

Regulations of BSU Doctoral Studies

Article 1. General Provisions

1. In accordance with the Law of Georgia "On Higher Education", the Framework Document for Doctoral Level Education, the Statute of BSU and the legal acts of BSU, this Regulation establishes the regulations for the announcement of admission, enrollment, fulfillment of the educational and scientific component, academic and administrative registration, suspension, termination of student status, mobility, defense of doctoral thesis and awarding of the academic degree of Doctor.

2. The procedure for issuing legal acts on obtaining the status of a doctoral student, suspending the status of a student/returning to the educational process, terminating the status of a student, and other issues related to the educational process (fulfillment of educational components, assessment, appeal, etc.) are regulated by the "Regulatory Rules of the Educational Process of BSU", approved by the resolution of the Academic Council of BSU, unless special norms for resolving the issue are provided for by the legislation of Georgia and this Regulation.

Article 2. Doctoral Studies

1. A doctoral educational programme (hereinafter referred to as the doctoral studies) is an educational programme of the third level of academic higher education, which is a combination of teaching and scientific-research components and learning outcomes correspond to the generalized learning outcomes defined for level 8 of the National Qualifications Framework.

2. The doctoral studies are focused on creating new knowledge and/or developing existing knowledge, promoting the realization and dissemination of knowledge by conducting original, modern and innovative research.

3. The goal of the doctoral studies is to promote the preparation of doctoral candidates for independent scientific research and pedagogical activities by enhancing research skills.

4. The learning outcomes of the doctoral studies are related to the goals of the educational programme and correspond to the eighth level of qualification descriptor.

5. The development of the doctoral study programme of BSU is carried out taking into account the research potential, experience of scientific and research activities in the relevant direction, successful practice and research results, in accordance with the legislation of Georgia and the "Rules for the Development, Approval and Development of BSU Educational Programmes" approved by the resolution of the BSU Academic Council.

6. The results of the doctoral thesis of a doctoral student of the BSU doctoral programme must have scientific and research significance, be innovative, practical and have theoretical value.

7. The duration of the doctoral educational programme is at least 3 years and its educational component includes no more than 60 credits. The educational components of the programme, its sequence and volume (no more than 60 credits) are determined by the relevant BSU doctoral Study Programme.

Article 3. BSU Doctoral Study Programme Implementation Staff and Programme Supervisor

1. At least five professors and/or associate professors, chief scientific officer and/or senior scientific officer affiliated with BSU in the relevant field/area must be involved in the implementation of the BSU doctoral study programme.

2. The qualifications of academic/scientific staff involved in the implementation of the doctoral educational program must be confirmed by a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the relevant field/direction within the last three years.

3. The head of the doctoral programme must be a professor or associate professor affiliated with BSU or a chief scientific worker or a senior scientific worker, and must have the knowledge and experience necessary for the development and implementation of the programme and meet the requirements specified in the legislation of Georgia and paragraph 2 of this article (regarding published scientific work).

4. BSU promotes the involvement of academic/scientific personnel of a foreign university, scientific-research institute/center, or a person with the academic position of BSU emeritus in the process of implementing the doctoral educational programme.

5. In case of joint implementation of a doctoral programme by BSU with another educational/scientific-research institution, the procedure for supervising the doctoral student and awarding the doctoral degree shall be determined by the relevant agreement, these Regulations and in accordance with the legislation of Georgia.

Article 4. Rules of Announcement and Enrollment into the Doctoral Study Programme

1. A person with a master's degree or an equivalent academic degree, including a graduate of a foreign higher education institution, has the right to study at a doctoral study programme, in accordance with the procedure established by the legislation of Georgia.
2. Doctoral students are admitted to a doctoral study programme on a competitive basis, taking into account the results of the foreign language proficiency test/foreign language exam and specialty exam (interview).
3. Admission to a doctoral study programme (competition) is announced by order of the BSU Rector, five months in advance, within the limits of the admission contingent approved by the BSU Academic Council. Admission and enrollment to the doctoral study programme within the framework of mobility is carried out in accordance with the legislation of Georgia, this Regulation and the requirements and deadlines of the "Rules for the Administration of Mobility at BSU" approved by the order of the Rector of BSU.
4. For the purpose of announcing admission to the doctoral programme, a brief description of the doctoral thesis research project (hereinafter referred to as the research project) is prepared within the research directions defined by the doctoral study programme, upon the instructions of the doctoral student's scientific supervisor.
5. Brief descriptions of the doctoral thesis research project (research project(s), drawn up in accordance with the form attached to this Regulation - **Form N1**), are prepared three months prior to the announcement of admission to the doctoral study programme and are approved by the Dissertation Council of the relevant faculty upon submission of the field department implementing the programme.

6. In accordance with the research project(s) approved by the Dissertation Council, upon the initiative of the Faculty Council, the Academic Council approves the contingent to be accepted to the doctoral study programme (as well as the mobility/internal mobility contingent, as necessary).
7. The order of the BSU Rector on the announcement of admission to the doctoral study programme shall indicate:
 - a) information on the deadlines for registration of applications of doctoral candidates and the list of documents to be submitted;
 - b) a list of research projects, as indicated by the scientific supervisor(s);
 - c) deadlines for conducting entrance exams/interviews and appeals;
 - d) deadlines for concluding an agreement with doctoral candidates who have gained the right to enroll in the doctoral programme and issuing an order for enrollment at BSU. ვაკდგბო.
8. A doctoral candidate is required to (in order to participate in the competition, the candidate must submit the relevant supporting document):
 - a) a paper/publication relevant to the research direction and/or participation in scientific research projects and events and/or at least two years of professional experience in the relevant field;
 - b) an individual vision of the implementation of the research project and the supervisor's consent (prepared in accordance with the **N2 form** attached to this Regulation);
 - c) knowledge of English at least at the B2 level or knowledge of one of the other Western European (French, German) foreign languages at least at the B2 level and knowledge of English at least at the B1 level; in the event that the doctoral candidate chooses English/German/French as the empirical basis for scientific research, knowledge of this foreign language at the C1 level is required;
 - d) For a doctoral candidate for whom Georgian is not a native language - a certificate confirming proficiency in the Georgian language at least at the B2 level (the relevance of which is determined/evaluated by the Foreign Language Examination Commission) or passing an exam organized by BSU determining the level of language proficiency.

Article 5. Entrance exams, commissions and enrollment in the doctoral programme

1. A university examination commission is established to confirm/conduct an examination of the level of knowledge (competence) of a foreign language for admission to a doctoral study programme, and a sectoral commission is established to organize an interview/examination in the “specialty”. The composition of the commissions is approved by the order of the BSU Rector, issued on the basis of the nomination of the dean of the faculty.
2. The sectoral commission for the specialty examination consists of at least three members, whose competence is confirmed by a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the relevant field/direction within the last five years.
3. At least two working days before the interview/examination in the specialty, the members of the specialty sectoral commission are sent individual visions of the implementation of the doctoral candidates' research projects and the acts of consent of their scientific supervisors. The interview/examination is evaluated by the commission using a 100-point system (evaluation **form N3** attached to this regulation).

4. The results of the foreign language exam are reflected in the relevant document (attached **form N3**). The maximum score is 100 points, and the minimum competency threshold is 71 points.

5. In the case of candidates with a doctoral degree in the competition for admission to the doctoral programme, preference is given to the results of the specialty exam/interview. Additional admission conditions specified by the relevant doctoral programme are also taken into account (if any).

6. An agreement is signed with the winning doctoral candidate in the competition for admission to the doctoral programme, in accordance with the form approved by the order of the rector, and taking this into account, the rector of the university issues an order on the enrollment of the doctoral candidate.

7. The procedure for appealing the procedures for enrolling candidates in the doctoral educational program is public and ensures an objective and fair decision. In order to appeal the procedures for enrolling doctoral candidates, together with the admissions committee for doctoral studies, and based on the submission of the faculty, an appeals committee is established by order of the BSU Rector (the same order determines: the composition of the committee and the terms and rules related to its activities, which are not provided for by this Regulation). In case of an appeal, the candidate shall apply to the appeals committee with a written statement (**appeal**) no later than the next working day after the results are announced/publicly published. The statement must include a detailed description and justification of the violations identified in the procedures for admission and/or enrollment for doctoral studies. The appeals committee is authorized to request additional information from the candidate and/or invite him/her to consider the complaint/appeal no later than 1 day before the consideration. As a result of the review of the appeal, the Appeals Commission shall make the appropriate decision by a majority of its full membership, namely:

- a) If a procedural violation is confirmed, the issue shall be returned to the Doctoral Admissions Commission (Examination Commission) with appropriate justification (reference) for its re-review in compliance with the necessary conditions;
- b) If the Appeals Commission fails to establish a violation, the decision of the Doctoral Admissions Commission (Examination Commission) shall remain unchanged. The Appeals Commission shall be obliged to send/introduce the decision to the appellant. The decision of the Appeals Commission shall be final and not subject to appeal.

Article 6. Research work Supervisor of the Doctoral Student

1. The scientific supervisor of a doctoral student may be a professor/associate professor/chief scientific worker/senior scientific worker affiliated with BSU in the relevant field/area or a person with the academic status of BSU emeritus.
2. A doctoral student may have a scientific co-supervisor, who may be:
 - a) a professor/associate professor/chief scientific worker/senior scientific worker affiliated with BSU or a person with the academic status of BSU emeritus;
 - b) a professor/associate professor or chief scientific worker/senior scientific worker of another authorized higher educational institution in Georgia or abroad;
 - c) a person with a doctoral academic degree who has experience in scientific and practical work in the relevant field.

3. Cancellation of affiliation with BSU does not result in the loss of the status of a doctoral student's scientific supervisor/co-supervisor..
4. The qualification of the scientific supervisor/co-supervisor is confirmed by a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the relevant field/direction (general topic of the doctoral thesis) within the last three years and by participation in a scientific grant project as a key personnel within the last ten years.
5. The scientific supervisor must have experience in supervising/co-supervising a doctoral student or have completed relevant activities (training, seminar, professional development course, etc.) or experience in scientific cooperation with the local and international scientific community (joint research/grants/scientific projects);
6. The scientific supervisor/co-supervisor and the topic of the doctoral thesis are approved by order of the BSU Rector, within two weeks from the enrollment of the doctoral student. In case of changes in the scientific supervisor/co-supervisor and the topic of the doctoral thesis in accordance with the procedure established by this article, an order of the BSU Rector shall be issued.
7. Based on a substantiated decision of the Dissertation Council, if necessary, it is possible to change the scientific supervisor/co-supervisor of a doctoral student.
8. The initiator of the change of the scientific supervisor/co-supervisor for a doctoral student may be the scientific supervisor/co-supervisor and/or the doctoral student. The application for the change is considered by the Dissertation Council of the relevant faculty, which receives a substantiated submission and is submitted to the Rector of BSU with the service card of the Dean of the Faculty for the issuance of a relevant order.
9. The title of the doctoral thesis may be changed (specified) before the start of the fifth semester of the doctoral student's studies. In such a case, the doctoral student's scientific supervisor shall submit a substantiated petition to the relevant faculty's department, which shall consider the petition within one month and, in case of a positive decision, shall submit a submission to the faculty's Dissertation Council. Within one month of the registration of the submission by the department, the faculty's Dissertation Council shall make a decision on specifying the title of the dissertation topic. The faculty's Dean shall submit the decision of the faculty's Dissertation Council to the BSU Rector for issuance of a relevant order.
10. The doctoral student's scientific supervisor shall manage the process of implementing the doctoral student's scientific-research component. **The functions of the scientific supervisor shall be:**
 - a) Taking into account individual needs and the specifics of the doctoral student's dissertation topic, regularly provides the doctoral student with consultations on methodological, structural, conceptual and other issues of research (research design and project management, research methodology, professional development, the process of writing a thesis/scientific-research paper/dissertation, the process of integrating into local and international scientific/creative networks, the process of participating in local and international scientific/creative events and presenting results, publishing scientific articles in a peer-reviewed journal with an international index). If the doctoral student has a scientific co-supervisor, he/she shall cooperate with him/her to organize the supervision of the doctoral student and facilitate the implementation of the doctoral thesis;
 - b) performs activities specified by the legislation of Georgia and this Regulation, including presenting conclusions on the doctoral thesis provided for by this Regulation.

11. The doctoral student's scientific co-supervisor (if any) supports the doctoral student in the process of implementing the scientific-research component, based on mutual agreement with the scientific supervisor and the doctoral student.

Article. 7 Study and Research Components of the Doctoral Programmes

1. The doctoral programme includes educational and research components. The educational component (no more than 60 credits) includes compulsory and optional study courses and seminars, and the research component includes the completion of a doctoral thesis.
2. The educational component contributes to the implementation of the scientific-research component by deepening knowledge on topical issues in the field and developing transferable skills.
3. In order to develop field competencies and transferable skills, the educational and research component of the doctoral study programme **provides**: planning and implementation of research and scientific activities, grant search and administration, project management, implementation of research results, scientific communication, leadership, guidance, career development planning, critical analysis of scientific literature, data analysis, development of teaching-learning and other skills.

Article 8. Individual Study and Research Plan of the Doctoral Student

1. The doctoral student, together with the scientific supervisor/co-supervisor, and in agreement with the head(s) of the doctoral program, shall draw up individual study and research plans (**Form N4 attached to this Regulation**) **within two months of the start of studies** (in the first semester of studies/semester of enrollment through mobility). The doctoral student's individual research plan shall contain the research objective, the structure of the doctoral thesis, and the estimated schedule for the implementation of the research.
2. The doctoral student's individual study and research plan shall be kept in the doctoral student's personal file.

Article 9. Assisting Professor

1. Professorial assistantship is an integral part of the study component and implies the involvement of the doctoral student in the educational process, which includes group work, laboratory work, practical training, preparation of midterm and final exam questions/tests, etc. within the framework of the bachelor's and master's study programmes of BSU.
2. The doctoral student submits a report on the work performed to the head of the educational component - "Professor's Assistantship" (except for the assistant professor) in the form attached to this regulation (**Form N5**), which ensures the preparation of an evaluation report and submission to the faculty administration (it will be placed in the doctoral student's personal file).

Article 10. Doctoral Seminar

1. Within the framework of the educational component, the doctoral student is obliged to prepare a doctoral seminar in the field and subfield. The academic semester and number of credits for conducting the seminar are determined by the doctoral program.
2. The topic of the doctoral student's seminar paper is dedicated to current issues of the field, subfield, but does not include the results of the doctoral student's research (if any).
3. During the academic registration period, the doctoral student selects the seminar topic in agreement with the scientific supervisor.
4. The seminar is evaluated using a 100-point system (60 points - content and 40 points - presentation).
5. 10-15 calendar days before the seminar, the doctoral student submits the seminar paper to the scientific supervisor, who evaluates the content according to the following criteria: posing the issue; way of solving the issue; Obtained results; their argumentative justification, etc. – maximum assessment - 60 points. A prerequisite for participation in the seminar is an assessment of the content of the seminar paper with at least 31 points.
6. The presentation of the seminar paper, participation in the discussion (15–25 minutes) is evaluated by a commission (at least 3 people, including the scientific supervisor) established by the order of the rector).
7. The final assessment of the seminar defense is reflected in the report (**form N6 attached to this regulation**). The seminar will be considered defended if the doctoral student finally receives at least 51 points.
8. The doctoral seminar must be presented in compliance with the following requirements: a printed version of the seminar topic (25–30 pages, A4 format, font - sylfaen, font size - 12, line spacing - 1.5; spacing from the pages 3–1.5 cm).
9. The schedule for conducting doctoral seminars and the composition of the evaluation commission are approved by the order of the rector issued on the basis of the dean's presentation, no later than five working days before the start of the final exams.

Article 11. Doctoral Colloquium

1. The doctoral student is required to complete two colloquia. The colloquium is part of the doctoral student's doctoral thesis, the preparation of which aims to:
 - a) deepen knowledge based on the latest achievements in the field;
 - b) independently develop and improve the innovative research methodology of the field;
 - c) critically understand the scientific literature on the topic of the colloquium;
 - d) develop and improve presentation skills and the art of debate;
 - e) prepare a scientific publication for a refereed journal.
2. The doctoral student submits a printed and electronic version of the colloquium to the head of the doctoral program 10-15 calendar days before the colloquium defense, and in order to receive a formative assessment, it is transferred to a person with the appropriate academic degree/qualification (reviewer) and the scientific supervisor.
3. The colloquium includes a report by the doctoral student, presentation of the review and the conclusion of the scientific supervisor, and discussion.
4. The department's resolution of the colloquium results are kept in the doctoral student's personal file.

5. The colloquium must be formatted in accordance with the following requirements:
- a) Technical parameters of the paper: maximum volume - 50–60 pages;
 - b) The paper must be accompanied by a list of used literature;
 - c) Sheet size - A/4; The text must be typed in 12-point font, font type - sylfaen; Line spacing - 1.5; Page margins: 3 cm from the left, 1 cm from the right, 2.5 cm from the top, 2.5 cm from the bottom.

Article 12. Preliminary discussion of the dissertation thesis (*Approbation*)

1. The doctoral thesis (dissertation) must be prepared by a doctoral student in accordance with the rules established by this Regulation.
2. The dissertation must reflect scientifically substantiated results of theoretical and/or experimental research, contain scientific novelty and contribute to the development of the field (if the doctoral student is involved in a research group, his/her contribution to the research must be clearly visible).
3. The dissertation must be prepared in Georgian. The issue of preparation in another (Western European) language is decided by the Dissertation Council of the relevant faculty (in such a case, the doctoral student ensures the presentation of an abbreviated version (**abstract**) of the dissertation in Georgian and English).
4. **The dissertation must be prepared in accordance with the following requirements (technical characteristics):**
 - a) On the title page, on the first page of the dissertation - the full name of the university (Legal Entity of Public Law – Batumi Shota Rustaveli State University) should be indicated at the top. On the next line, with a 1.5-space interval, the name of the relevant faculty and department, then the name and surname of the doctoral student should be indicated, in the center of the first page - the title of the dissertation (font size - 16), then - in brackets, the academic degree to be granted, below it, on the right side - the academic/scientific position/academic status and academic degree, name and surname of the doctoral student's scientific supervisor and co-supervisor. At the end of the title page, the place of performance of the doctoral thesis and the year of submission of the thesis should be indicated;
 - b) On the second page of the thesis, the author's statement about the absence of plagiarism in the thesis should be placed. It is advisable to use the following text: “As the author of the submitted dissertation, I declare that the work is my original work and does not contain materials previously published, accepted for publication or submitted for defense by other authors that are not mentioned or cited in the work, in accordance with the relevant rules” (the author’s name, surname, signature and date should be indicated below the text of this statement);
 - c) The table of contents should consistently reflect the exact names of all chapters and paragraphs of the full text of the dissertation, with page references;
 - d) Introduction should present the justification for the relevance of the research topic, goals and objectives, subject and object of the research, research methodology, the state of the study of the problem, scientific novelty, theoretical and practical significance of the work;
 - e) The main text should reflect the content of the work. It should be divided into chapters and paragraphs;
 - f) Conclusion – should be a part reflecting the main results of the research;
 - g) List of references – should be indicated in accordance with the BSU citation rules;
 - h) Illustrative material.

5. The technical characteristics of the doctoral thesis are: maximum volume - 100 - 200 pages; sheet size - A4; font size - 12, font type - Sylfaen; line spacing - 1.5; page margins: from the left - 3 cm., from the right - 1.5 cm., from the top and bottom - 2.5 cm.
6. After the doctoral student completes the educational component and the activities provided for by the scientific component (no later than the end of the 6th semester), the doctoral thesis is reviewed (**approbation**) in the relevant department.
7. The doctoral student submits two printed and electronic versions of the doctoral thesis to the relevant department 10-15 calendar days before approval. For the purpose of evaluating the thesis, the department will assign two reviewers with the appropriate qualifications, a doctorate degree (individuals with whom the doctoral student does not have a common research and interest related to the doctoral thesis). The reviewer's qualification is confirmed by a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the relevant field/direction (general topic of the doctoral thesis) within the last 3 years.
8. Approbation includes the doctoral student's report, submission of reviews and the scientific supervisor's conclusion, discussion and evaluation (positive - admission to public defense or negative - return of the work for revision/correction of defects).
9. In case of a negative assessment at the approval, the doctoral thesis is returned to the doctoral student in order to eliminate the deficiency and the opportunity to resubmit the revised thesis during the next semester is given. In case of a positive assessment - the doctoral student is obliged to submit the revised doctoral thesis, taking into account the relevant reviews/comments, together with the relevant documentation, to the Dissertation Council **no later than 6 (six) months** after the approval (pre-defense), in order to ensure the implementation of measures for the public defense of the dissertation in the next semester of study within a reasonable period of time (taking into account the academic calendar and the deadlines set for the relevant procedures established by these Regulations).
10. The minutes of the departmental decision on the approval result (extract certified by the faculty) are kept in the doctoral student's personal file and are also sent to the doctoral student and the faculty's dissertation council.

Article 13. Determining the similarity index of a dissertation (Verification of the dissertation with the antiplagiarism program)

1. The doctoral student is obliged to upload the doctoral thesis to the Moodle platform, prior to preliminary review (approval), in order to check for similarities in the doctoral thesis through an anti-plagiarism (similarity detection) program.
2. In case of the absence of similarity in the doctoral thesis, the doctoral thesis's scientific supervisor shall submit a conclusion to the Dean of the Faculty on the admission of the doctoral thesis to approval. This conclusion shall include the following information: a) Title of the thesis; b) Name of the author; c) Brief overview of the thesis; d) Justification of relevance; e) Similarity indicator identified as a result of similarity detection (anti-plagiarism program); f) Argumentative position on the feasibility of admission to preliminary defense (approval) of the thesis. The supervisor shall present this conclusion to the doctoral student.
3. In case of similarity in the doctoral student's thesis with another thesis, the scientific supervisor shall indicate the relevant comments on the Moodle platform and shall note/indicate the permissible categories of similarities (literature, citation, legislative act, etc.). The doctoral student's scientific supervisor shall submit a conclusion to the Dean of the Faculty on the need to re-upload the

doctoral thesis to the anti-plagiarism program after the doctoral student has eliminated the similarities in the doctoral thesis. The scientific supervisor shall present this conclusion to the doctoral student before submitting it to the Dean of the Faculty.

4. The doctoral student is entitled to re-upload the thesis to the Moodle platform within 15 days after the initial check in the anti-plagiarism (similarity detection) program, in case of similarity with another thesis, taking into account the conclusion of the doctoral student's scientific supervisor. After that, in case of repeated similarity detection, a commission is established by order of the BSU Rector, issued on the basis of the faculty dean's service card, consisting of the dean of the relevant faculty, the head of the faculty's quality assurance service, the scientific research service, the chairman of the dissertation council, and specialists in the relevant field, who investigate the issue of similarity (signs of plagiarism) in the thesis. The commission makes a decision on the admission or inadmissibility of the doctoral thesis for approval no later than 5 calendar days after the examination of the thesis, taking into account the requirements of the Georgian legislation and these Regulations. The commission's conclusion, along with the commission chairperson's official card, will be submitted to the BSU Rector for further response.

Article 14. Prerequisite for Presenting the Dissertation Paper for Public Defense

1. The prerequisite for submitting the dissertation thesis to public defense:

a) **At least three papers/articles** of the Doctoral student on the doctoral topic shall be published or printed abroad or published in the electronic or printed journal that are indicated in the relevant international classification or in the international scientific conference materials, including high-profile impact-factor journals (Web of Science (Clarivate Analytics), ERIH PLUS (European Reference Index of the Humanities), Scopus). (The list of publications will be developed by the Faculty Dissertation Board, approved by the Academic Council, to differentiate the demand for publications, based on the specifics of the directions);

b) Internationalization of the dissertation evaluation process, which implies international peer review by a staff member of a foreign university, scientific research institute/center, or a person with emeritus status. The reviewer's qualification is confirmed by a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus, and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the **relevant field/direction** within the last 3 years. The conclusion of an international reviewer is not mandatory in the case of Georgian philology.

Article 15. Submission of a doctoral thesis for public defense

1. 5 copies of the doctoral thesis prepared in accordance with the rules established by this Regulation (including an electronic copy) shall be submitted to the relevant Dissertation Council, which shall be accompanied by:

a) a statement by the doctoral student addressed to the rector (the statement shall state that the doctoral student has completed the educational and research components of the doctoral program, is ready for the public defense of the doctoral thesis, and that the thesis does not constitute plagiarism);

b) a photocopy of the identity card;

- c) an autobiography;
- d) a conclusion from the scientific supervisor on the readiness for the public defense of the doctoral thesis;
- e) an electronic version of the doctoral thesis;
- f) a list of published scientific works/articles certified in accordance with the relevant rules;
- g) Preliminary review of the doctoral thesis (approval report) and reviewers' conclusions; h) Abstract (30-40 pages), in Georgian and English, printed and electronic versions.

2. The Chairman of the Dissertation Council shall organize the expert examination (evaluation) of the technical parameters of the doctoral thesis and abstract specified in these Regulations and shall submit the Georgian and English versions of the abstract to the Scientific Research Service for international review.
3. The Chairman of the Dissertation Council, after the submission of the international review by the Scientific Research Service, within 10 (ten) days, shall appoint **3 (three) evaluators** of the doctoral thesis, who shall be approved by the Dissertation Council by a majority of the list. The qualification of the evaluator shall be confirmed by the Scientific Research Service with a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the **relevant field/direction** within the last 3 years.
- 4.. The evaluator of the doctoral thesis may not be the scientific supervisor/co-supervisor of the doctoral student or a co-author of the work performed by the doctoral student.
5. The evaluators must submit their conclusions no later than one month after the submission of the doctoral thesis. The evaluators shall submit their conclusions to the Dissertation Council.
6. The conclusion shall assess the relevance, novelty, originality, theoretical and practical value of the research conducted, the adequacy of the research design and methodology, the objectivity and reliability of the primary research material, the structure of the dissertation, the quality of its formatting, and linguistic fluency, and the final part shall indicate the decision on whether or not to allow the dissertation to be defended.
7. The chairperson of the Dissertation Council shall notify the doctoral candidate in writing of the decisions made by the evaluators within one month of their adoption.
8. In case of a negative conclusion by two evaluators, the doctoral candidate shall not be allowed to defend the dissertation publicly.
9. In case of admission to public defense of the doctoral thesis, an order of the BSU Rector shall be issued on the initiative of the Dissertation Council on the date of public defense of the doctoral thesis and the determination of the dissertation commission (the order and the notification sent to the doctoral student shall indicate the date, time and place of public defense). From the notification to the date of defense, the doctoral student shall be given at least 15 calendar days to prepare for the defense.
10. 15 days before the public defense of the doctoral thesis, the doctoral student's abstract shall be posted on the BSU website, and one copy of the doctoral thesis shall be transferred to the BSU Iliia Chavchavadze Library.
11. In case of refusal to public defense of the doctoral thesis, the doctoral thesis and the conclusions of the evaluators shall be kept in the Dissertation Council. The doctoral student is authorized to review these documents.

12. The Scientific Research Service, in order to support the process of preparing and submitting doctoral theses for defense by doctoral students, **ensures**:

- a) informing doctoral students about the doctoral student support services provided for by the Framework Document for Doctoral Education (**Form No. 6** of the Regulations on Accreditation of Higher Education Programs), and facilitates their access to these services;
- b) in agreement with the Quality Assurance Service and the Deputy Rector (the person performing coordination functions in the scientific direction), reviews the compliance of publications made (published) by the doctoral student with the requirements established by these Regulations (the document filled out by the doctoral student in accordance with **Form No. 7** of these Regulations will be confirmed by the signatures of authorized persons);
- c) ensures the organization of the process of international review of the English-language abstract (in accordance with the procedure established in Form No. 8 of this Regulation) and submits the relevant conclusions to the Dissertation Council (ensuring the confidentiality of the identity of the international reviewer before familiarizing the doctoral student and/or his/her supervisor with the review);
- d) creates an information base of foreign experts' data (in agreement with the Quality Assurance Service and the Deputy Rector (for scientific direction)).
- e) based on the information received from the graduates of the doctoral program, in coordination with the University's Quality Assurance Service and the Deputy Rector (for scientific direction), processes and analyzes their career development data (indicators), the results of which will be directed to the development of the doctoral program, its resources and support mechanisms for doctoral students;
- f) Carrying out other activities within the scope of its competence as defined by this Regulation and other legal acts of the BSU.

Article 16. Dissertation Commission

1. For the purpose of evaluating the public defense of the doctoral thesis, a dissertation commission is established by the Faculty Dissertation Council. The composition of the dissertation board, the chairman and the secretary, based on the nomination of the Faculty Dissertation Council, are approved by the order of the Rector.
2. The composition of the dissertation commission is determined by an odd number, at least seven members, which includes academic and scientific personnel of at least two other scientific-research institutes/centers of higher education institutions in Georgia and/or abroad or a person with emeritus status. The supervisor/co-supervisor of the doctoral student does not participate in the work of the dissertation commission.
3. Taking into account the specifics of the field, the dissertation board includes, if necessary, international evaluators of appropriate qualifications and competence, representatives of the non-governmental sector, and the labor market.
4. A member of the dissertation committee must have a **doctorate or equivalent academic degree** and his/her qualification must be confirmed by a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the relevant field/field within the last 5 years.
5. A session of the dissertation committee is authorized if at least two-thirds of the committee members participate in its work.

6. The rules for evaluating the dissertation and the procedures for the work of the dissertation committee are determined by the regulations of the dissertation committee of the relevant faculty, approved by the resolution of the Academic Council of BSU.

Article 17. Public Defense of Dissertation Paper

1. 1. The defense of the dissertation is public and open. The language of the public defense is Georgian, unless otherwise determined by the decision of the Dissertation Council.
2. 2. The doctoral thesis and abstract (in Georgian and English) shall be submitted to the members of the dissertation commission and the Ilia Chavchavadze Library of BSU 15 days prior to the defense.
3. 3. The abstract in Georgian and English shall be posted on the BSU website 15 days prior to the public defense of the doctoral thesis.
4. The procedure for the public defense of a doctoral thesis includes the presentation of the thesis by the doctoral student, scientific discussion, and evaluation by the dissertation committee, namely:
 - a) The secretary of the dissertation committee presents information regarding the documentation of the doctoral student and the doctoral thesis;
 - b) The doctoral student presents the doctoral thesis (duration of the presentation is 30 minutes);
 - c) Presentation of the conclusion of the international reviewer;
 - d) Speech by the evaluators (members of the dissertation committee) and analysis of the doctoral thesis;
 - e) The doctoral student's responses to the questions, recommendations, and remarks posed by the evaluators;
 - f) Questions to the doctoral student, scientific discussion, and expression of opinion;
 - g) Evaluation of the doctoral thesis by the members of the dissertation committee, by secret ballot;
 - h) Approval of the minutes of the secret ballot and the concluding speech of the chairman of the dissertation committee.
5. The dissertation committee's assessment is sent to the faculty's dissertation council, which reviews it no later than ten calendar days after receipt, in accordance with the requirements of the faculty's dissertation regulations.
6. **If the doctoral student disagrees with the dissertation committee's assessment** or believes that the procedural norms stipulated in the regulations for the defense of the doctoral thesis have been violated, he or she has the right to file a complaint (appeal) with the BSU Rector within 5 calendar days from the announcement (acquaintance) of the assessment and appeal the dissertation committee's assessment.
7. The doctoral student's appeal application must indicate the subject of the appeal and the arguments for the appeal. In addition, the subject of the appeal may be:
 - a) the dissertation committee's assessment;
 - b) Violation of the procedural norms stipulated in the regulations for the defense of the doctoral thesis, which affected the results of the defense of the doctoral thesis დაცვის შედეგებზე.
8. If necessary, based on the doctoral student's complaint (appeal/claim application), the BSU Rector approves the composition of the appeal commission upon the presentation of the faculty dean. The appeal commission must consist of **at least 5 members**, including the dean of the relevant faculty,

the head of the faculty's quality assurance service and at least three members who were not members of the dissertation commission evaluating the dissertation of the appellant doctoral student and whose qualifications are confirmed by a scientific paper published in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus and ERIH PLUS (European Reference Index of the Humanities) (humanities and social sciences) databases in the relevant field/area within the last 5 years.

9. The Appeals Commission shall consider the appeal and make one of the following decisions:

- a) Satisfy the appeal and return the issue to the Dissertation Council for consideration;
- b) Dissertation shall not satisfy the appeal and leave the adopted (appealed) decision on the issue of the dissertation defense unchanged.

10. The detailed procedure for considering a doctoral student's appeal is determined by the regulations of the Dissertation Council of the relevant faculty.

11. In the case of doctoral study programmes, after completion of which graduates are awarded the academic degree of Doctor of the University and a foreign higher educational institution, there may be different regulations for the defense of the dissertation, which will be developed by the institutions implementing the doctoral study programme and approved by the resolution of the Academic Council of BSU.

Article 18. Granting Doctoral Degree

1. Taking into account the positive assessment of the public defense of the doctoral thesis of a doctoral student of BSU by the Dissertation Commission, the Faculty Dissertation Council grants the doctoral student the academic degree of Doctor. The formulation of the academic degree of Doctor to be granted is made in accordance with the National Qualifications Framework and the Classifier of Fields of Study.
2. The Dissertation Council meeting held for the purpose of granting the academic degree of Doctor is attended by the Chairman of the Dissertation Commission, the doctoral student and the doctoral student's scientific supervisor.
3. The Chairman of the Dissertation Commission provides information to the attendees at the Dissertation Council meeting about the progress of the dissertation evaluation and defense procedure.
4. At a session held for the purpose of conferring the academic degree of Doctor, if necessary, a member of the Dissertation Council has the right to ask the doctoral candidate questions regarding the thesis and request explanations from him/her.
5. The decision on conferring the academic degree of Doctor shall be made by the Faculty Dissertation Council by open vote, in compliance with the requirements of this Regulation and the **Regulation of the relevant Faculty Dissertation Council**.

Article 19. Publishing Dissertation and Issuance of a Doctorate Diploma

1. A doctoral student is obliged to publish a doctoral thesis in printed or electronic form within a period of no more than three months from the public defense.

2. After starting the Unified National Electronic Portal, the university shall ensure the posting of information on the topics of **ongoing** doctoral theses and defended dissertations on the Unified Electronic Portal.
3. A doctoral diploma together with a standard appendix shall be issued after the publication of the doctoral thesis on the basis of the order of the BSU Rector, issued in accordance with the Regulation on the Issuance of Diplomas at BSU.
4. In case of confirmed plagiarism, the decision to award the doctoral degree shall be annulled by the decision of the Dissertation Council and, accordingly, an order of the Rector shall be issued on the annulment of the order on the issuance of a doctoral diploma and the cancellation of the standard appendix to the diploma.

Article 20. Academic and Administrative Registration of the Doctoral Student

1. At the beginning of each academic year (semester), the order of the Rector establishes the period of BSU students (including doctoral students) academic (taking obligation to the study and research component) and administrative registration (The period for payment of semester tuition fees, in accordance with the "Tuition Fee Payment Rules" approved by the decision of the Representative Council).
2. The tuition fee for doctoral studies is determined by the decision of the representative council of BSU and is reflected in the contract signed between BSU and the doctoral student

Article 21. Doctoral student mobility (internal mobility)

1. A doctoral student has the right to change the doctoral programme at BSU (internal mobility), within the period determined by the order of the BSU Rector, for spring or fall semester mobility, in accordance with the "Rules for the Administration of Mobility at BSU" approved by the order of the BSU Rector and the order of the Rector on the declaration of mobility.

2. A doctoral student's change of doctoral programme at BSU is formalized by the order of the Rector, based on the results of internal mobility.

3. A doctoral student has the right to transfer to a doctoral programme to another higher educational institution and, accordingly, the status of a BSU student will be terminated.

Article 22. Suspension and termination of the status of BSU PhD student

1. The **basis for suspension** of BSU student status for doctoral students is:

- ⋄A) Administrative (payment of tuition fees) and / or failure to pass academic registration;
- B) Personal statement (without reason);
- C) Pregnancy, childbirth, childcare or deterioration of health conditions;
- D) Study in a higher education institution in a foreign country (except for study within the exchange study programme);
- E) Cases specified by the legislation of Georgia, the University Charter and other acts.

2. A student must apply to the rector with a request to suspend the status of a university student no later than 15 days from the start of the educational process. In cases of long-term and serious illness or other cases when the student's inability to participate in the educational process is documented, an exception may be established by order of the rector, taking into account the rules regulating the educational process of BSU and the requirements of this regulation.

3. **The basis for termination** of the student status of a doctoral student at BSU are:

- a) personal statement;
- b) awarding of a doctoral degree;
- c) failure to fulfill the requirements of the relevant educational program;
- d) taking/passing the same course three times and failing to receive credit (receiving an “F” grade three times);
- e) suspension of student status for a total of 5 years, except for cases provided for by legislation;
- f) transfer to another higher education institution (mobility);
- g) death;
- h) cases provided for by the legislation of Georgia, the University Charter, the Code of Ethics, the Internal Regulations and/or the agreement concluded with the doctoral student.

4. After the expiration of six semesters of doctoral studies (the optimal duration of the doctoral programme), the doctoral student's study period may be extended (a semester/semesters of study added) by the resolution of the BSU Academic Council. No more than 2 semesters may be added at a time, and a total of four semesters. The basis for extending the study period is the motion of the scientific supervisor, submitted on the basis of the doctoral student's application, which indicates the progress of the doctoral student's implementation of the educational/scientific components (results) and must substantiate the feasibility of continuing studies/research. The doctoral student's application and the motion of the scientific supervisor on the extension of the study period for a doctoral student are considered at a meeting of the relevant faculty council, and the decision is submitted by the faculty dean to the BSU Academic Council for a final decision. The decision to extend the term of study of a doctoral student (on the number of additional semesters) is made taking into account the remaining accreditation period of the doctoral programme.

Article 23. Transitional Provisions

1. This regulation takes effect from December 27, 2024, and applies to doctoral students who have student status at BSU at the time this regulation comes into force, taking into account the transitional provisions established by this article.
2. For BSU doctoral students enrolled before the 2016-2017 academic year (who were subject to the transitional provision of the "BSU Doctoral Studies Regulation" approved by BSU Academic Council Resolution №19 of April 5, 2017), **the prerequisite for submitting a doctoral thesis for public defense** is a minimum of three papers/articles on their doctoral thesis topic which must be either published or accepted for publication in: peer-reviewed journals published abroad or in Georgia that are registered in relevant international classifications; Electronic or print journals with positive impact factors; Relevant field-specific international scientific journals or in International scientific conference proceedings.
3. For BSU doctoral students enrolled from the 2016-2017 academic year until the 2024-2025 academic year (enrolled during the period of BSU Academic Council Resolution №19 of April 5, 2017, "On Approval of BSU Doctoral Studies Regulation"), **the prerequisite for submitting a doctoral thesis for public defense** is (in accordance with Article 12 of the "BSU Doctoral Studies Regulation" approved by BSU Academic Council Resolution №19, 05.04.2017): The doctoral student must have a minimum of **three** publications (papers/articles) on their doctoral thesis topic either published or accepted for publication in refereed/peer-reviewed electronic or print journals published abroad or in Georgia that are registered in relevant international classifications, or in relevant international field-specific scientific journals, or in international scientific conference proceedings, among which one article must be published in a journal indexed in Web of Science (Clarivate Analytics), ERIH PLUS (European Reference Index of the Humanities) or Scopus databases (the list of publications is developed by the faculty dissertation council

and approved by the Academic Council. Publication requirements may be differentiated based on field specifics).

4. For doctoral students in their sixth semester of the 2024-2025 academic year and/or those with extended study periods (additional semesters) for 2024-2025, instead of the requirements of Article 13, paragraph "b" and Article 14, paragraph 4 of this regulation, the following conditions (requirements/doctoral student obligations) are defined:
 - a) The internationalization of the doctoral thesis evaluation process is mandatory, which means that the doctoral student must either have a foreign co-supervisor alongside their Georgian scientific supervisor, or by decision of the dissertation council, have a foreign evaluator with a doctoral degree and relevant field qualification assess their doctoral thesis, or have an international review of the annotation (abstract) of the doctoral thesis (BSU Scientific Research Service, in collaboration with the dissertation council, creates an information database of foreign experts and ensures international review of the English version of the abstract, in **accordance with Form N9 of this regulation**). For doctoral theses in humanities, specifically in Georgian Studies and Caucasian Studies, it is sufficient to send the English abstract for review to leading foreign universities and scientific research centers, the list of which is determined by the relevant dissertation council. (**Note:** This requirement is defined instead of the requirement in Article 13, paragraph "b" of this regulation);
 - b) The evaluator of the dissertation submitted for public defense must be a representative of the scientific field/direction in which the dissertation is completed (**Note:** This requirement is defined instead of the requirement in Article 14, paragraph 4 of this regulation).
5. For doctoral students in their sixth semester of the 2024-2025 academic year and/or those with extended study periods (additional semesters) for the 2024-2025 academic year, the rules for creating and operating the dissertation commission for evaluating doctoral theses are regulated as follows (**Note:** Instead of Article 15, paragraphs 1-5 of this regulation):
 - a) For the purpose of evaluation at the public defense of the dissertation thesis, the dissertation council creates a Sectoral dissertation committee (hereinafter "Sectoral committee"), with a minimum of seven members (typically, the composition is determined by an odd number). The Sectoral committee has a chairperson and secretary (determined by the decision of the respective faculty dissertation council). The Sectoral dissertation committee may include senior researchers and chief researchers of the relevant field/specialty from the university's independent scientific research units, as well as individuals with doctoral degrees in the relevant field from Georgia and abroad (invited by rector's order, upon submission by the dissertation council);
 - b) Members of the Sectoral dissertation committee shall receive the electronic version of the dissertation and annotation (short version of the dissertation) for review 15 days prior to the public defense;
 - c) The Sectoral committee meeting is authorized if at least two-thirds of the committee members participate in its work.
6. The functions and responsibilities of the doctoral students enrolled before the 2024-2025 academic year and their academic supervisors shall be determined by the functions established for persons holding the status of academic supervisor, as defined in this regulation.
7. For doctoral students enrolled in the semester following the 2024-2025 academic year, in cases where there is more than one scientific supervisor, no later than the start of the spring semester of the 2024-2025 academic year, the respective faculties (dissertation councils) must ensure the determination of scientific supervisor and scientific co-supervisor statuses and submit official memos regarding amendments to the BSU Rector's order.

3.4. Participation as core personnel in a scientific grant project within the last ten years:

	Title of the Scientific Project	Project Start and Completion Dates	Status in the Project	Funding Organization	Electronic Address	Participants Involved in the Project	Note

4. Brief Description of the Doctoral Project

4.1. Title of the Research Project

4.2. Novelty and Relevance of the Research

4.3. Research Objectives, Tasks and Methodology

Signature of the Academic Supervisor

Signature of the Academic Co-Supervisor

Date:

1.5. A minimum of 2 years of professional experience in the relevant field

2. Individual Perspective on the Implementation of the Research Project

2.1. Title of the project _____

2.2. **Novelty and Relevance of the Research** – A review and description of the research topic/issue outlined in the project, along with a justification of its relevance and scientific novelty (maximum number of word–600).

2.3. **Research Objectives, Tasks, and Methodology** – Formulation of the research objectives and tasks, description of the research methods, justification of the research methodology (maximum number of words – 400).

2.4. **Research Results, Development Prospects, and Implementation Stages** – Formulation of the expected outcomes of the research; the potential for long-term development of the research (maximum number of words – 400).

3. Consent for the supervision/ co-supervision of the doctoral candidate

3.1. Name, Surname of the Supervisor

Signature

3.2. Name, Surname of the Co-Supervisor

Signature

Signature of Doctoral Candidate -----

Date :

PhD Applicant’s Interview Assessment Form

”-----” -----

Faculty -----

Doctoral Educational programme -----

The name and surname of the board member, academic/scientific position, or emeritus title -----

№	Name, Surname of PhD Applicant	Research Objective and Tasks, Research Topics and/or hypothesis – Max 40 points	Literature review, methodology and research stages - maximum 20 points	Logical and argumentative ability of judgment - maximum - 20 points	Academic /Professional achievements, planning of learning process, understanding of their capabilities, communication skills - maximum 20 points

Signature of the Examination Board Member:

Assessment Sheet of Interview/Examination of PhD Applicant

”-----” -----

Faculty _____

Doctoral Educational Programme _____

Specialty (Field) -----

	Name, Surname of PhD	Personal ID Number	Evaluation	
			Point	In words

Members of Examination Board

	Name, Surname	Academic position	Signature	
			Chairman	
			Member	
			Member	
			Member	
			Member	

Faculty Dean _____

(Stamp)

Individual Curriculum of Doctoral Student

Name, Surname of Doctoral Student: _____

Faculty: _____

Name of Doctoral Educational Programme: _____

Leader/ Leaders of the Doctoral Programme:

Scientific supervisor/supervisors of doctoral student:

Date and number of the Order on enrollment in the Doctoral programme

Study Component	Number of Credits

Individual Research Plan of the PhD Student

Name and Surname of Doctoral Student: _____

Faculty: _____

Name of Doctoral Programme: _____

Leader/Leaders of Doctoral programme:

Scientific supervisor/supervisors of doctoral student::

Date and number of the Order on enrollment in the doctoral programme -----

Title of the Dissertation Thesis -----

Brief description of the Dissertation Thesis:

a) The purpose of the research:

b) Actuality, innovation and importance of the issue:

c) Structure of the dissertation thesis:

d) Estimated schedule of performance of the dissertation work (research):

Signatures:

PhD Student: _____

Scientific Supervisor/Supervisors: _____

Programme Leader/Leaders: _____

Date: _____

Report on Implemented Work

(Professor’s Assistance)

Name and Surname: -----

Faculty: -----

Name of Doctoral Program: -----

Scientific Supervisor of the PhD student: -----

Supervisor of PhD Professor’s Assistance: -----

Implemented Work	Assessment (point)
Preparation of the teaching material (maximum 30 points)	
Organization of a group work in the learning process (maximum 30 points)	
Preparation of exam material (maximum 20 points)	
Organisation of the examination (maximum 20 points)	
Final Assessment (maximum - 100)	

PhD student’s signature: -----

Signature of Supervisor of Professor’s Assistance: -----

Signature of Scientific Supervisor: -----

Date: -----

Doctoral Seminar Evaluation Sheet

„____“ _____ Year,

PhD student's name, surname: -----

-

Name, surname of the Programme leader/leaders: -----

Name, surname of the Scientific Supervisor/supervisors: -----

Name of the Doctoral Program: -----

Title of the Doctoral Seminar: -----

Evaluation Board:

Member 1. -----

Member 2. -----

Member 3. -----

№	Seminar Paper Evaluation Components	Maximum Point of Evaluation by Components (Prerequisite to Pass to the Defense min. 31 points)	Evaluation
1	Content of the paper	60 points	
2	Paper presentation (formal aspect and participation in discussion)	40 points	
Total		100 points	

Signatures of Board Members

Date: -----

Faculty Dean: -----

(stamp)

Scientific Publications Authored by the Doctoral Candidate

Name, Surname of Doctoral Student-----

BSU Faculty -----

Doctoral Educational Programme -----

Title of the Dissertation Thesis -----

	Title of the Scientific Publication	Year of Publication	Journal, Volume, Page, Electronic Address	Digital Identification Code of the Publication (DOI or ISSN)	Name of the Scientific Database	Co-author (if applicable)	Note

The scientific publications completed/published by the doctoral candidate comply with the requirements established by the Doctoral Regulations of BSU, as confirmed by signatures:

Doctoral Student -----

Scientific Supervisor -----

Head of the BSU Scientific Research Service: -----

Head of BSU Quality Assurance Service: -----

Vice Rector for Research Coordination: -----

Date:

Regulations for the Submission and Evaluation of the Shortened Version (Abstract) of a Dissertation for International Review

1. For the purpose of international peer review of a doctoral dissertation, the doctoral candidate prepares and submits an abridged version (abstract) of the dissertation (30–40 pages) in an English-language electronic format. The BSU Scientific Research Office forwards this version to a foreign expert employed at an international educational and/or research institution, considering the specificity of the field.
2. The expert must be a member of the academic staff of a foreign university’s research institute/center or hold emeritus status. The reviewer’s qualifications must be verified by a scientific publication in a peer-reviewed journal indexed in the Web of Science (Clarivate Analytics), Scopus, or ERIH PLUS (for humanities and social sciences) databases within the last three years in the relevant field/discipline.
3. To ensure an impartial and objective evaluation, the identity of the reviewer remains confidential for the doctoral candidate and/or their academic supervisor/co-supervisor. The reviewer’s identity remains anonymous until the candidate is informed of the reviewer's assessment.
4. The timeframe allocated for the expert’s evaluation is one month from the date of acceptance of the review request. If the expert’s response is not received within this period, the abstract is sent to another expert.
5. The maximum score for the expert's evaluation is 20 points. A score of at least 12 points is considered a positive assessment. In the case of a negative evaluation, the dissertation is sent to another expert. If a second negative evaluation is received, the dissertation is returned to the doctoral candidate for revision, with a two-month deadline for resubmission.
6. The evaluation criteria for the abstract, as assessed by the reviewer, are as follows:
 - a) **Content (Maximum 4 points)** – Evaluates the following aspects: relevance of the topic, reasoning ability, clarity of the author’s objective, precise, specific, and complex argumentation, and focus on the main research questions;
 - b) **Depth of Analysis and Quality of Research (Maximum 4 points)** – Evaluates the following aspects: the development of the idea by the author and the in-depth exploration of the issue; description of research methods and justification of the research methodology; clear and credible argumentation of the position.
 - c) **Reliability of Data (Maximum 4 points)** – Evaluates the following aspects: the reliability of the sources used, the accuracy of the data, citation practices, and the bibliography.
 - d) **Structure (Maximum 4 points)** – Evaluates the following aspects: the structural organization of the dissertation and the logical connection between individual chapters (sections).
 - e) **Results (Maximum 4 points)** – Evaluates the following aspects: the alignment of the research results with the research objectives and tasks, and the potential for further development of the research in the long-term perspective.
 - f) Compensation for the review work will be provided based on a labor contract signed with the expert, in accordance with a legal act issued by the administration's leadership.

(According to the transitional provisions of this regulation, the form established for doctoral students with extended study periods (additional semesters) for the 2024-2025 academic year)

Rules for the Submission and Evaluation of the Shortened Version (Abstract) of a Dissertation for International Review

1. The BSU Scientific Research Office sends the English-language electronic version of the abstract (30-40 pages) submitted by the doctoral candidate to a foreign expert employed at an educational and/or research institution, considering the specificity of the field.
2. The expert may be an individual holding a doctoral degree and possessing relevant field-specific qualifications. The identity of the expert remains confidential until the evaluation of the abstract is received at BSU.
3. The review of the doctoral candidate’s dissertation abstract/article may also be conducted by:
 - 1) A professor or researcher with visiting professor status at the university, from a foreign partner university and/or research center, with their consent;
 - 2) A foreign professor or researcher holding a scientific scholarship or research grant at the university, with their consent (e.g., DAAD, Fulbright fellows, and others).
4. The expert’s evaluation must be completed within one (1) month from the date of agreeing to the review. If no response is received within this period, the abstract will be sent to another expert.
5. Compensation for the review work will be provided based on the labor contract signed with the expert.
6. The abstract will be considered positively reviewed if it receives a score of at least 12 points.
7. If the expert’s evaluation is at least 12 points, the assessment is considered positive. In case of a negative evaluation, the dissertation will be sent to a different expert. If two negative evaluations are received, the dissertation will be returned to the doctoral candidate for revision, with a deadline of no more than two months.
8. The evaluation is carried out based on the following criteria:
 - a) **Content (Maximum 4 points)** – Assessed based on: the relevance of the issue; the ability to reason independently; the clarity of the author’s objective; the precision, specificity, and complexity of the argumentation; and the focus on the primary research questions.
 - b) **Depth of Analysis and Quality of Research (Maximum 4 points)** – Assessed based on: the thorough development of ideas by the author and the in-depth exploration of the issue; the exhaustive study of the research topic; whether the author’s position is supported by clear and credible argumentation; the sufficiency and specificity of the supporting literature; the balance between academic and contemporary sources; and whether the literature is relevant and current.

- c) **Reliability of Data (Maximum 4 points)** – Assessed based on: the accuracy of the data; the use of sources authored by competent scholars and published by reputable institutions; the use of up-to-date data from primary sources in contemporary science; the integration of citations into the text; whether the data comes from appropriate sources, and whether all cited sources are included in the dissertation's bibliography.
- d) **Structure (Maximum 4 points)** – Assessed based on: whether the dissertation is well-structured; if more emphasis is placed on the most important issues and less on less significant ones; the organization of the article and the logical connection between its sections; the transitions between paragraphs; and whether each paragraph is fully developed.
- e) **Results (Maximum 4 points)** – Assessed based on: the novelty, significance, and persuasiveness of the results; whether a new approach has been developed; the presence of new data leading to new conclusions; the strength of the conclusions; and the logical coherence of the findings.