

UNIVERSITY OF DEBRECEN

HABILITATION REGULATIONS

**(Drawn up in consolidated structure with the
Rules of the Habilitation Committee for Social Sciences)**

*Consolidated with the amendments adopted on 28 March 2013, 9 May 2013,
28 February 2014 and 25 September 2014, 5 November 2018, and 30 October 2020*

D e b r e c e n – 2020

**These Regulations are annexed to the Rules of Organization and Operation of the
University of Debrecen**

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The Senate of the University of Debrecen, under the mandate given in Annex 2 of Act CCIV of 2011 on National Higher Education, also with attention to the provisions of Government Decree 387/2012 (XII.19.) on doctoral schools, doctoral procedures and habilitation, hereby adopts the following rules concerning the *habilitation procedure*, by way of issuing the present *regulations*:¹

Pursuant to the authorization granted in Section 1 (7) of the Habilitation Regulations of the University of Debrecen, the Habilitation Committee for Social Sciences (hereinafter: THB) hereby adopts the following regulations.

Section 1

General and organizational provisions

(1) Habilitation consists of the evaluation of teaching, presentation skills and academic performance of applicants by the university. The habilitation procedure is intended to serve as proof that the applicants satisfy the requirements mentioned in Section 1 (4).

(2) The habilitation right of the university covers disciplines in which it is entitled to operate doctoral programmes and award doctoral degrees (Annex 1).

***THSZ* Section 1.** The THB is entitled to conduct habilitation procedures in such disciplines in which the doctoral schools belonging to the THB are entitled to operate doctoral programmes and award doctoral degrees.*

(3) Habilitation may be awarded as a result of a habilitation procedure conducted on the basis of an application submitted to the university.

(4)² The university can habilitate the person who:

- a) after obtaining a doctorate (PhD), contributed to the development of a discipline by conducting original academic research of high quality for at least five years, and having new academic results also recognized by the academic community [see Section 6 (1)];
- b) engages in regular publication activity of high quality, as evidenced by peer-reviewed publications in prestigious, international, refereed journals, recognized by the academic community of the given discipline, as well as citations, as examined on the basis of the database of MTMT (Hungarian Scientific Bibliography); in addition, by giving public lectures and reading papers based on his or her research findings, also regularly participates in international and Hungarian academic events;
- c) is able to convey knowledge organized into a logical system, both in writing and verbally, i.e., has the ability to create course materials and to deliver information efficiently [see Section 6 (2)];

¹ This section was changed in the course of the amendment of the Regulations on 28 March 2013.

* THSZ (Társadalomtudományi Habilitációs Szabályzat, i.e. Habilitation Regulations for Social Sciences), the special rules, set in italics, applicable – in addition to university-wide rules – to habilitation in the disciplinary area of social sciences (translator's note).

² This section was changed in the course of the amendment of the Regulations on 28 March 2013.

- d) apart from his or her native language, is able to convey knowledge also in at least one foreign language [(see Section 6 (3));
- e) engages in regular, university-level teaching activity, and has teaching experience of at least 8 semesters in an institute of foreign higher education in Hungary or abroad.

(5)³ The habilitation procedure may be conducted in Hungarian or – upon application and with the consent of the Habilitation Committee of the Disciplinary Area – in other languages in which courses are taught at the university.

THSZ Section 2. Habilitation procedures may be conducted at the THB in Hungarian or – with the prior consent of the THB – in foreign languages that are relevant for the purposes of engaging in academic activities in the given discipline. The THB may only provide its consent if the conditions of conducting the habilitation procedure in the chosen foreign language are satisfied.

(6) The Habilitation Committee of the University shall operate in accordance with Section 2 of the present regulations.

(7)⁴ At such faculties of the university where doctoral programmes are operating, there are Habilitation Committees of Disciplinary Areas pursuant to Section 3 of the present regulations. The Habilitation Committees of Disciplinary Areas prepare rules of procedure for habilitation in the disciplinary area on the basis of the present university regulations.

(8)⁵ The costs of the habilitation procedure (the fees to be paid by the candidate) and the honoraria of the participants shall be as set forth in Annex 2 to the present regulations.

Section 2

The Doctoral and Habilitation Council of the University

(1) The tasks of the Habilitation Committee of the University (EHB) and the Doctoral Council of the University shall be jointly performed by the **Doctoral and Habilitation Council of the University** (EDHT). (The name Doctoral and Habilitation Council of the University and the abbreviation EDHT are hereinafter used in the above sense.)

(2)⁶ The chairperson and the members of the EDHT shall be appointed by the Senate. At least two-thirds of the members of the EDHT shall be full university professors, and all internal members (teachers or researchers employed at the university in full time) shall have the title of habilitated doctor (*dr. habil.*). At least one third of the members shall be external members, who are not in a legal relationship with the university aimed at employment.

(3) The EDHT shall have a quorum if more than 50% its members are present.

(4)⁷ The EDHT shall primarily make decisions in issues related to the doctoral education and

³This section was changed in the course of the amendment of the regulations on 28 February 2014.

⁴This section was changed in the course of the amendment of the regulations on 28 February 2014.

⁵This section was changed in the course of the amendment of the regulations on 28 February 2014.

⁶This section was changed in the course of the amendment of the regulations on 28 February 2014.

⁷This section was changed in the course of the amendment of the regulations on 28 February 2014.

the awarding of doctoral degrees that are question related to the principles of habilitation or concern the entire university, thereby ensuring that the quality, and reputation of the doctoral education is unified across the university. The EDHT shall deal with individual cases – beyond the awarding or revoking of doctoral degrees and titles of habilitated doctor – in case of appeals or disputed cases.

(5)⁸ The decisions of the EDHT shall be made with the simple majority of the members present at the meeting.

(6) The EDHT shall determine its own rules of procedure, within the framework provided by the university's Rules of Organization and Operation.

(7) The administrative tasks of the EDHT shall be performed by the staff at the scientific directorate.

Section 3 Habilitation Committees of Disciplinary Areas

(1)⁹ At least two-thirds of the members of the Habilitation Committees of Disciplinary Areas (hereinafter: THB) shall be full university professors, and all internal members (teachers or researchers employed at the university in full time) shall have the title of habilitated doctor (*dr. habil.*). At least one third of the members shall be external members, who are not in a legal relationship with the university aimed at employment. Chairpersons of the habilitation committees of disciplinary areas shall, by virtue of their position, be members of the EDHT.

(2)¹⁰ In the Habilitation Committees of Disciplinary Areas, the representation of all disciplines accredited for operating doctoral programmes and awarding doctoral degrees shall be ensured.

(3)¹¹ The chairperson of the Habilitation Committee of the Disciplinary Area (who shall be a full university professor in all cases), as well as the members of the committee shall be elected – upon obtaining the opinions of the deans of the faculties concerned – by the EDHT and appointed by the chairperson of the EDHT for a term of four years.

***THSZ Section 3 (1)** The deans of the faculties belonging to the THB shall make a proposal for the person of the chairperson of the THB with consensus in such a way that the chairperson of the Doctoral Council of Social Sciences and the chairperson of the Habilitation Committee for Social Sciences shall not be from the same faculty.*

***THSZ Section 3 (2)** The THB shall consist of 14 members, including the chairperson, and proposals for its members shall be made by the deans of the faculties concerned, with consensus, in such a way that at least two-thirds of the members, including the chairperson, should be university professors, and at least one-third should be external members.*

⁸This section was changed in the course of the amendment of the regulations on 28 February 2014.

⁹ This section was changed in the course of the amendment of the regulations on 28 March 2013 and 28 February 2014.

¹⁰This section was changed in the course of the amendment of the regulations on 28 February 2014.

¹¹ This section was changed in the course of the amendment of the regulations on 28 March 2013 and 28 February 2014.

THSZ Section 3 (3) *The secretary of the THB is appointed by the chairperson of the THB, in consultation with the deans of the faculties concerned. The secretary of the THB (if he or she is not otherwise a member of the committee) shall be present at the meetings of the THB with the right of consultation, but no voting rights.*

(4)¹² The Habilitation Committee of the Disciplinary Area shall have a quorum if more than half its members are present. In personnel-related issues, it shall make its decisions by way of secret ballot, using a score-based system. For a positive decision, at least two-thirds of the maximum available score on the basis of those present at the meeting shall be required. In all other issues, the members of the committee present shall make decisions in open voting, by way of simple majority. A written record of the meetings shall be drawn up, to be authenticated by the chairperson.

(5)¹³ The reasons attached to the decisions of the Habilitation Committee of the Disciplinary Area shall be publicly available.

(6)¹⁴ The Habilitation Committee of the Disciplinary Area shall determine its own rules of procedure.

THSZ Section 4 (1) *The THB shall hold at least five meetings in every academic year. The meetings, organized by the faculties belonging to the THB, shall be open to the public. A written record shall be drawn up of the meetings, the preparation of which shall be the task of the secretary of the THB.*

THSZ Section 4 (2) *At the meetings of the THB, the date of the next meeting shall be determined, if possible, in such a way that it is harmonized with the schedule of meetings of the Doctoral Council of Social Sciences. The meetings of the THB shall be summoned by the chairperson (with the help of the secretary of the THB), at least 3 days before the date of the meeting, by way of an invitation sent electronically.*

THSZ Section 4 (3) *The materials and the detailed points on the agenda of the meetings of the THB shall be made available to the members of the THB by the secretary of the THB in electronic form, at least two days before the date of the meeting. Any point on the agenda that was not made available to the members at least two days before the date of the meeting may only be discussed at the meeting if the majority of the members present at a meeting with a quorum support such discussion.*

THSZ Section 4 (4) *The THB may only decide electronically on conducting a procedure according to Section 5 (3) of the Habilitation Regulations of the University, and only in case the continuation of the procedure was clearly recommended by both reviewers.*

(7)¹⁵ The secretary of the THB shall ensure that the relevant administrative tasks be performed. The chairperson of the THB shall make a decision on the remuneration of the secretary of the THB, the source of which shall be the revenue from the procedural fees.

¹²This section was changed in the course of the amendment of the regulations on 28 February 2014.

¹³This section was changed in the course of the amendment of the regulations on 28 February 2014.

¹⁴This section was changed in the course of the amendment of the regulations on 28 February 2014.

¹⁵This section was changed in the course of the amendment of the regulations on 28 February 2014.

Section 4 Application for habilitation

(1) The commencement of the habilitation procedure may be requested by anyone who has a clean criminal record, legal capacity, a university doctorate (PhD degree), and teaching experience in higher education.

(2)¹⁶ The commencement of the habilitation procedure shall be requested by way of an application form, to be submitted in 3 copies, to the chairperson of the THB.

***THSZ Section 5.** The application for the commencement of the habilitation procedure, together with all annexes (also including the theses summarizing the new academic findings of the candidate) shall be submitted, also electronically, to the faculty's committee preparing the habilitation procedure, which shall forward it, together with its opinion to the secretary of the THB. Applications submitted deficiently may be returned with the submission of supplementary documentation requested, on one occasion, until the next meeting of the THB.*

(3)¹⁷ In the application, the candidate shall provide the titles of three academic lectures, from which the THB shall select the habilitation lecture to be delivered by the candidate. It is expedient that the topics of the classroom lectures be units from university courses taught or proposed to be taught by the candidate.

(4)¹⁸ The requirements necessary for the documentation of the candidate's academic activities and evaluation of his/her professional "*habitus*" shall be determined by the Habilitation Committees of the Disciplinary Areas.

***THSZ Section 6.** The THB hereby supplements the conditions of the commencement of the habilitation procedure, as set forth in Section 1 (4) of the Habilitation Regulations of the University, with the following items, which shall enter into effect on 1 December 2020 (applying to applications for habilitation submitted after 30 November 2020):¹⁹*

The candidate is required to have engaged in teaching activities in the framework of an accredited curriculum in a Hungarian or foreign institute of higher education, for at least 8 semesters since obtaining the PhD degree or equivalent academic degree (hereinafter collectively: the doctoral degree). If the candidate is not an employee of the University of Debrecen, he/she is required to have taught at least 2 semesters at the faculty or engage in equivalent joint research activities with the faculty members or researchers of the faculty.

An application for habilitation may be submitted by such persons who, according to the "Summary Table" of MTMT (Hungarian Scientific Bibliography), have at least 30 items in the "Total number of publications (I-IV)" lines, out of which at least 15 in case of those habilitating at the Faculty of Law, and at least 20 periodicals articles in case of those habilitating at the Faculty of Economics and Business shall have been published after obtaining their doctoral (PhD) degrees. From periodicals published in the disciplinary area, 5 may be selected replaced by monographs or book chapters published in Hungarian/a foreign language at a prestigious Hungarian or foreign publisher (in a topic

¹⁶This section was changed in the course of the amendment of the regulations on 28 February 2014.

¹⁷This section was changed in the course of the amendment of the regulations on 28 February 2014.

¹⁸This section was changed in the course of the amendment of the regulations on 28 February 2014.

¹⁹This section was changed in the course of the amendment of the regulations on 30 October 2020.

different from that of the PhD dissertation). Out of the 30 academic publications – in the “Total number of publications (I-IV)” lines – at least 5 shall have been published in a foreign language by a Hungarian or foreign periodical or publisher. Out of the 15 publications in case of the Faculty of Law, and the 20 publications in case of the Faculty of Economics and Business, at least 10 shall be published in discipline-specific periodicals as listed by the relevant committees of the Hungarian Academic of Sciences (MTA), i.e., MTA Department IX of Economics and Law and MTA Department IV of Agricultural Sciences. Out of the publications in academic journals, at least 10 shall be first, last or corresponding author articles after obtaining the doctoral (PhD) degree. The number of independent citations to the “Total number of publications” shall be at least 50, within which there shall be at least 40 citations in the “Total number of publications (I-IV)” lines. On the basis of the MTMT database, the applicant shall have a Hirsch index of at least 5. The candidate shall have delivered at least 6 Hungarian and 2 foreign-language papers at Hungarian and international conferences.

As proof of his/her ability to create course materials, the applicant shall have written textbooks, university notes, educational aids or specialized monographs, either independently or with co-authors. In the absence of the above, it is necessary to elaborate the programme and syllabus of a course to be offered later and the material of at least one lecture.

From the conditions pertaining to academic public life, the candidate shall fulfil at least one in each group of criteria. The candidate shall actively participate in academic public life (head or member of professional committee at the university or external member of a committee at another university, member of a professional society outside of the university, member of the university Senate, faculty council, chairperson or member of professional committee at the university, member of a professional society outside of the university, activities as a reviewer, member of an editorial board). Documented professional recognition in Hungary and/or internationally (Hungarian or international academic society, chairperson of a committee, member of presidium, conference president, co-president, head of conference section, invited keynote speaker). Involvement in grant-related activities until the date of the submission of the grant application. Participation in gifted and talented education programmes, supervising the academic activities of young faculty members, activity as thesis/dissertation supervisor (Work in Student Research Competitions (TDK), DETEP, honours programmes, consultation in connection with diploma projects and student theses).

Recommendation given by a recognized professor of the discipline or the disciplinary area, or by the applicant’s direct workplace supervisor.

(5) The possibilities available to candidates for documenting their academic activities since obtaining the doctorate degree and for the assessment of his/her professional “habitus”.

- a) a dissertation in manuscript form, or
- b) a published academic publication of book length (monograph, coherent collection of essays, research of primary sources), or
- c) a collection of articles with a thesis-type introduction.

In all cases, the academic theses summarizing the candidate’s new academic findings shall also be enclosed.

(6) Simultaneously with the submission of the application for habilitation (Annex 5), the full amount of the procedural fee shall be paid to the university's account.

***THSZ Section 7.** The fee for the habilitation procedure shall be paid to the account of the relevant faculty according to the discipline of habilitation, and this faculty shall also be responsible for covering the expenses incurred in the course of conducting the habilitation procedure.*

(7)²⁰ Habilitation may generally be applied for and awarded in a discipline corresponding to the candidate's doctoral degree. Derogations may be allowed if clearly justified by the academic activities of the candidate since receiving the doctoral degree. Permitting habilitation in a new discipline falls within the competence of the THB.

(8)²¹ The THB shall reject the application for rehabilitation if:

- a) it was submitted in a non-accredited disciplinary area;
- b) it does not comply with the conditions set forth in Section 1 (4) of the Regulations;
- c) the candidate failed to supplement the application material despite being called upon to do so.

In case of rejection for formal reasons, the applicant may request a refund of 80% if the procedural fee.

Section 5

The preparation of the habilitation procedure

(1)²² For the purpose of preparing the decision, the Habilitation Committee of the Disciplinary Area shall appoint an *expert committee* consisting of a chairperson, at least two members and two reviewers, in which at least one member and at least one reviewer shall be external members who are not in the employment of the university. All of the above persons shall be recognized representatives of the profession with habilitation or advanced academic degrees/titles (DSc). No such person may be a member of the *expert committee* who is in a hierarchical relationship with the candidate (exercising employer's rights over the candidate, or the candidate exercising the employer's right over the given person), or who are co-authors involved in the academic activities of the candidate to a significant extent. The chairperson of the *expert committee* shall be a full professor or professor's emeritus of the university. Members of THB may also be members of the *expert committee*.

***THSZ Section 8.** The faculties of the THB shall establish habilitation preparatory committees for the preparation of the habilitation procedure, which shall be responsible for submitting a proposal to the THB, on the basis of the application for habilitation and its annexes, for the approval or rejection of the application for the commencement of the habilitation procedure, or, in the event of acceptance of the application, for the composition of the expert committee and the topic of the academic or classroom lectures. The proposal of the preparatory committee shall not have a binding force on the THB.*

²⁰This section was changed in the course of the amendment of the regulations on 28 February 2014.

²¹This section was changed in the course of the amendment of the regulations on 28 February 2014.

²² This section was changed in the course of the amendment of the regulations on 28 March 2013, 28 February 2014 and 25 September 2014.

THSZ Section 9 (1) *In terms of the composition of the expert committee, both reviewers and at least one member of the expert committee shall be external experts independent of the University. An internal alternate chairperson and alternate members may be nominated for the expert committee²³.*

THSZ Section 9 (2) *Simultaneously with the appointment of the expert committee, the THB may also decide on the topics of the academic and classroom lectures. The designation of the lecture topics shall not prevent the THB from rejecting the continuation of the procedure on the basis of the written evaluation of the two reviewers.*

(2) The two reviewers shall submit a written proposal on the application for habilitation within three months. The “external” institutional member may also be a foreign expert, provided that he or she has an academic degree. If requested by a foreign reviewer, the application shall also be prepared in the relevant foreign language.

THSZ Section 10. *The two reviewers shall prepare a detailed, written assessment of the academic, professional and teaching activities of the applicant, in a length of at least two pages, and shall, on the basis of their evaluation, propose the commencing of the public stage of the procedure or the rejection of the application if, in their evaluation, the applicant does not fulfil the conditions laid down in the relevant legislation and the university regulations for the conduct of the habilitation procedure. The reviewers shall evaluate the academic, professional and teaching activities of the candidate on the basis of the following criteria, in particular:*

a) *concerning academic activities, in particular: on the basis of the professional significance of the five most important publications from the point of view of the academic careers; the candidate’s publication activities and independent citations; participation in grant application activities; participation in professional forums and conferences.*

b) *concerning the teaching activities, in particular: on the basis of the teaching of core and special seminars; the role played in the writing of textbooks and educational aids; the successful supervision of student theses and TDK papers; participation in gifted and talented education programmes; participation in the PhD programme as a teacher and dissertation supervisor; tasks undertaken in the organization of educational activities.*

c) *concerning the participation in the professional and university (faculty) public life activities, in particular: on the basis of participation in various acts/events related to the doctoral programme; work on the editorial boards of journals, series; participation in grant evaluation committees; professional awards and prizes; participation in professional bodies of the university (faculty).*

(3)²⁴ On the basis of the recommendations of the reviewers and the full application material of the applicant, the THB shall decide on the continuation or the rejection of the continuation of

²³This section was changed in the course of the amendment of the regulations on 5 November 2018.

²⁴This section was changed in the course of the amendment of the regulations on 28 February 2014.

the procedure; the decision shall be notified to the applicant by the chairperson of the THB in writing.

THSZ Section 11. *If both reviewers recommended the continuation of the procedure without any reservation, the THB may also adopt a decision on the continuation of the procedure electronically.*

(4) The applicant may revoke the application before the announcement of the continuation of the procedure, without any legal consequences.

(5)²⁵ In case of the continuation of the habilitation procedure, the THB shall decide on the topics of the academic and the classroom lectures. The habilitation theses shall be a work prepared for the academic public, summarizing the results of the academic activities of the applicant since obtaining the doctoral degree, in a unified, self-contained system. The theses shall be prepared in Hungarian (or in another language corresponding to the specific nature of the given discipline, subject to the approval of the habilitation committee of the disciplinary area. The habilitation theses shall be prepared in the form of an A5-size, bound booklet. Its title page shall indicate the name of the applicant, the title of the theses, the discipline of the habilitation, the name and logo of the university, as well as the place and year of preparation (see Annex no. 6). The theses shall also include the applicant's list of publications serving as the basis of habilitation, written after obtaining the doctoral degree, as well as other publications.

(6) On the basis of the title of *Doctor of the Hungarian Academy of Sciences* (DSc), the university shall consider the academic requirements of habilitation as completed, and shall exempt the candidate from the requirement of giving the academic lecture.

Section 6

The public stage of the habilitation procedure

(1) The candidate shall provide evidence of his or her comprehensive and up-to-date proficiency in the selected discipline, in the framework of a publicly held academic lecture and debate, held in the presence of the *expert committee*. All participants at the debate shall have the right to ask questions or offer comments. The debate shall be moderated by the *chairperson of the expert committee*.

(2) The candidate shall provide evidence of his or her presentation skills in the framework of an unscripted classroom lecture (45-50 minutes) open to the public and given in the presence of the expert committee and university students. In case of an applicant whose native language is not Hungarian, the lecture may also be given in another language accepted by the university. There shall be debate held after the classroom lecture.

(3) The applicant shall provide evidence of his or her command of a foreign language in the framework of an unscripted lecture delivered in a foreign language that is significant from the point of view of cultivating the given profession. This lecture may be a public classroom or an academic lecture²⁶.

²⁵This section was changed in the course of the amendment of the regulations on 28 February 2014.

²⁶ Amended by Senate resolution no. 8/2019 (X. 29), effective from 30 October 2019.

(4)²⁷ The lectures shall be announced at the university in due time. All members of the habilitation committee of the disciplinary area shall be invited to the public lectures and the professional debate.

***THSZ Section 12 (1)** Organizing the habilitation lectures shall be task of the relevant faculties according to the discipline of the habilitation. The habilitation lectures shall be announced at least three weeks before their scheduled time. The announcement of the habilitation lectures at the university and national levels shall be the task of the Scientific Directorate.*

***THSZ Section 12 (2)** The habilitation lectures may only be held if at least four members of the expert committee are present.*

(5)²⁸ The content of the habilitation proposal submitted for the public debate and the academic theses contained therein may be challenged by anyone either in writing in advance or verbally during the public debate. Complaints on the grounds of academic ethics shall be submitted to the Ethics Committee of the University of Debrecen. Complaints submitted to the expert committee or the THB anonymously in any stage of the procedure shall be disregarded.

Section 7

The evaluation of the public stage of the habilitation procedure

(1) The expert committee shall, in a secret ballot, evaluate each of the applicant's academic and classroom lectures, as well as the lecture foreign language separately, by way of assigning a score on a scale of 1 to 5. For the committee to have a quorum, the presence of at least 4 members shall be required. The scores assigned in each of the three categories shall be at least two-thirds of the maximum available score.

(2)²⁹ The expert committee shall, in a written report, make a recommendation to the THB on awarding the habilitation or rejecting the application. Detailed reasons shall also be attached to the decision. The recommendation shall be signed by each member of the expert committee, with any dissenting opinions also indicated.

(3)³⁰ The THB shall adopt its opinion on the basis of the written documents evidencing the applicant's career, the acts constituting part of the public stage of the procedure, as well as the opinion of the expert committee, in a secret ballot, by way of assigning a score on a scale of 1 to 5. For a supporting opinion, at least two-thirds of the maximum available score on the basis of those present at the meeting shall be required. If the THB does not support the awarding of the title, reasons shall be provided in writing. The recommendation of the THB shall be recorded in the written record of the habilitation procedure, which shall be signed by the chairperson of the THB (Annex 3) and forwarded for a decision to the EDHT.

²⁷ This section was changed in the course of the amendment of the regulations on 28 February 2014.

²⁸ This paragraph was added to the regulations on 25 September 2014.

²⁹ This section was changed in the course of the amendment of the regulations on 28 February 2014.

³⁰ This section was changed in the course of the amendment of the regulations on 28 February 2004 and 25 September 2014.

(4)³¹ The decision on the awarding of the title of habilitated doctor shall be made by the EDHT, by taking into consideration the recommendation of the THB.

Section 8

The closing of the habilitation procedure

(1) If possible, the habilitation procedure should be closed within one year after the submission of the application. In case of a rejection, a new procedure in the same discipline may not be initiated within two years if the reason for the rejection was the failure of the academic lecture and debate. In case of a failure of the classroom lecture or the foreign language presentation, the EDHT may permit the continuation of the procedure after six months.

(2)³² An appeal against the decision of the EDHT may only be submitted on the assumption of a breach of law or the provisions of the habilitation regulations. The decision on the appeal shall be made by the rector within 15 days.

(3)^{33,34} The university shall issue a habilitation diploma (*decretum habilitationis*) to successfully habilitated candidates. The diploma shall include the coat of arms of Hungary, the name and institutional identifier of the University of Debrecen, the serial number of the diploma, the name, place and date of birth of its holder, the name of the discipline in which the habilitation was awarded, as well as the place and date of the awarding of the diploma. The diploma shall be signed by the rector and the chairperson of the Habilitation Committee of the University (Annex 4).

(4) The diploma shall be awarded by the rector, in a ceremony held in the framework of a public meeting of the Council.

(5)³⁵ The university shall maintain a registry of the diplomas issued. Within 15 days after the closing of the procedure, the University shall send a report to the Educational Authority for the national records.

(6) Habilitated persons are entitled to use the designation “habilitated” (“*dr. habil.*”) along with their names. The habilitation may not be revoked.

(7) Habilitated persons may be expected to announce lectures at the university in the discipline of their habilitation or to hold such lectures upon the request of the university.

³¹ This section was changed in the course of the amendment of the regulations on 28 February 2004 and 25 September 2014.

³² This section was changed in the course of the amendment of the regulations on 28 February 2004 and 25 September 2014.

³³ This section was changed in the course of the amendment of the Regulations on 28 March 2013.

³⁴ Amended by Senate resolution no. 20/2020. (VI. 25.); effective from 26 June 2020.

³⁵ This section was changed in the course of the amendment of the regulations on 28 March 2013 and 28 February 2014.

Section 9
Closing provisions

(1) The present habilitation regulations shall take effect on the day when approved by the Senate.

Clause

The habilitation regulations were approved by the Senate on 25 May 2006.

Dr. András Berta
Chairperson of the EDHT

Dr. János Nagy
rector

The habilitation regulations were amended by the Senate on 15 May 2008, the changes have been introduced in the text of the regulations.

Debrecen, 15 May 2008

Dr. László Fésüs
rector

The habilitation regulations were amended by the Senate on 28 March 2013, the changes have been introduced in the text of the regulations. The amended provisions shall be applied in habilitation procedures started after 1 May 2013. The composition of habilitation committees shall satisfy the new requirements from 1 July 2013.

Debrecen, 28 March 2013

Dr. István Fábíán
rector

(4) The habilitation regulations were amended by the Senate on 9 May 2013, the changes have been introduced in the text of the regulations.

Dr. István Fábíán
rector

(5) The habilitation regulations were amended by the Senate on 28 February 2014, the changes have been introduced in the text of the regulations. The appointment of the faculty and inter-faculty habilitation committees operating at the university shall expire upon the election of the habilitation committees of disciplinary areas, but not later than 30 June 2014.

28 February 2014

Dr. Zoltán Szilvássy
rector

(6) The habilitation regulations were amended by the Senate on 25 September 2014, the changes have been introduced in the text of the regulations. The changes shall enter into effect on 26 September 2014.

***THSZ Section 13.** The Regulations of the Habilitation Committee of Social Sciences was approved by the Habilitation Committee of Social Sciences at its meeting held on 12 September 2014; its provisions shall be applied by the Habilitation Committees of the faculties in all pending procedures commenced before 1 July 2014.*

Dr. Zoltán Szilvássy
rector

(7) The habilitation regulations were amended by the Senate on 29 October 2019, the changes have been introduced in the text of the regulations.

29 October 2019

Dr. Zoltán Szilvássy
rector

(8) The habilitation regulations were amended by the Senate on 25 June 2020, the changes have been introduced in the text of the regulations.

25 June 2020

Dr. Zoltán Szilvássy
rector

Annexes

*Annex I*³⁶

The University of Debrecen has habilitation right in the following disciplines (with the Hungarian acronyms of the relevant faculties indicated in parentheses):

Law and political science (ÁJK)
Animal husbandry (MÉK)
Biology (TTK)
Health sciences (ÁOK, NK)
Food sciences (MÉK)
Theoretical medicine (ÁOK)
Philosophy (BTK)
Physics (TTK)
Earth sciences (TTK)
Business economics and organizational science (GTK)
Pharmacy (ÁOK, GYTK)
Information science and technology (IK)
Literary and cultural studies (BTK)
Chemistry (TTK)
Clinical medicine (ÁOK, FOK)
Environmental sciences (TTK)
Mathematics and computer science (TTK)
Ethnography and cultural anthropology (BTK)
Pedagogy (BTK)
Crop production and horticulture (MÉK)
Linguistics (BTK)
Psychology (BTK)
Sociology (BTK)
History (BTK)

³⁶ The annex was changed in the course of the amendment annex the regulations on 9 May 2013 and 28 February 2014.

Annex 2³⁷

Procedural fees

The fee for the entire procedure in case of an external candidate: 7 PA

The fee for the entire procedure in case of faculty members or researchers employed at the University of Debrecen in full time: 5 PA

The procedural fee in case of candidates with the title of Doctor of the Academy: 2 PA

The fee for the habilitation diploma: 0.25 PA

The fee for the habilitation diploma in English language: 0.25 PA

(PA = the supplements base for state employees)

Honoraria:

Chairperson of the expert committee: 0.5 PA

Reviewer of the expert committee: 0.4 PA

Member of the expert committee: 0.2 PA

Secretary of the expert committee: 0.2 PA

(PA = the supplements base for state employees)

³⁷ This section was changed in the course of the amendment of the regulations on 28 February 2014.

Annex 3

UNIVERSITY OF DEBRECEN (FI 17198)

.....

WRITTEN RECORD OF THE HABILITATION PROCEDURE

Name: Dr. position:

Place and date of birth:

Discipline: academic degree: PhD – candidate’s degree

The expert committee:

		academic degree	position	employer
chairperson:	Dr.
reviewer:	Dr.
reviewer:	Dr.
member:	Dr.
member:	Dr.

1. The committee recommends / does not recommend that the habilitation procedure be continued in the public stage.

Reasons:

Debrecen, 20 ...

Signatures:
.....

2. The public classroom lecture:

Title of lecture:

Date and time: 20.. Venue:
.....

result of secret vote: . . . points out of the maximum available . . . points, i.e., %.

3. Public academic lecture and debate:

Title of lecture:

Date and time: 20.. Venue:

result of secret vote: . . . points out of the maximum available . . . points, i.e., %.

4. Foreign-language lecture: language:

Title of lecture:

Date and time: 20.. Venue:

Result of secret vote: points out of the maximum available . . . points, i.e., . . . %

5. The position of the habilitation expert committee:

Result of secret vote: points out of the maximum available . . . points, i.e., . . . %

The opinion of the expert committee:

.....
chairperson of the expert committee

6. The position of the habilitation committee of the disciplinary area:

Result of secret vote: points out of the maximum available . . . points, i.e., . . . %

.....
chairperson of the Habilitation Committee
of the Disciplinary Area

7. The decision of the Habilitation Committee of the University yes, no

Debrecen,, 20.....

.....
chairperson

8. The candidate is awarded Habilitation Diploma no.

Debrecen, 20.....

.....
rector

*We, the rector of the University of Debrecen
and the Habilitation Committee of the University*

have established that

Dr.,

*who was born in on 19... and
received his/her degree from the
University in and his/her doctoral degree at
..... has given proof of his/her academic accomplishments,
as well as his/her teaching and presentation skills based on the same, in the
manner prescribed by the law and the habilitation regulations of the University.*

Henceforth, the person named above is declared a

habilitated doctor (dr. habil.)

*and the right to give independent university lectures in the discipline of
..... is hereby bestowed upon him/her.*

*As proof of the above, this diploma was issued, certified with the seal of the
University and our signatures below.*

Debrecen, 20.....

.....
*Chairperson of the Habilitation Committee
of the University*

.....
Rector

Registry number: .../20.../Hab.

³⁸ Numbering modified by Senate resolution no. 8/2019 (X. 29.), effective from 30 October 2019.

Annex 5

**UNIVERSITY OF DEBRECEN
HABILITATION COMMITTEE OF SOCIAL SCIENCES**

APPLICATION FOR HABILITATION

Personal data:

Name:

Place and date of birth:

Permanent address:

Postal address:

Name and address of workplace, position filled:

.....

1. University diploma major, number:

Issuing institution (*copy of diploma in Enclosure 1*):

2. Scientific degrees, titles (*copy of diplomas in Enclosure 2*):

	no./year of diploma	discipline	issuing institute
Candidate's degree			
PhD			
DSc			
Doctor of the Academy			

3. Language proficiency (language, level, type, certificate number, date) (*copy of language certificate in Enclosure 3*):

.....

.....

.....

4. Number and date of official certificate of good character:

(*Enclosure 4, not required in case of internal applicants*)

5. The discipline of the habilitation:.....

The language of the procedure:

Title of the theses (monograph, dissertation):

(*Enclosure 5: the theses – must be submitted electronically, as well as in printed form, in at least 50 copies*)

The 3 proposed titles of the academic lecture:

- 1.
- 2.
- 3.

The 3 proposed titles of the academic presentation in the chosen foreign language:

- 1.
- 2.
- 3.

The 3 proposed titles of the classroom lecture:

- 1.
- 2.
- 3.

6. Data of academic activity data (*publication list in Enclosure 6*):

Number of academic monographs:

	edited volume	self-contained work	chapter/excerpt
book in foreign language			
book in Hungarian			
university textbook			

Number of academic publications:

	with impact factor	with no impact factor
international journal		
Hungarian journal in foreign language		
Hungarian journal in Hungarian		

Number of papers presented at international conferences:

Number of papers presented at Hungarian conferences:

Number of reviews:

7. Titles and bibliographic data of 5 publications that the applicant considers the most significant, as well as the number of citations received to these (*Enclosure 7*).

8. Impact of academic activity (*bibliographic data in Enclosure 8*):

- number of independent citations in international academic journals:
- number of independent citations in Hungarian academic journals:
- number of reviews published:

9. Data on teaching activity (*bibliographical data in Enclosure 9*):

- semesters of main university course, name of subjects taught:
- semesters of optional courses, name of the subjects taught:
- university textbooks, notes, etc.

10. Data pertaining to academic supervisory/management work (*bibliographical data in Enclosure 10*):

Participation in university doctoral (PhD) programme. Supervision of student theses, TDK theses, university doctoral (PhD) dissertations, candidate's dissertation.

11. Key data of Hungarian and international cooperation projects (institution, contact person, duration, results, etc.) (*details in Enclosure 11*):

..... Hungarian and foreign cooperation projects.

12. Major academic grants. grants (*details in Enclosure 12*)

13. Participation in Hungarian and international academic public life (membership in committees, societies, editorial boards, awards, recognitions, etc.) (*details in Enclosure 13*): .

14. Major study trips in Hungary and abroad (*details in Enclosure 14*):

15. Detailed academic CV (*Enclosure 15*).

Debrecen, of, 20...

.....
signature of the applicant

Annex 6

The habilitation theses

<< Names of the applicant >>

<< **Title of work** >>

Discipline: Management and Business



UNIVERSITY OF DEBRECEN
Debrecen, 2020