

Part II/A.¹

About the Habilitation Regulation of Semmelweis University

Based on the authorization vested by the Government Decree No. 387/2012. (19. XII.) on doctoral schools, doctoral proceedings and habilitation, the Senate of the Semmelweis University establishes the detailed institutional rules of the habilitation procedures as follows:

I. THE HABILITATION

Section 7 of § 108 of the Act CCIV of 2011 on national higher education: The habilitation is the institutional judgment of the lecturer's and presenter's ability and the scientific performance.

1.§

Habilitation qualification (recognition of the right to hold university lectures [venia legendi]) can be awarded at the areas of medical, pharmacological, biological and social sciences at the Semmelweis University, within these in that disciplines in which the university is entitled to award doctoral degree.

II. CONDITIONS OF HABILITATION

2.§²

The applicant must meet the minimum requirements of the Habilitation Regulation, any failure to do so will result in the rejection of the application. The minimum requirements cannot add to each other and they cannot be converted. The fulfilment of the minimum requirements is conditional on the conduct of the habitus test but does not automatically indicate that the application has been filed.

2/A. §³

(1) Anyone may apply to open an Habilitation procedure who:

a) holds a university diploma;

b) holds a doctoral (PhD) degree (Exempt from the PhD degree requirement is the person who pursues a profession in such a country where the PhD degree is not a precondition for a scientific career but earned a degree, based on scientific work [eg. The Promotion in Germany]. The scientific content of this degree must meet the requirements of the PhD degree, obtainable at the Semmelweis University.);

¹ Determined by section (2) of Enforcement and Closing Provisions of § 51 of Senate Decision of No 9/b/2015. (05.II.).

² Amended by §1 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

³ Determined by § 2 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

c) meets the requirements of the Semmelweis University's educational, scientific and artistic creator requirements at the level required from the leading instructors;

d) has a clean record and legal capacity.

(2) The applicant must prove by the virtue of § 6 of the regulation that they have a university degree and a scientific degree. The naturalization of a university degree or a doctoral degree, earned abroad, shall be justified in accordance with the relevant legislation. If the applicant requests to initiate the Habilitation Procedure by a PhD degree, earned abroad, then he/she must demonstrate its equivalence and content compliance with the Hungarian doctoral degree as per the relevant special legislation and the provisions of § 28 of this Regulation.

(3) The clean record of the Hungarian citizen candidate has to be certified by an official certificate while, the foreign applicant certifies it by an official certificate, obtained at their place of residence.

3.§ The adequacy of the habilitation requirements, provided by this regulation will be decided upon the Habilitation Committee, following the consideration of the information, communicated by the candidate and received from other sources. According to the committee's assessment, that candidate meets the requirements, who

a)⁴ in their chosen field of expertise in Hungary (in the case of a foreign applicant in their country) is a recognized, an internationally recognized expert;

b) after obtaining the scientific qualification (at least the degree of a candidate of science or PhD or another degree, corresponding to its content, regularly publishes in reviewed professional international journals and also reads their papers in Hungarian and foreign scientific events; in the case of such foreign applicants, coming from countries where the system of scientific qualifications differs from the Hungarian one, the scientific achievement to the Hungarian qualification must be documented; -the equivalence is decided by the Habilitation Committee.

c) has an active and recognized role in the scientific and public life of his/her profession, cooperates within the international workshops of the profession;

d) has contributed to the development of their discipline and in this way has demonstrated their ability to independently cultivate science;

e) has been working at least five years in the field since earning of the university doctoral (PhD or equivalent to its content) scientific degree (the date of the PhD graduation is to be counted from the date of the decision of the given doctoral school); in case of a foreign applicants, the Habilitation Committee decides on the assessment of continuous scientific work;

f) he/she has at least a 10 year university teaching practice in the discipline, indicated in the habilitation application (lecturer, seminar leader, tutor-consultant, training of those, participating in vocational further training; within all this, at least for 3 years prior to the submission of the application, has held permanently and regularly (graduate or postgraduate) lectures according to timetable or in special courses in Hungarian and in a foreign language, taught by the university, within a subject on several topics; If the candidate does not have the opportunity to hold regular classroom lectures in a foreign language (in the absence of a training course, taught by the university, relevant to the candidate's field of expertise) he/she demonstrates the existence and use of his/her foreign language lecturer proficiency skills through continuous and regular participation in international educational, research and expert projects, regarding for at least a 3 year period

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Amended by section (1), § 3 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

before the submission of the application. Additional requirements for holding of lectures in foreign language classes for applicants in this field are irrelevant.

g) has a high standard of lecturer's and debate skills in Hungarian and in one of the languages, used at teaching in the foreign language of the university. He/she has been a certified participant in leading the practice of a training course, held in a foreign language and has lectured in foreign language classes for the past three years, which can be substantiated factually and in an itemized way (in the case of an application, written in a foreign language and submitted by a foreign citizen, speaking a foreign language, knowledge of Hungarian is not mandatory);

h) his/her curriculum development-and lecturer ability can be supported among others by his/her participation in writing of university course books, manuals, academic monographs, used in university training, and by his/her experience got while teaching PhD students, supervising their academic work and managing young researchers and lecturers (the applicant must possess at least one of the following: at least 1 graduated PhD student, or at least one ongoing PhD topic coordination and at least 5 students participating in Academic Student Workshops who in a documented way attended a university student conference under the leadership of the applicant and/or have written course works, evaluated by the rector);

i) if the applicant is not a university lecturer at the time of submission of the application, his/her lecturing experience of at least 10 years must also be proven he/she must continuously contribute to the university gradual training by delivering facultative courses, special courses or post-gradual trainings as an external lecturer;

j)⁵ if the applicant does not yet have a title of „Doctor in Science” or „Doctor of the Hungarian Scientific Academy”, the scientific activity of the applicant must approximate the level that the relevant scientific department or commission of the Hungarian Scientific Academy (hereinafter referred to as „the department”) specified as a requirement regarding the year of submission, for being awarded of the title of the doctor of the Hungarian Scientific Academy (MTA). If the relevant department has established precise scientometric requirements, then, regarding all references, has to be reached the specified minimal number of references, required for the title of the Doctor of the Hungarian Scientific Academy. Reference requirements can be met by scientific references, Determined in the weboffScience(wos) and/or Scopus reference databases. An independent reference number of at least one publication from the applicant must reach more than 2/3 of the speciality „Exceptional Reference Number”, needed for the title of Doctor of the Hungarian Scientific Academy. The minimum reference numbers to be obtained are given in Annex 8. 75 % of the minimum requirement should be achieved by reference to original scientific publications (article and short notice). To attain the minimum requirements, at least half of the reference, should not come from one single publication and half the minimum amount of the reference amount should be reached with such publications, that are included in the applicant's dissertation and does not include the dissertation of the doctoral degree (PhD dissertation or other equivalent of its content). In the case of multicentre, multi-authoritative and/or group-authoritative references, the references of works listed as authors, should be included in all references. The list and references of the works, listed as contributors, can be given on a separate page. In the case of works with multi-authoring and/or group authorship, as an author, the applicant declares in writing in the case of each work, what activity he/she has contributed to the creation of the work. The Habilitation Committee recognizes as an author the applicant, who has in a documented way and decisively participated in planning, evaluating tests, compiling conclusions and /or publications.

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Amended by section (2), § 3 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

Provision of the test substance and / or patient, participation in data collection is considered as contribution. The Habilitation Committee may request documentation from the applicant, an independent expert opinion or information about the person or organization, organizing the investigation to assess the author's or contributor's status. In the process of analyzing science including the assessment of the applicant's contributor or author's status, participation in a multicentre, multi-party publication as a (co-) contributor, does not constitute a conflict of interest. It is also expected that in a significant proportion of the scientific publications, his/her leading role in planning, implementation and / or evaluation of scientific work, would be supported by his/her appearance as the first or last author, i. e. half of the citation index, necessary for habilitation, constitute the citation index of the first or last author (i. e. corresponding author) publications.

k)⁶ In order to evaluate his/her own substantive activity, the applicant must consider his/her ten publications, having the best reference indexes, or ten publications, chosen by him/her. These ten publications must be submitted by the applicant on the application form. In the case of those publications where the applicant is not the first or last author, he/she must declare as a statement, by what kind of documented activity he/she contributed to the research and the creation of the work. During the habitus test, other parameters of the MTMT table (e.g. Hirsch-index, g-index) are also evaluated.

l)⁷ If the applicant does not yet have a „Doctor of Science” or a „Doctor of the HSA” title and the discipline, indicated in his/her habilitation application is sociological sciences, then the conditions of § 3, section j) and the academic achievement of the applicant shall be assessed on the basis of a uniform point system, defined by the relevant scientific department or commission of the HSA. The applicant must meet 75 % of the points and requirements, specified here.

III. APPLICATION FOR HABILITATION AND ITS ANNEXES

4.§

(1) For habilitation, applicants must submit an application to the University Habilitation Committee, in which they must indicate the discipline and field in which they want to acquire habilitation. He/she must also declare that there is no ongoing habilitation procedure at another university and within 2 years such request was not rejected. The applicant must submit a proposal for a topic of a lecture, subject to the timetable syllabus of the given university grade on a Hungarian and an English/German classroom lecture on the basis of verification with the (in the case of duplicate organizational units any) director of institute, university professor (hereinafter referred to as the relevant head of department). The topic of the two lectures cannot be the same. In the case of German language classroom presentation, the applicant must credibly prove that he/she is capable of giving lecture in English (he /she HAS hold in English a seminars and/or lecture or HAS read his/her papers in English at English language foreign congresses or is a „corresponding author” in scientific publications in English. The application must be submitted to the Doctoral Secretariat personally in a printed and electronic copy (on a CD or on a pen drive).⁸

(2) The application for habilitation and its annexes may also be submitted in a foreign language and the procedure can be continued in whole or in part in a foreign language. The conditions

⁶ Determined by § 3 section 3 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

⁷ Determined by by §3 section 3 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

⁸ Determined by the decision of the senate of No 9/2015. (05.II.) § 51. Enforcement and closing provisions, paragraph (11)

of this are set forth in the Habilitation Regulation. A foreign citizen, whose mother tongue is not Hungarian, may submit their application in English.

- (3) According to the Habilitation Regulations, habilitation can be obtained not only in the discipline of the (PhD) degree, verified by the applicant.

5.§⁹

Habilitation can usually be obtained in the discipline, corresponding to the applicant's scientific qualification. This may, on request, be discontinued, if the scientific activity of the applicant since obtaining the degree justifies it. The application must be submitted to the Chairman of the Habilitation Committee at least 45 days before the deadline of submission of the application, who decides on the receipt of the application within 15 days. The applicant may appeal to the Habilitation Committee within 15 days against the rejection decision. If the Habilitation Committee accepts an appeal, the applicant may submit his/her application in the next ordinary round of application. Late application can be rejected by the Chairman of the Habilitation Committee without any inquiry. There is no appeal against this decision. If the applicant does not meet the requirements set out in section 2, para. (1) of the Habilitation Regulation, or hasn't fulfilled the conditions set out in section § 3, paragraphs e), f), i) or j), of this Regulation, the application cannot be submitted to the Habilitation Committee. In such cases, the Chairman of the Habilitation Committee may reject the applicant's application within his/her own jurisdiction; there is no appeal against the decision of the Chairman of the Habilitation Committee.

6.§

The application must be submitted on paper and on a digital data carrier (CD or pendrive) in 1 – 1 copy together with the following annexes:

- a) copy of a university diploma;
- b) a doctoral degree (PhD, candidate of a science, Doctor of a Science) and a diploma, attesting the acquisition of the title of Doctor of the Hungarian Academy of Sciences in a photocopy;
- c) a professional curriculum vitae;
- d) a copy of the proof of payment of the procedural fee ¹⁰;
- e)¹¹ an accurate bibliography of the scientific publications, based on the MTMT database (numbered, in the order of appearance, by specifying the impact factor, valid for the year of appearance), with the certificate of the Central Library of the Semmelweis University. In the case of a foreign applicant, a full bibliography of scientific publications (impact factor, a list of independent citation for each publication, with an asterisk, indicating the publications, where the applicant is a „corresponding author”). The scientific publications of the foreign applicant must be certified by the Central Library of the Semmelweis University.
- f) The science metrics table of the medical sciences or the relevant department of science of the Hungarian Scientific Academy's MTMT database with the certificate of the Central Library of the Semmelweis University.

For foreign applicants this clause does not apply.

⁹ Amended by § 4 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

¹⁰ Amended by the Senate Decision of No 146/B. 2014. (30.X.). Effective: 30. October. 2014.

¹¹ Amended by section (1), § 5 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

- g)** a list of his/her scientific lectures hold in Hungarian or foreign languages (in chronological order, numbered) indicating the names of the authors, the title of the lecture, the denomination and place (town) of the conference and its date. Separate grouping can include the list of abstracts of congressional presentations, also published in journals (with bibliographic data, listing the serial number of the lecture);
- h)** the recommendation of two Hungarian and two foreign university professors in which they declare the applicant's university and scientific lecturer's and debating ability, both in Hungarian and in a foreign language;
- i)** a statement of the head(s) of the department, responsible for training activity, as to how the applicant has participated in the university graduate- and postgraduate training over the past 10 years, what his/her lecturer's preparedness is , and what role (task) he/she currently plays in the university training. The given head of the department must also verify that the applicant for habilitation in the last 3 years, per academic years and faculties, how many hours and in what topics held classroom lectures and how many percent all this is of the total number of the subject. If the applicant asks for recognition of teaching activities abroad, then the exact description of his/her lecturing duties and the syllabuses of his/her lectures and practices and the total number of his/her lectures per year shall be verified by the competent head of a foreign university (head of department or dean) by indicating the topic of the lessons held. On the acceptance of foreign teaching activities, the Habilitation Committee will decide on a case-by-case basis; its decision is not explained to the applicant;
- j)** a statement by the direct workplace leader concerning that the applicant plays an active and recognized role in the public life of the profession, and cooperates with the international workshops of the field;
- k)** photocopies of the title pages of the original scientific publications published in foreign language journals with the serial numbers, specified in point e);
- l)** the data sheet (Annex No 4);
- m)** the title of the thesis on which the scientific colloquium is based;
- n)**¹² a one page size explanation, detailing, for what reason and on what motivational base the applicant asks for habilitation;
- o)** theses of scientific work and a theses book containing the publication list. The result of the selected work must be presented in a single, comprehensible system. The new findings should be formulated in the same way as it is done in the scientific theses, while the selected scientific publications or creations are assigned to the thesis points.

6/A.§

The Chairman of the Habilitation Committee may require form the applicant to submit further data, not included in the No 4 Annex of the Habilitation, published in the Habilitation website.

IV. HABILITATION COMMITTEE OF THE UNIVERSITY

¹² Amended by section (2), § 5 of Senate Decision of No 115/2016. (27.X.). Effective: 28. October. 2016.

7.§

- (1) For conducting habilitation the Semmelweis University creates a Habilitation Committee (hereinafter referred to a „the Committee”).
- (2) Members of the Committee are university lecturers or scientific researchers, having habilitated doctoral titles and have full time civil servant legal relationship with the university. Two thirds of the Committee is university professors, most of whom are university professors of the university. One representative of the institution's habilitated lecturers may also participate in the Committee. In addition to them, persons from invited external institution, having doctoral degrees, are also members of the Committee, their proportion is at least one third.
- (3) The Chairman of the Committee is a professor of the university.
- (4) Regarding the composition of the Committee, the member of an external institution shall be considered, who has no civil servant legal relationship and no employment relationship with the university.
- (5) An external member of the Committee may also be a foreign expert if he/she holds a scientific degree and meets the conditions, set out in paragraph 2.

8.§

The habilitation process is carried out by the Habilitation Committee, the number of which, including the Chairman, is 22.¹³

(1) 14 members of the Committee are head lecturers of the Semmelweis University, one of whom may be a habilitated associate professor. At least 5 members of the Committee have no civil servant legal relationship or employment relationship with the university, have scientific degree and are habilitated, so called external specialists. Members of the Committee should be selected in the way to include 16 members of the medical and biological sciences, 3 members of the pharmaceutical sciences and 3 members of the social sciences.¹⁴ It must also be ensured that at least 2-2 lecturers of the University's Faculties of Medicine, Dentistry and Pharmacy are members of the Committee. External Committee members are represented by the representatives of the co-universities of the university and the scientific institutions of the MTA.¹⁵

(2) The Chairman of the committee is an acknowledged, prestigious university professor of the university. The committee secretary, who performs organizational tasks is requested by the Chairman of the committee.

(3)¹⁶ In the work of the committee may participate as an observer one – one representative of the Student Union and the Union of the Doctoral School.

(4)¹⁷ The mandate of the committee is 4 years.

(5) The mandate of all members of the Habilitation Committee (Chairman) can be extended several times.

9.§

(1) The rector proposes the members of the committee, asking the opinion of the scientific vice-rector, the deans and the Chairman of the Doctoral Council.

¹³ Established by the decision of the senate of No 151/a, § 2. section (1). In force: from 18 December, 2014.

¹⁴ Amended by the decision of the senate of No 151/a, (18. XII.) § 2. section (82). In force: from 18 December, 2014

¹⁵ Amended by the decision of the senate of No 146/b, (30. X.). In force: from 30. October, 2014

¹⁶ Amended by the decision of the senate of No 151/a, (18. XII.) § 2. section (3). In force: from 18 December, 2014

¹⁷ Amended by the decision of the senate of No 151/a, (18. XII.) section 2.0 (4). In force: from 18 December, 2014

(2) The members of the committee are elected by the senate in such a way that those candidates will be the members of the committee, who received support in excess of 50%, with the highest number of votes.

(3) The Chairman of the committee, from among its members, shall be elected by the senate on the proposal of the rector.

(4) The Chairman and the members of the committee shall be appointed by the rector on the basis of the senate's decision.

(5) The rector of the university, in his/her invitation letter, sent to the external institutions, indicates the discipline or science, the lecturer of which is to be delegated to the committee. The committee members, delegated by the co-universities and institution, shall be appointed by the rector within 15 days of receiving notification delegating university.

(6)¹⁸¹⁹ In the case of equality of votes, the Chairman's vote decides.

10. §

The Chairman of the committee shall elaborate its rules of procedure within 60 days of formation of the committee and shall present it to the rector for approval. The rules of procedure, previously accepted, must be presented to the rector for approval only if there is a proposal of change.

V. THE HABILITATION PROCEDURE

11. §

The Habilitation Procedure starts with the application to the University Habilitation Committee, which is submitted to the Doctoral Secretariat. The requirements regarding the content and scope of the application are set out in Chapter III.

12. §

The deadline for submission of applications is 15 February each year.

13. §

The committee shall only deal with applications, complied in accordance with the requirements, set out in chapter III of the Provisions. The incomplete applications will be returned to the applicant by the Doctoral Secretariat.

14. §

The applicant may withdraw his/her application for the initiation of the habilitation procedure before the procedure begins. A withdrawn application cannot be considered as a rejected application, but a new request for habilitation may be submitted the earliest, after one year of the withdrawal.

15. §

(1) For the preparation of the evaluation of the applications the Chairman may set up a specialized working committee.

¹⁸ Determined by the decision of the senate of No 151/a, (18.XII.) § 2. section (5). In force: from 18 December, 2014.

¹⁹ Amended by the decision of the senate of No 115/2016, (27.X.) § 6. . In force: 28 October, 2016.

(2) The applications shall be submitted to the working committee for providing prior opinion, which is indicated in the application form, according to the applicant's field of expertise. The duties of the working committee are the following:

- a) it determines whether the applicant has correctly indicated his/her special field of operation (if not, they will propose out of turn, to the Chairman of the Habilitation Committee, to submit the application material to the relevant working committee);
- b) states, what minimum set of requirements has specified the academic scientific department or commission, responsible for the field of the applicant, for earning of the title of the Doctor of the MTA in the relevant field of science or makes a statement about the lack of such a requirement;
- c) makes proposal to two pre-evaluators and a standby pre-evaluator;
- d) if it considers necessary for evaluating the applicant's scientific activity, it suggests the Chairman of the Habilitation Committee to request an opinion from the competent committee of the MTA;
- e) it proposes two-two opponents of Hungarian and foreign language classroom lectures;
- f) it proposes four members of the evaluating committee of the professional colloquium including the two referents of the thesis.

The working committees have a quorum if at least half of their members have been involved. They must submit their opinions and personal proposals to the Chairman of the Habilitation Committee by April 15. If the Chairman of the Habilitation Committee does not create a specialized working committee, these tasks will be carried out by the members of the committee, appointed by the Chairman.

(3) The Chairman of the Habilitation Committee shall issue the application to two pre-evaluators, who have scientific qualifications. One of the pre-evaluators may be a professional in the field of the applicant, who is not a member of the Habilitation Committee; the other pre-evaluator in any case is requested from among the members of the Habilitation Committee.

An additional pre-evaluator from another field of science or discipline is called upon by the Chairman of the Habilitation Committee. If any pre-evaluator and the reserve pre-evaluator, proposed by the working committee, does not undertake or fail to complete the preliminary assessment within the given deadline, a new pre-evaluator may be invited by the Chairman without the recommendation of the working committee.

(4) In the case of an applicant, who has a public servant legal relation with the Semmelweis University, one of the pre-evaluators should be an external professional, in the case of an applicant, who has no public servant legal relation with the Semmelweis University, one of the pre-evaluators should be a university professional.

(5)²⁰ The pre-evaluators examine the existence of the conditions for habilitation (habitus testing), laid down by law and in these Regulation as well as compliance with the regulations on the application and its annexes, and submit written opinions about these. They declare whether the classification of the field of science/discipline, indicated by the applicant, is acceptable or is not. The task of the pre-evaluators is to determine whether the applicant's documented lecturer activity is in line with the one, expected from a highly experienced leading lecturer. It is their task to find out, how far the applicant's work so far, on the basis of the data provided by the MTMT database, to what extent meets the MTA's doctoral requirements of his/her field of expertise. If the relevant department or commission of the MTA has established a minimum reference number and an outstanding reference number for that field,

²⁰

Amended by the decision of the senate of No 115/2016, (27.X.) § 7. . In force: 28 October, 2016.

these are compared to the applicant's performance. Based on the bulletin, it comments on whether the candidate has had a leading position or a staff role in his/her scientific achievement.

(6) The Chairman of the Habilitation Committee may, if he/she considers it necessary for evaluating the applicant's scientific activity, request an opinion from the competent committee of the MTA.

16.§

In the habilitation process, cannot participate persons as pre-evaluators, the members of the evaluating committee, the working committee, the expert committee or the habilitation committee, who is a close relative of the applicant or who is not expected to be subject of objective consideration of the matter for any other reason. The conflict of interest is communicated to the Chairman by the concerned pre-evaluator, commission member and the Chairman of the committee is responsible for avoiding conflicts of interest.

17.§

The applicant gives evidence of his/her academic, professional activity, teaching, practical, and creative performance, as specified in the Habilitation Regulation. The applicant demonstrates his/her lecturing ability in a public lecture, held in Hungarian and in English/German.

The Habilitation Committee, on the basis of the material, provided in advance (a questionnaire and a list of foreign language original publications) and in the light of the views of the two pre-evaluators, assesses the applicant's documented lecturing and scientific work and on the basis of all this, decides whether to allow the applicant to hold a scientific colloquium in the public classroom lecture (in the case of absence of the title of the Doctor of the MTA). In making such a decision, the committee shall consider the nature and extent of the educational tasks of the relevant field (the number of the classroom lectures, according to the syllabus) as well as the domestic possibilities for his/her research. The application will be rejected by the Habilitation Committee if the applicant's lecturing or academic activity is not in line with the discipline, corresponding to the applicant's scientific qualification and has not been exempted from it from the Chairman of the Habilitation Committee or on the basis of his/her appeal, from the Habilitation Committee. The reasons for the rejection decision are communicated by the Chairman of the Habilitation Committee to the applicant in writing.

18.§

(1)²¹ The applicant will give an account of his/her lecturer's preparedness within two 45 minute public, classroom lectures. The subject of the classroom lecture will be specified by the Habilitation Committee, taking into account the two theme proposals, indicated in the applicant's application. The Hungarian and foreign language classroom lectures will be held, after consultation about the date with the responsible head of the department, to be held at the time, specified in the timetable, in the 1-st semester of the academic year between 1-st September – 15-th December. The invitation, indicating the title, date and place of the lecture, should be sent to the Chairman of the Habilitation Committee for approval by 15 June. The invitation, containing the approved text, must be sent by the applicant to the leading lecturers of the subject, taught by him/her, and the leading lecturers of related subjects and the professionally competent heads of departments of external universities at least one week before the lecture. In addition to the lecture, held in Hungarian language, the applicant must also hold a foreign language classroom lecture as specified above. The language of the lecture is one of the languages used in the foreign language teaching of the Faculty of the University. The theme of the lecture can be any of the two topics suggested in the application and cannot be the same as the one of the Hungarian lecture.

²¹

Amended by the decision of the senate of No 115/2016, (27.X.) § 8. . In force: 28 October, 2016.

(2)²² A foreign language teaching obligation of a foreign citizen, speaking a foreign language, can be fulfilled by lecturing in a language other than the Hungarian and one foreign language lecture, in the language, used in the foreign language teaching of the university. If the mother tongue of a foreign language applicant is a language, used in the foreign teaching of the given Faculty of the University, it is expected that his/her lecture will be held in another foreign language. The applicant's other request must be submitted in an appendix, attached to the application, with a proper justification.

(3) After the lecture the audience may ask the candidate questions and may initiate a debate in Hungarian language or in the foreign language in question. The performance of the applicant shall be evaluated by an ad hoc committee in writing. The two members of the committee are a university professor or a habilitated representative of the applicant's field of study, appointed by the Chairman of the Habilitation Committee and a member of the Student Union, delegated by the Student Self Government. If, regarding the content or form of the lecture, has been expressed an opinion by the student audience, it shall be reported in the assessment.

(4) If the candidate does not have a degree in „Doctor of Science” or „Doctor of the MTA”, he/she must present and publicly defend his/her scientific results in the framework of a public scientific colloquium in the presence of a 7-member Expert Committee, invited by the Chairman of the Habilitation Committee. The Chairman of the expert committee may be a professor or a professor emeritus. While selecting the members of the committee should be ensured that the members

a) at the given higher educational institution are lecturers, employed full time, have employment or civil servant legal employment lecturer status or scientific researchers, have habilitated doctoral title,

b) at least two thirds of them must be university professors and

c) one third but not less than two members shall not be employed in a legal relationship by that higher educational institution.

(5)²³ The academic colloquium can be held between 1 February and 30 April. In the case of foreign citizens, whose mother tongue is not Hungarian and who habitually live abroad, the Chairman of the Habilitation Committee may give permission to hold the academic colloquium in the first semester of the academic year. For this, the applicant must submit a separate application to the Chairman of the Habilitation Committee. The place and time of the academic colloquium is set by the Chairman of the Expert Committee and published at least 15 days before the due date in the university papers and in other ways (university website) and through the Doctoral Secretariat. For the colloquium the applicant must invite in writing all the members of the Habilitation Committee and all persons, living in Hungary, who earned habilitation in their field at the Semmelweis University as well as the outstanding national representatives of the field. Notifications are provided by the applicant (the sample of the invitation is the Annex 3). At least 15 days before the colloquium, the applicant must submit to the members of the expert committee his/her thesis of his/her scientific work and a list of his/her scientific publications.

(6) The members of the expert committee and the candidate shall be convened by the Chairman of the expert committee. The colloquium shall be chaired by the Chairman of the expert committee. The colloquium may only be held if the expert committee has at least five members present. The two members of the expert committee, invited by the Chairman of the Habilitation Committee to refer, in a close session, before the colloquium briefly outline the essential, new findings in the theses and any possible substantive objections. After the closed session, the candidate for habilitation will explicate

²² Amended by the decision of the senate of No 115/2016, (27.X.) § 7. section (2). In force: 28 October, 2016.

²³ Amended by the decision of the senate of No 115/2016, (27.X.) § 8. section (3). In force: 28 October, 2016.

his /her theses for a maximum of 20 minutes. Subsequently, the Committee shall put forward questions from the Committee on the basis of the reference opinions. And then the members of the Committee and all the attendees are eligible to put forward questions and participate in the debate. After the debate has been closed, the expert committee in a closed session assesses the scientific preparedness of the candidate for habilitation, the effectiveness of his/her scientific work and his/her answers, provided in the debate, and then, by a 0-1-2-3 value scoring, develops its position by secret ballot. The acceptance of the theses may be recommended by the Committee of Experts if the number of points, given by the members, present, reaches two thirds of the maximum number of points which can be given. The opinion of the Committee of Experts shall be set out in the colloquium by the Chairman of the Committee and justifies it to the Habilitation Committee in writing. The resolution should contain the major new findings and the main objections which justify the refusal of the theses.

19.§

The Habilitation Committee decides on the award of habilitation, following the public lecture and the evaluation of the public debate that may be required. The Habilitation Committee takes its decision by secret ballot. The Chairman of the committee may invite the applicant for a personal interview to the committee meeting before the decision. The rejection decision must be substantiated in writing.

20.§

(1) The Committee shall normally meet twice a year, decide on allowing the applicant(s) to hold public presentation(s) and the award of habilitation. In both cases the decision shall be taken by a secret ballot.

(2) The committee has a quorum in the issue of allowing holding habilitation presentations and awarding habilitation, if

1) two thirds of its members are present. The „yes” votes, exceeding 50% of those present, at this time, to allow the presentations, and to award habilitation;

2) or less than two thirds of its members but more than half are present. To allow lectures and to award habilitation, the „yes” votes of at least two thirds of those present at that time is required;

(3) In other cases, the committee has a quorum if at least half of its members are present and shall render their decision by unanimity, exceeding 50%.

(4) The dates of each stage of the habilitation procedure are given in Annex 5.

21.§

(1) Against the decision of the committee the candidate may appeal to the rector of the university solely for violation of the law or violation of the university habilitation regulations.

(2) In the case of a negative decision, in the same discipline, the applicant may apply for habilitation in 2 years after the decision the earliest, up to one more time.

VI. THE HABILITATION DIPLOMA

22.§

Following the successful completion of the habilitation process, based on the decision of the Habilitation Committee, the university issues a habilitation diploma (decretum habilitationis). This should include the designation of the discipline in which the applicant has obtained the habilitation. The Doctorate Secretariat shall keep registries about the issued habilitation diplomas. The Doctorate Secretariat informs the Education Office of the issuance of the habilitation diploma.

23.§

On the award of habilitation, the university will also issue a diploma, containing the designation of the discipline and field, in which the applicant has obtained the habilitation. The diploma is signed by the Rector of the university and the Chairman of the Habilitation Committee (Annex 1.)

24.§

The personal data of persons, acquiring habitation are submitted to the secretariat of the Hungarian Higher Education Accreditation Committee, within 60 days of the decision on habilitation by the Chairman of the Habilitation Committee. The Head of the Doctoral Secretariat is responsible for compiling the submission.

VII. RIGHTS AND RESPONSIBILITIES OF HABILITED PERSONS

25.§

The habilitated person can use the term „habilitated doctor” (Dr. habil.; habil.).

26.§

The validity of the habilitation is not time-bound and can only be revoked under the Habilitation Committee's decision if it is established that the conditions for awarding the title have not been met.

27.§

(1) The habilitated person is obliged to hold university lectures at the Semmelweis University till retirement, upon request. He/she can also launch an optional subject. The subject of the lecture is approved by the Council of the Faculty with the prior consent of the head of the relevant department and the dean of the faculty.

(2) The habilitated person must till his/her retirement, participate in comprehensive-or state exam committees, as well as in doctoral (PhD) and habilitation procedures.

VIII. MISCELLANEOUS AND FINAL PROVISIONS

28.§

Habilitation abroad is recognized by the Semmelweis University in the event that the naturalization application and its annexes clearly state that the applicant for naturalization complies with the habilitation requirements of Semmelweis University.

By way of exception, habilitation may also be granted to university professors, who have been practicing their professional activity for the past 10 years in a state, where no habilitation procedure exists, provided that the habilitation requirements have been fulfilled by them. Considering the different habilitation procedures applied in the country of habilitation, it's not the numeric requirements, but the enforcement of principles set out in the habilitation regulations of the Semmelweis University that must be verified during the naturalization process.

For naturalization, the applicant must submit a request, addressed to the Chairman of the University Habilitation Committee in which he/she must indicate the discipline and field of profession of naturalization he/she is applying for. The candidate must also declare in the submission that there is no

process of naturalization, initiated by him/her at another university and, that no such request of his/her has been rejected within the last 2 years.

The application for naturalization of a habilitation of a foreign citizen, speaking a foreign language, may be submitted in either of the foreign languages, used by the university.

The naturalization application must be submitted on paper and on a digital data carrier (CD or pen drive), one-one copy with the following annexes:

- a)** a certified copy of the university degree; if its language is a one, not used in the university education, than an official Hungarian translation must be attached;
- b)** a photocopy of the diploma, certifying the acquisition of the scientific degree (PhD or other degree the content of which is equivalent to that);
- c)** a certified copy of the habilitation certificate; if its language is not used in the education of the university, then a certified copy in Hungarian language, of the certificate; in the case when such university professor requires habilitation with naturalization procedure, who has been practicing his/her professional activity for the past 10 years in a state, where no habilitation procedure exists, then he/she must attach to the application the Hungarian language translation of the certified copy of the decision, concerning his/her appointment as a university professor, moreover, a certificate, written in any language, used in the educational system of the university (or an official Hungarian translation of it), by the person appointing the candidate, on the fact that the given university professor appointment is the highest level lecturer rank to be achieved in the higher educational system in that country;
- d)** a declaration by the Hungarian Equivalency and Information Center (HEIC) of the Ministry of Human Resources, stating that the foreign institution, awarding the habilitation diploma is authorized to award an academic degree (if the candidate carries out researcher activity in a country where PhD is not a condition to an academic career, however, she/he possesses a habilitation title, which recognizes both educational and scientific performance, then the PhD degree may be replaced by other grades, typically obtainable in that country (e.g. The Promotion in Germany, provided that the habilitation requirements are otherwise met by the candidate.);
- e)** a professional curriculum vitae; detailing his/her lecturing, scientific and special professional activities, in particular for the last 10 years;
- f)**²⁴ one copy of the transfer invoice certifying the transfer of the fee of the procedure and one copy of the deposit (bank transfer) certificate;
- g)** an exact bibliography of his/her scientific publications, broken down in the following way:
 - 1) original scientific works, published in journals, having impact factor (numbered in order of appearance) indicating the impact factor of the year of the publication. (If it hasn't been published yet, the impact factor, applicable at the time of last version of the Journal Citation Report [ISI] must be indicated. Conference presentation extracts published in journals cannot be indicated.);
 - 2) scientific books and book chapters;
 - 3) university textbooks, textbook chapters and notes;
- h)** a list of independent references, referring to the candidate's scientific papers indicated in a way, required by the bibliography, broken down by publications. (A reference is considered independent if the applicant is not an author or co-author of the referring work). If the list has not been prepared

²⁴ Determined by the decision of the senate of No 9/2015. (05.II.) § 15. In force: 28 October, 2016. Enforcement and closing provisions, paragraph (11)

according to the Science Citation Index (ISI), then a numbered photocopy of the references must be attached;

i) a statement from the Head(s) of Department, responsible for his/her teaching activity about, how the applicant has participated in the university graduate / post graduate education over the past 10 years and what his/her role (task) is in the university education today. If the applicant was teaching at a foreign university, then the competent head of the university (dean or head of a department) must certify the exact description of the candidate's teaching tasks, subjects of lectures or seminars, held by the candidate and the annual number of them in the last 3 years;

j) photocopies of the title pages of his/her original scientific publications published in journals, having impact factors, indicating the numbering as shown in section g)1);

The Habilitation Committee solely entertains applications that are compiled in accordance with the Habilitation Regulations.

The withdrawn application shall not qualify as rejected application from the viewpoint of restrictions, indicated in the section b) of § 21. of the Reg., but a new habilitation request may be submitted. This may be done after one year from the date of the withdrawal the earliest;

k) a minimum of one page length description, detailing considerations and motivations, based on which the candidate is applying for naturalization.

The Chairman of the Habilitation Committee shall pass on the application together with its annexes to three pre-evaluators with scientific degree. At least one and at most two pre-evaluators are members of the Habilitation Committee. In the case of a candidate who has a public servant legal employment relationship with the Semmelweis University, one of the pre-evaluators should be from outside of the university. In the case of a candidate who has no public servant legal employment relationship with the Semmelweis University, one of the pre-evaluators should be a university specialist.

The pre-evaluators shall examine the existence of the conditions of habilitation, laid down by law and in this Regulation, and also the compliance with the regulatory requirements for the application and its annexes and shall present a written opinion on these. They declare whether the discipline/field of science, indicated by the applicant is acceptable. The task of the pre-evaluators is to determine whether the applicant's documented educational activity is consistent with the educational activity, expected from a highly experienced leading lecturer. It is their task to determine to what extent the work of the applicant so far has met the has doctoral requirements of his/her field of specialization. If the relevant department or commission of the has determined a minimum cumulative impact factor and reference number for that field, then they compare all this to the applicant's performance. Based on the bulletin, they comment on, whether the applicant has been in the position of a leader or co-worker while gaining his/her scientific achievements.

The Chairman of the Habilitation Committee may, if he/she considers it necessary for the evaluation of the scientific activity of the applicant, request an opinion from the professionally competent committee of the MTA.

The Habilitation Committee judges the applicant's documented lecturing and scientific work in the light of their material made available in advance (a questionnaire, and a list of the original publications in foreign languages) and in the knowledge of the three pre-evaluators' opinion and based on all that, decides whether or not naturalizes the applicant's habilitation title earned abroad. The Chairman of the Habilitation Committee may invite the applicant for a hearing. The reasons for a possible rejection decision are communicated to the applicant in writing by the Chairman of the Habilitation Committee. Upon recognition of the habilitation or an equivalent performance, the university will issue also a diploma, containing the designation of the discipline and field, in which the applicant has obtained the

habilitation. The diploma is signed by the Rector of the university and the Chairman of the Habilitation Committee (Annex 6.)

In the case of a refusal decision, the applicant in the same discipline may apply for naturalization in two years after the decision the earliest, up to one additional time.

28/A.§

- (1) Based on the Habilitation Committee, upon the request of the university, the university issues a certificate about the equivalence of the doctor habilitatus (d. Habil.) title, awarded by the Semmelweis University, as a result of a successful habilitation procedure in Germany, falling within the scope of article 5, section 2 of the convention determined in § 2. of the Government Regulation of (13.X.) of 279/2004 about proclamation of the Convention about recognition of the equivalence of higher educational studies, between the Government of the Hungarian Republic and the Government of the Federal Republic of Germany, signed 1-st December, 2004, in Budapest.
- (2) The request, addressed to the Chairman of the Habilitation Committee, submitted on paper and digital data carrier in 1-1 copy, shall include:
 - a) the applicant's identity details: name, maiden name, place and date of birth, nationality, home address, workplace, contacts (mailing address, e-mail address, telephone number, fax number);
 - b) denomination of the discipline and field, carried out by the applicant;
 - c) the name, address, seat of the institution, conducting the habilitation in Germany, and also a validated by the habilitator, photocopy -not older than 60 days- of the document, certifying the successful conduct of the habilitation;
 - d) a document, certifying that the institution, conducting the habilitation procedure is an educational institution of the Federal Republic of Germany, recognized by the provincial law as a higher educational institution;
 - e) a professional curriculum vitae;
 - f) a bibliography of the applicant's scientific publications;
 - g) the proof of payment of the procedural fee.
- (3) The Habilitation Committee may also ask the applicant to submit other documents if it is necessary to establish equivalence. A foreign language speaking applicant may submit the application and its annexes in Hungarian language or in the foreign language, used in foreign language teaching of the university.
- (4) The Habilitation Committee shall have a quorum if more than half of its members are present. The Habilitation Committee's decision shall be taken by a majority „yes” votes of more than half of its members present. The Chairman of the Habilitation Committee may invite the applicant to the meeting for hearing. The reasons for a possible rejection decision shall be communicated by the Chairman of the Habilitation Committee to the applicant in writing.
- (5) If the Habilitation Committee does not have a quorum, the meeting shall gather again, with an unchanged agenda.
- (6) The Habilitation Committee may refuse to grant equivalence if, on the basis of the application, according to paragraph 2 of Article 5 of the Convention, the equivalence cannot be established because:
 - a) the institution, conducting the habilitation procedure is not covered by the Convention,
 - b) habilitation has not been completed successfully,
 - c) the procedure, underlying the application, does not constitute a habilitation procedure in accordance with the relevant German provisions, or

d) the habilitation has been withdrawn or otherwise terminated.

(7) If the institution, conducting the habilitation procedure in Germany withdraws the applicant's habilitation diploma after receiving the certificate of equivalence, issued by the Semmelweis University, the applicant shall immediately inform about it the Chairman of the Habilitation Committee of the Semmelweis University. The habilitation withdrawn by the institution conducting the habilitation procedure in Germany also means the withdrawal of the equivalent diploma of the Semmelweis University.

(8) The certificate of equivalence of habilitation shall include the designation of the discipline and field of specialty in which the applicant has obtained the habilitation. The certificate is signed by the rector of the university and the Chairman of the Habilitation Committee in Hungarian and in German. The Doctoral Secretariat keeps a registry about the certificates, issued by the university.

(9) The certificate on the equivalence of the habilitation is specified in Annex 7.

29.§

(1) The habilitation fee is decided by the senate in a separate resolution. When determining the fee, it shall take into account whether the applicant has a public servant legal relationship with the university and whether the applicant is applying for a Hungarian or a foreign language procedure.

(2) The senate has a separate decision on the remuneration of those involved in the habilitation process.

30.§

The regulation will enter into force on 1 June 2013.

Register No:

**Semmelweis University
Budapest**

**HABILITATION DIPLOMA
(DECRETUM HABILITATIONIS)**

We, the rector and Habilitation Committee of Semmelweis University hereby express our greetings and credibly verify that

.....,

PhD,

who was born in(city, town) on.....day.....month.....year, in accordance with the law and the Habilitation Regulation of our University, has proven his/her lecturing and performing abilities resulting from his/her academic works beyond doubt. Therefore, acting in our power vested by law, we hereby award the candidate the title of

Habilitated Doctor (Dr. habil.),

which entitles the candidate to present university lectures (venia legendi) in the discipline, specialization..... . In witness whereof, this habilitation diploma is bearing the seal of the University and our signature under our own hands, and is delivered to the candidate.

Date and place:, day.....month.....year..... .

.....
Chairman of the Habilitation Committee

.....
Rector

INVITATION

I respectfully invite you to my public classroom lecture that I present as part of a habilitation procedure at Semmelweis University.

Title of the lecture:

Date and time:

Place:

Budapest,.....201

Print name and signature:

INVITATION

I respectfully invite you to my public classroom colloquium that I present as part of a habilitation procedure at Semmelweis University. The colloquium will be dedicated to the presentation, discussion and assessment of my academic activities.

The topic of the scientific colloquium:

Date and time:

Place:

Budapest,.....201

Print name and signature:

SEMMELWEIS UNIVERSITY
Habilitation Committee

SUMMARY OF THE CANDIDATE'S DATA

PERSONAL DATA

Name:

Name at birth:

Place and date of birth:

Nationality:

Address and phone:

Name of employer:

Work mailing address and phone:

Telefax:

Email address:

Academic field: (life sciences, science or social studies):

.....

Discipline: (e.g. medicine, pharmaceutical studies)

.....

Specialization: (e.g. surgery, pharmaceutical chemistry, ethics)

.....

Based on your specialization, which habilitation committee do you consider as competent to provide a preliminary review of your application? (Underline as appropriate)

medicine – pharmaceutical – biology – social sciences

Masters' degree: (e.g. dentist, physical education teacher, etc.)

.....

Number of university diploma, awarding year and faculty:

.....

Name and seat of issuing institute:

.....

Year and subject matter of specialization:

.....

Number of diploma:

.....

Awarding year:

.....

Discipline:

Candidate or PhD:

.....

²⁵ Amended by Annex 1 of the Senate Decision No. 115/2016. (X.27.) Effective date: 28 October 2016

Doctor of science:

.....

Doctor of MTA:

.....

Name and seat of the institute that awarded PhD diploma:

.....

Positions held (time period, job title)

.....

.....

Languages (indicate your proficiency level, e.g. reading, writing, speaking, presentations)

.....

Language exam proficiency level, date of exam:

.....

EDUCATION

Years spent as university lecturer (indicate number of years, universities and faculties:

.....

Since when have you been running exercises, where, and how often?

.....

Since when, at which faculty and how often have you been delivering university lectures? Indicate the number of semesters as per curriculum and number of lectures per semester of the subject you are a lecturer of: (If multiple semesters, please indicate the number of lectures separately for each semester)

.....

What level examinations do you administer?

Colloquium - Comprehensive Exam - Final Examination

Have you delivered a specialized course in the last 5 years (indicate subject matter)

.....

Name of students who prepared their thesis under your counsel in the last 5 years.

.....

Name the 4 most important university lecture notes, books or monographies you co-wrote or co-edited. Indicate year of preparation number of pages.

.....

Name the most important awards your Scientific Students' Association (TDK) achieved. Indicate name of the students and data of their most significant presentations and/or publications they delivered).

.....

What level are you participating in lecturing foreign students and in what language: (e.g. running exercises, delivering classroom presentations, administering examinations)

.....

Contributions to specialized trainings (physicians and pharmacutists only):

.....

Contributions to professional continuation trainings:

.....

PhD programs you participate in as a program head or a lecturer?

.....

Name your PhD students under your counsel. Indicate year (for already graduated students the year of graduation)

.....

ACADEMIC ACTIVITIES

What is your specialization? Your special area of interest within your specialization:

.....

Academic titles:

.....

Topic of your candidate- or PhD thesis:

.....

Topic of defended or submitted academic doctors' thesis:

.....

Number of original publications published in a scientific magazine in the Hungarian language (congress excerpts excluded)

.....

Number of original publications published in a scientific magazine in a foreign language (congress excerpts excluded)

.....

Your ten most significant publications and the total number of references to those publications:

.....

Total number of references to your publications:

.....

.....

Outstanding number of references (to your most referenced publication or the number of references to a publication of your choice)

.....

.....

List your academic achievements since you have awarded your PhD degree:

.....

List any scientific associations you are a member of or you are leading.

.....

List any scientific journals, that's editor board you are a member of:

.....

List any domestic or international congresses, conferences or scientific meetings you contributed to in terms of organization, conduct, arrangements in the capacity of a chairman, vice-chairman, section chairman, discussion leader or any other leader role in the last 5 years:

.....

Do you maintain any scientific connections with foreign individuals? List them by indicating their name and describing the nature of the relationship.

.....

How many joint publications you had with the listed working groups in the last 5 years?

a) as a result of your foreign studies:

.....

b) as a result of an international cooperation:

.....
Number of external references (a reference is external if the referencing publication was not (co-)written by the applicant)
.....

Your scientific public activities (ETT or OTKA professional committee membership, MTA committee membership, etc.)

.....
List any academic grants you have been given in the last 5 years? (Indicate the grantor, e.g. OTKA, ETT, OMFB, Howard Hughes, the title of the application, the extent and time period of the grant.)
.....

List any foreign studies that were longer than 2 months. Indicate the provider (e.g. State Scholarship Committee, Fogarty Scholarship, Humboldt Scholarship, Catering University), time period of the scholarship and job title, if applicable. (E.g. visiting scientist, visiting professor)
.....

Have you been a member of the plenum or professional committee of TMB or MTA? (When, which one?)
.....

List any MTA PhD dissertation you contributed to the review process of in the last 5 years. (Name the applicant, the year the dissertation was defended, and your capacity in the procedure (opponent, chairman/member of the reading committee)
.....

Are you currently leading a scientific working group, and if so, with how many degree-colleagues and how many technical contributors?
.....

List the individuals who were awarded a PhD / Doctor of Science / Doctor of MTA degree under your direct professional leadership.
.....

PROFESSIONAL ACTIVITIES

List any significant practical achievements of your professional activities (setting up a special ambulance, implementation of new examination procedures, implementation of a new pharmaceutical technology, drafting a new training procedure, etc.).
.....

Are you a member of a professional association, if so, which one and since when? (physicians and pharmacutists only)
.....

ANY OTHER INFORMATION YOU CONSIDER IMPORTANT FOR THIS APPLICATION
.....

Place and date:

.....
signature:

Timeline of the habilitation procedure:

Submission deadline of the application: 15 February

Deadline of the Habilitation Committee decision with regards to the authorization of the public procedure (classroom presentation and professional colloquium): 30 May

Hungarian and foreign language classroom presentation: September 1. – December 15.

Public invitation to the professional colloquium, sending out invitations and theses as set out in point 18 e) of the Regulation: at least two weeks prior to the date and time of the colloquium.

Professional colloquium: 1 February – 30 April.

Deadline of the Habilitation Committee decision with regards to the awarding of the habilitation: 15 June

Register No:

NOSTRIFICATION OF A HABILITATION DIPLOMA

(DECRETUM HABILITATIONIS)

We, the rector and Habilitation Board of Semmelweis University hereby express our greetings and credibly verify that

.....,

PhD,

who was born in.....(city, town)(country), on(day).....(month) 19.....(year) and who was awarded the habilitation diploma No..... on by.....University, which university's authorization to award scientific degrees was verified by us; also, we have verified his/her lecturing and performing abilities resulting from his/her academic activity as set forth by the Habilitation Regulation of the University, therefore, acting in our power vested by law, we hereby award the candidate the title of Habilitated Doctor of Semmelweis University (Dr. habil.), and endow him/her with the right to deliver university lectures (courses) (venia legendi) in the discipline, specialization..... .

In witness whereof, this habilitation diploma is bearing the seal of the University and our signature under our own hands, and delivered to the candidate.

Place and date:, day.....month.....year..... .

.....
Chairman of the Habilitation Committee

.....
Rector

Register No:

**SEMMELEWEIS UNIVERSITY
BUDAPEST**

CERTIFICATE OF EQUIVALENCE OF HABILITATION

Based on paragraph (2) of Article 5 of the Treaty on the Equivalency of Higher Education Studies that was signed by the Government of Hungary and the Government of the German Federal Republic on 1 December 2001, we, the Rector and Habilitation Committee of Semmelweis University hereby adequately verify that the doctor habitatus title ofPhD, who was born in (city, town), onday.....month year and was awarded a habilitation diploma at(name and seat of the institute conducting the habilitation procedure) is considered equivalent to the title of doctor habitatus awarded by Semmelweis University under the applicable regulations. Hereby we declare that

.....PhD,
shall be entitled to present university lectures (venia legendi) in the discipline, specialization..... .

In witness whereof, this certificate is bearing the seal of the University and our signature under our own hands, and it is delivered to the candidate.

Place and date:, day.....month.....year..... .

.....
Chairman of the Habilitation Committee

.....
Rektor

”

Specialization	Total number of references to your publications	Outstanding number of references
Clinical specialization		
All specializations (<i>excluding specializations listed below</i>)	160	35
andrology, dermathology, geronthology, clinical oncology, gyneacology and delivery and labor, anesthesiology and intensive care, emergency medicine, parasitology, pulmonology, radiology, surgery, sport and exercise medicine, urology, tropical medicine, rare diseases	130	18
Addictology, dentistry, otolaryngology, orthopedy-traumatology, pediatric surgery, medical IT, rehabilitation, ophthalmology, general practice, occupational medicine, social psychiatry	100	15
Trial-based theoretical, and/or trial-based clinical specialization		
All specializations (<i>excluding specializations listed below</i>) Including all trial-based examinations, even if it is conducted on human material	325	55
biochemistry, bioinformatics, molecular biology, neurosciences, genetics, immunology, cell biology, virology	450	67
Health sciences, health science specializations		
Preemptive medicine, public health studies	130	18
care science, health care organization and management, imaging diagnostics, nutritional science, health psychology	100	15

²⁶Amended by Annex 2 of the Senate Decision No. 115/2016. (X.27.) Effective date: 28 October 2016