



Code of Practice

for the preparation of applicants of higher education degree of the Doctor of Philosophy at the university level (based on the example of V. N. Karazin Kharkiv national university)

Prerequisites and normative base at the state level.

Law of Ukraine "On Higher Education" (2014)

The Decree of the Cabinet of Ministers of Ukraine No. 261 "On Approval of the Procedure for Preparing candidates for the doctoral degree and Doctor of Sciences in the higher educational institutions (research institutions)" (2016)

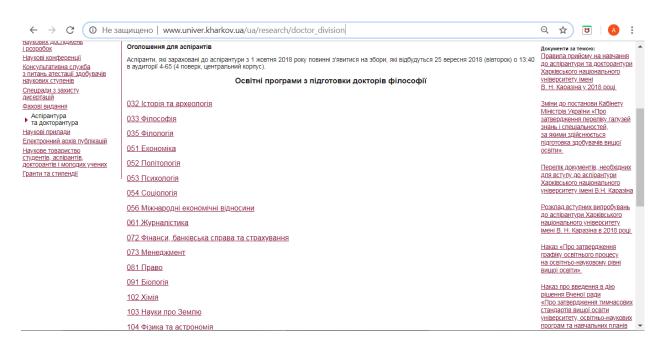
Conditions of the preparation of applicants of higher education degree of the Doctor of Philosophy at the university level.

Permission for educational activity (license), issued by the Ministry of Education and Science of Ukraine.

As an example of KhNU:

23 specialities of the third (educational-scientific) level of higher education (2016)

23 educational programs are posted on the website http://www.univer.kharkov.ua/ua/research/doctor_division









Documentation has been developed for each educational program:

- ✓ Description of the educational program <u>http://www.univer.kharkov.ua/docs/work/103earth-o2.pdf</u>
- ✓ Curriculum <u>http://www.univer.kharkov.ua/docs/work/103earth-p3.pdf</u>
- Curriculum (correspondence education) <u>http://www.univer.kharkov.ua/docs/work/103earth-pz.pdf</u>
- Explanatory notes to the curriculum <u>http://www.univer.kharkov.ua/docs/work/103earth-z.pdf</u>

Entry requirements for a Doctor of Philosophy degree studies (as of 2016-2017).

Regulated by the V. N. Karazin Kharkiv National University Admission Rules for the postgraduate and doctoral studies (2018) <u>http://www.univer.kharkov.ua/images/pravyla-dodatok7.1-2018-</u> <u>2.pdf</u>

- Applicants who have completed a master's degree *can be admitted to study* at the University for the degree of Doctor of Philosophy
- 2. *Funding for preparation of specialists* in the post-graduate course of the University is carried out at the expense of expenditures of the state budget of Ukraine by state order; funds of individuals and/or legal entities.
- 3. *Entrants* to the postgraduate study *submit* an application to the admission committee, in which they indicate the speciality, the school, the prospective supervisor and other documents. http://www.univer.kharkov.ua/docs/aspirant/docs-phd-2018.pdf
- 4. *Entrance examination* for admission to studies for the degree of a Doctor of Philosophy consists of:
 - ✓ speciality entrance exam (within the standard of higher education for the master's degree in the corresponding speciality);
 - ✓ foreign language entrance exam;







- ✓ presentation of research proposals on the thematic focus of the proposed supervisor;
- \checkmark presentation of research achievements.

Entrance examination is conducted by subject commissions. http://www.univer.kharkov.ua/docs/work/rozklad-vstup-ispytiv-PhD2018-2.pdf

- 5. *Programs of professional examination* for admission are developed and approved by the University not later than three months before the beginning of the submission of documents.
- 6. For the **competitive selection** of persons for admission to a Doctor of Philosophy degree studies, the sum of points is used:
 - ✓ obtained by passing the speciality entrance exam on a 100point scale multiplied by 0.6;
 - ✓ obtained by passing the foreign language entrance exam on a 100-point scale multiplied by 0.2;
 - \checkmark for the presentation of research proposals on the thematic focus of the proposed supervisor on a 100-point scale multiplied by 0.15;
 - ✓ grade point average of a 100-point scale of the supplement to the master's (specialist's) degree diploma, rounded to the nearest one-hundredth of the point, multiplied by 0.05;
 - ✓ for the presentation of research achievements: for each article published in the professional publication with an impact factor 3 points, for each article published in another professional publication 2 points.
- 7. Procedural deadlines.

<u>Acceptance of applications and documents</u> for entry from July 16 to July 31, 2018.

Entrance examination for postgraduate studies is conducted from August 29 to September 10, 2018.

<u>Competitive selection</u> for studying for the degree of Doctor of Philosophy is held from September 12 to 14, 2018.

<u>Recommendations for enrollment</u> in a Doctor of Philosophy degree studies in accordance with the competition entry point no later than September 11, 2018.

Admission to the postgraduate studies is conducted no later than September 14, 2018.

Training begins on October 1, 2018.







The educational process is carried out according to the Temporary Standards for Higher Education of the University, educationalscientific programs and curricula for the training of higher education applicants in the third educational-scientific level

http://www.univer.kharkov.ua/docs/work/nakaz-standarty.pdf

Specifics. During the first 2 years, postgraduate students deepen their knowledge of philosophy, foreign language and speciality disciplines (mandatory and by the choice of a postgraduate student). At the same time, postgraduate students conduct research within the topic of the thesis.

Training period of the Doctor of Philosophy - 4 years.

Conditions of the preparation and defence to receive the Doctor of Philosophy degree

The defence of thesis can take place at permanently operating Specialized Councils

http://www.univer.kharkov.ua/ua/research/special_radi/spec_radi_u niversity

or in one-time specialized councils - an experiment on the awarding of the degree of a Doctor of Philosophy (Resolution of the Cabinet of Ministers of Ukraine No. 167 of March 6, 2019).

http://www.univer.kharkov.ua/images/redactor/news/2019-03-11/postanova.pdf

The council is formed by speciality for which the institution of higher education (scientific institution) has a license for conducting educational activities at the third (educational-scientific) level of higher education.

* If the training of the applicant was carried out in accordance with the agreement between the native and foreign higher education institutions (scientific institutions), the council may be formed on the basis of one of the specified subjects of training.

In the case when the council is formed on the basis of the institution of higher education (scientific institution) of Ukraine, the formation of such council is carried out in accordance with the Procedure.

An employee of a foreign institution of higher education who was a party to the said agreement may be a reviewer for the applicant's thesis. On the basis of a foreign institution of higher education (scientific institution), the council is formed in accordance with the legislation of a foreign state.





Procedure of expertise and defence for obtaining a Doctor of Philosophy degree

To support the educational process for the certification of applicants for academic degrees and monitoring, V.N. Karazin Kharkiv national university has an advisory service on certification of applicants for academic degrees.

http://www.univer.kharkov.ua/ua/research/disservice http://www.univer.kharkov.ua/docs/work/polozhennyadisservice.pdf

Procedure for conducting preliminary expertise and defence of dissertations in specialized scientific councils of V.N. Karazin Kharkiv national university (in steps)

http://www.univer.kharkov.ua/docs/work/polozennya-poperednyaexpertyza-dis.pdf

Additional services

open access to thesis <u>http://dspace.univer.kharkov.ua/handle/123456789/1327</u> documents templates <u>https://drive.google.com/drive/folders/1mhKhxw29nOrUQktbpiKZ</u> <u>098dkSO0CXKs</u>

