

**ORGANIZATIONAL AND OPERATIONAL RULES**

**OF**

**SEMMELWEIS UNIVERSITY**

**CHAPTER III**

**Educational Requirements for PhD Students**

**PART III.3.**

**ANNEX REPOSITORY[[1]](#footnote-2)**

**BUDAPEST**

**2023.**

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# Annex III.3 – Nr. 1a

Semmelweis University

*Institution ID: FI 62576*

## PhD thesis formal requirements for students starting their studies

## after 1 September 2020

The thesis must be written in English (regardless of the language of the publications). Alterations from this are allowed if the degree is obtained in health sciences or sociological sciences when the PhD thesis can be written in Hungarian or English

**Requirements related to the structure of the thesis**

The length of the dissertation without the title page, table of contents, list of abbreviations, bibliography, acknowledgments and attached publications, but including figures, tables and graphs should be be 30-60 pages, while in the field of social sciences it cannot more than 100 pages. A longer (45-60 pages) dissertation in the field of medicine and health sciences is justified if further results are presented in addition to those published in the publications.

*PhD thesis layout*

Cover page

Table of Contents with page numbers

List of Abbreviations

1. Introduction (with the scientific background and the relevant literature)

2. Objectives

3. Methods

4. Results

5. Discussion

6. Conclusions

7. Summary (1page)

8. References/Bibliography

9. Bibliography of the candidate's publications/List of own publications (publications related to and independent of the thesis – lectures and posters, abstracts – must be given in separate lists) –

10. Acknowledgements

The table of contents should follow this structure.

Each main chapter should start on a new page.

An indispensable part of the dissertation is a signed declaration of originality and copyright (downloadable from the website).

*Further formal requirements of the dissertation:*

 A4 format

1.5 line spacing

Times New Roman, font size 12

Line equalization

Margin in all directions 3 cm

All pages except the cover page must be numbered (page number at the bottom of the page, in the middle). Printing: preferably with a laser printer on high-quality paper, on one side.

A high-quality photocopy of the publications shall be attached to the dissertation.

*On the cover page indicate:*

Title of thesis, author, name of supervisor, place and year of preparation – Semmelweis University Doctoral School, name of the division, name of the discipline, members of the complex examination committee, names of official reviewers – opponents ([see website](http://phd.sote.hu/szabalyzat/fedolap.doc)  for example).

*Bibliography, references*:

All referenced scientific papers included in the thesis must be listed in the bibliography, and all publications listed in the bibliography must be referenced in the thesis.

Works by other authors can be cited in the following citation styles (the Vancouver style is used in medicine and life sciences, and APA 7th edition style is used in health and social sciences):

a.) or using the Vancouver/NLM style [(http://www.biomedicaleditor.com/vancouver-style.html](http://www.biomedicaleditor.com/vancouver-style.html)): numbered references should be listed in the order in which they appear in the text and should refer to the list of announcements in Arabic numerals (e.g. 1-5 or 6, 12) in the text.

When citing a journal article, the author(s), title, abbreviated journal name, year of publication (possibly month, day with addition), volume numbering, and the start and last page or article ID of the publication. When quoting a book chapter, in addition to the author of that chapter, the title of the book, its editor or editors, the name of the publisher, the place (city) and year of publication, and the beginning and last pages of the quoted chapter must be indicated. When citing a book, the author(s), title, publisher's name, place (city) and year of publication, and the page cited must be indicated.

Journal names should be given according to abbreviations in PubMed or the Social Science Citation Index. The abbreviations of domestic journals shall be applied on the basis of the notation applied by the editorial staff of the respective journal.

Some examples by Vancouver/NLM reference style:

For journal articles:

 Jaiswal SP, Jain AK, Naik G, Soni N, Chitnis DS. Viral hepatitis during pregnancy. Int J Gynaecol Obstet. 2001;72(2):103–8.

For a book chapter:

Racz K. Adrenocorticotropin. Cushing's disease, Nelson's syndrome. In: Leövey A, editor. Handbook of Clinical Endocrinology and Metabolic Diseases. Budapest: Medicina Book Publishing Co.; 2001. p. 178–86.

For a book:

Mabry TJ, Markham KR, Thomas MB. The Systematic Identification of Flavonoids. New York: Springer-Verlag; 1970. 62–68 p.

For a web link:

World Health Organization. WHO Coronavirus (COVID-19) Dashboard [Internet]. 2022 [updated 2022 March 31; cited 2022 Apr 1]. Available from: https://covid19.who.int

b.) or using the APA 7th edition style [(https://apastyle.apa.org/style-grammar-guidelines](https://apastyle.apa.org/style-grammar-guidelines)): references are listed in alphabetical order in the bibliography, references are made to publications with the name of the author(s) and the year (e.g. Kovács et al., 1999, Kovács & Kiss, 2005).

When citing a journal article, the author(s), title, full journal name, year of publication, volume numbering (booklet number optional), start and last page or article ID of the publication, and doi number, if available.

When quoting a book chapter, in addition to the author of that chapter, the title of the book, its editor or editors, the name and year of the publisher, and the beginning and last pages of the quoted chapter must be indicated. When citing a book, the author(s), title, name and year of publisher, and page cited must be indicated.

Journals names should be indicated by full names in APA style.

Some examples by APA 7th edition reference style:

For journal articles:

Jaiswal, S. P., Jain, A. K., Naik, G., Soni, N., & Chitnis, D. S. (2001). Viral hepatitis during pregnancy. International Journal of Gynaecology and Obstetrics, 72(2), 103-108. https://doi.org/10.1016/s0020-7292(00)00264-2

For a book chapter:

Rácz, K. (2001). Adrenocorticotropin. Cushing's disease, Nelson's syndrome. In A. Leövey (Ed.), Handbook of Clinical Endocrinology and Metabolic Diseases (pp. 178-186). Medicina Book Publishing Co.

For a book:

Mabry, T. J., Markham, K. R., & Thomas, M. B. (1970). The systematic identification of flavonoids. Springer-Verlag. pp. 62-68.

For a web link:

World Health Organization. (2022, March 31). WHO Coronavirus (COVID-19) Dashboard. Retrieved 2022 Apr 1 from https://covid19.who.int

*Figures, tables*:

The figures and tables shall bear inscriptions and explanatory text which can be understood in themselves. It shall be placed above and below the table. Figures and tables should be numbered separately but continuously and referred to in the text (e.g. Figure 1, Table 1). In the case of a diagram/table taken from a journal or book, the source must be cited as described in the citation and the author must ensure that any necessary permissions are obtained.

*Thesis booklet:*

1. The cover page of the thesis booklet should be edited according to the pattern given on the website
2. Length of the thesis booklet must be 8-16 pages, A5 format. The thesis booklet must be prepared in English if the PhD thesis defence is in English or Hungarian, if the defence is in Hungarian.
3. Structure of the thesis booklet: 1. Introduction– 2. Objectives – 3. Methods - 4. Results – 5. Conclusions — 6. Bibliography of the candidate's publications (thesis-related publications should be listed separately from other publications).
4. The bibliography of the thesis booklet contains only the candidate's publications.

**The PhD thesis must be submitted in electronic form, sent by e-mail to the** phddisszertacio@semmelweis.hu **address.**

**Documents to be submitted when submitting a PhD thesis:**

* PhD thesis in Pdf and Word format under 10 MB
* Publications on which the PhD thesis is based
* proof of payment of the procedural fee
* library data sheet certified by the Central Library about own publications
* minutes of workplace disputes
* language exam certificate or proof of language proficiency
* proposal of the Head of Division for the composition of the PhD thesis defence committee
* PhD candidate's employer certificate dated within 30 days
* declaration of compliance of the dissertation with the formal requirements
* Thesis booklet in Hungarian or English.
* Declaration of authenticity and copyright
* statement of own results contained in the publication used for the PhD thesis
* Declaration of amendments made based on the minutes of the workplace discussion
* Statement by the supervisor that the PhD thesis can be submitted based on the plagiarism check
* Documents certifying the PhD student’s participation at public PhD thesis defences

**After preliminary review, 1 copy of the PhD thesis must be sent bound to the Doctoral Office.**

# Annex III.3. – Nr. 1b

Semmelweis University

*Institution ID: FI 62576*

## PhD thesis formal requirements for students starting before 1 September 2020

The formal requirements of the PhD in the case of students starting their studies before 1 September 2020 are subject to the rules set out in this annex, but they are free to choose to apply the rules applicable to PhD students starting their studies after 1 September 2020.

The language of the thesis – regardless of the language of the publications – can be Hungarian or English.

**Requirements related to the structure of the PhD thesis**

The length of the dissertation, including title page, table of contents, list of abbreviations, bibliography, acknowledgements, figures, tables, graphs, can range from 70 to 150. (Not including the Appendix without page numbers that can be edited after the main body of the text after acknowledgements.)

*PhD thesis layout:*

Cover page - Table of Contents (with numbered chapters) - List of abbreviations/List of Abbreviations - 1. Introduction (with the scientific background and the relevant literature) – 2. Objectives— 3. Methods - 4. Results– 5. Discussion – 6. Conclusions – 7. Summary (1 page)–– 8. References/Bibliography – 9. Bibliography of the candidate's publications/List of own publications (publications, lectures, posters, abstracts related to and independent of the PhD thesis should be given in a separate list) – 10. acknowledgements.

The table of contents should follow the above structure.

Each main chapter should start on a new page.

An indispensable part of the PhD thesis is the signed declaration of originality and copyright (downloadable from the website).

*Formal requirements of the PhD thesis:*

A4 format

1.5 line spacing

Times New Roman, font size 12

Line equalization

Margin in all directions 3 cm

All pages except the cover page must be numbered (page number at the bottom of the page, in the middle). Printing: preferably with a laser printer on high-quality paper, on one side.

The number of pages given does not include publications, the original separate imprint or a high-quality photocopy of which must be attached to the PhD thesis.

*On the cover page indicate:*

Title of the thesis, author, name of supervisor, place and year of preparation – Semmelweis University Doctoral School, name of the doctoral division, name of the scientific discipline, members of the PhD theoretical exam examination committee/complex examination committee, names of official reviewers-opponents ([see website](http://phd.sote.hu/szabalyzat/fedolap.doc)  for example).

*Bibliography, references:*

All referenced publications included in the thesis must be included in the bibliography as well as on the library data sheet, and all publications listed in the bibliography must be referenced in the thesis.

Works by other authors can be cited in the following citation styles (the Vancouver style is used in medicine and life sciences, and APA 7th edition style is used in health and social sciences):

a.) or using the Vancouver/NLM style [(http://www.biomedicaleditor.com/vancouver-style.html](http://www.biomedicaleditor.com/vancouver-style.html)): numbered references should be listed in the order in which they appear in the text and should refer to the list of publications in Arabic numerals (e.g. 1-5 or 6, 12) in the text.

When citing a journal article, the author(s), title, abbreviated journal name, year of publication (possibly month, day with addition), volume numbering, and the start and last page or article ID of the publication. When quoting a book chapter, in addition to the author of that chapter, the title of the book, its editor or editors, the name of the publisher, the place (city) and year of publication, and the beginning and last pages of the quoted chapter must be indicated. When citing a book, the author(s), title, publisher's name, place (city) and year of publication, and the page cited must be indicated.

Journal names should be given according to abbreviations in PubMed or the Social Science Citation Index. The abbreviations of domestic journals shall be applied on the basis of the notation applied by the editorial staff of the respective journal.

Some examples by Vancouver/NLM reference style:

For journal articles:

 Jaiswal SP, Jain AK, Naik G, Soni N, Chitnis DS. Viral hepatitis during pregnancy. Int J Gynaecol Obstet. 2001;72(2):103–8.

For a book chapter:

Racz K. Adrenocorticotropin. Cushing's disease, Nelson's syndrome. In: Leövey A, editor. Handbook of Clinical Endocrinology and Metabolic Diseases. Budapest: Medicina Book Publishing Co.; 2001. p. 178–86.

For a book:

Mabry TJ, Markham KR, Thomas MB. The Systematic Identification of Flavonoids. New York: Springer-Verlag; 1970. 62–68 p.

For a web link:

World Health Organization. WHO Coronavirus (COVID-19) Dashboard [Internet]. 2022 [updated 2022 March 31; cited 2022 Apr 1]. Available from: https://covid19.who.int

b.) or using the APA 7th edition style [(https://apastyle.apa.org/style-grammar-guidelines](https://apastyle.apa.org/style-grammar-guidelines)): references are listed in alphabetical order in the bibliography, references are made to publications with the name of the author(s) and the year (e.g. Kovács et al., 1999, Kovács & Kiss, 2005).

When citing a journal article, the author(s), title, full journal name, year of publication, volume numbering (booklet number optional), start and last page or article ID of the publication, and doi number, if available.

When quoting a book chapter, in addition to the author of that chapter, the title of the book, its editor or editors, the name and year of the publisher, and the beginning and last pages of the quoted chapter must be indicated. When citing a book, the author(s), title, name and year of publisher, and page cited must be indicated.

Journals names should be indicated by full names in APA style.

Some examples by APA 7th edition reference style:

For journal articles:

Jaiswal, S. P., Jain, A. K., Naik, G., Soni, N., & Chitnis, D. S. (2001). Viral hepatitis during pregnancy. International Journal of Gynaecology and Obstetrics, 72(2), 103-108. https://doi.org/10.1016/s0020-7292(00)00264-2

For a book chapter:

Rácz, K. (2001). Adrenocorticotropin. Cushing's disease, Nelson's syndrome. In A. Leövey (Ed.), Handbook of Clinical Endocrinology and Metabolic Diseases (pp. 178-186). Medicina Book Publishing Co.

For a book:

Mabry, T. J., Markham, K. R., & Thomas, M. B. (1970). The systematic identification of flavonoids. Springer-Verlag. pp. 62-68.

For a web link:

World Health Organization. (2022, March 31). WHO Coronavirus (COVID-19) Dashboard. Retrieved 2022 Apr 1 from https://covid19.who.int

 *Figures, tables*:

The figures and tables shall bear inscriptions and explanatory text which can be understood in themselves. It shall be placed above and below the table. Figures and tables should be numbered separately but continuously and referred to in the text (e.g. Figure l, Table L). In the case of a diagram/table taken from a journal or book, the source must be cited as described in the citation and the author must ensure that any necessary permissions are obtained.

*Thesis booklet:*

* The cover page of the thesis booklet should be edited according to the pattern given on the website
* The length of the thesis booklet is 8-20 pages, A5 format. The thesis booklet must be prepared in English, if the defence is in English, and in Hungarian. if the defence is in Hungarian.
* Structure of the thesis booklet: Introduction – Objectives – Methods – Results – Conclusions – Bibliography of the candidate's publications/List of own publications (scientific papers related to the thesis should be listed separately from other publications).
* The bibliography of the thesis booklet contains only the candidate's publications.

**The thesis must be submitted in electronic form, sent by e-mail to the** phddisszertáció@semmelweis.hu **address.**

**Documents to be submitted when submitting a PhD thesis:**

* thesis in Pdf and Word format under 10 MB
* Publications on which the thesis is based
* proof of payment of the procedural fee
* library data sheet certified by the Central Library
* Minutes of the workplace discussion
* language exam certificate or proof of language proficiency
* Proposal of the Head of Division for the composition of the PhD thesis defence committee
* Candidate's employer certificate dated within 30 days
* declaration of compliance of the PhD thesis with formal requirements
* Thesis booklet in Hungarian or English
* Declaration of authenticity and copyright
* statement of own results contained in the publications used for the thesis
* Declaration of amendments made based on the minutes of the workplace discussion
* Statement by the supervisor that the thesis can be submitted based on the plagiarism check
* Documents certifying the PhD student’s participation at public PhD thesis defences

**After preliminary review, 1 copy of the dissertation must be sent bound to the Doctoral Office.**

# Annex III.3. – Nr. 3

Semmelweis University

*Institution ID: FI 62576*

## The procedure of defending the PhD thesis

The purpose of defending the PhD thesis is to evaluate the candidate's scientific preparedness and activities, which (s)he presents through his/her PhD thesis, thesis booklet and publications in writing, as well as in the form of a short lecture. The evaluation covers the results of the scientific work, how much the candidate "owns" it, that is, how clearly (s)he can formulate in writing and orally the objectives of the studies, the problems, the path leading to their solution, how logical his thinking is in evaluating the results, in his conclusions, and possibly in setting out the way forward. During the PhD thesis defence, the answers to the questions provide an opportunity to demonstrate the candidate's literary and methodological preparedness, communication and debating skills. Students starting PhD training after 1 September 2020 or individually preparing PhD candidates must defend their PhD thesis in English at the public defence. Defence in Hungarian is possible at the prior written request of the PhD candidate and supervisor, with the permission of the head of the division.

1.1 Administrative and other necessities

For the PhD thesis defence, the Doctoral Office provides the following:

* at least 1 copy of the PhD thesis,
* the record form of the PhD thesis defence,
* the defence scenario,
* opponents' opinions and candidates' replies (in writing),
* scientific biography of the candidate,

The place and time of the defence are provided by the division.

1.2. Defence procedure

1. About half an hour before the defence, the defence committee members and the opponents hold a closed meeting, where the president checks the formal requirements of the defence (including the criticisms received and any conflict of interest). Members briefly evaluate the PhD thesis, during which *they may develop* a common committee question.
2. At least three committee members and one opponent must be present at the defence, and no more than one opponent may be absent. If one of the opponents is not present, his/her opinion shall be presented by one of the committee members. If the PhD thesis was reviewed by 3 opponents because one of the first two did not support it, the presence of the opponent giving a negative opinion can only be dispensed with for good reason, his opinion must be presented by a committee member.
3. The President opens the scientific session, greets the audience, introduces the members of the evaluating committee and the opponents, asks the candidate if he has any objections to the committee or opponents.
4. The President shall invite the candidate's supervisor to briefly introduce the candidate. In the absence of the supervisor, the secretary of the committee reads out the PhD candidate's scientific biography.
5. The President invites the candidate to present the main results of his/her PhD thesis in a short presentation (approximately 20-25 minutes without any interposed questions and answers). If appropriate, members of the committee may ask questions of the candidate during the presentation, to which the candidate will respond immediately.
6. The President invites the opponents to briefly summarise their opinions and present their critical remarks in bullet points (each opinion not to exceed 10 minutes).
7. The President asks the PhD candidate to respond freely orally to critical remarks by opponents.
8. The President invites the opponents to ask their questions, which are answered immediately by the candidate individually. For more complex questions, the candidate may request 10 minutes of preparation time. The chairman asks the members of the committee, then the audience, if they have any questions for the candidate (questions must be recorded in the minutes), and then asks the same if they have any comments, additions. One by one, the candidate immediately responds to questions and comments. The subject material of the speeches, the names of the participants in the debate, the opinions of the official reviewers and the opinion and assessment of the defence committee shall be recorded. It is desirable (!) that during the defence there should be a real scientific debate, and the members of the committee should take the initiative in this. All this would serve to ensure that the candidate and his/her thesis are really tested in the crossfire of scientific debate, and that the procedure should not be confined to formal readings, possibly polite but boring.
9. The President shall ask the opponents and questioners whether the answers will be accepted. If the answer is in the affirmative, the President suspends the meeting and the defence committee and opponents continue their assessment in a closed meeting (camera). If the questioners do not accept the answer, the President shall close the debate after clarifying the positions.
10. In a closed meeting (camera) the committee evaluates the PhD thesis, the candidate's answers, his or her debating skills, and then the members express their opinions numerically by secret ballot (1-5, where 5 is best). Both committee members and opponents shall take part in the voting. The committee records the result of the vote in the minutes of the defence, as well as some important findings of the PhD thesis. The minutes shall be completed and signed by the members of the evaluating defence committee and the opponents.
**The candidate must score at least 67% of the available points in order for the PhD thesis and defence to be accepted**.
11. The chair reopens the scientific meeting, asks those present to stand and presents the Committee's numerical opinion. – He/she then ask those present to take seats, after which a member of the committee explains the reasons for the decision. - In case of a satisfactory score, the President declares the defence committee's recommendation that the Doctoral Council award the PhD degree to the candidate. - If the score is unsatisfactory, it describes Article 267 of the Rules: "in the event of an unsuccessful defence, a new procedure may be initiated at the earliest two years after the unsuccessful defence."
12. The President closes the sitting.
13. The chairman of the defence committee ensures that the degree acquisition report is forwarded to the Doctoral Office, the minutes are authenticated by the President of the University Doctoral Council, and the University Doctoral Council awards the degree.

## We would like to draw your attention to the fact that "catering" cannot be done before and during the defence. Of course, "celebrating" after the defence cannot be opposed.

#

# Annex III.3. – Nr. 3.

Semmelweis University

*Institution ID: FI 62576*

**The Text of the Doctoral Oath**

"I…...........................undertake that I shell practice my vocation with the highest conscientiousness with the aid of my acquired academic knowledge and endeavour to impart the same and my hitherto acquired knowledge to my fellow professionals.

I shell do my best to facilitate with my acquired highest knowledge and further research the development of medical and other types of science and to promote and enhance the appreciation and reputation of both the Semmelweis University and that of the Hungarian academic world. So help me God!”

# Annex III.3- Nr. 4

Semmelweis University

*Institution ID: FI 62576*

## Funding the PhD Training

**I. Student Research Framework**

1. The reimbursement of expenses for students can primarily be material expenses supporting the work of PhD students.
2. The research financial framework is used in connection with PhD research, therefore it will be opened at the supervisor's workplace, unless the supervisor's workplace is not Semmelweis University. In this case, the research framework will be opened at the Doctoral Office, and the supervisor's workplace must issue an invoice to Semmelweis University for the amount of the research grant for PhD students.
3. The invoice should display "invoice covering the research costs of PhD students".
4. The invoice must include the amount of research funding for the semester for PhD students.
5. The Doctoral Office shall arrange for the opening of research financial frameworks by 15 October in the autumn semester, preferably by 15 March in the spring semester, but no later than within 10 days of the adoption of the institutional budget.
6. The deadline for using the research financial framework is the date of obtaining the *absolutorium* (certificate of completion), the budget not used by this date will be withdrawn.

**II. Other requirements:**

1. Use of own income (student payments, e.g. application fee, tuition fee): this budget is used to support travel applications and courses, reward students, operate the Doctoral School, Doctoral Office, website, conference, etc.
2. For students who have obtained an *absolutorium* (certificate of completion), a pre-doctoral scholarship may be paid for a period of 12 months on the basis of a pre-doctoral application.

The application fee as a processing fee is not refundable even in case of unsuccessful admission! Self-cost reimbursement if the student does not enrol/register, are not refundable, but will be credited in the following semester. If the student does not wish to register for another semester, it will be refunded to the current account upon written request submitted to the Doctoral Office.

#

# Annex III.3 – Nr. 5

Semmelweis University

*Institution ID: FI 62576*

## Procedure fees for PhD training and PhD acquisition procedure,

## scientific contributors' fees

**I. *Procedure fees***

Application for organized PhD training/individual degree acquisition: 9.000,-HUF

PhD thesis procedure fee

1. For PhD candidates with formal PhD training 120.000,-HUF
2. for PhD candidates without PhD raining 200.000,-HUF
ba) Employees of Semmelweis University 120.000,- HUF

Naturalization Procedure Fee 45.000,-HUF

Preparation of an English Language Transcript to certify completion of studies 45.000,-HUF

**II. *Fees for repetition and special procedures***

Special procedure fee: 5% of the mandatory full-time wage (minimum wage)

The replacement fee of a PhD student card with a sticker 5000.- HUF

**III. *Honoraria (payable to non-university staff)***

Member of the PhD defence committee 30.000,-HUF

Official reviewer (opponent) 60.000,-HUF

Pre-reviewer 30 000,-HUF

**Annex III.3 to – Nr. 6**

Semmelweis University

*Institution ID: FI 62576*

## Name of PhD degrees awarded at Semmelweis University Doctoral School

1. Medicine and health sciences: theoretical medicine, clinical medicine, pharmaceutical sciences, health sciences
2. Natural sciences: biological sciences
3. Social sciences: sociological sciences

# Annex III.3 – Nr. 7

Semmelweis University

*Institution ID: FI 62576*

## PhD degree requirements by each scientific discipline

For PhD students, who have participated in PhD training the minimum impact factor amount (ΣIF) is:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Scientific discipline | (SIF) |  | Scientific discipline | (SIF) |
| Clinical disciplines (except those listed below) | **2,0** |  | Theoretical disciplines (except those listed below) | **3,5** |
| Translational clinical sciencesAndrology | **5,0****1,5** |  | Pharmacognosy | **2,0** |
| Dermatology | **1,5** |  | Pharmacological Analysis | **2,0** |
| Gerontology | **1,5** |  | Pharmacological Technology | **2,0** |
| Oxyology | **1,5** |  |  |  |
| Parasitology  | **1,5** |  | Clinical pharmacology | **2,0** |
|  |  |  | Preventive medicine, public health | **2,0** |
| Rheumatology | **1,5** |  | Organic synthetic and pharmaceutical chemistry | **2,0** |
| Forensic medicine |  **1,5** |  | Pharmaceutical organization | **1,0** |
| Ophthalmology | **1,5** |  |  |  |
| Mental Health Sciences | **1,5** |  |  |  |
| AddictionHealth Sciences Within health sciences, social sciences\*Public and public health\* | **1,0****1,0****0,75****0,75** |  |  |  |
| Dentistry | **1,0** |  | Key theoretical areas of expertise: |  |
| Clinical psychology | **1,0** |  | Biochemistry, molecular biology | **5,0** |
| Otorhinolaryngology | **1,0** |  | Genetics | **5,0** |
| Orthopeadics | **1,0** |  | Neurosciences | **5,0** |
| Medical informatics | **1,0** |  | Immunology | **5,0** |
| Rehabilitation | **1,0** |  | Cytology | **5,0** |
| Tropical medicine | **1,0** |  | Virology | **5,0** |
|  |  |  |  |  |
|  |  |  |  |  |

The list of foreign and domestic eligible journals without an IF is set out in Annex III.3 Nr. 9.

\* In the specified scientific discipline, the publication requirements can also be fulfilled by fulfilling the point value requirements indicated in the appendix III.3-8.

# Annex III.3 - Nr. 8

Semmelweis University

*Institution ID: FI 62576*

## Publication conditions in social sciences discipline

## (Applying to the social science research fields of both the sociological and health sciences)

The following publication points and definitions apply in the branch of social sciences.

A journal article containing new scientific results in a peer-reviewed journal.

A review summarizing the latest results of his own field of research, in a peer-reviewed journal.

A study shedding new light on the interdisciplinary aspects of one's own research field in a peer-reviewed journal.

An independent book  **or book chapter in a scientific book (ISBN registered book)** related to one's own field of research.

Score values of publications:

|  |  |
| --- | --- |
| In a journal with an impact factor in the year of publication | 6 points |
| Indexed in major international databases or in professional  *journals listed* in Annex III.3 – Nr. 9 | First author: 5 points,Co-author: 4 points. |
| In a peer-reviewed international journal or book  | First author: 3 points,Co-author: 2 points. |
| In peer-reviewed Hungarian and other national journals and books:  | First author: 2 points,Co-author: 1 point. |
| Stand-alone book | First author: 6 points,Co-author: 4 points. |

List of major international databases:

Science Citation Index Expanded (SCIE), Social Science Citation Index (SSCI), Emerging Sources Citation Index (ESCI), Arts and Humanities Citation Index (AHCI), Medline, Scopus, European Reference Index for the Humanities (ERIH PLUS)

# Annex III.3 –Nr. 9

Semmelweis University

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## International and domestic journals without impact factors that can be counted towards the publication requirements at the Semmelweis University Doctoral School

|  |  |  |
| --- | --- | --- |
| Acta Botanica Hungarica | 0236-6495 | 1588-2578 |
| Acta Horticulturae | 0567-7572 | 2406-6168 |
| Acta Morphologica Hungarica | 0236-5391 |  |
| Acta Pharmaceutica Hungarica | 0001-6659 | 1587-1495 |
| Addiktológia | 1589-0317 |  |
| AJSP Reviews & Reports | 2381-5949 | 2381-652X |
| Alkalmazott Pszichológia | 1419-872X |  |
| Állam- és Jogtudomány | 0002-564X |  |
| Ca és Csont | 1418-6721 |  |
| Cardiologia Hungarica | 0133-5596 | 1588-0230 |
| Central European Journal of Occupational and Environmental Medicine | 1219-1221 |  |
| Deutsche Zahnärztliche Zeitschrift | 0012-1029 | 2190-7277 |
| Developments in Health Sciences | 2630-9378 | 2630-936X |
| Diabetologia Hungarica | 1217-372X | 2560-0168 |
| Dubai Diabetes and Endocrinology Journal | 2673-1797 | 2673-1738 |
| Egészségtudomány | 0013-2268 |  |
| Érbetegségek | 1218-3636 |  |
| European Journal of Mental Health | 1788-4934 | 1788-7119 |
| Experimental and Clinical Cardiology | 1205-6626 |  |
| Fizikai Szemle | 0015-3257 | 1588-0540 |
| Fogorvosi Szemle | 0015-5314 | 2498-8170 |
| Gyermekgyógyászat | 0017-5900 |  |
| Gyógyszerészet | 0017-6036 | 1588-0559 |
| Herba Polonica | 0018-0599 | 2449-8343 |
| Hypertonia és Nephrologia | 1418-477X | 2498-6259 |
| IME (Interdiszciplináris Magyar Egészségügy) | 1588-6387 | 1789-9974 |
| Immunológiai Szemle | 2061-0203 |  |
| Informatika és Menedzsment az Egészségügyben | 1588-6387 | 1789-9974 |
| International Journal of Horticultural Science | 1585-0404 | 2676-931X |
| International Journal of Mental Health | 0020-7411 | 1557-9328 |
| International Journal of Research in Phytochemistry & Pharmacology IJRPP | 2231-010X |  |
| Interventional Medicine and Applied Science | 2061-1617 | 2061-5094 |
| Jogtudományi Közlöny | 0021-7166 |  |
| Journal of Bronchology & Interventional Pulmonology | 1944-6586 | 1948-8270 |
| Journal of Gravitational Physiology | 1077-9248 |  |
| Journal of Social and Administrative Pharmacy | 0281-0662 |  |
| Kaleidoscope | 2062-2597 | 2062-2597 |
| Klinikai és Kísérletes Laboratóriumi Medicina | 2062-171X |  |
| Lege Artis Medicinae | 0866-4811 | 2063-4161 |
| Magyar Andrológia | 1416-9495 |  |
| Magyar Belorvosi Archívum | 0133-5464 |  |
| Magyar Bioetikai Szemle | 1218-3911 |  |
| Magyar Jog | 0025-0147 |  |
| Magyar Kémiai Folyóirat | 1418-9933 | 1418-8600 |
| Magyar Nőorvosok Lapja | 0025-021X |  |
| Magyar Onkológia | 0025-0244 | 2060-0399 |
| Magyar Pszichológiai Szemle | 0025-0279 | 1588-2799 |
| Magyar Radiológia | 0025-0287 |  |
| Magyar Reumatológia | 0139-4495 |  |
| Magyar Sebészet | 0025-0295 | 1789-4301 |
| Magyar Traumatológia, Ortopédia, Kézsebészet, Plasztikai Sebészet | 1217-3231 |  |
| Medicina Thoracalis | 0368-9220 | 0238-2571 |
| Mentálhigiéné és Pszichoszomatika | 1419-8126 | 1786-3759 |
| Metabolizmus | 1589-7311 |  |
| Neuropsychopharmacologia Hungarica | 1419-8711 | 2064-2512 |
| New Medicine | 1427-0994 | 1731-2507 |
| Nővér\* | 0864-7003 | 1588-1423 |
| Orvosképzés | 0030-6037 |  |
| Orvostovábbképző Szemle | 1218-2583 |  |
| Orvostörténeti Közlemények | 0010-3551 |  |
| Pathophysiology | 0928-4680 | 1873-149X |
| Psychiatria Hungarica | 0237-7896 |  |
| Pszichológia | 0230-0508 | 2060-2782 |
| Pszichoterápia | 1216-6170 |  |
| Scientia Pharmaceutica | 0036-8709 | 2218-0532 |
| Sleep and Hypnosis | 1302-1192 |  |
| Szemészet | 0039-8101 |  |
| Szociológiai Szemle | 1216-2051 | 1588-2853 |
| The Open Medicinal Chemistry Journal |  | 1874-1045 |
| The Open Pharmacology Journal |  | 1874-1436 |

\*In case of multiple papers published in this journal, one may be counted towards the publication requirements

 **Annex III. 3- Nr. 10.**

Semmelweis University

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**Questionnaire for PhD student reviews of PhD teaching work**

K01 To what extent did the institute's educational work induce your interest in the subject? (1-5)

K02 To what extent was the PhD teaching of the subject organized? (1-5)

K03 How useful, dynamic, and logical were the lectures? (1-5)

Q04 How useful, thought-provoking, and interactive were the exercises? (1-5)

Q05 How do you rate the availability of the PhD course material? (1-5)

K06 Overall, how do you rate the teaching of the subject? (1-5)

K07 If you have any suggestions or comments regarding education, write them down:

1. It was established by 2/b. Annex of the 143/2023. (XII.18.) Senate Resolution at Semmelweis University.

Effective from 18 12.2023 [↑](#footnote-ref-2)