will award you all the missing credits to reach 240 credits in total. It will thus recognise that you obtained the required PhD competences.

- 2) **Complete 240+ credits at the end of any semester and submit the final report** („DIT” way)
 - You may submit the final report in the semester after the semester when you completed the 240 credits
 - Your absolutorium is issued by the DIT (Council of the Doctoral School)

This will be your **last semester**.

How to deal with the end of scholarship and visa?

Absolutorium terminates the following **at the end** of the semester:

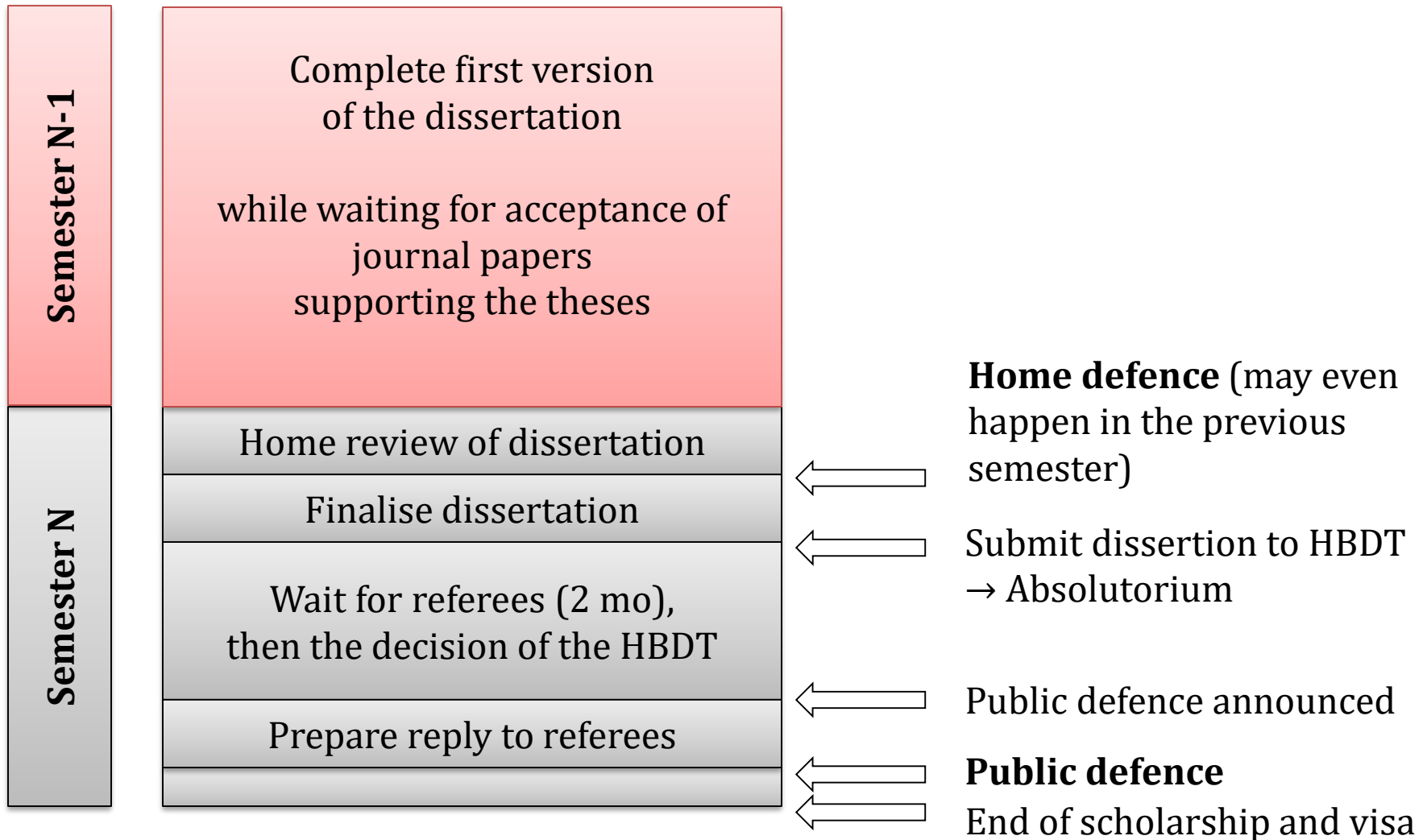
- student legal status
- any scholarship
- any visa

How to bridge the time between the end of the semester till the doctoral defence?

Currently BME recommends two solutions, also approved by Tempus PF:

- 1) Defend before the end of your last semester.** For this, submit your dissertation and obtain the Absolutorium at the beginning of the semester („HBDT” way). You’ll get scholarship all along.
- 2) Defend in the 6 months after your last semester.** You may stay legally in Hungary if you prove to the Hungarian immigration authorities that you are looking for a job. Inquire them for the precise duration and other details. You won’t get a scholarship for that extended stay.

The „HBDT” way to obtain your PhD within the 8 semesters



Stays outside Hungary during your training period (until 31 Jan and 15 July)

| Continuous length of private stay outside Hungary during the training period | Are you required to ask BME's authorisation? | Are you entitled to receive SH allowances? |
|---|--|---|
| 1-10 days | No authorisation required. Inform supervisor. | Yes. |
| 11-30 days | Yes, ask authorisation from BME. May be granted only once per semester. | Yes. |
| >30 days | Yes, ask authorisation from BME. Only allowed for special cases (medical reasons, or unexpected reasons beyond own fault). | No. No allowances for the whole training period. |

Regulations

Higher Education Law

[Nftv](#)

BME Doctoral and Habilitation
Procedures [DHSZ](#)

BME Code of studies and exams

[TVSZ](#)

[Academic plan](#) of the
Doctoral School

Administration of PhD students

Administration (subjects, certificates, finances...)

Dean's Office, Faculty of Civil Engineering

Ms [Ágnes KISMARTON](#): PhD programmes in English

Academic co-ordination (regulations, transfer...)

Dr. [Róbert NÉMETH](#) – secretary of the Doctoral School

Dr. [Tamás KRÁMER](#) – vice-dean for science

Prof. [László KOLLÁR](#) – head of the Doctoral School