

JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGRICULTURE IN OSIJEK



Faculty of
Agriculture
in Osijek



REGULATIONS

ON POSTGRADUATE

UNIVERSITY

(DOCTORAL)

STUDY PROGRAM

“AGRICULTURAL

SCIENCES”

Osijek, 2022.

Based on Articles 42, 53 and 128, Paragraph 3 of the Statute of the Faculty of Agrobiotechnical Sciences Osijek - revised text and Article 1 of the Regulations on Postgraduate Studies at Josip Juraj Strossmayer University in Osijek, the Faculty Council of the Faculty of Agrobiotechnical Sciences Osijek, Council has adopted at its regular 11th session in the academic year 2018/2019. under item 4th held on September 25, 2019 the following

REGULATIONS

ON POSTGRADUATE UNIVERSITY (DOCTORAL) STUDY PROGRAM “AGRICULTURAL SCIENCES”

I. GENERAL PROVISIONS

Article 1.

(1) The Regulations determine in details the structure of the study, the study provider, duration of the study, the enrollment conditions, methods of study realization, rights and obligations of students, rights and obligations of mentors, monitoring of the study quality, as well as other issues relevant for Postgraduate university (doctoral) study program “Agricultural Sciences” (further in the text: Doctoral study program).

(2) All gender-oriented terms used in these Regulations refer in the same way to male and female gender irregardless if used in the masculine or feminine gender.

(3) For questions not regulated by these Rules, the law directives and the Rulebook on Postgraduate Studies at the Josip Juraj Strossmayer University of Osijek are directly applicable

Article 2.

(1) Josip Juraj Strossmayer University of Osijek, Faculty of Agrobiotechnical Sciences Osijek organizes and carries out the Postgraduate university (doctoral) study program “Agricultural Sciences”.

(2) The basic tasks of postgraduate study are science and research, learning through research, internationalization and transparency.

Article 3.

(1) Postgraduate university (doctoral) study program “Agricultural Sciences” integrates eight subprograms from various scientific branches of the scientific area biotechnical sciences, scientific field Agriculture (Agronomy):

Doctoral study subprogram	Scientific branch
1. Agroeconomics	4.01.04. Economics
2. Agrochemistry	4.01.01. Agrochemistry

3. Plant Breeding and Seed Production	4.01.15. Seed Production, 4.01.06. Genetics and Breeding of plants, animals and microorganisms
4. Plant Protection	4.01.05. Phytomedicine
5. Animal Breeding	4.01.16. Animal Breeding
6. Animal Nutrition and Forage	4.01.07. Animal Nutrition Technology
7. Hunting and Cynology	4.01.09. Hunting
8. Technical System in Agriculture	4.01.11. Agricultural Techniques and Technology

II. ENROLLMENT IN THE DOCTORAL STUDY PROGRAM

Article 4.

(1) Doctoral study program for the award of the doctor of science degree (PhD) is to be enrolled by candidates who have completed graduate university study, or by candidates who have completed „pre-Bologna“ graduate study within higher education system before 2005 in the Biotechnical sciences, field of Agriculture (Agronomy).

(2) Exceptionally, candidates that did not complete graduate study or pre-Bologna graduate study in Biotechnical Sciences, field of Agriculture, can enroll particular subprogram within the Doctoral study program if having completed graduate university study, or preBologna graduate study within the following scientific fields:

- a) Forestry, except for wood processing subprogram (subprograms: Agrochemistry, Plant Protection, Hunting and Cynology, Agroeconomics, Plant Breeding and Seed Production)
- b) Biotechnology and Food Technology (with additional modules in subprograms: Agrochemistry, Agroeconomics, Plant Protection, Animal Breeding, Animal Nutrition and Forage Technology, Technical System in Agriculture, Plant Breeding and Seed Production)
- c) Biology (with additional modules in subprograms: Agrochemistry, Plant Protection, Hunting and Cynology, Plant Breeding and Seed Production)
- d) Veterinary Medicine (subprograms: Animal Breeding, Animal Nutrition and Forage Technology, Hunting and Cynology, and with additional modules in subprogram Technical System in Agriculture)
- e) Mechanical Engineering (with additional modules in subprogram Technical System in Agriculture)
- f) Economics (with additional modules in subprogram Agroeconomics)
- g) Sociology (with additional modules in subprogram Agroeconomics).

(3) Doctoral study program can be also enrolled by candidates that have completed graduate university study or “pre-Bologna” graduate study in the scientific fields that are not stated above. In such cases, individual applications and requirements of additional modules will be

discussed by the Committee for PhD degree award, according to their own analysis or according to suggestions submitted by the Doctoral study subprogram board.

(4) Candidates possessing the appropriate diploma from the graduate university study are required to meet the requirements referring to certain grade point average (GPA) of at least 3.5 (Croatian grading system) achieved during Pre-Bologna graduate study, or during undergraduate and graduate study. Candidates also need to possess knowledge of at least one global foreign language.

(5) Candidates with lower GPA (from 3.0 to 3.49) achieved during Pre-Bologna graduate study, or during undergraduate and graduate study, can enroll the Doctoral study program upon obtaining the permission by the Committee for PhD degree award, and with precondition of having knowledge of at least one global foreign language.

(6) The Committee can reach its decision on permission for enrollment as of the above article only based on reviewing detailed written recommendations by three University employees in scientific-teaching title referring to narrow group of professional subjects within selected Doctoral study subprogram and based on explanation and proposal received from the Doctoral study subprogram board.

(7) The precondition of having knowledge of at least one global foreign language can be fulfilled later after enrolment, until the enrollment in the third study year, in form of certificate issued by an authorized foreign language school (for the minimum level of A2+ as of the Common European Framework of Reference for Languages).

Article 5.

(1) All candidates enrolled in ongoing postgraduate university (doctoral) studies, candidates in postgraduate professional studies, university specialists, as well as masters of sciences can enroll in the Doctoral study program (analogy of the scientific branch of previous diploma and study program will be the same as the analogy of the scientific branches for enrolment into subprograms within this Doctoral study program as defined in the Article 4. Candidates from previous categories are applying for enrolment into the first study year of the Postgraduate doctoral study program.

(2) After being enrolled in the first study year of the Doctoral study program, students can submit a request for ECTS recognition as based on their previous activities completed at postgraduate level, and enroll the 2nd study year (if having been already enrolled in postgraduate study) or the 3rd study year (for university specialists and masters of sciences) of the Doctoral study program, if having enough ECTS credits.

(3) Form and content of the request for ECTS recognition is determined by these Regulations.

(4) Doctoral study subprogram board submits the proposal for recognition of ECTS credits awarded for previous activities at postgraduate studies to the Committee for PhD degree award. All criteria for recognition of ECTS credits determined by these Regulations shall be fulfilled. The decision on recognition of ECTS credits is to be brought by the Committee for PhD degree award.

(5) Form and content of the proposal for recognition of ECTS credits and the following decision on recognition of ECTS credits are defined in these Regulations.

Article 6.

(1) Enrolment into Doctoral study program is based on a public call for enrolment that is announced by the Faculty Committee upon suggestion made by the Committee for PhD degree award.

(2) The call for enrolment is usually announced in the beginning of each academic year in daily newspapers and on the Faculty web pages, as well as on the web pages of Josip Juraj Strossmayer University of Osijek.

(3) The call for enrolment of candidates contains:

- title of the Doctoral study program and the program provider,
- enrolment conditions,
- enrolment quota,
- tuition fee,
- list of documents and other appendixes required for application,
- deadline for applications,
- criteria for selection of candidates and
- deadline for enrolment in the Doctoral study program.

Article 7.

(1) Candidates submit their application on a determined form.

(2) Along with the application form, applicant is required to submit all documents as specified in the call, by stating if they apply for the full-time study or for part-time study.

(3) Application to the call has to contain the following data:

- applicant's personal data,
- proof of citizenship,
- copy of diploma on completed university pre-Bologna graduate study, i.e. on completed university graduate study,
- certified transcript of records within university pre-Bologna graduate study,

i.e. on completed university graduate study,

- Curriculum Vitae,
- Decision of the company or institution (if legal entities pay for the tuition fee) or signed statement on tuition fee payment (if candidates pay the tuition fee for themselves).

(4) Form and content of the application to the call are determined in these Regulations.

Article 8.

(1) Based on the determined criteria in the article 7, the Committee for PhD degree award set up a list of candidates that are eligible to enroll the Doctoral study program. The list is announced in public on boards and web pages of the study provider.

(2) Candidates that are accepted for enrolment into Postgraduate university (doctoral) study program as full-time students, who are employed by the Faculty of Agrobiotechnical Sciences Osijek as assistants or young researchers do not participate in costs of the Doctoral study program, i.e. they do not pay for the tuition fee. They are offered a contract on studying without paying the tuition fee.

(3) In cases when the Postgraduate university (doctoral) study program enrolls more candidates in the status of assistants or assistants in public scientific institute without having covered for the costs of the Doctoral study program from their own resources or resources of the public scientific institute, but the costs are to be covered by from the state budget, and if the minister does not issue a permission for closing a contract on employment for the assistant job position as stated in the previous item, then the candidate can close a contract on studying with payment of tuition fee and in the status of part-time student.

(4) Candidates that are eligible to enroll the Doctoral study program as part-time students close a contract on studying with payment of tuition fee. Contract on studying between the study provider and the candidate eligible to enroll into the Doctoral study program as a part-time student shall determine mutual rights and obligations during studying at the Doctoral study.

Article 9.

(1) Foreign citizens can enroll the study if fulfilling all conditions valid for Croatian citizens, and if having completed appropriate study at a foreign higher education institution and if having obtained at least 300 ECTS at undergraduate and graduate university study program, by respecting the criteria of ECTS transfer.

(2) After applying to the call for enrolment, candidate that obtained a diploma within the completed study at foreign university, is obliged to provide the decision of an authorized body about the academic recognition of foreign higher education qualification or recognition of a study period, i.e. ECTS credits, issued for the purpose of enrolment into the Doctoral study program.

Article 10.

(1) Tuition fee for the Doctoral study program is 60.000,00 Croatian Kuna.

(2) While enrolling the Doctoral study program, a candidate is obliged to pay tuition fee either in full or in instalments, as follows:

1. 40% while enrolling into the 1st study year of the Doctoral study program,
2. 20% while enrolling into the 2nd study year of the Doctoral study program,
3. 20% while enrolling into the 3rd study year of the Doctoral study program,
4. 20% prior to public defense of the doctoral dissertation.

(3) Refund of the paid amount is not possible after enrollment into the Doctoral study program irregardless of who paid for the tuition fee.

III. STUDENT STATUS, RIGHTS AND OBLIGATIONS OF STUDENTS OF THE DOCTORAL STUDY PROGRAM

Article 11.

(1) Student status is acquired upon enrolment into Doctoral study program, which is proved by appropriate student card, which minimum content, access, preparation, issuance, usage and cancellation is defined at the ministry level, and the form is decided upon by the Senate.

(2) Student status within the Doctoral study program is acquired as:

- assistants or young researchers acting as assistants employed by the study provider
- persons paying for the tuition fee by themselves
- persons whose tuition fee is paid by the employer - holder of Croatian or international scholarships and - transfer from one doctoral study program to another.

Article 12.

(1) Students of the Doctoral study program can study as full-time students or part-time students.

(2) Full-time students in the Doctoral study program are assistants and young researchers as determined in the Article 8 of these Regulations that do not participate in payment of Doctoral study program costs (tuition fee), if they duly and timely fulfill all their obligations determined by the contract on studying, or by the employment contract.

(3) Assistants, as determined in the above article item, are obliged to fully reimburse to the employer the real costs of the Doctoral study program, such as tuition fee, travel costs, daily allowances as well as costs referring to scientific-research work because of:

- a) transfer to another doctoral study program without prior consent by the employer,
- b) expiration of the contracted deadline within which an assistant had to obtain an academic degree of the doctor of science (PhD)
- c) cancelation of the employment contract upon assistant's request,
- d) cancelation of the employment contract because of assistant's misconduct.

(4) Part-time study is organized for students that are studying and working.

(5) Costs of the Doctoral study program (tuition fee) for part-time students are to be covered by the students themselves, by their employer or any other institution.

(6) If the University or the Faculty, as employer, covers for the costs of the Doctoral study program (tuition fee) for their employee, after completion of the study and award of the academic degree of the doctor of science (PhD), employee is obliged to work for the employer in full time unlimited employment status, for at least double as long as the study lasted.

(7) Employee, as determined in the above article item, is obliged to reimburse to the employer real costs of the Doctoral study: such as tuition fee, travel costs, daily allowances as well as costs referring to scientific-research work because of:

- a) transfer to another doctoral study program initiated by the employee without prior consent obtained from the employer,

- b) expiration of the contracted deadline within which the employee had to obtain an academic degree of the doctor of science (PhD),
- c) cancelation of the employment contract upon assistant's request and
- d) cancelation of the employment contract as a consequence of all legally binding reasons, except for business reasons.

Article 13.

- (1) When enrolling in the Doctoral study program, the student signs an agreement on mutual rights and obligations with the study provider.
- (2) The contract contains provisions on contracting parties, financial obligations of the student, obligations referring to enrollment and completion of the study, and other issues directly related to the study.
- (3) By signing the contract and paying the tuition fee, candidates acquire the student status within the Doctoral study program. Student completes the studies by defending the doctoral dissertation.
- (4) Student of the Doctoral study program is obliged to carry out their curricular and extracurricular activities as determined by the study program and ECTS credit system that allow advancement during the Doctoral study program.
- (5) Student of the Doctoral study is required to submit a report on their work to the Doctoral study subprogram board once a year.

Article 14.

- (1) Students have rights to dormant status:
 - during pregnancy
 - as mothers or fathers who use maternity and paternity leave in accordance with special regulations
 - for longer illness conditions that cause inability for a student to fulfill the obligations within the study
 - during international exchange of students lasting longer than 60 days during teaching period, if a student in the international exchange does not collect ECTS and
 - in other justified cases that are in line with the decision of the Committee for PhD degree award.
- (2) The student has a right to dormant status only if he/she submits a written request for approval of such status and credible documentation justifying the request to the Committee for PhD degree award within 30 days after the reasons for the dormant status occur.
- (3) The decision on approving the dormant status to a student is reached by the Committee for PhD degree award.
- (4) During the dormant status, each student can take exams if having fulfilled all the conditions, and the dormant status duration is not counted in the duration of the study.

Article 15.

(1) Full-time student enrolled in the Doctoral study program can lose their student status if within five years from the day of enrollment does not defend doctoral dissertation.

(2) Part-time student enrolled in the Doctoral study program shall lose their student status if within ten years from the day of enrollment does not defend doctoral dissertation.

(3) Student loses the student status within the Doctoral study program if the Faculty Council of the study provider decides to suspend the process of awarding a doctorate in accordance with the University and Faculty Statutes.

(4) Student of the Doctoral study program shall lose their student status after:

- completion of the study,
- ex-matriculation,
- being excluded from the study as of the procedure and under conditions determined by the Statute or other regulations,
- not completing the study within the timeframe established by the Statute or these Regulations, and
- occurrence of other reasons determined by the Statute or other regulations.

Article 16.

(1) If the student does not fulfill all obligations within the Doctoral study program, or if he/she does not defend doctoral dissertation within the timeframe defined by these Regulations, the Dean of Faculty of Agrobiotechnical Sciences Osijek has the right to determine the compensation for further studying on the basis of proposal received from the Committee for PhD degree award.

(2) Students who have lost their student status within the Doctoral study program are eligible to take exams and to defend doctoral dissertation upon obtaining special approval by the Faculty Council, which is based on recommendation issued by the Committee for PhD degree award.

IV. TEACHING AND EXAMS, ENROLLMENT INTO THE FOLLOWING STUDY YEAR, DURATION AND COMPLETION OF THE STUDY

Article 17.

(1) Teaching within the Doctoral study program is carried out according to the study program as a basic document of the Doctoral study program.

(2) The study program, as well as the changes of the same, are approved by the Senate of the University of Osijek upon proposal of the Faculty of Agrobiotechnical Sciences Osijek Council.

Article 18.

(1) Apart from regular lectures within each module, teaching can be realized in the form of seminars, exercises, presentations, research, and other activities, as foreseen in each module and according to the study conditions.

(2) Lectures are the main form of teaching within obligatory modules, and consultations are foreseen within elective modules. Teaching within obligatory modules can be also realized through consultations if there will be not enough students for each subprogram of the Doctoral study program, and teaching within elective modules can be organized as lectures if there is enough students to enroll the specific module of the Doctoral study program.

Article 19.

(1) Only teachers in the scientific-teaching status can act as module coordinators within the Doctoral study. Additional condition for appointment of coordinators are published papers that prove their qualifications for the specific area of each module. Module coordinators are appointed by the Faculty Council, upon accepting a proposal by the Committee for PhD degree award.

(2) Associates within specific modules are also required to have scientific-teaching status and to be appointed by the Faculty Council based on a proposal by the Committee for PhD degree award.

(3) Based on a proposal by the Committee for PhD degree award, the Faculty Council can entrust one part of teaching and other forms of lectures within the teaching process to wellknown professionals and scientists from home or abroad. Such associates need to have a PhD degree and published scientific or professional papers, or recognized business results.

Article 20.

(1) Doctoral study program lasts for six semesters (3 years).

(2) Full-time student can request a prolongation of the study up to five years if having justified reasons and if obtaining a permission from the Committee for PhD degree award and the Faculty Council.

(3) Part-time student can request a prolongation of the study up to seven years if having justified reasons and if obtaining a permission from the Committee for PhD degree award and the Faculty Council.

(4) The curriculum is published on the website of the study holder.

Article 21.

(1) Study program is assigned by credits as off the ECTS (European Credit Transfer System). During the study, a student has to collect at least 180 ECTS.

Within this Postgraduate Doctoral study program, ECTS credits are assigned to activities divided in 7 (seven) groups, of which first 4 (four) groups are obligatory, and the rest 3 (three) groups are additional.

(2) Obligatory groups of activities:

- a) Obligatory and elective modules – student enrolls all obligatory modules within specific subprogram of the study and elective modules, so that total value of all modules is at least 30, and the most 60 ECTS,
- b) Scientific training,
- c) Scientific presentation,
- d) Dissertation.

(3) Additional groups of activities:

- a) Professional activities,
- b) Teaching activities,
- c) Postgraduate studies.

Article 22.

(1) The list of obligatory and elective modules according to each study subprogram with corresponding number of teaching hours required for realization and the number of ECTS is an integral part of these Regulations.

(2) All modules are assigned with ECTS credits as based on total teaching hours, by following the principle 1 ECTS equals to 10 teaching hours.

Article 23.

(1) From each obligatory group of activities, a student must collect at least the number of credits that is determined as the minimum. The sum of minimum number of credits from the obligatory group is 140, and the remaining 40 credits a student has to collect from the same groups or from the groups of additional activities. For example, a student can the remaining 40 credits collect from the group of additional activities (professional activities 10 + teaching activities 30), or from the scientific training because that group of activities allows maximum 100 credits (40 more than the required minimum). In addition, 40 credits can be collected by combining various activities, for example, 10 from the additionally enrolled modules, 10 from scientific training, 10 from scientific presentation, 5 from professional activities, and 5 from teaching activities.

(2) Student of the Doctoral study program can submit a request to the Doctoral study subprogram board for recognition of ECTS if having been enrolled in the compatible postgraduate university study program and if having fulfilled certain scope of obligations. Masters of sciences and advanced masters can get recognition of maximum 80 ECTS credits (which is enough for enrollment into the 3rd study year), within which the ECTS credits can be recognized for the groups of Obligatory and elective modules (by assessing compatibility with the teaching subprogram of respective Doctoral study program), „Scientific training“, „Scientific presentation“ and „Postgraduate studies“. In the category „Postgraduate studies“, masters of sciences can be awarded maximum 15-30 ECTS credits for the master of science diploma, and an advanced master can be awarded 10-20 ECTS credits, regardless of the scope and type of completed modules and/or published papers, i.e. completed modules/courses, scientific papers and scientific presentations can be additionally recognized within appropriate group of activities.

(3) Proposal for recognition of ECTS credits awarded within previous postgraduate university studies is to be submitted to the Committee for PhD degree award by the Doctoral

study subprogram board. Doctoral study subprogram board and the Committee for PhD degree award are not obliged to recognize to a student the ECTS credits from previous postgraduate university studies if they estimate that previous activities do not have significant contribution in the process of PhD degree award within the scientific field of Agriculture.

(4) For their scientific and professional work, students may collect more credits than the maximum specified in the table below, however, these ECTS that exceed the maximum limit in each group of activities as of the table below, cannot be recorded in the student's records:

No.	Group of activities	No. ECTS credits	
		minimum	maximum
1.	Obligatory and elective modules	30	60
2.	Scientific training	60	100
3.	Scientific presentation	10	30
4.	Dissertation	40	40
5.	Professional activities	-	10
6.	Teaching activities	-	30
7.	Postgraduate studies	-	30
	Sum total	180	300

(5) Within the groups of additional activities, students are not obliged, but they can collect credits up to the determined maximum amount.

Article 24.

(1) Elective modules are enrolled by each student upon having consulted a mentor and study advisor, and he/she can choose elective modules from other postgraduate doctoral studies, apart of the Postgraduate doctoral study program „Agricultural Sciences“. The value of such elective modules as of the ECTS credits can be proposed by the Doctoral study subprogram board, and accepted by the Committee for PhD degree award by considering the teaching hours and ECTS credits awarded by the specific doctoral study program provider that carries out the teaching program and the module in question.

(2) During the studies, the student of the Doctoral study program is allowed to change the selected module once, if requesting this change in written form and if getting the consent of the mentor and of the Doctoral study subprogram board. The decision about the change of selected module is reached by the Committee for PhD degree award.

(3) Obligatory and elective modules that each student needs to enroll and obtain towards the minimum of required 30 ECTS credits within particular Doctoral study subprogram is as follows:

Subprogram	No. of obligatory modules	of minimum required elective modules
1. Agroecconomics	2	5

2. Agrochemistry	4	2
3. Plant Breeding i Seed Production	4	3
4. Plant Protection	2	5
5. Animal Breeding	4	6
6. Animal Nutrition and Forage Technology	5	3
7. Hunting and Cynology	2	7
8. Technical System in Agriculture	2	5

Article 25.

(1) Each student of the Doctoral study program is obliged to enroll, actively participate and pass all constituent parts of an exam for each obligatory and elective modules, as entered in the Student Book.

(2) Exams are public, written and / or oral and taken in the presence of the module coordinator.

(3) Successfully passed exams are graded by marks: excellent (5), very good (4), good (3) and sufficient (2) and recorded in the Student Book. Insufficient (1) is a negative grade, which is recorded only in the exam application.

(4) Each passed exam, defended seminar paper and other forms of examination are recorded in an exam application, in Student Book, as well as in the student records.

(5) Exams are organized with a module coordinator. Exact date and time of exam is determined by module coordinator.

Article 26.

(1) ECTS credits can be awarded to the student of the Doctoral study program not only for passed obligatory and elective modules, but also within the remaining 6 groups of activities, as presented in the table in the Article 23.

(2) List of obligatory and elective activities and their value in ECTS are overviewed in the table below:

Activities	ECTS
Scientific training	
Set up and realization of experiment/research ¹⁾	15
Laboratory/field analytical activity ¹⁾	15
Statistical data processing ¹⁾	10
Paper presented in secondary publications - category A1	20
Paper presented in secondary publications - category A2	15
Paper in proceedings of an international conference – category A3	10
Paper in proceedings of a national conference	5
Other papers	3
Abstract in an Abstract Book	1
Scientific presentation	

(minimum duration of a module or 30 days)

Training at other university/institute in Croatia (minimum 3 months)	10
Researcher in international projects	10
Awards and acknowledgments for scientific paper ²⁾	10
Oral presentation at an international conference	10
Poster at an international conference	5
Oral presentation at a national conference	5
Poster at a national conference	3
Training in scientific institution abroad	15
Dissertation	
Application and public presentation of a dissertation topic	10
Dissertation	30
Professional activities	
Participation in seminars, conferences, round tables, panel discussions	3
Public presentation about dissertation topic	2
Case study preparation	3
Patents	10
Awards and acknowledgments for professional work ²⁾	4
Teaching activities	
University textbook	10
Book	10
Intern manuscript	5
Teaching at undergraduate or graduate study (seminars or practices)	43)
Postgraduate studies	
Master of Science degree	15-30
Advanced Master degree	10-20

1) Mentioned activities referring to scientific research should cover the topic of doctoral dissertation by public presentation of a seminar paper (presentation is not accredited in other categories), and ECTS is recommended by the Doctoral study subprogram board, and confirmed by the Committee for PhD degree award.

2) Awards for scientific or professional work given by the Ministry, universities, faculties, institutes, scientific or organizational committees of scientific or professional conferences. ECTS value for the awards proposes the Doctoral study subprogram board, and accepts the Committee for PhD degree award. 3) 4 ECTS is awarded for practices or seminars per each semester and module if being fully realized as of the teaching plan of specific module. If not, then there is a proportional number of credits awarded for participation of student in teaching. ECTS credits for teaching activities proposes the Doctoral study subprogram board, and accepts the Committee for PhD degree award.

Article 27.

(1) Student of the Doctoral study program is initially enrolled into the 1st semester of the first study year that comprises all obligatory modules. After appointment of the study advisor, the student enrolls the 2nd semester of the 1st study year by choosing elective modules. Students in coordination with their study advisor and proposed mentor can select elective modules.

Selection of modules from other postgraduate studies have to be approved to each student by the Doctoral study subprogram board.

(2) Student is obliged to enroll the 2nd semester of the Doctoral study program at the latest in March of the 1st study year within the Doctoral study program.

(3) By enrolling obligatory and elective modules, in the column “Teacher” in the Student Book student enters the name of the module coordinator.

(4) In the Student Book at the page referring to the 2nd semester next to the modules, the student enters the following activities: a) Scientific training, b) Scientific presentation,

- a) Doctoral Dissertation,
- b) Professional activities,
- c) Teaching activities,
- d) Postgraduate studies.

(5) Stated activities are required for the recording of awarded ECTS credits.

(6) Form and content of the Student Book are determined by these Regulations.

Article 28.

(1) Students are recommended first to pass exams within obligatory modules, and then within elective modules.

(2) During the second or the third semester student is expected to report the doctoral dissertation topic.

(3) Student is obliged to submit, on a provided form, to the Doctoral study subprogram board a report about student's activities once a year when submitting request for ECTS credits recognition

(4) The form and content of the student's annual report on his/her activities are prescribed by these Rules.

Article 29.

(1) In order to enrol the second study year, students of the Doctoral study program are obliged to obtain minimum 40 ECTS credits and have a positive grade on the annual report from the study advisor or mentor about the progress during the first year.

(2) Student has to submit the request for recognition of ECTS credits to the Doctoral study subprogram board and the annual report about his/her progress.

(3) Form and content of the request for recognition of ECTS credits are determined by these Regulations.

(4) Form and the content of annual report of the study advisor or mentor on the progress of the student has been given by these Rules.

(5) After receiving the request for recognition of ECTS credits, and the annual report of student about his/her work and annual report from student advisor/mentor about the student's progress Doctoral study subprogram board proposes a decision on recognition of ECTS credits, and

proposal for an annual student progress report which needs to be adopted by the Committee for PhD degree award.

(6) After reaching of the decision on recognition of ECTS credits, Doctoral study program coordinator signs decisions for each student and submits them to the Office for Postgraduate Studies.

(7) Based on that decision, ECTS credits recognized for each activity are entered in the Student Book for each student.

(8) If there is a minimum of 40 ECTS credits recognized, and the student advisor/mentor's annual report about the progress during the first year of study is evaluated with a positive grade the student has a right to enroll the 2nd study year of the Doctoral study program.

Article 30.

(1) When enrolling the 2nd study year, student of the Doctoral study program enrolls at the same time the 3rd and 4th semester.

(2) In the student book on the pages referring to 3rd and 4th semester, student enters the activities determined in the Article 27.

(3) During the 3rd and 4th semester student can, if approved by study advisor and mentor, enroll new elective modules, which are in that case entered in the student book on pages referring to the 3rd and 4th semester.

Article 31.

(1) Student of the second study year can progress to the third year if having obtained at least 80 ECTS credits and if having positive evaluation of doctoral dissertation topic, and have a positive grade on the annual report from the mentor about the progress during the second year.

(2) Student has to submit a request to the Doctoral study subprogram board for recognition of ECTS credits during the second study year along with the decision of recognized ECTS credits from the first study year and the annual report about his/her progress.

(3) After receiving the request for ECTS credits recognition and the student's annual report about his/her activities and the annual mentor's report about student's progress Doctoral study subprogram board proposes a decision on ECTS credits recognition and preposition for the annual report about student's progress to be adopted by the Committee for PhD degree award.

(4) After adoption of the decision for ECTS credits recognition, the Doctoral study program coordinator signs the decision for each student and hands it in to the Office for Postgraduate Studies.

(5) Based on the decision, ECTS credits recognized to each student are entered in the student book for each activity completed during the second study year.

(6) If a minimum of 80 ECTS credits is recognized and if having a positive evaluation of the doctoral dissertation topic, and having positive evaluation of the mentor's report about the progress during the second year student of the 2nd study year is approved enrollment into the 3rd study year of the Doctoral study program.

Article 32.

(1) During the 2nd or the 3rd semester of the Doctoral study program students is expected to initiate a procedure for PhD degree award by reporting a topic of doctoral dissertation to the Committee for PhD degree award. Student reports a topic after coordination with the mentor and/or study advisor and/or Subprogram coordinator.

(2) Doctoral dissertation topic report needs to contain:

- a) Proposal of Doctoral Dissertation Topic,
- b) explanation of the topic,
- c) methodology of work,
- d) expected scientific contribution.

(3) Student of the Doctoral study program has a right to change a mentor or a topic once by submitting a written request to the Subprogram board and to the Committee for PhD degree award, along with the written explanation of the former mentor.

(4) Form and content of the doctoral dissertation topic report are determined by these Regulations.

(5) On the Faculty's web site at least eight days before doctoral dissertation defence name of the student, title of the doctoral dissertation, date and place of the dissertation defence are publicly announced.

Article 33.

(1) Student of the third study year of the Doctoral study program is obliged to collect 150 ECTS and to obtain positive evaluation of the doctoral dissertation topic, and have a positive evaluation by mentor about the progress during the previous year in order to get a right to initiate the procedure for doctoral dissertation assessment.

(2) Student needs to submit to the Doctoral study subprogram board a request for ECTS credits recognition during the third study year, and to add decisions on ECTS credits recognition completed during the first two study years and an annual report about his/her progress.

(3) After having submitted the request for ECTS credits recognition, the annual student's report about his/her work and the annual mentor's report about student's progress Doctoral study subprogram board proposes a decision for ECTS credits recognition and proposition for the annual report about student's progress which shall be accepted by the Committee for PhD degree award.

(4) After having accepted the decision for ECTS credits recognition, Doctoral study program coordinator signs the decision and hands it to the Office for Postgraduate Studies.

(5) Based on the decision, ECTS credits recognized for each activity of student are recorded in the Student Book during the third study year.

(6) Student of the third study year of the Doctoral study program is eligible to initiate a procedure for doctoral dissertation assessment if having fulfilled the following:

- a) recognized at least 150 ECTS credits in total,
- b) recognized at least 30 ECTS credits within obligatory and elective modules,

- c) recognized at least 60 ECTS credits in scientific training,
- d) recognized at least 10 ECTS credits within scientific presentation,
- e) recognized 10 ECTS credits within positive evaluation of the doctoral dissertation topic.

(7) Procedure for doctoral dissertation assessment is initiated by the student of the third study year by submitting the request to the Committee for PhD degree award. The student shall submit a softbound example of doctoral dissertation with signature of the mentor, and with a statement of doctoral dissertation authenticity and academic integrity.

(8) Prior to doctoral dissertation defense, student of the third study year of the Doctoral study program is obliged to have at least one published and indexed scientific paper of A1 category (published in the journals indexed in the WoS) or two scientific papers of A2 category related to the field of doctoral dissertation topic in which the student needs to be only or one of the main authors. Instead of two papers of the A2 category, one scientific paper will be acknowledged if published in the scientific journal "Agriculture". Each paper, except if being specifically justified, can be qualified only for one student.

(9) Form and content of the request for initiation of the doctoral dissertation topic, and the statement on doctoral dissertation authenticity and academic integrity are determined by these Regulations.

Article 34.

(1) Doctoral Dissertation has to be independent and original work of student, by which the student needs to prove independent scientific research and application of scientific methods, and in which there will be scientific contribution contained in the scientific field of biotechnical sciences, area of Agriculture.

(2) Forms of doctoral dissertation can be:

- a) scientific work – monograph
- b) scientific work that is based on published scientific papers (collection of original scientific papers, so called Scandinavian model).

(3) The Ordinance on the International Dual Doctorates of Science at the Josip Juraj Strossmayer University of Osijek proscribes the rules and procedure for applying, drafting and defending an international dual doctoral degree in science.

(4) Doctoral Dissertation is written in Croatian language. It has to be linguistically, stylistically and technically well structured, and in line with the instructions on writing of scientific papers. If proposed by the Committee for PhD degree award, it can be written in another world language. Title, Abstract and Key words of doctoral dissertation have to be written in Croatian and in English language.

(5) The scope of doctoral dissertation as a scientific work – monograph is not defined precisely, however, it should contain more than 100 and less than 200 pages, with 1.5 space line, A4 format, font size 12, resulting in about 2.000 – 2.500 characters per page, with title, abstract and key words in English language.

(6) Doctoral Dissertation as a collection of original scientific papers is based on published scientific papers that are in line with the methodology and objectives of research, and accepted

topic of the doctoral dissertation. By these Regulations, there are defined minimum number and quality of papers:

1. Minimum number of scientific papers that have to comply one or two of the stated criteria:
 - a. three (3) scientific papers presented in the first (A1) group of databases (WoS), at least one of those papers needs to be in the Journal rated as Q1/Q2 by the Regulations on the conditions for the election to scientific titles (for Biotechnical sciences);
 - b. four (4) scientific papers presented in the first (A1) group of databases (WoS) determined by the Regulations on the conditions for the election to scientific titles (for Biotechnical sciences).
2. All papers have to be published in different publications and indexed in all the referential scientific bases.
3. Doctoral student has to be the first author at all stated papers.
4. At least two papers must be published and other papers must be accepted for printing in magazines covered by the WOS database. Papers that are in the process of review can be an integral part of the doctoral dissertation (because of the results completeness), but they will not be seen as fulfilment of conditions as of this Article.

(7) Doctoral Dissertation written as a collection of original scientific papers has to contain the following main chapters:

1. Basic Documentation Card in Croatian
2. Basic Documentation Card in English
3. Extended Abstract (25-50 pages) in Croatian language
4. Scientific paper No. 1 in original language 5. Scientific paper No. 2 in original language
5. Scientific paper No. 3 in original language
6. Extended Abstract or the translation of the whole paper in Croatian language for all papers which originals are not in Croatian language
7. Abstract (up to 2 pages)
8. Summary (up to 2 pages)
9. Curriculum Vitae in Croatian
10. Curriculum Vitae

(8) Form and content of the doctoral dissertation are determined by these Regulations.

Article 35.

(1) Doctoral dissertation is evaluated by the Committee for doctoral dissertation assessment.

The report of the Committee for doctoral dissertation assessment contains:

1. overview of the dissertation content,
2. opinion and dissertation assessment with respect to applied methods,
3. scientific content of the dissertation,
4. suggestion of the Committee.

(2) Form and content of the report that is prepared by the Committee for doctoral dissertation assessment are determined by these Regulations.

(3) Suggestion of the Committee for doctoral dissertation assessment can be as follows:

1. doctoral dissertation shall be accepted and the student shall be allowed to proceed with the doctoral dissertation defense,
2. doctoral dissertation shall be amended by the student,
3. doctoral dissertation shall be declined.

Article 36.

(1) If the Committee for PhD degree award suggests and the Faculty Council accepts the report in which it is stated that doctoral dissertation shall be amended, the Committee for PhD degree award informs the student about the necessity to correct the dissertation according to the instructions given by the Committee for doctoral dissertation assessment within the 90 days from the receipt of the Faculty Council decision. If the student does not correct the doctoral dissertation within the 90 days, without having justified reasons, his doctoral dissertation will be considered declined.

(2) The Committee for PhD degree award can suggest and the Faculty Council can conclude that the report of the Committee for doctoral dissertation assessment does not provide enough basis for reaching of decision on the doctoral dissertation assessment. In this case, the Faculty Council can, independently or upon suggestion of the Committee for PhD degree award, appoint new members in the Committee for doctoral dissertation assessment and request a submission of new report, or it can appoint new Committee for doctoral dissertation assessment, which will be in charge to review again the doctoral dissertation. (3) Each member of the committee has the right to submit a separate opinion

Article 37.

(1) If the suggestion of the Committee for doctoral dissertation assessment contains negative evaluation of the doctoral dissertation, and the Committee for PhD degree award does not suggest and the Faculty Council does not reach a decision on the new members appointed to the Committee or the new Committee as a whole, the Faculty Council shall decide that the doctoral dissertation shall be declined and that the procedure for the PhD degree award shall be ceased.

(2) The elaborated decision on suspension of the procedure shall be sent to student within eight (8) days, and the student cannot repeat the procedure of the PhD degree award at the University with the same topic of the dissertation.

Article 38.

(1) After accepting the positive assessment of the doctoral dissertation, the Faculty Council, as following the proposal of the Committee for PhD degree award, appoints the Committee for doctoral dissertation defense.

(2) Date of doctoral dissertation defense is to be agreed by the student and the Committee for doctoral dissertation defense, and public defense of doctoral dissertation cannot take place earlier than eight (8) working days since the day when the Faculty Council reached the decision

on accepting positive assessment of the doctoral dissertation and appointing the Committee for doctoral dissertation defense.

(3) Decision about the date of the public defense of the doctoral dissertation is also reached by the Faculty Council.

(4) The notification on public defense of doctoral dissertation is announced on the Faculty web site and boards at least eight (8) days prior to the public defense of doctoral dissertation.

(5) The defense is held at the premises designated by the Faculty Council, in the language in which the doctoral dissertation is written.

Article 39.

(1) Positively assessed doctoral dissertation is publicly defended by the student in front of the Committee for doctoral dissertation defense.

(2) Doctoral dissertation defense is performed according to the protocol on doctoral dissertation defense that is determined by the Committee for PhD degree award.

(3) After completed protocol of the doctoral dissertation defense, the Committee for doctoral dissertation defense decides if the student has successfully defended the doctoral dissertation.

(4) Recording secretary keeps minutes on the public defense of the doctoral dissertation, which is signed by all members of the Committee, including the recording secretary. The minutes contain the decision of the Committee on the defense of doctoral dissertation, which can be as follows:

1. defended by unanimous decision of the Committee
2. defended by the majority of votes of the Committee
3. was not defended.

(5) Upon completion of the doctoral dissertation defense, student is handed in a certificate about completion of the doctoral study, which is used until the diploma issuance.

Article 40.

(1) Within one month from the date of doctoral dissertation defense, the doctoral student shall hand in seven (7) hardbound copies and electronic version of doctoral dissertation to the Office for postgraduate studies.

(2) When handing in the doctoral dissertation, the doctoral student is obliged to complete and sign a permission for archiving and publication of doctoral dissertation in publicly accessible faculty, university and national repository.

(3) The Doctoral study program provider is obliged to send one copy of the doctoral dissertation to the National and University Library in Zagreb, to the library of the Faculty of Agrobiotechnical Sciences Osijek, and to the City and University Library in Osijek, and one copy of the doctoral dissertation shall be kept in the archives of the Faculty of Agrobiotechnical Sciences Osijek. The Doctoral study program provider is obliged to publish the doctoral dissertation in the online database of the National and University Library in Zagreb, as well as on web pages on the Faculty of Agrobiotechnical Sciences Osijek.

(4) Form and content of the permission for archiving and publication of doctoral dissertation in publicly accessible faculty, university and national repository is contained in these Regulations.

Article 41.

(1) If research results obtained within the preparation of the doctoral dissertation are to be used in the economy sector, and they involve innovation that is subject to intellectual property rights, student and supervisor are obliged to inform the Committee for PhD degree award and the Technology Transfer Office of the University.

(2) Before submitting doctoral dissertation for assessment, mentor and student may request that the doctoral dissertation should be processed secretly. In this case, the Faculty Council may exclude the public from the defense of doctoral dissertation and can delay its publication in order to protect the intellectual property in duration from one year since the date of submission of doctoral dissertation for assessment until three years, or until the public announcement of a patent application.

(3) Doctoral dissertation that is subject to delayed publication shall be defended in front of committee, which members sign a statement of confidentiality.

Article 42.

Student that has not defended doctoral dissertation is entitled to re-apply for preparation and defense of doctoral dissertation after 90 days, but not with the same topic.

Article 43.

Doctoral dissertation that is not defended within 10 years from the day of doctoral dissertation topic approval is subject to repeated evaluation procedure.

Article 44.

Student that successfully defends doctoral dissertation is issued a certificate on completed doctoral study program and awarded academic degree of the doctor of sciences. This certificate contains information about dissertation title and the scientific area and field within which the doctorate of sciences is awarded.

Article 45.

(1) Upon completion of the doctoral study program and successful defense of doctoral dissertation, the University issues a diploma that is confirming the doctoral study program completion and the award of the academic degree of the doctor of sciences, as following the legal acts.

(2) Diploma on the doctorate of sciences is awarded by the rector of the University on the graduation ceremony, when each doctoral graduate student has to sign up in the Doctors of Sciences Book.

(3) Besides the diploma, each doctoral graduate student is issued free of charge the Diploma Supplement in English and Croatian language that contains relevant information necessary for understanding of the acquired academic degree.

V. MANAGEMENT OF THE STUDY

Article 46.

Professional bodies of the Doctoral study program are: Faculty Council of the Faculty of Agrobiotechnical Sciences Osijek in Osijek (further in the text: Faculty Council), Committee for PhD degree award, Doctoral study subprogram board, Doctoral study program coordinator and Doctoral study subprogram coordinator.

Article 47.

Faculty Council suggests to the University Senate the study program and changes to the study program.

Article 48.

(1) Faculty Council decides on:

- study program and changes to the study program,
- curriculum of the Doctoral study program,
- appointment of coordinators and associates within modules,
- announcement of calls for enrollment of students,
- acceptance of the doctoral dissertation topic application,
- appointment of members of the Committee for evaluation of the doctoral dissertation topic,
- acceptance of the doctoral dissertation topic evaluation,
- appointment of mentors and co-mentors for advisory work within the doctoral dissertation preparation,
- appointment of members of the Committee for doctoral dissertation assessment,
- acceptance of the doctoral dissertation assessment,
- appointment of the Committee for doctoral dissertation defense and the date of defense,
- appointment of the Doctoral study subprogram coordinators,
- rights on dormant status in other justified cases as suggested by the Committee for PhD degree award,
- other issues referring to organization and management of the Doctoral study program as suggested by the Committee for PhD degree award.

Article 49.

(1) Committee for PhD degree award is composed of: vice-dean for science and Doctoral study subprogram coordinators. Head of Faculty administration is taking part in the work of the Committee for PhD degree award without voting rights.

The Committee for PhD degree award is chaired by the vice-dean for science in a capacity of president. The Committee for PhD degree award can function if at least half of the members are present at meetings. Members of the Committee for PhD degree award who are unable to participate in a meeting, can appoint a substitute (a professor) from among the members of the Doctoral study subprogram board.

(3) Regular meetings of the Committee for PhD degree award are convened usually once a month by the vice-dean for science. Meetings shall be attended by all members of the Committee for PhD degree award and reporters for each dissertation topic application, topic evaluation or doctoral dissertation assessment.

(4) The reporters are usually mentors or co-mentors on doctoral dissertations, and they can be presidents of the Committee for dissertation topic evaluation or Committee for doctoral dissertation assessment. Reporters participate in discussions at the meetings of the Committee for PhD degree award, but they do not participate in decision-making.

(5) Committee for PhD degree award accepts proposals by a majority of votes of present members of the Committee.

Article 50.

(1) Committee for PhD degree award proposes to the Faculty Council:

- study program and changes to the study program,
- curriculum of the Doctoral study program,
- Doctoral study subprogram coordinators,
- Coordinators of modules and associates at modules of the Doctoral study program,
- Evaluation of the doctoral dissertation topic and doctoral dissertation assessment,
- Committee for evaluation of the doctoral dissertation topic, Committee for doctoral dissertation assessment and Committee for doctoral dissertation defense, - mentors for advisory work during the doctoral dissertation preparation, - co-mentor for advisory work during the doctoral dissertation preparation.

(2) Committee for PhD degree award discusses:

- proposed topic of the doctoral dissertation, proposed evaluation of the doctoral dissertation topic and proposed doctoral dissertation assessment,
- proposed mentor and co-mentor for advisory work during the doctoral dissertation preparation,
- proposed Committee for dissertation topic evaluation, Committee for doctoral dissertation assessment and Committee for doctoral dissertation defense.

(3) Committee for PhD degree award reaches decisions on:

- proposals of the Doctoral study subprogram board on additional exams for a student of the Doctoral study program,
- enrollment of students in the Doctoral study program based on proposal of the Doctoral study subprogram board,
- award of ECTS credits to students of the Doctoral study program based on proposal of the Doctoral study subprogram board,
- the student's annual report on their activities,
- an annual report by a student advisor or mentor on student progress
- regular enrollment of students in the second and the third study year of the Doctoral study program according to the awarded ECTS credits,
- part-time enrollment of students in the second and the third study year of the Doctoral study program based on fulfillment of the special conditions and other activities as defined by these Regulations.

Article 51.

(1) Doctoral study subprogram board is consisting of all employees of the Faculty of Agrobiotechnical Sciences Osijek that are holding scientific-teaching title and that are involved in teaching within specific subprogram of the Doctoral study program, as well as representatives of teachers in scientific-teaching title within the same Doctoral study program that are not employed by the Faculty of Agrobiotechnical Sciences Osijek, but they participate in teaching within the Doctoral study program as regulated by specific agreement. (2) Number of representatives of associates in the Subprogram board is suggested by the Committee for PhD degree award or by the Subprogram coordinator for each subprogram of the Doctoral study, and the decision on the number of the representatives of associates is reached by the Committee for PhD degree award.

(3) Doctoral study subprogram board is gathered and presided over by the Subprogram Coordinator. In order to be able to hold sessions of the Doctoral study subprogram board, presence of more than half of all members of the Subprogram board is required.

(4) Doctoral study subprogram board reaches decisions by majority of votes of all members of the Subprogram board.

Article 52.

(1) Doctoral study subprogram board proposes to the Committee for PhD degree award the following:

- study program and changes to the study program,
- curriculum of the Doctoral study program
- subprogram coordinators of the Doctoral study program
- coordinators and associates within modules of the Doctoral study program,
- additional exams for students of the Doctoral study program,
- enrollment of students at the Doctoral study program,
- recognition of the ECTS credits to students of the Doctoral study program, as requested in writing by each student,
- the student's annual report on their activities,
- an annual report by a student advisor or mentor on student progress
- enrollment of full-time students in the Doctoral study program at the second and the third study year, according to the number of recognized ECTS credits,
- enrollment of part-time students in the Doctoral study program at the second and the third study year, based on fulfillment of special conditions.

(2) Doctoral study subprogram board shall:

- appoint study advisor to each student of the Doctoral study program during the first semester,
- suggest to students of the Doctoral study program a mentor for preparation of doctoral dissertation,
- suggest to students of the Doctoral study program co-mentor for preparation of doctoral dissertation,
- reaches decision about appointment of Doctoral study subprogram secretary, as suggested by the Subprogram coordinator and

- perform all other tasks as determined by these Regulations.

Article 53.

- (1) Doctoral study program coordinator is a vice-dean for science at the Faculty of Agrobiotechnical Sciences Osijek.
- (2) Doctoral study program coordinator calls sessions and presides over the Committee for PhD degree award.
- (3) Doctoral study program coordinator confirms the minutes and decisions of the Committee for PhD degree award sessions by signing the same.
- (4) All decisions reached by the Committee for PhD degree award are forwarded to the Office for Postgraduate Studies by the Doctoral study program coordinator. All suggestions made by the Committee for PhD degree award are presented at the Faculty Council sessions also by Doctoral study program coordinator.

Article 54.

- (1) Doctoral study subprogram coordinator is elected by the majority of votes of all members of the Doctoral study subprogram board.
- (2) The change of subprogram coordinator is suggested by the president of the Committee for PhD degree award. The change of the subprogram coordinator can be suggested by the subprogram coordinator or by any other member of the Doctoral study subprogram board. However, that suggestion shall be supported by at least two members of the Doctoral study subprogram board.
- (3) Suggestion for the change in the Subprogram coordinator is accepted by the majority of votes of all members of the Doctoral study subprogram board.
- (4) Subprogram coordinator is entitled to receive financial compensation for the work that is defined by these Regulations.

Article 55.

- (1) Doctoral study subprogram coordinator:
 - calls and presides over regular sessions of the Doctoral study subprogram board, which are held at least once during each semester,
 - calls and presides over special sessions of the Doctoral study subprogram board, which are held as needed or at the request of any member of the Doctoral study subprogram board,
 - suggests to the Doctoral study subprogram board appointment of the secretary of the Doctoral study subprogram board,
 - organizes, supervises and coordinates the functioning of the Doctoral study subprogram, while having assistance of the secretary of the Doctoral study subprogram for realization of the decisions reached by the Doctoral study subprogram board as in line with these Regulations,

- represents the Doctoral study subprogram board in the sessions held by the Committee for PhD degree award by presenting suggestions and decisions of the Doctoral study subprogram board,
- Doctoral study subprogram coordinator confirms the minutes of Subprogram board sessions and signs all decisions of the Subprogram board.

Performs other activities as determined by these Regulations.

Article 56.

(1) Doctoral study subprogram secretary provides assistance to Doctoral study subprogram coordinator in organization and supervision of the Doctoral study subprogram realization. Special duty of the Doctoral study subprogram secretary refers to correspondence with students of the Doctoral study program and duly administration of all documents for the Doctoral study subprogram, as defined by these Regulations.

(2) Doctoral study subprogram secretary has to be employed by the Faculty of Agrobiotechnical Sciences Osijek, appointed with the scientific-teaching title and involved in teaching activities realized within the respective Doctoral study subprogram.

(3) Doctoral study subprogram secretary is entitled to receive financial compensation for the work that is defined by these Regulations.

Article 57.

(1) Each student of the Doctoral study program is eligible to have a study advisor, who is suggested by the Doctoral study subprogram coordinator, as agreed by the student. As a rule, study advisor is appointed during the first semester of the first study year of the Doctoral study program. Study advisor must be Doctoral study subprogram member.

(2) Study advisor provides assistance to a student in selection of elective modules and coordinates them with planned student's scientific-research activities. The advisors help students during their studies and supervises their work.

(3) Study advisor makes a report about student activities during the study until the mentor is chosen, and the form of the report is part of these Regulations.

(4) The enrollment of a student in the senior year of study depends on a positive report.

(5) The study advisor shall make a statement of acceptance of the obligations of the study advisor upon his appointment, which is an integral part of these Regulations.

(6) The study advisor must be elected to a scientific-educational title and is usually an employee of the Faculty.

(7) Study advisor manages other tasks prescribed by these Regulations.

(8) Study advisor is entitled to receive financial compensation for the work that is defined by these Regulations.

Exceptionally, the study advisor has the right to withdraw from the counseling for objective reasons (non-cooperation of the student, the objective circumstances of the student's work and

life, the objective circumstances of the work and life of the study advisor). The aforementioned reasons should be explained in writing and further explained.

Article 58.

After consultations with the student and advisor, and with the written consent of the proposed mentor, the Doctoral study subprogram board proposes the mentor for advisory work in preparation of doctoral dissertation (further in the text: the mentor). Doctoral study subprogram board proposes the mentor at the latest parallel with the application of the doctoral dissertation topic. The Committee for PhD degree award considers the appointment of mentors and proposes its decision to the Faculty

(1) Council, which decides on the appointment of the mentor, with the prior written consent of acceptance of mentoring.

(2) One person can act as a mentor and study advisor.

(3) Prior to taking up the first mentorship, the mentor is required to participate in the mentoring workshop organized by the Faculty, University or recognized international schools, and needs to bring a certificate of participation.

(4) Mentor has to hold a scientific-teaching title, and as of rule, has to be employed by the Faculty of Agrobiotechnical Sciences Osijek. In the last five years, the mentor has to have published two scientific papers (at least one indexed in WoS) related to the research topic of the doctoral dissertation and has to fulfill at least 4 of the following 9 conditions:

1. Participates in the realization of the Doctoral study program
2. Participates in the realization of some other postgraduate doctoral study program
3. Coordinated at least one scientific project or participated in at least one international project
4. Was at least once president of the scientific or organizational committee of a scientific conference in Croatia, or acted as a member of the scientific committee or as a section moderator in international scientific conference organized by an international association
5. Was at least three times member of scientific committee or section moderator of a scientific meeting in Croatia or abroad
6. Acted as a mentor or co-mentor for at least one defended doctoral dissertation or master thesis at postgraduate university study or has attended the mentor school at the University or has successfully participated in a mentoring workshop organized by a university / faculty in that academic year.
7. Acted as a member of in at least two committees for doctoral dissertation defense
8. Was a co-author of at least 4 scientific papers of the A1 category or of at least 8 scientific papers of the A2 category
9. Participated in oral presentation at least 2 scientific meetings or held poster presentation at least 4 scientific meetings.

(5) Mentor can be:

- professor emeritus that participates in realization of teaching at the Doctoral study program, and
- any person that is internationally well-known scientist not employed at the Faculty of Agrobiotechnical Sciences Osijek, however, that person participates in realization of

teaching at the Doctoral study program, or participates in or coordinates a scientific-research project within which the research for doctoral dissertation preparation shall be conducted.

(6) Mentor is obliged to:

- guides students through the study and through the research activities,
- help students in their scientific-research work,
- help students in definition of methods for doctoral dissertation,
- help students to define structure of research for each part of doctoral dissertation,
- help students to search for scientific and professional literature,
- provides to students other professional and scientific support,
- provides report about student's continuous progress during the study,
- performs other tasks as defined by these Regulations.

(7) Teachers that are personally related to the student of the Doctoral study program (spouses, children, parents, and siblings) cannot be appointed student's mentor.

(8) Mentor that is appointed before being retired can hold the mentor status until all their work is done, if this is suggested by the Doctoral study subprogram board, supported by the Committee for PhD degree award, and confirmed in the decision of the Faculty Council.

(9) Teacher of the Faculty can be a mentor on other University with the permission of the Faculty or University.

(10) It is not allowed to appoint retired teachers for mentors of doctoral dissertations.

(11) Mentor that is not employed by the Faculty has to sign an agreement on cooperation and assumption of responsibility with the Faculty Dean.

(12) Mentor is entitled to receive financial compensation for the work that is defined by these Regulations.

Article 59.

(1) Doctoral study subprogram board, if agreed with the student and mentor, can suggest a co-mentor for advisory work within doctoral dissertation preparation (further in the text: co-mentor), if having a written consent of the suggested co-mentor. Doctoral study subprogram board suggests a co-mentor at the earliest after adoption of the positive evaluation of doctoral dissertation topic, and at the latest before the enrolment of the student in the 3rd study year. The Committee for PhD degree award considers the appointment of co-mentors and suggests its decision to the Faculty Council, which reaches its decision on the appointment of co-mentor.

(2) The same person can be appointed as a co-mentor and study advisor.

(3) Josip Juraj Strossmayer employees, prior to becoming co-mentors, must attend mentor workshops organized by Faculties, Universities or accredited international schools which is confirmed by certificate of attendance.

(4) While proposing the appointment of a co-mentor, Doctoral study subprogram board and the Committee for PhD degree award shall respect the following principles:

- a. co-mentor can be scientist from other institution (employment is not regulated by the Faculty of Agrobiotechnical Sciences Osijek) in order to provide for efficient scientificresearch linking of institutions and for intensifying cooperation with the student of the Doctoral study program,
- b. co-mentor can be an employee of the Faculty of Agrobiotechnical Sciences Osijek in the scientific-teaching title if the scientific title is affiliated with the field or branch that is different from the one of the mentor, because of more efficient performance of interdisciplinary research,
- c. co-mentor can be scientist who is a principal investigator of a scientific project or an international project within which the scientific research or exchange of scientific staff is realized, with the aim to provide for quality research conditions to the student.

(5) Co-mentor is not obliged to be elected into a scientific-teaching title, however, they have to be elected into scientific title and have to comply with at least 3 conditions defined in the above-described article.

(6) Co-mentor cooperates with the mentor to:

- guide students through the study and through the research activities,
- help students in their scientific-research work,
- help students in definition of methods for doctoral dissertation,
- help students to define structure of research for each part of doctoral dissertation,
- help students to search for scientific and professional literature,
- provides to students other professional and scientific support,
- performs other tasks as defined by these Regulations.

(7) Teachers that are personally related to the student of the Doctoral study program (spouses, children, parents, and siblings) cannot be appointed student's co-mentor.

(8) Retired teachers cannot be appointed co-mentors for doctoral dissertation.

(9) Co-mentor is entitled to receive financial compensation for the work that is defined by these Regulations.

Article 60.

Within the procedure for PhD degree award, the following committees are appointed:

(1) Committee for evaluation of the doctoral dissertation topic, (2) Committee for doctoral dissertation assessment, (3) Committee for doctoral dissertation defense.

Article 61.

(1) Members of the Committee for evaluation of the doctoral dissertation topic, of the Committee for doctoral dissertation assessment and of the Committee for doctoral dissertation defense are appointed by the Faculty Council, upon being suggested by the Committee for PhD degree award.

(2) Members of the committees are entitled to receive financial compensation for their work that is defined by these Regulations.

Article 62.

(1) Committee for evaluation of the doctoral dissertation topic consists of at least three members with the scientific-teaching title corresponding to the scientific area of the doctoral dissertation topic, of whom at least one member is recommended to be a scientist not affiliated with the Faculty of Agrobiotechnical Sciences Osijek . The Committee consists of the President of the Committee (who is usually employed by the Faculty of Agrobiotechnical Sciences Osijek) and two Committee members.

(2) Apart of the mentioned members of the Committee (at least three members, i.e. president and two members), it is obligatory to appoint a substitute member to the Committee, who is usually elected into a scientific-teaching title at the Faculty of Agrobiotechnical Sciences Osijek . The Committee for evaluation of the doctoral dissertation topic can have two substitute members at the most.

(3) Exceptionally, a member of the Committee for evaluation of the doctoral dissertation topic can be an employee of other scientific or educational institutions that is elected only into a scientific title, without scientific-teaching title.

(4) Members of the Committee for evaluation of the doctoral dissertation topic are suggested by the Committee for PhD degree award within the application of the doctoral dissertation topic that is submitted by the student of the Doctoral study program, as agreed by the Subprogram coordinator of the Doctoral study program. Suggested or appointed mentor for advisory work within the doctoral dissertation preparation cannot be appointed to the Committee for evaluation of the doctoral dissertation topic.

(5) All scientific researches on animals or with animals have to be in line with regulations and have to be approved by the Faculty committee for animal welfare, as well as by the institution in which the research is being realized.

(6) If the student fulfills conditions for doctoral dissertation topic application, based on a suggestion of the vice-dean for science, the Faculty Council reaches a decision on the appointment of the Committee for evaluation of the doctoral dissertation topic at its following session.

(7) President of the Committee for PhD degree award suggests public presentation of the doctoral dissertation topic to be prepared for agenda of the following session. At the session of the Committee for PhD degree award, the student presents their topic in duration of no longer than 15 minutes, by using maximum 20 slides structured as follows:

- a) Introduction (1-3)
- b) Hypothesis and objectives (2-3)
- c) Material and research methods (4-6)
- d) Expected results and scientific contribution (4-6)
- e) References (1-2).

(8) After presentation of the topic, the president of the Committee for PhD degree award opens a discussion by inviting the Committee for evaluation of the doctoral dissertation topic, as well as members of the Committee for PhD degree award, to ask questions and present their opinions on the topic. Explanations of the topic and answers to the questions are given by the student and/or proposed mentor.

(9) After discussion, the Committee for evaluation of the doctoral dissertation topic gives oral announcement by majority of votes whether presented topic of the doctoral dissertation should be accepted or rejected.

Within 7 days after public presentation of the doctoral dissertation topic, the Committee for evaluation of the doctoral dissertation topic submits written report about

(10) Suggestion for acceptance or rejection of the doctoral dissertation topic to the Committee for PhD degree award.

(11) Form and content of the written report of the Committee for evaluation of the doctoral dissertation topic is determined by these Regulations.

Article 63.

Committee for doctoral dissertation assessment consists of at least three members with scientific-teaching title related to the scientific area of the doctoral dissertation topic, with recommendation that at least one member shall be a scientist not employed by the Faculty of Agrobiotechnical Sciences Osijek . The Committee is composed of the President of the Committee (usually employed by the Faculty of Agrobiotechnical Sciences Osijek) and two members of the Committee. Mentor cannot be the member of Doctoral dissertation assesment committee. If the Faculty Council appoints the comentor for advisory work with the student for the preparation of the doctoral dissertation, then the

(1) Co-mentor can also not be a member of the Committee for doctoral dissertation assessment.

(2) Apart of the mentioned members of the Committee (at least three members, i.e. president and two members), it is obligatory to appoint one substitute member to the Committee, who is usually elected into a scientific-teaching title and employed by the Faculty of Agrobiotechnical Sciences Osijek .

(3) As defined for the members of the Committee for evaluation of the doctoral dissertation topic, members of the Committee for doctoral dissertation assessment can be also employees of other scientific or educational institutions that are elected only into a scientific title, without scientific-teaching title.

(4) If the appointed members of the Committee for doctoral dissertation assessment are retired after the appointment, they can still retain the acquired status as members of the Committee, but they cannot act as Presidents of the Committee.

(5) Suggestion of the members to the Committee for doctoral dissertation assessment is done by the student of the Doctoral study program, as agreed with the appointed mentor (and with co-mentor if one is appointed), with the Subprogram coordinator and other suggested members of the Committee.

(6) Within 90 days after appointment, the Committee for doctoral dissertation assessment shall submit a written report to the Committee for PhD degree award and propose:

- acceptance of the positive assessment of doctoral dissertation,
- proposal for amendments and corrections to the doctoral dissertation,
- rejection of the doctoral dissertation.

(7) Defined period of 90 days starts after fulfilling of the two conditions:

1. appointment of the Committee for doctoral dissertation assessment,
2. handing-in the doctoral dissertation to all members of the Committee for doctoral dissertation assessment.

(8) Oral report with the suggestion of the Committee for doctoral dissertation assessment is presented by the Committee President or by the mentor of the doctoral dissertation at the session of the Committee for PhD degree award.

Form and content of the written report of the Committee for doctoral dissertation assessment is defined by these Regulations.

Article 64.

(1) Committee for doctoral dissertation defence consists of at least three or five members elected into scientific-teaching title related to the scientific area of the doctoral dissertation topic. The Committee for doctoral dissertation defence consists also of two substitute members elected into scientific-teaching title and recording secretary, as well as substitute for recording secretary with the PhD degree.

(2) The Committee consists of one President of the Committee (employed by the Faculty of Agrobiotechnical Sciences Osijek) and two members of the Committee. Mentor cannot be the member of Doctoral dissertation defence committee. If the Faculty Council has appointed a co-mentor for doctoral dissertation preparation, then the co-mentor can not be a member of the Committee for doctoral dissertation defence.

(3) President of the Committee for doctoral dissertation assessment shall be also appointed as a member of the Committee for doctoral dissertation defence.

As defined for the members of the Committee for doctoral dissertation assessment, members of the Committee for doctoral dissertation defence can be also employees of other

(4) Scientific or educational institutions that are elected only into a scientific title, without scientific-teaching title.

(5) If the appointed members of the Committee for doctoral dissertation defence are retired after the appointment, they can still retain the acquired status as members of the Committee, but they cannot act as Presidents of the Committee.

(6) Suggestion of the members to the Committee for doctoral dissertation defence is done by the student of the Doctoral study program, as agreed with the appointed mentor (and with co-mentor if one is appointed), and with other suggested members of the Committee.

(7) The Committee for doctoral dissertation defence attends the public defence of doctoral dissertation, as regulated by these Regulations, and signs the minutes on public defence of doctoral dissertation that contains the decision of the Committee about the defence of the doctoral dissertation, as follows:

1. defended by unanimous decision of the Committee
2. defended by the majority of votes of the Committee
3. not defended.

(8) Form and content of the minutes on public defence of doctoral dissertation are determined by these Regulations.

Article 65.

(1) Administrative work related to the Doctoral study program is performed by the Department for postgraduate studies of the Faculty of Agrobiotechnical Sciences Osijek .

(2) Each Doctoral study subprogram is a unit with separate calculation of income, expenses and financial results.

(3) Income is collected from tuition fees, Ministry of Science and Education - MSE, Croatian Science Foundation, University and from other sponsorships and donations.

(4) Accounting within the Doctoral study program is performed by the Division in the Central office for accounting and finance of the Faculty of Agrobiotechnical Sciences Osijek

VI. DISTRIBUTION OF INCOME AND FINANCIAL COMPENSATIONS FOR WORK PERFORMED WITHIN THE DOCTORAL STUDY PROGRAM

Article 66.

(1) Income generated from the tuition fees within the Doctoral study program is divided as follows:

- a) 63% for the costs of teaching (lecture costs, consultations, exams, mentors, co-mentors, study advisor, subprogram coordinator and secretary, external lecturers travel and accommodation costs)
- b) 15% for the analytical and/or research part of the doctoral dissertation (costs of analysis and/or consumables necessary for the doctoral dissertation writing),
- c) 10% for the improvement of Faculty activities,
- d) 2% for the salary increase of employees whose workload has increased, and is paid according to Dean's decision,
- e) 3% for the improvement of Central Agrobiotechnical Analytical Unit activities,
- f) 2% for the International cooperation fund,
- g) 5% for the University business fund.

Article 67.

(1) Costs of scientific research and field work necessary to be realized within the doctoral dissertation preparation are to be covered by students of the Doctoral study program, if the Doctoral study program, scientific projects or the Faculty do not dispose of enough funds for such purposes.

Article 68.

(1) The right for financial compensation for work performed within the Doctoral study program can be used by:

- a) Doctoral study subprogram coordinator,
- b) Doctoral study subprogram secretary,
- c) Coordinators of obligatory and elective modules,
- d) Teachers (coordinators and associates of the module),
- e) Study advisors,
- f) Mentors,
- g) Co-mentors,
- h) Members of the Committee for evaluation of the doctoral dissertation topic,
- i) Members of the Committee for doctoral dissertation assessment,
- j) Members of the Committee for doctoral dissertation defense.

(2) The right of individuals for financial compensation is mutually excluded in cases of subprogram coordinators and subprogram secretaries.

Article 69.

(1) Doctoral study subprogram coordinator is entitled to receive compensation of 2,000.00 HRK during each semester in which he/she manages and organizes lectures and performs other activities related to the Doctoral study subprogram. The amount of this compensation does not depend on the number of students within specific Doctoral study subprogram.

(2) In addition to this right, Doctoral study subprogram coordinator may earn other financial contributions based on other completed tasks as defined in the Article 68.

Article 70.

(1) Doctoral study subprogram secretary is entitled to receive compensation of 1,000.00 HRK during each semester in which he/she assists the subprogram coordinator in organizing of lectures and other activities related to the Doctoral study subprogram. The amount of this compensation does not depend on the number of students within specific Doctoral study subprogram.

(2) In addition to this right, Doctoral study subprogram secretary may earn other financial contributions based on other completed tasks as defined in the Article 68.

Article 71.

(1) Module coordinators are entitled to receive compensation of 500.00 HRK for each student of the Doctoral study program and for each module if the student enrolled and passed each module. This compensation is determined for realized work related to organization of exam within specific module, both obligatory and elective ones. The amount of this compensation does not change with respect to the number of exam takings by the student.

(2) In addition to this right, module coordinators may earn other financial contributions based on other completed tasks as defined in the Article 68.

Article 72.

(1) Teachers (coordinators and associates within each module) are entitled to receive compensation for realized teaching activities within each module (lectures, seminars, practices and others).

(2) Amount of compensation in case of full realization of teaching as planned in the curriculum (if module is enrolled by 5 or more students) is determined according to the number of teaching hours held by each teacher. The amount is 100.00 HRK per teaching hour irregardless of the teaching activity (lectures, seminars, practices and others) and of the status within the module (coordinators and associates). The amount of this compensation does not change in proportion to the number of students enrolled in the module.

(3) Amount of compensation in case of consultations without full realization of teaching as planned in the curriculum (if module is enrolled by less than 5 students) is determined as 500.00 HRK per module. If consultations are realized only by a coordinator, the determined amount is awarded to the coordinator, and if consultations are done also by associates, then the determined amount shall be divided as in proportion to the number of hours in the curriculum of specific module. The amount of this compensation does not change in proportion to the number of students enrolled in the module.

(4) In addition to this right, teachers may earn other financial contributions based on other completed tasks as defined in the Article 68.

Article 73.

(1) Study advisors are entitled to receive compensation in the amount of 500.00 HRK per student for each semester during the first study year of the Doctoral study program. During the second and the third study year, the study advisor does not have a right for financial compensation mainly because their role is substituted / merged by a role of a mentor or comentor.

(2) If a study advisor is appointed as a mentor or co-mentor during the 2nd semester, she/he does not have a right to receive financial compensation as a study advisor for the 2nd semester, but receives a compensation as a mentor or co-mentor.

(3) In addition to this right, study advisors may earn other financial contributions based on other completed tasks as defined in the Article 68.

Article 74.

(1) Mentors are entitled to receive a one-time compensation in the amount of 2,000.00 HRK per student during the whole Doctoral study program, and after doctoral dissertation topic application.

(2) Co-mentors are entitled to receive a one-time compensation in the amount of 1,000.00 HRK per student during the whole Doctoral study program, immediately after being appointed as co-mentors.

(3) In addition to this right, mentors and co-mentors may earn other financial contributions based on other completed tasks as defined in the Article 68.

Article 75.

(1) President of the Committee for evaluation of the doctoral dissertation topic, President of the Committee for doctoral dissertation assessment and President of the Committee for doctoral dissertation defense are entitled to receive a compensation in the amount of 750.00 HRK for presiding over each Committee session.

(2) Other members of the Committee for evaluation of the doctoral dissertation topic, Committee for doctoral dissertation assessment and Committee for doctoral dissertation defense are entitled to receive a compensation in the amount of 5000.00 HRK for participation in the session of each Committee.

(3) Substitute members of the Committee for doctoral dissertation defense, as well as recording secretary or substitute recording secretary are entitled to receive a compensation in the amount of 250.00 HRK for participation in the public defense of doctoral dissertation. (4) In addition to this right, members of the committees may earn other financial contributions based on other completed tasks as defined in the Article 68.

Article 76.

(1) Doctoral study subprogram coordinator prepares proposals for payments of financial compensations for all associates that are using the right for financial compensations according to these Regulations (articles 68.-75.) at least two times a year (February and July). (2) Proposal for payments has to be approved by the Doctoral study subprogram board, as well as by the Faculty Dean.

Article 77.

(1) Associates within the Doctoral study program that are entitled to receive a financial compensation as of these Regulations, may renounce the acquired right to financial compensation, but such decision shall be submitted in writing to the Doctoral study subprogram coordinator.

(2) If all financial compensations determined by these Regulations for all Doctoral study program associates (articles 68.-75.) during one academic year are higher than total income as of the article 66. section c) during the same academic year, then total financial compensations to all associates shall be paid out in reduced amounts as proportional to total budget available.

(3) Doctoral study subprogram coordinator cannot independently reach a decision on proportional reduce or non-payment of financial contributions.

Article 78.

(1) Remaining financial means available for each Doctoral study subprogram shall be used according to the decision of the Doctoral study subprogram board and in line with these Regulations for:

- a) purchase of scientific equipment and consumable analytical material,
- b) purchase of teaching equipment and consumable teaching material,
- c) purchase of scientific and professional literature,
- d) costs of business travel and accommodation for teachers from outside of Osijek.

(2) Financial means available within specific subprograms can be additionally divided to associates of the Doctoral study program that have a right to financial compensation as of these Regulations in former two-year long period, but not selectively and exclusively for several associates, but for all associates in proportion to their rights to financial compensation. Such proposal shall be adopted by the Doctoral study subprogram board, and the payment shall be approved by the Dean.

VII. DOCUMENTS USED WITHIN THE DOCTORAL STUDY PROGRAM

Article 79.

(1) Form, content and application of documents defined by these Regulations are:

(1) Application for enrollment in the Doctoral study program (Form_Dr_1_Application to the call+Statement on knowledge of one world language and on payment of the tuition fee)

(2) Student Book for enrollment into the 1st and 2nd semester (Form_Dr_2_Student Book),

(3) Study Advisor Commitment Statement (Form_Dr_3_Study Advisor Commitment Statement),

(4) Student's annual study activity report (Form_Dr_4_Student's annual study activity report),

(5) Annual Study Advisor / Mentor Report on Student Progress (Form_Dr_5_ Annual Student Advisor / Mentor Report on Student Progress)

(6) Request for recognition of ECTS credits (Form_Dr_6_ Request for recognition of ECTS credits),

(7) Proposal for recognition of ECTS credits (Form_Dr_7_ Proposal for recognition of ECTS credits),

(8) Decision on recognition of ECTS credits (Form_Dr_8_ Decision on recognition of ECTS credits),

(9) Doctoral dissertation topic application (Form_Dr_9_Doctoral dissertation topic application),

(10) Report of the Committee for evaluation of doctoral dissertation topic (Form_Dr_10_Doctoral dissertation topic evaluation),

(11) Request for appointment of co-mentor for doctoral dissertation (Form_Dr_11_Appointment of co-mentor),

(12) Request for appointment of the Committee for doctoral dissertation assessment (Form_Dr_12_Committee for doctoral dissertation assessment),

(13) Technical description and structure of the doctoral dissertation as a monograph (Form_Dr_13_Doctoral Dissertation as a monograph),

(14) Technical description and structure of the doctoral dissertation as a collection of scientific papers (Form_Dr_14_ Doctoral Dissertation as a collection of scientific papers),

(15) Request for initiation of procedure for doctoral dissertation assessment (Form_Dr_15_Doctoral dissertation assessment),

(16) Request for initiation of procedure for doctoral dissertation assessment and appointment of the Committee for doctoral dissertation assessment (Form_Dr_16_Committee for doctoral dissertation assessment),

(17) Statement on doctoral dissertation authenticity and academic integrity (Form_Dr_17_ Doctoral dissertation authenticity and academic integrity)

(18) Report of the Committee for doctoral dissertation assessment and appointment of the Committee for doctoral dissertation defense (Ob_Dr_18_Doctoral dissertation assessment),

(19) Minutes of public defense of doctoral dissertation (Form_Dr_19_Minutes of public defense of doctoral dissertation),

(20) Permission for archiving and publication of doctoral dissertation in publicly accessible faculty, university and national repository (Form_Dr_20_Archiving and publication of doctoral dissertation)

(21) General form (Form_Dr_21_General Form)

(22) Basic documentation card of the student (Form_Dr_22_ Basic documentation card of the student).

(2) Forms of the listed documents are contained in the Appendix to these Regulations and are considered as its integral part. These forms are to be found in electronic format at the Faculty of Agrobiotechnical Sciences Osijek web pages, thus being available to all students and associates of the Doctoral study program.

(3) Titles of the electronical forms are stated in the headings, as of the order determined in the article 1.

VIII. FINAL PROVISIONS

Article 80.

The procedures and documents, which are not regulated by these Regulations, but are an integral part of the Doctoral study program, shall be carried out in accordance with the Act on Scientific Activity and Higher Education, with the Statute of Josip Juraj Strossmayer University of Osijek, the Statute of the Faculty of Agrobiotechnical Sciences Osijek ,

Regulations on postgraduate studies at Josip Juraj Strossmayer University of Osijek, Regulations on studies and studying at Josip Juraj Strossmayer University of Osijek and in line with other decisions reached by the Faculty Council.

Article 81.

Students enrolled in the Doctoral study program before these Regulations entered into force are entitled to complete the study according to the study program and conditions that were valid at the time of enrollment.

Article 82.

Amendments and changes to these Regulations shall be made in the same procedure as applied for adoption of these Regulations.

Article 83.

By entering into force of these Regulations, the Regulations on postgraduate doctoral study program "Agricultural Sciences" of 25 September 2019 shall cease to be valid.

Article 84.

These Regulations enter into force on the eight day after being published at the board of the Faculty, and shall be applied since the day of entering into force.

DEAN

Prof. dr. sc. Krunoslav Zmaić

These Regulations are published at the board of the Faculty of Agrobiotechnical Sciences Osijek on (day) _____, and entered into force on (day) _____.

HEAD OF FACULTY ADMINISTRATION

Renata Meleš, LL.M

CLASS:

REF. NO.:

**Josip Juraj Strossmayer University of Osijek Faculty of Agrobiotechnical Sciences
Osijek**

Vladimira Preloga 1, 31000 Osijek; phone: 031/554-844; fax: 031/554-853; e-mail:studentska@pfos.hr

**Application for enrollment in the Postgraduate university (doctoral) study
program Agricultural Sciences***

Application No. _____

(filled in by the Department for postgraduate studies)

Personal data of applicant	
Name and Surname	
PIN	
Address	
Phone/mobile	
e-mail	

Data on previous studies		
Completed undergraduate study	Study title	
	Awarded academic degree	
	Date of graduation	
	Grade point average	
Completed graduate study	Study title	
	Awarded academic degree	
	Date of graduation	
	Grade point average	
Completed master of science study	Study title	
	Awarded academic degree	
	Date of graduation	
	Grade point average	
Completed postgraduate specialist study	Study title	
	Awarded academic degree	
	Date of graduation	
	Grade point average	
Total ECTS credits at studies:		
Work experience <i>(chronological starting from present):</i>		
List of papers and active participation at symposia:		
Others:		

Application for enrollment in the Doctoral study program Agricultural Sciences, subprogram (mark relevant):
--

<input type="checkbox"/> Agroecconomics	<input type="checkbox"/> Agrochemistry	<input type="checkbox"/> Animal Nutrition and Forage Technology		<input type="checkbox"/> Hunting and Cynology	
<input type="checkbox"/> Plant Breeding and Seed Production	<input type="checkbox"/> Animal Breeding	<input type="checkbox"/> Technical System in Agriculture		<input type="checkbox"/> Plant Protection	
Status of studies (mark relevant):			<input type="checkbox"/> full time studies	<input type="checkbox"/> part time studies	
Cost of tuition fee is covered by (mark relevant):	<input type="checkbox"/> candidate (selffinancing)	<input type="checkbox"/> company/institution	<input type="checkbox"/> scholarship	<input type="checkbox"/> young researcher at PFOS	<input type="checkbox"/> assistant at PFOS

LIST OF APPENDICES:

1. Certified copy of the diploma of university study (undergraduate pre-Bologna program and graduate study),
2. Certified transcript of records of the undergraduate pre-Bologna study program with calculated grade point average without the grade for final thesis, or transcript of records of undergraduate and graduate studies with calculated grade point average,
3. Recommendations of three teachers from the Faculty from which the candidate graduated (only for candidates with the grade point average of previous studies ranging from 3.49 to 3.00),
4. Copy of the birth certificate,
5. Copy of the citizenship certificate or other proof of citizenship,
6. Curriculum Vitae (Europass template),
7. Certified copy of the diploma on awarded degree Master of science or University specialist (only for masters of science and university specialists),
8. Proof of requesting the academic recognition of foreign higher education qualification (for diploma acquired at a foreign university)
9. Copy of the employment contract (only for young researchers and assistants at PFOS),
10. Confirmation from company/institution about consent on payment of tuition fee (only for candidates whose study is supported by the employer),
11. Two personal photos (4x5 cm) and
12. Signed statement on payment of tuition fee (if candidates pay by themselves).

STATEMENT OF THE CANDIDATE ON THE KNOWLEDGE OF ONE WORLD LANGUAGE (mark relevant):

I enclose a certificate of knowledge of the foreign language which is at a level that enables communication and reading of professional literature needed for preparation of doctoral dissertation

Hereby I commit myself that prior to enrollment into the third study year of the Doctoral study program, I will meet the required condition related to knowledge of world language at a level that enables communication and reading of professional literature needed for preparation of doctoral dissertation (level A2+ according to the Common European Framework of Reference for Languages).

Signature of candidate: _____

In Osijek, _____

Signature of candidate:

* Please, send filled and signed Application for enrollment as a hard copy together with all required attachments and statements to the address of the Faculty of Agrobiotechnical Sciences

Osijek , Vladimira Preloga 1, 31000 Osijek, PO Box 719 (with a note "Application for Doctoral study program") within 30 days from the date of call announcement.

Please, send the filled application saved with your name and surname in electronic form to the e-mail studentska@pfos.hr.

S T A T E M E N T

by which I _____,

PIN: _____

permanent address

declare that I will personally cover all costs related to tuition fee determined for the University postgraduate (doctoral) study program Agricultural Sciences, in the amount of 60,000.00 HRK.

In Osijek, _____

(candidate's signature)

Student Book as of the 1st semester

Broj 1
Num. O-17 № 002703 zimski (hibernum) semestar (semestre)
ljetni (aestivum)

Ime i prezime nastavnika (Nomen et cognomen magistri)	Naziv predmeta (Index professionum)	Ukupno sati (Quot horarum)		
		predavanja (lectionum)	vježbi (exercitationum)	seminara (examinationum)
Prof. Dr. Name Surname	Obligatory module	60		
Prof. Dr. Name Surname	Obligatory module	50		10
Prof. Dr. Name Surname	Obligatory module	40	10	10
Prof. Dr. Name Surname	Obligatory module	40		

Studij: Postgraduate university study "Agricultural Sciences"
akademski godina ...2015./2016 (anni schol.) Smjer-grupa: Agroeconomics...

Nastavnik potvrđuje uredno izvršenje obveza (Magister testatur officiorum praescriptorum executionem)	Uspjeh na pojedinim ispitima (Singulorum examinum eventus)	ECTS bodovi (ECTS puncta)	Potvrda o upisu i ovjeri semestra (Testimonium inscriptionis et semestris probatio)
			Upisan u zimski-ljetni semestar ak.g. kao semestar studija.
			semestar-godinu ovjerava: (Semestre-annum probat:)
			Dekan (Decanus)

Student Book as of the 2nd semester

Broj Num. O-17 № 002703 zimski (hibernum) 2 ljetni (aestivum) semestar (semestre)

Ime i prezime nastavnika (Nomen et cognomen magistri)	Naziv predmeta (Index professionum)	Ukupno sati (Quot horarum)		
		predavanja (lecturae)	vježbi (exercitationum)	seminari (seminariorum)
Prof. Dr. Name Surname	Elective module	30		
Prof. Dr. Name Surname	Elective module	20		10
	Scientific training			
	Scientific presentation			
	Doctoral dissertation			
	Professional activities			
	Teaching activities			
	Postgraduate studies			

Studij: Postgraduate university study "Agricultural Sciences"
akademska godina ..2015/2016(anni schol.) Smjer-grupa: Agroecconomics...

Nastavnik potvrđuje uredno izvršenje obveza (Magister testatur officiorum praescriptorum executionem)	Uspjeh na pojedinim ispitima (Singulorum examinum eventus)	ECTS bodovi (ECTS puncta)	Potvrda o upisu i ovjeri semestra (Testimonium inscriptionis et semestris probatio)
			Upisan u zimski-ljetni semestar ak.g./..... kao semestar studija.
			semestar-godinu ovjerava: (Semestre-annum probat:)
			Dekan (Decanus)

Name, Surname, Title Employer Adress

E-mail: Telephone:

Osijek, day/month/year

Doctoral study subprogram board
Postgraduate doctoral studies
Agricultural Sciences
Study program: _____

Doctoral study program coordinator
Title, Name

Subject: **Study Advisor Commitment Statement**

I declare that I agree to be a study advisor to _____ student of
the postgraduate doctoral studies Agricultural Sciences
_____.

I acknowledge familiarity with the obligations of the study advisor under Article 57 of the Rules of postgraduate doctoral studies Agricultural Sciences as follows:

Doctoral study subprogram board appoints each PhD student with a study advisor at the proposal of the coordinator of doctoral study subprogram and with the agreement of the student during the first semester of the first year of the Doctoral Study.

The study advisor must be elected to a scientific-educational title and is usually an employee of the Faculty.

Study advisor provides assistance to a student in selection of elective modules and coordinates them with planned student's scientific-research activities. The advisors help students during their studies and supervises their work and submits a report about continuous student monitoring

The study advisor will make a statement of acceptance of the obligations of the study advisor upon his / her appointment, which is an integral part of these Rules.

Exceptionally, the study advisor has the right to withdraw from the counselling for objective reasons (non-cooperation of the student, the objective circumstances of the student's work and life, the objective circumstances of the work and life of the study advisor). The aforementioned reasons should be explained in writing and further explained.

Study advisor

Name, Surname, Title

Student of the ____ year of postgraduate doctoral study Agrobiotechnical Sciences

Subprogram: _____

Osijek, day/month/year

Doctoral study subprogram board
 Postgraduate doctoral studies
 Agricultural Sciences
 subprogram _____
 Doctoral study program coordinator
Title, Name

Subject: Student's annual report on study activities

Please accept the Annual report on postgraduate doctoral study activities for the ____ year of study.

Evidences for my activities during the academic year _____, which I enrolled full time/ part time:

Activity	Student's answer (yes/no/in progress) or textual display
Work plan developed	
Work plan implemented	
If not, why (100 words max)	
Describe the progress for the reported period (500 words max)	
Work plan developed for the next period	
If not, why (100 words max)	
Describe the work plan for the next period (500 words max)	
Highlight possible difficulties in implementing the work plan	
Grade your so far activities and quality of your research progress (circle 1 to 5)	1-insufficient; 2-sufficient; 3-good; 4-very good; 5excellent
Explain the previous grade (especially if 1 or 2)	
Satisfaction with the quality of the annual study program (1 to 5)	1-insufficient; 2-sufficient; 3-good; 4-very good; 5excellent
Explain the previous grade (especially if 1 or 2) and suggested methods of improvement	

Evaluate mentor / study advisor work (circle 1 to 5)	Satisfaction with the availability of a senior advisor/mentor? (1 - 2 - 3 - 4 - 5) Help in planning your annual activity? (1 - 2 - 3 - 4 - 5) Encouraging research? (1 - 2 - 3 - 4 - 5) Help with publishing scientific papers? (1 - 2 - 3 - 4 - 5) Satisfaction with overall work? (1 - 2 - 3 - 4 - 5)
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Student

Name, Surname, Title

Study advisor / mentor of _____ student of ____ year of postgraduate doctoral study Agrobiotechnical Sciences

Subprogram: _____

Osijek, day/month/year

Doctoral study subprogram board
 Postgraduate doctoral studies
 Agricultural Sciences
 subprogram _____
 Doctoral study program coordinator
Title, Name

Subject: Study advisor / mentor annual report on student progress

Please accept the Study advisor / mentor annual report on student progress, name of student _____, student of the ____ year of postgraduate doctoral study agrobiotechnical Sciences, subprogram _____ for academic year _____.

Activity and the grade of the student for academic year _____.

Activity	Study advisor's / mentor's answer (yes/no/in progress) or textual display
Work plan developed	
Work plan implemented	
If not, why (100 words max)	
Describe the progress for the reported period (500 words max)	
Work plan developed for the next period	
If not, why (100 words max)	
Describe the work plan for the next period (500 words max)	
Highlight possible difficulties in implementing the work plan	
Evaluate student's progress quality in curricular activities (circle 1 to 5)	1-insufficient; 2-sufficient; 3-good; 4-very good; 5-excellent
Explain the previous grade (especially if 1 or 2)	
Evaluate student's progress quality in research activities (circle 1 to 5)	1-insufficient; 2-sufficient; 3-good; 4-very good; 5-excellent
Evaluate the student (circle 1 to 5), if applicable	Student willingness for consultation? (1 - 2 - 3 - 4 - 5) Carrying out planned annual activities? (1 - 2 - 3 - 4 - 5) Progress in teaching activities? (1 - 2 - 3 - 4 - 5) Progress in research activities? (1 - 2 - 3 - 4 - 5) Satisfaction with overall work? (1 - 2 - 3 - 4 - 5)

Approval of student quality (circle 1 to 5)	1-insufficient; 2-sufficient; 3-good; 4-very good; 5-excellent
Explain the previous grade (especially if 1 or 2) and suggested methods of improvement	

Study advisor / mentor

Total

<u>2nd group of activities: Scientific training</u>	<u>number</u>	<u>ECTS value</u>	<u>ECTS credits</u>
Seminar: Setting up and realization of research		15	
Seminar: Laboratory/field analytic activity		15	
Seminar: Statistical data processing		10	
Paper published in secondary publications – category A1		20	
Paper published in secondary publications – category A2		15	
Paper published in proceedings of international scientific meeting – category A3		10	
Paper published in proceedings of national scientific meeting		5	
Other papers		3	
Abstract in the book of abstracts		1	

Total

<u>3rd group of activities: Scientific presentation</u>	<u>number</u>	<u>ECTS value</u>	<u>ECTS credits</u>
Oral presentation at international meeting		10	
Poster at international meeting		5	
Oral presentation at national scientific meeting		5	
Poster at national scientific meeting		3	
Training in scientific institution abroad		15	
Training at other university or institute in Croatia		10	
Researcher in international projects		10	
Awards and acknowledgments for scientific paper		10	

Total

<u>4th group of activities: Dissertation</u>		<u>ECTS value</u>	<u>ECTS credits</u>
Dissertation topic application		10	
Public defense of dissertation		30	

Total

<u>5th group of activities: Professional activities</u>	<u>number</u>	<u>ECTS value</u>	<u>ECTS credits</u>
Work in professional seminars, conferences, round tables, discussions		3	
Public lecture on dissertation topic		2	
Preparation of study		3	
Patents		10	
Awards and acknowledgments for professional work		4	

Total

<u>6th group of activities: Teaching activities</u>	<u>number</u>	<u>ECTS value</u>	<u>ECTS credits</u>
--	---------------	-------------------	---------------------

University handbook	10
Book	10
Manual	5
Teaching at undergraduate or graduate study	4
Total	

7th group of activities: Postgraduate study	<u>number</u>	ECTS value	ECTS credits
Diploma M.Sc.		15-30	
Diploma Univ. spec.		10-20	
Total			
TOTAL 1-7 group of activities			

Request for

Based on previous decisions reached by the Committee for PhD degree award, there were ECTS credits recognized as follows:

Group of activities	minimum	maximum	Study year			Total
			1st	2nd	3rd	
1st group of activities: Obligatory and elective modules	30	60				
2nd group of activities: Scientific training	60	100				
3rd group of activities: Scientific presentation	10	30				
4th group of activities: Dissertation	40	40				
5th group of activities: Professional activities	0	10				
6th group of activities: Teaching activities	0	30				
7th group of activities: Postgraduate study	0	30				
TOTAL						

Osijek, _____

Student of postgraduate University (doctoral) study
Name, Surname, title

Appendix:

1. Copy of Student Book
2. Copy of proof of all activities stated in the application of ECTS credits recognition (certificates about seminars, list from the database WoS for papers of A1 category, list from databases Scopus, CAB, Agricola ... for papers of A2 category, list of papers of A3 category with a proof of belonging to the A3 category – list from database of SCI Proceedings or CC Proceedings or proof of the international organization of a meeting)

and ISBN number of proceedings, copy of one part of the scientific meeting program showing the student participation...)

3. Copies of previous decisions on ECTS credits recognition



Doctoral study subprogram board
Postgraduate university (doctoral) study
“Agricultural Sciences” subprogram _____

Committee for PhD degree award

Subject: **Proposal of the decision on ECTS credits recognition**

Within the Postgraduate university (doctoral) study program “Agricultural Sciences”, and based on the request of the student of the ___ study year Name Surname, title, at its session held on (day/month/year), the Doctoral study board for the subprogram _____ adopted the

PROPOSAL OF DECISION

to recognize ECTS credits to the student of postgraduate university study within obligatory and elective activities defined in the study program for the period from the previous ECTS credits recognition (day/month/year) until the date of request submission (day/month/year).

Within student’s scientific, professional and teaching activities realized during the stated period, the student of the ___ study year of postgraduate university study “Agricultural Sciences”, **subprogram** _____, **Name Surname, Title**, has fulfilled the conditions for recognition of total _____ECTS credits:

1st group ECTS credits,
2nd group ECTS credits,
3rd group ECTS credits,
4th group ECTS credits,
5th group ECTS credits and
6th group ECTS credits.

According to minimum and maximum number of ECTS credits per each group as presented in the structure and organization of the doctoral study program, and by taking into consideration ECTS credits recognized within previous requests, the student is awarded the following number of ECTS credits per each group:

Group activities	minimum	maximum	previously recognized	Recognized as of this request	Total
------------------	---------	---------	-----------------------	-------------------------------	-------

1st group: Obligatory and elective modules	30	60
2nd group: Scientific training	60	100
3rd group: Scientific presentation	10	30
4th group: Dissertation	40	40
5th group: Professional activities	0	10
6th group: Teaching activities	0	30
7th group: Postgraduate studies	0	30
TOTAL		300

Osijek, _____

Postgraduate university (doctoral) study program
„Agricultural Sciences“
Coordinator of Subprogram Plant Protection
Title, Name Surname

Appendix:

1. Request for recognition of ECTS credits (Form_Dr_6)

Committee for PhD degree award
Postgraduate university (doctoral) study program
„Agricultural Sciences“
Subprogram Coordinator
Department for postgraduate studies

Subject: **Decision on ECTS credits recognition**

On its session held on _____(day/month/year), the Committee for PhD degree award considered the proposal of the coordinator of the subprogram of the Postgraduate university (doctoral) study program „Agricultural Sciences“, and according to available documentation, the Committee reaches the following

DECISION

to recognize ECTS credits to candidates of the postgraduate university study for completion of obligatory and elective activities defined in the curriculum for the period from previous recognition of ECTS credits (day/month/year) to the date of request submission (day/month/year).

Within their scientific, professional and teaching activities realized during the stated period, the students of postgraduate university study „Agricultural Sciences“ have met all conditions for the recognition of ECTS credits, which are defined by this decision as follows:

No.	Name and surname of student	Subprogram	Study year	1. Obligatory and elective modules	2. Scientific training	3. Scientific presentation	4. Dissertation	5. Professional activities	6. Teaching activities	7. Postgraduate studies	TOTAL as of this request	TOTAL ECTS - during study	Enrollment into higher study year

Osijek, _____

Vice-Dean for Science
Title, Name, Surname



Name Surname, Title

Student of the ____ study year of the postgraduate university (doctoral) study program

„Agricultural Sciences“,

Subprogram: _____

Address (street and number), Place

Josip Juraj Strossmayer University of Osijek
Faculty of Agrobiotechnical Sciences Osijek
Committee for PhD degree award
Faculty Council

Subject: Application for initiation of the procedure for PhD degree award and doctoral dissertation topic report

I submit my request to the Council of Faculty of Agrobiotechnical Sciences Osijek to accept my doctoral dissertation topic with the title:

“Title of Doctoral Dissertation Topic”

For my mentor I suggest **Title, Name, Surname**

Committee for evaluation of the doctoral dissertation topic:

1. Title, Name Surname – president
2. Title, Name Surname – member
3. Title, Name Surname – member
4. Title, Name Surname – substitute member

Appendices:

1. Curriculum Vitae
2. Bibliography
3. Proposal of Doctoral Dissertation Topic

4. Copy of citizenship certificate
5. Copy of diploma

Osijek, _____

Consent of the suggested mentor
Title, Name, Surname

Consent of the Subprogram coordinator:
Title, Name, Surname

Applicant
Name, Surname, Title

CURRICULUM VITAE

--

LIST OF PAPERS

--

PROPOSAL OF DOCTORAL DISSERTATION TOPIC

1. INTRODUCTION

2. PREVIOUS RESEARCH

3. RESEARCH OBJECTIVE AND HYPOTHESIS OF DISSERTATION

4. MATERIALS AND RESEARCH METHODS

5. EXPECTED SCIENTIFIC CONTRIBUTION

6. LITERATURE



Committee for evaluation of the doctoral dissertation topic

student **Name Surname, Title**,

Student of the ___ study year of postgraduate university (doctoral) study program

“Agricultural Sciences”

Subprogram: _____

Josip Juraj Strossmayer University of Osijek
Faculty of Agrobiotechnical Sciences Osijek
Committee for PhD degree award
Faculty Council

Subject: **Evaluation of the doctoral dissertation topic of the student Name Surname, Title**

Based on the doctoral dissertation topic application contained in the Application for initiation of the procedure for PhD degree award, the Committee for evaluation of the doctoral dissertation topic of the student **Name Surname, Title**, has evaluated the topic, upon which it submits the proposal to the Faculty Council as stated in the appendix.

Osijek, _____

President of the Committee for dissertation
topic evaluation
Title, Name, Surname

Appendix:

1. Doctoral dissertation topic evaluation

Title, Name, Surname, Institution – president of the Committee

Title, Name, Surname, Institution – member

Title, Name, Surname, Institution – member

Faculty of Agrobiotechnical Sciences Osijek
Committee for PhD degree award
Faculty Council

Subject: **Evaluation of the doctoral dissertation topic of the student Name Surname, Title**

Based on the decision reached by the Council of the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek at the ___ session in the academic __/___ year, on _____ (day/month/year) the Committee approved the application for preparation of the doctoral dissertation of the student **Name Surname, Title**, in biotechnical scientific area, scientific field Agriculture, and appointed the above-stated Committee to evaluate the topic of the doctoral dissertation entitled:

“Title of Doctoral Dissertation”

After reviewing the attached application that apart of the Curriculum Vitae and bibliography of the student, contains the necessary elements of doctoral dissertation topic application (Introduction and relevance of the proposed research, a review of previous research, research objectives and hypothesis, material and research methods, and the expected scientific contribution), the Committee submits the following:

REPORT ON EVALUATION OF THE DOCTORAL DISSERTATION TOPIC

Relevance of research

Research objectives and hypothesis

Materials and research methods

Scientific contribution of the doctoral dissertation

Proposal of the Committee

According to the aforementioned analysis of the relevance, goals, methods and scientific contribution, the Committee proposes to the Faculty Council that the topic of doctoral dissertation:

“Title of Doctoral Dissertation”

Shall be approved and that the student shall be allowed to continue the procedure for PhD degree award.

Mentor for advisory work within preparation of the doctoral dissertation shall be **Title, Name Surname, Institution.**

Osijek, _____

Members of the Committee:

Title, Name, Surname – president

Title, Name, Surname – member

Title, Name, Surname – member



Name Surname, Title

Student of the _____ study year of the postgraduate university (doctoral) study program „Agricultural Sciences“

Subprogram: _____

Address (street and number), Place

Doctoral study subprogram board
Committee for PhD degree award
Faculty Council

Subject: **Request for appointment of co-mentor for doctoral dissertation**

Within Decision by the Council of the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek reached at the _____ session of the academic _____/_____/_____ year on _____ (day/month/year), the positive Evaluation of the doctoral dissertation topic of the student Name Surname, title, was adopted within biotechnical scientific area, scientific field Agriculture. Positive evaluation of the doctoral dissertation entitled:

“Title of Doctoral Dissertation”

was adopted according to the positive report and evaluation of the Committee for dissertation topic evaluation that consists of:

1. **Title, Name Surname** – president
2. **Title, Name Surname** – member
3. **Title, Name Surname** – member

At the same session, the Faculty Council appointed **Title, Name Surname** for mentor of the doctoral dissertation.

Since the Regulations on postgraduate university (doctoral) study „Agricultural Sciences“ in the article 59 define the possibility to appoint a co-mentor for advisory work within preparation of the doctoral dissertation, I submit this request to the Committee for PhD degree award and to the Faculty Council to appoint Prof. Dr. Name Surname for co-mentor for advisory work within preparation of doctoral dissertation. This request follows the principle that the co-mentor

is suggested because of (describe the reason for appointment of comentor according to the article 59), as defined in the article 59. of the Regulations.

Osijek, _____

Consent of mentor:

Title, Name Surname

Consent of suggested co-mentor:

Title, Name Surname

Consent Subprogram coordinator:

Title, Name Surname

Applicant:

Name Surname, title



Name Surname, Title

Student_____ study year of postgraduate university (doctoral) study program „Agricultural Sciences“

Subprogram: _____

Address (street and number), Place

Doctoral study subprogram board
Committee for PhD degree award
Faculty Council

Subject: **Request for appointment Committee for doctoral dissertation assessment**

As of the decision reached by the Council of the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek on the____ session in the academic ____/____ year on _____ (day/month/year) , positive Evaluation of the doctoral dissertation topic of the student **Name Surname, Title**, was accepted within the biotechnical scientific area, scientific field Agriculture. Positive Doctoral dissertation topic evaluation with the title:

“Title of Doctoral Dissertation”

has accepted as of the positive report and evaluation of the Committee for doctoral dissertation topic evaluation

that consists of:

1. **Title, Name Surname** – president
2. **Title, Name Surname** – member
3. **Title, Name Surname** – member

At the same session, Faculty Council has appointed **Title, Name Surname** for the mentor for advisory work within preparation of doctoral dissertation.

At the Faculty Council held on insert date **Title, Name Surname** was appointed for the co-mentor for advisory work within preparation of doctoral dissertation.

I hereby submit my request to the Committee for PhD degree award and to the Faculty Council to appoint the Committee for doctoral dissertation assessment that consists of:

1. **Title, Name Surname** – president
2. **Title, Name Surname** – member
3. **Title, Name Surname** – member
4. **Title, Name Surname** – substitute member

Osijek, _____

Consent of the mentor:

Title, Name Surname

Consent of the subprogram coordinator:

Title, Name Surname

Applicant:

Name, Surname, Title

Form No. 13. Technical description and structure of the doctoral dissertation as a monograph

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTECHNICAL SCIENCES OSIJEK

Name Surname, Title

DOCTORAL DISSERTATION TITLE

DOCTORAL DISSERTATION

Osijek, (year)

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTECHNICAL SCIENCES OSIJEK

Name Surname, Title

DOCTORAL DISSERTATION TITLE

- Doctoral Dissertation -

Osijek, (year)

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTECHNICAL SCIENCES OSIJEK

Name Surname, Title

DOCTORAL DISSERTATION TITLE

- Doctoral Dissertation -

Mentor: Title, Name Surname

Co-supervisor: Title, Name Surname

Committee for evaluation:

- 1. Name Surname, PhD, full professor of the Faculty of Agrobiotechnical Sciences Osijek , president**
- 2. Name Surname, PhD, associate professor of the Faculty of Agrobiotechnical Sciences Osijek , mentor and member**
- 3. Name Surname, PhD, full professor of the Faculty of Agriculture in Zagreb, member**

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTECHNICAL SCIENCES OSIJEK

Name Surname, Title

DOCTORAL DISSERTATION TITLE

- Doctoral Dissertation -

Mentor: Title, Name Surname

Co-supervisor: Title, Name Surname

Public defense of the doctoral dissertation was held on _____(day/month/year) in front of Committee for doctoral dissertation defense:

- 1. Name Surname, PhD, full professor of the Faculty of Agrobiotechnical Sciences Osijek , president,**
- 2. Name Surname, PhD, associate professor of the Faculty of Agrobiotechnical Sciences Osijek , mentor and member,**
- 3. Name Surname, PhD, full professor of the Faculty of Agriculture in Zagreb, member**

BASIC DOCUMENTATION CARD

Josip Juraj Strossmayer University of Osijek

Doctoral Dissertation

Faculty of Agrobiotechnical Sciences Osijek

Postgraduate university (doctoral) study program: Agricultural Sciences Subprogram:

UDK:

Scientific area: Biotechnical Sciences

Scientific field: Agriculture Branch:

Doctoral Dissertation Title

Name Surname, title

The Dissertation is prepared at the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek

Mentor: Prof. Dr. Name Surname

Co-supervisor: Prof. Dr. Name Surname

Abstract (up to 2000 characters)

**Number of pages: Number of
figures: Number of tables:**

Number of references:

Language of the original: Croatian

Key words:

Date of Doctoral Dissertation defense: 15 October 2015

Committee for doctoral dissertation defense:

1. **Prof. Dr. Name Surname** – function
2. **Prof. Dr. Name Surname** – function
3. **Prof. Dr. Name Surname** – function

Doctoral Dissertation is archived in:

National and University Library in Zagreb, Josip Juraj Strossmayer University of Osijek, University of Zagreb, University of Rijeka, University of Split

CONTENT

1. INTRODUCTION

The scope of doctoral dissertation is not defined precisely, but in general, the dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Doctoral Dissertation shall contain the following parts: Introduction, References review, Research objective, Material and research methods, Research results, Discussion, Conclusion, References, Abstract, Summary, (Appendix) and Curriculum Vitae. The content structure shown in this form is only a proposal, so it can be slightly altered. The most extensive parts of the doctoral dissertation refers to research results, discussion and references review, by following this order.

1.1. References Overview

Dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Doctoral Dissertation shall contain the following parts: Introduction, References review, Research objective, Material and research methods, Research results, Discussion, Conclusion, References, Abstract, Summary, (Appendix) and Curriculum Vitae. The content structure shown in this form is only a proposal, so it can be slightly altered. The most extensive parts of the doctoral dissertation refers to research results, discussion and references review, by following this order.

1.2. Research objective

Dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Doctoral Dissertation shall contain the following parts: Introduction, References review, Research objective, Material and research methods, Research results, Discussion, Conclusion, References, Abstract, Summary, (Appendix) and Curriculum Vitae. The content structure shown in this form is only a proposal, so it can be slightly altered. The most extensive parts of the doctoral dissertation refers to research results, discussion and references review, by following this order.

2. MATERIAL AND RESEARCH METHODS

The scope of doctoral dissertation is not defined precisely, but in general, the dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Doctoral Dissertation shall contain the following parts: Introduction, References review, Research objective, Material and research methods, Research results, Discussion, Conclusion, References, Abstract, Summary, (Appendix) and Curriculum Vitae. The content structure shown in this form is only a proposal, so it can be slightly altered. The most extensive parts of the doctoral dissertation refers to research results, discussion and references review, by following this order.

4. DISCUSSION

The scope of doctoral dissertation is not defined precisely, but in general, the dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Doctoral Dissertation shall contain the following parts: Introduction, References review, Research objective, Material and research methods, Research results, Discussion, Conclusion, References, Abstract, Summary, (Appendix) and Curriculum Vitae. The content structure shown in this form is only a proposal, so it can be slightly altered. The most extensive parts of the doctoral dissertation refers to research results, discussion and references review, by following this order.

5. CONCLUSION

The scope of doctoral dissertation is not defined precisely, but in general, the dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Doctoral Dissertation shall contain the following parts: Introduction, References review, Research objective, Material and research methods, Research results, Discussion, Conclusion, References, Abstract, Summary, (Appendix) and Curriculum Vitae. The content structure shown in this form is only a proposal, so it can be slightly altered. The most extensive parts of the doctoral dissertation refers to research results, discussion and references review, by following this order.

6. REFERENCES

1. Ahn, H.K., T.L. Richard, H.L. Choi (2007.): Mass and thermal balance during composting of a poultry manure – Wood shavings at different aeration rates. *Process Biochemistry* 42: 215223.
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7. ABSTRACT

The scope of doctoral dissertation is not defined precisely, but in general, the dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Abstract of the doctoral dissertation shall be written on maximum two pages and shall facilitate clear understanding of the dissertation objective, research methods, results and conclusions.

8. SUMMARY

Doctoral Dissertation Title

The scope of doctoral dissertation is not defined precisely, but in general, the dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

Abstract of the doctoral dissertation shall be written on maximum two pages and shall facilitate clear understanding of the dissertation objective, research methods, results and conclusions.

9. APPENDIX

The scope of doctoral dissertation is not defined precisely, but in general, the dissertation should not contain less than 100 nor more than 200 pages, with 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers.

CURRICULUM VITAE

Short Curriculum Vitae at up to two pages.

Form No. 14. Technical description and structure of the Doctoral Dissertation written as a collection of original scientific papers

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTEHNICAL SCIENCES OSIJEK

Name Surname, Title

DOCTORAL DISSERTATION TITLE

DOCTORAL DISSERTATION

Osijek (year)

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTEHNICAL SCIENCES OSIJEK

Name Surname, Title

DOCTORAL DISSERTATION TITLE

- Doctoral Dissertation -

Osijek (year)

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTEHNICAL SCIENCES OSIJEK

Name Surname, Title

DOCTORAL DISSERTATION TITLE

- Doctoral Dissertation -

Mentor: Title, Name Surname

Co-supervisor: Title, Name Surname

The Committee for evaluation:

- 1. Name Surname, PhD, full professor of the Faculty of Agriculture in Osijek, president**
- 2. Name Surname, PhD, associate professor of the Faculty of Agriculture in Osijek, mentor and member**
- 3. Name Surname, PhD, full professor of the Faculty of Agriculture in Zagreb, member**

REPUBLIC OF CROATIA
JOSIP JURAJ STROSSMAYER UNIVERSITY OF OSIJEK
FACULTY OF AGROBIOTEHNICAL SCIENCES OSIJEK

Name Surname, title

DOCTORAL DISSERTATION TITLE

- Doctoral Dissertation -

Mentor: Title, Name Surname

Co-supervisor: Title, Name Surname

Public defense of Doctoral Dissertation is held on 15 October 2015 in front of the Committee for doctoral dissertation defense:

- 1. Name Surname, PhD, full professor of the Faculty of Agriculture in Osijek, president**
- 2. Name Surname, PhD, associate professor of the Faculty of Agriculture in Osijek, mentor and member**
- 3. Name Surname, PhD, full professor of the Faculty of Agriculture in Zagreb, member**

BASIC DOCUMENTATION CARD

Josip Juraj Strossmayer University of Osijek

Doctoral Dissertation Faculty

of Agriculture in Osijek

Postgraduate university (doctoral) study program: Agricultural Sciences Subprogram:

UDK:

Scientific area: Biotechnical Sciences

Scientific field: Agriculture Branch:

Doctoral Dissertation Title

Name Surname, Title

The Dissertation is prepared at the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek

Mentor: Prof. Dr. Name Surname

Co-supervisor: Prof. Dr. Name Surname

Abstract (up to 2000 characters)

Number of pages:

Number of figures:

Number of tables:

Number of references:

Language of the original: Croatian

Key words:

Date of defense: 15 October 2015

Committee for doctoral dissertation defense:

- 1. Prof. Dr. Name Surname – function**
- 2. Prof. Dr. Name Surname – function**
- 3. Prof. Dr. Name Surname – function**

Doctoral Dissertation is archived in:

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TEMELJNA DOKUMENTACIJSKA KARTICA

Sveučilište Josipa Jurja Strossmayera u Osijeku

Doktorska disertacija

Fakultet agrobiotehničkih znanosti Osijek
Poslijediplomski sveučilišni (doktorski) studij: Poljoprivredne znanosti
Smjer:

UDK:

Znanstveno područje: Biotehničke znanosti

Znanstveno polje: Poljoprivreda

Grana:

Naslov doktorske disertacije

Ime Prezime, zvanje

Disertacija je izrađena na Fakultetu agrobiotehničkih znanosti Osijek Sveučilišta Josipa Jurja Strossmayera u Osijeku

Mentor: Prof. dr. sc. Ime Prezime

Komentor: prof. dr. sc. Ime Prezime

Sažetak (do 2000 karaktera)

Broj stranica:

Broj slika:

Broj tablica:

Broj literaturnih navoda:

Jezik izvornika: hrvatski

Ključne riječi:

Datum obrane:

Povjerenstvo za obranu:

- 1. prof. dr. sc. Ime Prezime – funkcija**
- 2. prof. dr. sc. Ime Prezime – funkcija**
- 3. prof. dr. sc. Ime Prezime – funkcija**

Disertacija je pohranjena u:

Nacionalna i sveučilišna knjižnica u Zagrebu, Sveučilište Josipa Jurja Strossmayera u Osijeku, Sveučilište u Zagrebu, Sveučilište u Rijeci, Sveučilište u Splitu

CONTENT

1. INTRODUCTION

Doctoral Dissertation shall be typed in 1.5 line spacing, A4 format, font size 12, which results in approximately 2000-2500 characters per page, or in other format (e.g. B5) with appropriate font and by keeping similar number of characters per page.

Doctoral Dissertation is written in Croatian language, it should be linguistically, stylistically and technically correctly designed and should be in line with all rules for preparation of scientific papers. If suggested by the Committee for PhD degree award and if approved by the Faculty Council, the Doctoral Dissertation can be written in a foreign widely spread language.

It is allowed to use combination of Croatian and English language (or some other world language), according to these Regulations and upon decision of the Faculty Council, depending on the language in which the contained original scientific papers are written.

Extended Abstract of the doctoral dissertation shall not contain less than 25 nor more than 50 pages.

Extended Abstract shall contain the following parts: Introduction, References review, Research objective, Material and research methods, Research results with discussion, Conclusion, References, Abstract, Summary, (Appendix) and Curriculum Vitae. The content structure shown in this form is only a proposal, so it can be slightly altered. The most extensive parts of the doctoral dissertation refers to research results with discussion and references review, by following this order.

2. MATERIAL AND RESEARCH METHODS

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3. RESEARCH RESULTS WITH DISCUSSION

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4. CONCLUSION

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5. REFERENCES

1. Ahn, H.K., T.L. Richard, H.L. Choi (2007.): Mass and thermal balance during composting of a poultry manure – Wood shavings at different aeration rates. *Process Biochemistry* 42: 215223.
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Original scientific paper number 1 in the form and original language in which it was published in the scientific journal.

Original scientific paper number 2 in the form and original language in which it was published in the scientific journal.

Original scientific paper number 3 in the form and original language in which it was published in the scientific journal.

Extended Abstract or translation of the whole original scientific paper 1 into Croatian language if the paper is published in a scientific journal in another language.

Extended Abstract or translation of the whole original scientific paper 2 into Croatian language if the paper is published in a scientific journal in another language.

Extended Abstract or translation of the whole original scientific paper 3 into Croatian language if the paper is published in a scientific journal in another language.

ABSTRACT

Abstract of the doctoral dissertation shall be written on maximum two pages and shall facilitate clear understanding of the doctoral dissertation objective, research methods, results and conclusions.

SUMMARY

Doctoral Dissertation Title

Summary of the doctoral dissertation shall be written at up to two pages and shall facilitate clear understanding of the doctoral dissertation objective, research methods, results and conclusions.

CURRICULUM VITAE

Short Curriculum Vitae written at two pages maximum.



Name Surname, Title

Student of the ___ study year of postgraduate university (doctoral) study program „Agricultural Sciences“

Subprogram: _____

Committee for PhD degree award
Faculty Council

Subject: **Request for initiation of procedure for doctoral dissertation assessment**

Within the Decision reached by the Council of the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek at the _____ session in the academic year _____/_____ on (day/month/year), positive doctoral dissertation topic evaluation has been made for the student **Name Surname, title**, in biotechnical scientific area, scientific field Agriculture. At the session in the academic _____/_____ year held on (day/month/year), the Faculty Council has appointed the Committee for assessment of the doctoral dissertation:

“Title of Doctoral Dissertation”

The Committee for doctoral dissertation assessment consists of:

1. **Title, Name Surname** – function
2. **Title, Name Surname** – function
3. **Title, Name Surname** – function
4. **Title, Name Surname** – substitute member

In the article 33, the Regulations on postgraduate university (doctoral) study „Agricultural Sciences“ defines that the student of the third study year of postgraduate university (doctoral) study program is entitled to initiate the procedure for doctoral dissertation assessment when the following conditions are fulfilled:

1. recognized at least 150 ECTS credits in total,
 2. recognized at least 30 ECTS credits within obligatory and elective modules,
 3. recognized at least 60 ECTS credits in scientific training,
 4. recognized at least 10 ECTS credits within scientific presentation,
 5. recognized 10 ECTS credits within positive evaluation of the doctoral dissertation topic
- Since I have fulfilled all stated conditions, I submit my request to the Faculty Council to initiate the procedure for doctoral dissertation assessment.

Osijek, _____

Appendix:

1. Proof on completion of the stated conditions (decisions of the Committee for PhD degree award)
2. Copy of student book
3. Doctoral Dissertation approved and signed by mentor

Consent of mentor:

Title, Name Surname

Applicant:

Name Surname, Title



Name Surname, Title

Student_____study year of postgraduate university (doctoral) study program „Agricultural Sciences“

Subprogram: _____

Committee for PhD degree award
Faculty Council

Subject: Request for initiation of procedure for doctoral dissertation assessment and appointment of the Committee for doctoral dissertation assessment

Within the Decision reached by the Council of the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek at the_____session of the academic_____/_____year on (day/month/year), positive evaluation of the Doctoral dissertation topic

“Title of Doctoral Dissertation”

has been made for the student Name Surname, title, in biotechnical scientific area, scientific field Agriculture.

In the article 33, the Regulations on postgraduate university (doctoral) study „Agricultural Sciences“ defines that the student of the third study year of postgraduate university (doctoral) study program is entitled to initiate the procedure for doctoral dissertation assessment when the following conditions are fulfilled:

1. recognized at least 150 ECTS credits in total,
2. recognized at least 30 ECTS credits within obligatory and elective modules,
3. recognized at least 60 ECTS credits in scientific training,
4. recognized at least 10 ECTS credits within scientific presentation,
5. recognized 10 ECTS credits within positive evaluation of the doctoral dissertation topic

Since I have fulfilled all stated conditions, I submit my request to the Faculty Council to initiate the procedure for doctoral dissertation assessment and appoint the Committee for doctoral dissertation assessment that consists of the following members:

1. **Title, Name Surname** – function
2. **Title, Name Surname** – function
3. **Title, Name Surname** – function

4. **Title, Name Surname** – substitute member

Osijek, _____

Appendix:

1. Proof on completion of the stated conditions (decisions of the Committee for PhD degree award)
2. Copy of student book
3. Doctoral Dissertation approved and signed by mentor

Consent of the mentor:

Title, Name Surname

Applicant

Name, Surname, Title

Committee for PhD degree award
Faculty Council

Subject:

**STATEMENT ON DOCTORAL DISSERTATION
AUTHENTICITY AND ACADEMIC INTEGRITY**

I, the undersigned, (*Name and Surname a address*)
_____, PIN: _____ student at
the postgraduate (doctoral) university study Agricultural Sciences, subprogram

responsibly declare that my doctoral dissertation entitled
(Doctoral Dissertation Title)

was prepared by me completely independently by following methodological advice of my
mentor/comentor *(Name and Surname)* _____.

All data contained in the dissertation is true and collected in accordance with the Law on
Protection of Personal Data, with the Law of Data Secrecy and the Law on Copyright and
Related Rights of the Republic of Croatia. When writing and compiling the dissertation, I
followed the principles of best academic practice, which is primarily related to the inviolability
of authorship and correct citation and quotation of other authors.

In Osijek, *(date, month, year)* _____

_____ *(Student's signature)*



Faculty of Agriculture in Osijek
Committee for doctoral dissertation assessment

The student **Name Surname, title**

Student of the _____ study year of the postgraduate university (doctoral) study program
„Agricultural Sciences“

Subprogram: _____

Josip Juraj Strossmayer University of Osijek
Faculty of Agrobiotechnical sciences Osijek
Committee for PhD degree award
Faculty Council

Subject: **Assessment of the doctoral dissertation for the student Name Surname, title**

Within the procedure for the PhD degree award and based on attached doctoral dissertation, the Committee for assessment of the doctoral dissertation of the student **Name Surname, title**, has assessed the doctoral dissertation and hereby submits the proposal to the Committee for PhD degree award and to the Faculty Council as stated in the attachment.

Proposal of the members to the Committee for doctoral dissertation defense:

1. **Title, Name Surname, Institution** – president of the Committee
2. **Title, Name Surname, Institution** – function
3. **Title, Name Surname, Institution** – function
4. **Title, Name Surname, Institution** – substitute member
5. **Title, Name Surname, Institution** – substitute member
6. **Name Surname, PhD, Institution** – recording secretary

Osijek, _____

President of the Committee for doctoral dissertation assessment:
Title, Name Surname

Appendix:

1. Doctoral dissertation assessment

Title, Name Surname, Institution – president of the Committee

Title, Name Surname, Institution – function

Title, Name Surname, Institution – function

Faculty of Agrobiotechnical Sciences Osijek
Committee for PhD degree award
Faculty Council

Subject: **Assessment of the doctoral dissertation of the student Name Surname, title**

Within the Decision reached by the Council of the Faculty of Agrobiotechnical Sciences Osijek of Josip Juraj Strossmayer University of Osijek at the ___ session of the academic ____/____ year on (day/month/year), positive evaluation of the Doctoral dissertation topic was made for the student **Name Surname, title**, in biotechnical scientific area, scientific field Agriculture, and the Committee that consists of the above mentioned members was appointed to assess the doctoral dissertation entitled:

“Title of Doctoral Dissertation”

Mentor of the doctoral dissertation is _____.

Co-mentor of the doctoral dissertation is _____.

After analyzing the attached doctoral dissertation, The Committee has prepared the following

REPORT ON ASSESSMENT OF THE DOCTORAL DISSERTATION

Overview of the dissertation content

Number of pages, figures, graphs, tables and literature references. Structure of chapters.

Assessment of the dissertation with reflection on the applied methods

Time, spatial and analytical structure of performed research. Convenience and compatibility of applied methods with research objectives. Up-to-date, innovativeness and creativity in application of research methods.

Scientific content of the dissertation

Overview of objectives realization and confirmation of defined hypothesis. Success in elaboration of results and comparison with other researches. Relevance of presented results. Evaluation of consistency and accuracy of conclusions and their scientific and professional significance and contribution.

Conclusion and proposal of the Committee

In 2-3 short sentences, the Committee shall describe type and relevance of the conducted research, evaluation of the scientific approach and applicability of conclusions.

Short evaluation of the student with respect to their knowledge of up-to-date research methods, statistical analysis, usage of references, explanation of results of their own research and appropriate conclusion making.

When considering all characteristics of the doctoral dissertation and upon assessing the scientific capabilities of the student contained in the submitted report, the Committee has positively assessed this doctoral dissertation and hereby proposes to the Council of the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek to accept the doctoral dissertation of the student **Name Surname, title**, entitled

“Title of Doctoral Dissertation”

and to reach the decision on public defense of the doctoral dissertation within the procedure for the award of the PhD degree title, as of the Law and Faculty Statute.

Osijek, _____

Members of the Committee for doctoral dissertation assessment:

Title, Name Surname – president

Title, Name Surname – member

Title, Name Surname – member



Josip Juraj Strossmayer University of Osijek
Faculty of Agrobiotechnical Sciences Osijek
Ulica Vladimira Preloga 1, Osijek

Subject:

MINUTES

of the public defense of the doctoral dissertation by the student Name Surname, title,
held at the Faculty of Agrobiotechnical Sciences Osijek on (*insert date*).

President of the Committee for public defense of the doctoral dissertation **Title, Name Surname** announced to the public that the Committee consisting of:

1. **Title, Name Surname, Institution** – president of the Committee
2. **Title, Name Surname, Institution** – function
3. **Title, Name Surname, Institution** – function

will attend the public defense of the **Name Surname, title** doctoral dissertation

"Doctoral Dissertation Title"

The President concluded that the public was informed about this public defense, which is in accordance with the provisions of the Statute of the Faculty, and that the student is present, by which preconditions for maintaining the public defense are fulfilled.

The Committee for PhD degree award and the Committee for evaluation of the doctoral dissertation topic at the Faculty of Agrobiotechnical Sciences Osijek reviewed the topic application, as well as the research program along with complete documentation, and determined that the student **Name Surname, title** fulfilled all conditions for topic application, and that proposed topic was accurate and relevant for the area of agriculture.

Report of the Committee with proposal for acceptance of the topic was approved by the Faculty Council at the _____session held on (*insert date*). On that occasion, the mentor Prof. Dr. Name Surname was appointed for advisory work within preparation of doctoral dissertation, as well as the Committee for doctoral dissertation assessment:

1. **Title, Name Surname, Institution** – president of the Committee
2. **Title, Name Surname, Institution** – function
3. **Title, Name Surname, Institution** – function.

The appointed Committee positively assessed the doctoral dissertation written by the student Name Surname, title and submitted the written report to the Faculty Council with proposal that doctoral dissertation of the student shall be accepted for public defense.

The Council of the Faculty of Agrobiotechnical Sciences Osijek at the session held on (insert date) accepted the positive assessment and the proposal of the Committee and invited the student to publicly defend the doctoral dissertation in front of the Committee:

1. **Title, Name Surname, Institution** – president of the Committee
2. **Title, Name Surname, Institution** – function
3. **Title, Name Surname, Institution** – function.

President of the Committee, Title, Name Surname, read the Curriculum Vitae of the student, and the mentor Title, Name Surname read the doctoral dissertation assessment. Afterwards, the president of the Committee invited the student to present the doctoral dissertation in duration of 30 minutes.

After presentation of the student, which lasted as foreseen, all members of the Committee asked questions related to the content of the doctoral dissertation and to its wider scope. Asked questions are contained in these minutes.

The questions were successfully answered by the student and all members of the Committee were satisfied, upon which they withdrew for counseling.

After short counselling, the President of the Committee announced the unanimous

DECISION

The student **Name Surname, title** successfully defended the doctoral dissertation with the abovementioned title, thus being awarded the right to promotion to the title of the doctor of sciences in biotechnical scientific area, Scientific area Agriculture.

Decision of the Committee will be submitted to the Faculty Council and to the Rectorate of Josip Juraj Strossmayer University of Osijek with proposal for promotion.

Osijek, _____

Members of the Committee for Doctoral Dissertation Defense:

Title, Name Surname – president

Title, Name Surname - member

Title, Name Surname – member

Name Surname, PhD – recording secretary

Title, Name Surname

Questions to the student:

Title, Name Surname

Questions to the student:

Title, Name Surname

Questions to the student:

Committee for PhD degree award
Faculty Council

Subject:

**PERMISSION FOR ARCHIVING AND PUBLICATION OF
DOCTORAL DISSERTATION**

I the undersigned, _____ (*name, surname and permanent address*) _____

PIN: _____, student at the postgraduate university (doctoral) study program

Agricultural Sciences, subprogram _____ give permission to the

Faculty of Agrobiotechnical Sciences Osijek to archive and publish my **doctoral dissertation**:

_____ (*dissertation
title*) _____

_____ in publicly accessible through the Faculty, University and national repository.

Osijek, _____ (*date, month and year*)

signature

Faculty of Agrobiotechnical Sciences Osijek
Form_Dr_21_General Form



Josip Juraj Strossmayer University of Osijek
Faculty of Agrobiotechnical Sciences Osijek
Ulica Vladimira Preloga 1, Osijek

Committee for PhD degree award

BASIC DOCUMENTATION CARD

Josip Juraj Strossmayer University of Osijek

Doctoral Dissertation

Faculty of Agriculture in Osijek

Postgraduate university (doctoral) study program: Agricultural Sciences

Subprogram:

UDK:

Scientific area: Biotechnical Sciences

Scientific field: Agriculture

Branch:

Doctoral Dissertation Title

Name Surname, title

The Dissertation is prepared at the Faculty of Agriculture of Josip Juraj Strossmayer University of Osijek

Mentor: Prof. Dr. Name Surname

Co-supervisor: Prof. Dr. Name Surname

Abstract (up to 2000 characters)

Number of pages:

Number of figures:

Number of tables:

Number of references:

Language of the original: Croatian

Key words:

Date of defense:

Committee for doctoral dissertation defense:

4. **Prof. Dr. Name Surname** – function
5. **Prof. Dr. Name Surname** – function
6. **Prof. Dr. Name Surname** – function

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Znanstveno područje: Biotehničke znanosti

Znanstveno polje: Poljoprivreda

Grana:

Naslov doktorske disertacije

Ime Prezime, zvanje

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Co-supervisor: Prof. Dr. Name Surname

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Sveučilište u Zagrebu, Sveučilište u Rijeci, Sveučilište u Splitu