



UNIVERSITY OF VETERINARY MEDICINE
DOCTORAL SCHOOL OF VETERINARY SCIENCE

Information on the Doctoral School of Veterinary Science at UNIVET for Applicants

Please find below the most important information on the doctoral programme at our university:

The administrative tasks of the doctoral programme itself and those related to the PhD degree process are carried out by the Doctoral School Secretariat.

The administration – both the communication and the keeping of academic records – is completed electronically: via email and electronic forms. Please do not ever change the format of any of the forms!

All necessary information is made available and accessible to download through the website of the Doctoral School. We keep the site up to date and notify students about the most important changes via email.

The enrolment process will officially take place through the NEPTUN System and in person. Those admitted to the doctoral programme will be notified via email about the exact place and date of enrolment.

Thesis Supervisor's Statement: This statement is prepared by the Thesis Supervisor (TS) at the end of each semester, after a thorough and semester-long consultation with the PhD student (and the members of the Thesis Committee). By the end of each semester, the TS shall submit his/her statement about the PhD student's progress via a Microsoft Forms questionnaire.

Students with an active student status are eligible to apply for a permanent **student card**. Further information about the application process will be shared on the DS' website. The validation of the student cards take place twice per academic year (at the beginning of the autumn and spring semesters) at the Doctoral School Secretariat. The DS Secretariat sends notification once the validation stickers and the student cards are ready to be picked up.

The suspension of studies: Throughout the 8-semester long doctoral programme, 2*1 semester-long suspension (a.k.a. passive student status) is permitted. For the first time, reason for the request of suspension is not required, however, a second passive semester can only be allowed upon justification.

Participation in part-time programme: A part of the doctoral programme can be completed at a Hungarian or foreign partner university or research institute. The related requests shall be well-justified professionally; the requests are assessed and approved (if acceptable) by the Head of Doctoral School.

Credit: *1 credit point = 30 hours of intellectual work (including contact hours and time of self-preparation)



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The completion of 18 credits per semester is required to successfully finish a term in question.

By the complex examination (the end of the 4th semester), at least 130 credits shall be completed.

Throughout the 8-semester programme, the completion of 240 credits is required.

In case the above-mentioned requirements are not met, the PhD student is not eligible to continue his/her studies in the doctoral programme.

Pre-degree Certificate: at the end of the doctoral programme and in case the academic requirements are met, the PhD student receives a “pre-degree certificate” (status set in NEPTUN system). which is a pre-requisite for the registration to the PhD degree process.

After having consulted the information on the DS’ website should any questions remain unanswered, please contact the Doctoral School Secretariat in any of the below-mentioned ways:

In-person administration:

Tue: 09.00 a.m. – 12:00 p.m.

Thu: 1.00 p.m. - 4:00 p.m.

Phone number: + 36 1 478 4100 (extension: 8083)

email: phd@univet.hu

Wishing you success in your studies and research projects,

RÁCZ Bence DVM, PhD
Head of Doctoral School