

Checklist of the document to be submitted

Submission method: The documents listed below must be submitted in .pdf format, individually, each filled out electronically, as an email attachment to the address drhabilcsop@ttk.elte.hu.

Documents cannot be submitted as compressed zip files or uploaded to a drive. Materials that need to be submitted in physical form (indicated in the list) must be delivered to the Office for Doctoral, Habilitation, and International Affairs at the Dean's Office.

Documents to be submitted:

1. Application form for critique procedure
2. Passport/Birth certificate
3. Language certificate (English) (only acceptable if acknowledged in Hungary)
4. Absolutorium (accomplishing of doctoral studies)
5. Professional CV
6. Publication list (from MTMT (<https://www.mtmt.hu/>))
7. DOI Nr. declaration form (filled with the number, signed, + 5 keywords of your work)
8. MSc+BSc degree (+transcript)
9. Doctoral dissertation
10. Booklet of thesis (Thesis of doctoral dissertation)
11. Related papers (minimum 2, already published, relevant: see Doctoral School for details)
12. Declaration of the supervisors+program director of the permission to enter the doctoral process
13. Declaration of the supervisors+program director of the permission to submit the dissertation
14. Declaration of the Student at the beginning of the process
15. Declaration of the Student when submitting the dissertation
16. Assessment of the Supervisor OR Minutes of home defence (with corresponding appendix 1 and 2)
17. Summary of the work (1-page-long tops)

6 things must be presented/submitted „physically” (you will not get them back):

- 2 bound copies of the doctoral dissertation (NO alteration from the submitted .pdf is allowed, not even a „.”)
- 2 laced copies of your thesis booklet
- 2 pendrives/DVDs/CDs... with ALL the docs submitted, in .pdf format (saved from Windows OpSys)

For the defense: 4 required documents: (sent in .pdf format, as an e-mail attachment, with the correct title/name)

- 1 answer to Reviewer A
- 1 answer to Reviewer B
- 10 sentences in S3 (Singular3) about yourself
- 10 sentences in S3 (Singular3) about your work.