

REGULATIONS ON THE DOCTORAL STUDIES IN THE FIELD OF LAW OF MYKOLAS ROMERIS UNIVERSITY AND VYTAUTAS MAGNUS UNIVERSITY

I. General provisions

1. Regulations of the doctoral studies in the field of Law Science of Mykolas Romeris University and Vytautas Magnus University (hereinafter Regulations) have been drawn up on the basis of the Provisions of Doctoral Studies approved by Order No V-739 adopted by the Minister of Education, Science and Sport of the Republic of Lithuania on 18 May 2020 “On the approval of the regulations for doctoral studies” (hereinafter Provisions).

2. These Regulations set procedures of doctoral studies, doctoral students’ scientific research, dissertation preparation, defence, and award of Doctor of Science degree in the field of Law Science at Mykolas Romeris University and Vytautas Magnus University (hereinafter Doctoral institutions) that have been granted the joint right of doctoral studies by the Ministry of Education, Science and Sport of the Republic of Lithuania in this field of science.

3. The purpose of the doctoral studies is to prepare scientists able to carry out activities of scientific research and experimental (social and cultural) development and solve scientific problems independently. The doctoral studies have to provide the person, who has completed the programme and has been awarded a Doctor of Science degree, with sufficient competence: most advanced knowledge of research work, areas of science and their relation; specialized abilities and methodologies to solve problems of scientific research and other areas, to develop the acquired knowledge or professional practice; the ability to work independently, to use scientific and professional knowledge to create new ideas or processes and use them in studies and other activity.

4. The Doctor of Science degree can be awarded to a person who has successfully completed full-time (up to 4 years) or part-time (up to 6 years) doctoral studies, has prepared a dissertation and defended it, or to a person who has defended a dissertation prepared on an external basis.

5. Concepts used in the Regulations:

Doctoral student is a student and a researcher of third cycle studies.

Work plan of the doctoral student (hereinafter Work plan) is an individual work plan of the doctoral student that includes stages and timeline of doctoral studies, scientific research and dissertation writing.

Doctoral Student’s Scientific Supervisor (hereinafter Scientific Supervisor) is a scientist who meets the qualification requirements established by the Regulations and supervises studies and scientific research of a doctoral student.

Committee of Doctoral Studies in the Field of Law (hereinafter Committee) is a group of scientists who conduct research of a high international level and are responsible for the content, quality, organisation and implementation of doctoral studies in the field of law.

Scientist conducting research of a high level is a researcher who meets the qualification requirements (further on Qualification Requirements) not lower than those set out by the institution coordinating the doctoral process for individuals who seek to take the position of a senior researcher (Qualification requirements in all cases are applied to the extent of those relating to scientific publications).

Doctoral Dissertation Defence Board in the Field of Law (hereinafter Defence Board) is a group of scientists formed by the Committee which, having analysed the dissertation submitted for

defence, its quality and compliance with the requirements for dissertations and scientific competence of the doctoral student, takes a decision on whether to award a Doctor of Science degree to the candidate.

Doctoral Institution is the institution which has the right to conduct doctoral studies (Mykolas Romeris University and Vytautas Magnus University), where the doctoral student studies, carries out scientific research and prepares the dissertation.

Coordinating institution - Mykolas Romeris University (the Doctoral Institution responsible for coordination of the doctoral process as assigned by the Agreement of Doctoral Institutions on the Commitment to Jointly Conduct the Doctoral Studies).

Doctoral School is a unit of the Doctoral Institution which coordinates and organizes the doctoral study process.

6. Doctoral institutions ensure the transfer (processing) of the personal data of doctoral and external students, which are necessary for the process of doctoral studies or administration of the defence of the dissertation on an external basis, in accordance with the procedure prescribed by law and (or) agreements.

7. The Committee is composed of not less than nine researchers who conduct research of a high level and are employed at Doctoral Institutions (on the basis of competition) or have worked at Institutions at least 0.5 workload for the past three years. Researchers from foreign research and study institutions are exempted from the requirement to be employed on the basis of competition. Not less than half of the members of the Committee and its chairman have to meet the Qualification Requirements of not lower than those for chief researchers. The other members of the Committee have to meet the Qualification Requirements of not lower than those of a senior researcher.

8. At least two-thirds of the Committee members have to be representatives of the field of Law. A researcher can be a member of not more than two doctoral committees. A Committee member is entitled to chair the Committee for not more than two consecutive 5-year terms.

9. Doctoral Institutions announce the composition of the Committee publicly on websites of the Doctoral Institutions.

10. Changes in the composition of the Committee have to be agreed with the Research Council of Lithuania. The composition of the Committee is to be approved by an order of the Rector of Mykolas Romeris University. The composition of the Committee shall be reviewed and updated by the Doctoral Institutions at least every 5 years.

11. Doctoral dissertation is defended and the science degree is awarded at the Defence Board, which is formed specifically for the defence of a particular dissertation upon the completion and submission of the dissertation for defence. The Committee forms the Defence Board from not fewer than five members.

12. Members of the Committee, Scientific Supervisors, members of the Defence Boards, and consultants must be of impeccable reputation as defined in the Law on Science and Studies of the Republic of Lithuania.

II. Coordination of Doctoral Studies

13. Doctoral Studies and scientific research are coordinated and controlled by the Committee.

14. The doctoral process is coordinated by the Coordinating Institution.

15. The Committee:

15.1. approves the procedures for selection and approval of dissertation topics and Scientific Supervisors, and the conditions and procedures of the competition for admission to the doctoral studies;

15.2. carries out selection of dissertation topics and Scientific Supervisors;

15.3. carries out admission to doctoral studies;

15.4. considers and submits for approval of the heads of the Doctoral Institutions the candidatures for Scientific Supervisors, scientific consultants and topics of the dissertations;

considers requests to change the Scientific Supervisor or a scientific consultant, the topic of the dissertation;

15.5. assigns doctoral students to academic departments;

15.6. approves the programme of doctoral studies in the field of Law Science, its amendments, work plans of doctoral students;

15.7. administers assessment of doctoral students;

15.8. evaluates submitted dissertations;

15.9. forms Defence Boards and sets the dates for the defence of dissertations;

15.10. together with the Doctoral School takes care of the quality of doctoral studies, analyses the experience of doctoral studies and submits suggestions concerning improvement of doctoral studies and the process of doctoral studies to the heads of Doctoral Institutions.

16. The meetings of the Committee are convened and organized by the Chairperson of the Committee. If the Chairperson is unable to attend, he/she is to be replaced by the Vice-Chairperson of the Committee or by another member of the Committee elected by the Committee as the chairman of the meeting. Documents of the Committee meetings are handled by the secretary of the meeting; minutes of the meetings are to be signed by the Committee Chairperson and the secretary of the meeting. The Committee shall submit all its submissions, proposals and minutes of its decisions to the Doctoral School of the Coordinating Institution, which in turn shall prepare materials for the Heads of the Doctoral Institutions or their delegates, or the Senates.

17. Decisions of the Committee shall be adopted by the affirmative vote of at least 2/3 of the members of the Committee (including those present by electronic means). The minutes of the Committee meetings shall be kept in accordance with the procedures laid down by the Coordinating Institution.

18. The Committee may use electronic means to discuss an issue under consideration. The Committee members express their opinion on the issue and vote by electronic means. Questions on which decisions are to be taken by secret ballot can be placed on the agenda of an electronic meeting if secret ballot can be ensured by technological means.

19. At the end of the meeting, the Chairperson of the Committee shall forward the documents to the Doctoral School of the Coordinating Institution.

20. The Doctoral Institution:

20.1. announces the selection of dissertation topics and Scientific Supervisors;

20.2. announces an open competition for the admission to doctoral studies;

20.3. receives documents of applicants to doctoral studies;

20.4. handles the state budget funds allocated for the implementation of the doctoral studies at the Doctoral Institution; allocates scholarships to doctoral students;

20.5. prepares orders on the implementation of doctoral studies, appointment of Scientific Supervisors and consultants, and formation of the Defence Board;

20.6. organizes the drafting of the work plans of doctoral students, publication of doctoral dissertations and defences of dissertations;

20.7. provides doctoral students with favourable conditions to implement the work plans of doctoral studies, prepare and defend a dissertation;

20.8. forms and stores the file of the doctoral student;

20.9. drafts and submits reports to the Coordinating Institution on the process of the doctoral studies;

20.10. transfers the necessary documents of doctoral students to the Coordinating Institution;

20.11. issues doctoral diplomas, handles the production, order of accounting and registration of diploma blanks.

21. The Coordinating Institution:

21.1. Organizes the selection of dissertation topics and Scientific Supervisors;

21.2. organizes an open competition for the admission to doctoral studies;

- 21.3. submits reports on the implementation of the doctoral studies to the Ministry of Education, Science and Sport of the Republic of Lithuania, the Research Council of Lithuania and other institutions;
 - 21.4. accumulates information on the process of the doctoral studies;
 - 21.5. stores the minutes of the Committee meetings and other documents;
 - 21.6. on the basis of the documents of the Committee, prepares documents for the Doctoral Institutions;
 - 21.7. collects documents from the Doctoral Institutions and submits them to the Committee;
 - 21.8. drafts joint documents.
22. Doctoral studies and scientific research are organized by academic units of the Doctoral Institution, to which the doctoral students are assigned by the order of the head of the Doctoral Institution upon the proposal of the Committee. These departments:
- 22.1. consider work plans of doctoral students, submit conclusions to the Committee, and provide the doctoral students with favourable conditions to implement it successfully;
 - 22.2. supervise the progress of the study process of doctoral students;
 - 22.3. provide methodological support;
 - 22.4. promote doctoral student mobility;
 - 22.5. organise the teaching practice of doctoral students;
 - 22.6. for each assessment of doctoral students, provide the Committee with the conclusions on the results of the doctoral studies and scientific research conducted by doctoral students and expediency to pursue doctoral studies;
 - 22.7. consider doctoral students' requests to revise work plans, dissertation topics, to appoint scientific consultants, change Scientific Supervisors, and submit their conclusions to the Committee;
 - 22.8. upon submission of the dissertation by the doctoral student, organize primary readings of the doctoral dissertation and assign reviewers for the readings, provide the Committee with conclusions on the compliance of the doctoral dissertation with the requirements for doctoral dissertations.

III. Admission to Doctoral Studies

23. Admission to the doctoral studies in the field of Law Science is organized on the basis of an open competition. Persons, who hold a Bachelor Degree in Law and a Master Degree in Law or an integrated Master Degree in Law, are eligible to take part in the competition. To be eligible, a person holding a Bachelor Degree in Law and an LL.M. must have published at least two research articles in peer-reviewed journals in the field of law, in at least one of which he/she is the sole author.

24. The state funded doctoral study positions in the field of Law Science are allocated to the Doctoral Institutions by the Ministry of Education, Science and Sport of the Republic of Lithuania.

25. At least one month before the announcement of admission to the doctoral studies, the Committee approves the procedure of selection and approval of dissertation topics and Scientific Supervisors. Topics have to correspond to the fields of scientific research carried out by the Doctoral Institutions.

26. The selection is organized by the Doctoral School of the Coordinating Institution and is implemented by the Committee. Decisions shall be recorded in the minutes of the Committee, which shall be signed by the Chairperson of the Committee and the secretary of the meeting. The minutes shall be forwarded by the Committee to the Doctoral School of the Coordinating Institution, which shall be responsible for publishing the information on the websites of the Doctoral Institutions.

27. Upon proposal of the Committee, the Doctoral Institutions announce the competition for the admission to the doctoral studies in accordance with the requirements and procedure for open competitions, which are announced on the websites of the Doctoral Institutions.

28. A person can submit an application for participation in the open competition for the doctoral studies to the Doctoral School of each Doctoral Institution. Together with the application addressed

to the head of the Doctoral Institution, which indicates the field of science and the form of doctoral studies as well as the topic areas in the order of priority (not more than two), the following documents have to be submitted:

- 28.1. diplomas and supplements thereto which confirm qualifications indicated in Clause 23 (in case higher education qualification was obtained abroad, a certificate issued by the Centre for Quality Assessment in Higher Education or a Doctoral Institution, which has the right to carry out academic recognition of education and qualifications, on the recognition of higher education qualifications acquired abroad);
- 28.2. one recommendation from a scientist in the field of law science;
- 28.3. a curriculum vitae;
- 28.4. a list of scientific works and their copies (if the applicant has publications that have been published or admitted for publishing);
- 28.5. a document certifying foreign language proficiency (not lower than C1) (applicants who do not have such a document are provided with the possibility to have their foreign language skills assessed);
- 28.6. copy of passport or identity card;
- 28.7. other documents as indicated in the conditions and procedures for the competition to the doctoral studies.

29. The admission competition to the doctoral studies is organised by the Doctoral School of the Coordinating Institution and implemented by the Committee. Admission can be also implemented by an ad hoc commission for admission, when it is necessary to evaluate the applicants' proficiency in foreign languages. Admission to the topic areas of Doctoral Institutions is administered on the competition basis.

30. Selection criteria for the applicant to the doctoral studies are:

- 30.1. scientific publications in the field of Law;
- 30.2. the arithmetic mean score of grades of the diploma supplements of the Bachelor and Master studies or integrated Master studies, or an LLM;
- 30.3. a scientific research project and its defence.

31. The weight of coefficients of the selection criteria and the rules for calculation of the competition grade are approved by the Committee in the admission requirements and procedure every year.

32. On the basis of the selection criteria, the Committee evaluates the applicants by assigning points and makes a single priority list of topic areas of Doctoral Institutions according to the highest competitive grade. These competition lists of applicants and the decision regarding the proposal to admit or not to admit to the doctoral studies are documented by the minutes of the Committee.

33. Heads of the Doctoral Institutions or their authorized persons sign bilateral agreements of the prescribed form with the persons who, according to the competition procedures, have been accepted to full-time or part-time doctoral studies in the field of law science.

34. On the basis of the minutes of the Committee, persons are admitted to the doctoral studies by the orders of the heads of Doctoral Institutions, which indicate the field of science, the type of funding, and the form of doctoral studies.

35. In case any vacant positions are left after the admission in accordance with the quotas of the Doctoral Institutions, or some of persons admitted to studies do not arrive at the beginning of the academic year to study, the Doctoral School of the Coordinating Institution can organize an additional competition for admission, which is administered in accordance with the same procedures.

36. Applicants, who were not admitted to the state-funded positions on the competition basis, upon proposal from the Committee, can choose non-state-funded doctoral studies and pay the fee for the doctoral studies set by the Doctoral Institution that they sign the agreement with.

37. Citizens of the European Union who apply to the state-funded doctoral studies take part in the competition in accordance with the common procedure; non-European Union citizens participate in the competition in accordance with the conditions and procedures set out in the legal acts of the Republic of Lithuania in force at that time.

38. Generally, not later than in a month's time after the beginning of the academic year, a Committee meeting is organized, where Scientific Supervisors are assigned to the newly admitted doctoral students, dissertation topics are approved, and doctoral students are assigned to academic units. Extracts of the minutes are provided to each Doctoral Institution individually. The Committee submits the minutes and the extracts to the Doctoral School of the Coordinating Institution, which transfers the decision of the Committee (the minutes) to the Doctoral Schools of the Doctoral Institutions.

39. Heads of the Doctoral Institutions or their authorized persons upon the submission of the Committee approve Scientific Supervisors of the doctoral students, dissertation topics and academic units. The order is drawn up the Doctoral School of the Administering Institution.

40. The person, who does not agree with the competition results, within two days after the results have been announced has a right to submit an appeal to the head of the Doctoral Institution the person has applied to, which is examined according to the procedure established by the Doctoral Institution. Appeals can only be filed against infringements of the terms and conditions of the admission procedure.

IV. Scientific Supervision of Doctoral Students

41. Doctoral studies and scientific research are guided by the Scientific Supervisor. The Scientific Supervisor can supervise not more than five doctoral students at a time.

42. Upon the submission of the Committee, usually not later than within one month after the beginning of studies, the Head of the Doctoral Institution or the authorized person has to approve the Scientific Supervisors by issuing an order.

43. Upon the submission of the Scientific Supervisor, the Committee can assign a scientific consultant to the doctoral student. Not more than two consultants can be assigned, and they usually have to be scientists of other fields of science. Upon the submission of the Committee, the Head of the Doctoral Institution or the authorized person has to approve the consultant by issuing an order.

44. The Scientific Supervisor has to meet the Qualification Requirements of not lower than those for senior researchers as set out in the Qualification Requirements. Scientific consultants have to be active researchers who conduct research on the topic of the doctoral dissertation or related topic. The Scientific Supervisor or scientific consultant of the doctoral student can be a researcher from a foreign institution. In cases where the Scientific Supervisor is from a foreign institution, the doctoral student's scientific consultant should be from the Doctoral Institution.

45. The Scientific Supervisor:

- 45.1. together with the doctoral student, devises the doctoral student's work plan;
- 45.2. proposes candidates for consultants if needed;
- 45.3. provides the doctoral student with methodological assistance; supervises the doctoral student's scientific activities and constantly monitors the process of doctoral studies;
- 45.4. for every assessment of the doctoral student presents his/her conclusion concerning the results of the doctoral student's studies and scientific research, as well as the advisability to continue the doctoral studies;
- 45.5. assists the doctoral student in tackling problems related to the organisation of studies and preparation of the dissertation;
- 45.6. together with the doctoral student, is responsible for the quality research of the dissertation.

46. The consultant of the doctoral student:

- 46.1. advises the doctoral student in a certain field of research (branch);
- 46.2. organizes the conduct of scientific research or experiments in other divisions of the Doctoral Institutions or other universities and (or) research institutes in Lithuania or abroad.

47. In case there is a valid reason to change the Scientific Supervisor or a consultant, the change is coordinated and approved in accordance with the same procedure as the appointment of the Scientific Supervisor or the consultant.

48. The doctoral student has a right to submit a motivated application addressed to the Committee, to change the Scientific Supervisor not later than a year prior to the end of the doctoral studies. The change of the Scientific Supervisor within less than one year prior to the end of the doctoral studies is possible only due to an extremely important reason.

49. The application of the doctoral student has to be considered at the Committee meeting within one month.

49.1. If the application of the doctoral student is satisfied, the Committee, in accordance with the topic of the dissertation, appoints another Scientific Supervisor from the list of the Scientific Supervisors that have won the competition that year. In case there is no appropriate Scientific Supervisor in accordance with the topic of the dissertation, the Committee announces a competition for the position of the Scientific Supervisor.

49.2. If the Committee rejects the application of the doctoral student, the same Scientific Supervisor guides the doctoral student.

50. The change of the Scientific Supervisor may also be initiated by the Committee when the Scientific Supervisor fails to fulfil the functions set out in the Regulations.

V. The Work plan of the Doctoral Student

51. The Scientific Supervisor together with the doctoral student not later than one month after the approval of the Scientific Supervisor design the work plan of the doctoral student. The plan has to include the stages and deadlines of doctoral studies, scientific research and dissertation preparation. The doctoral student's work plan has to indicate the courses to be studied and the number of study credits.

52. Doctoral studies are composed of not less than 30 ECTS credits. It is recommended that the courses should cover not only the topic of the doctoral dissertation, but also development of general skills (i.e. project applications, ethics, procedures and copyright issues, communication skills, etc.), the number of which would be at least 5 ECTS credits. The credits are accumulated through studying of not less than three study subjects. The credits can be accumulated through studying in the international doctoral schools, taking partial doctoral studies abroad. The decision on recognition of these studies is taken by the Committee.

53. The doctoral study programme in the field of Law consists of compulsory courses and elective courses in the field of Law and doctoral courses of other scientific fields. The doctoral study programme in the field of Law and its changes are confirmed in the Committee meeting.

54. Within the programme of doctoral studies, the doctoral student has to study the compulsory study courses prescribed by the Committee. The doctoral student, with consent of the Scientific Supervisor, taking into account the individual scientific research needs, can choose other study courses from the programme of doctoral studies in Law.

55. The doctoral student, with consent of the Scientific Supervisor and the Committee, includes the foreseen courses into the work plan. This work plan has to be composed only of the courses approved by the Committee. Doctoral Institutions are responsible to ensure that work plans of doctoral students contain only courses approved by the Committee and relevant for the programme of the doctoral studies.

56. Doctoral courses can be conducted by researchers who meet the Qualification Requirements of not lower than those of a senior researcher as set out in the Qualification Requirements, whose published papers and research correspond to the field of the course taught.

57. Lectures and seminars of the doctoral studies are organized by the academic unit of the Doctoral Institution, whose employees are approved by the Committee to conduct the courses in doctoral studies and the Doctoral School of the Doctoral Institution. If the number of doctoral students who have chosen a particular doctoral subject in their work plan is less than 3, doctoral students study independently and attend periodic consultations (including individual ones).

58. The work plan of the doctoral student (along with study courses) is composed of the analysis of scientific literature, scientific research, part of which can be conducted in scientific centres abroad,

the analysis of the obtained data, writing of scientific articles, presentation of research results at international scientific events, preparation of the dissertation, etc.

59. The academic unit of the Doctoral Institution considers the work plan of the doctoral student and presents its conclusions to the Committee. The work plan of the doctoral student and amendments thereto (if applicable) are approved by the Committee. The approved work plan is submitted to the Doctoral School of the Doctoral Institution and is stored in the file of the doctoral student during the study period.

60. The doctoral student conducts scientific research in accordance with the approved work plan. Implementation of the work plan, the content, quality, scope and terms of the scientific research are evaluated during the assessment of the doctoral student.

61. The doctoral student is provided with the possibility to use the equipment necessary for the scientific research included into the work plan, at the academic units of the Doctoral Institutions. The doctoral student can conduct the research in other research centres, enterprises or institutions in Lithuania or abroad, which carry out the research related to the field of doctoral studies.

VI. Examination and Assessment of a Doctoral Student

62. Studies of every course unit are completed by an examination or pass/fail evaluation. There have to be at least two examiners. The list of examiners is approved by the Committee while approving the description of the doctoral course unit. Examinations are conducted in writing, whereas the examination papers have to be stored at the academic unit of the Doctoral Institution during the study period. Examinations can be oral if a recording is made.

63. After the examination, the examination register has to be filled in and signed by the examination committee chairperson. Examination registers are stored in accordance with the procedures set by the Doctoral Institution.

64. If the examination is failed, it can be retaken once, but not earlier than in a month. If the doctoral student fails to pass the examination for second time, an extraordinary assessment of the doctoral student is announced.

65. Doctoral students have to pass all examinations during the first year of the doctoral studies.

66. Taking into account the request of the doctoral student and approval of the Scientific Supervisor, the Committee can recognise the results of the examinations previously passed in other programmes of doctoral studies.

67. Within the time limits set by the Committee doctoral students are assessed twice a year by the academic unit of the Doctoral Institution. The doctoral student shall submit a completed attestation form with supporting documents for the completion of the work plan and a written report on his/her performance from the Scientific Supervisor. The unit, in the presence of the doctoral student and the Scientific Supervisor, evaluates the implementation of the work plan of the doctoral student and submits its conclusion to the Committee. The Doctoral School of the Doctoral Institution transfers the assessment documents of the doctoral student considered by the academic unit to the Committee, which evaluates the doctoral student positively (thus advising to pursue doctoral studies) or negatively (thus proposing to expel the student from the doctoral studies) or proposes to postpone the assessment for the period set by the Committee, until the shortcomings of the implementation of the work plan are eliminated. The doctoral student, the Scientific Supervisor and (or) the head of the academic unit can be invited to participate in the meeting of the Committee.

68. If a doctoral student deliberately refuses to fulfil the requirements set out in the work plan, the Committee initiates an extraordinary assessment upon submission of the head of the unit.

69. A negatively assessed doctoral student is excluded from the doctoral studies by the order of the head of the Doctoral Institution.

70. The minutes of the Committee on the assessment of doctoral students and the documents presented for the assessment of doctoral students are transferred to the Doctoral School of the Coordinating Institution, which transfers these documents to the Doctoral School of the Doctoral Institution to store in the file of the doctoral student during the study period.

71. The head or the authorised person of the Doctoral Institution, upon the request from a doctoral student, approval of the Scientific Supervisor and consent of the academic unit can grant the student academic leave for up to one year due to important reasons (due to doctoral student's illness, on the recommendation of a doctor or doctors' advisory commission, due to pregnancy, childbirth, and childcare) by issuing an order. Once during the doctoral study period, a doctoral student may take academic leave in the same manner for important personal reasons, but for no longer than one year. During the academic leave scholarship is not paid.

72. The head or the authorised person of the Doctoral Institution, upon the request from the doctoral student, approval of the Scientific Supervisor and consent of the academic unit on grounds justifiable reasons (due to doctoral student's illness, on the recommendation of a doctor or doctors' advisory commission, or due to pregnancy, childbirth, and childcare) can issue an order to extend the academic leave subject to the Committee's approval.

73. Requests of doctoral students are registered, and the orders are drafted by the Doctoral School of the Doctoral Institution.

VII. Scholarships, Academic Trips, Appeals, and other Terms and Conditions

74. Persons admitted to full-time state-funded doctoral study positions, get funding (hereinafter Scholarship) fixed by the Government of the Republic of Lithuania throughout the period of their studies. The scholarship is paid by the Doctoral Institution.

75. In case a doctoral student does not implement the work plan, upon submission of the Committee and an order of the head of the Doctoral Institution, payment of Scholarship is suspended. Payment of Scholarship is renewed only after the Committee determines that the doctoral student implements the requirements of the work plan.

76. After the doctoral student returns from the academic leave to continue doctoral studies, the exact number of calendar days of the month the person returned to studies is included in the duration of the doctoral program, for which the corresponding part of the scholarship is paid.

77. A doctoral student who fails to submit a request for permission to continue his/her doctoral studies within 10 working days of the end of his/her academic leave without a justifiable reason may be removed from the doctoral programme by an order of the Head of the Doctoral Institution.

78. The doctoral student can conduct research or study for some time in other institutions of the country or abroad. This period is included into the period of doctoral studies and during this period the person is paid a scholarship. The doctoral student goes on such academic trips after the order of the head or the authorised representative of the Doctoral Institution is issued based on the student's application of a set format approved by the Scientific Supervisor. The expenses of the research visit can be covered by projects or programmes administered by the Research Council of Lithuania, the Doctoral Institution, the receiving institution or other sources.

79. Doctoral students with approval of the Scientific Supervisor and consent of the academic unit can be employed in units of the Doctoral Institution. Doctoral students can be required to have teaching practice carried out in accordance with the procedure set by the Doctoral Institution.

80. Upon commencement of studies, a doctoral student must sign academic integrity pledge of the doctoral student (Annex 1).

81. A motivated appeal or a complaint regarding refusal to grant the scientific degree, rejection of the application for external studies or defence and other issues related to implementation of the doctoral study process, addressed to the head of the Doctoral Institution is submitted within 14 working days from the notification of the decision to the Document Office of the Doctoral Institution. Appeals and complaints are considered in accordance with the procedure set by the Doctoral Institution.

VIII. Preparation and Examination of a Doctoral Dissertation

82. A doctoral dissertation (hereinafter dissertation), as a single publication (except cases provided in Clause 84), consists of the dissertation text and a summary. Copies of scientific papers on the topic of the dissertation published by the person submitting the dissertation for defence or links thereto have to be submitted separately (hereinafter Doctoral Candidate).

83. A scientific monograph can also be submitted for defence as a dissertation if it has been written by the Doctoral Candidate without co-authors. A summary of the monograph is also submitted. In this case, other scientific publications are submitted if they are necessary to reveal the topic of the dissertation. A monograph submitted for defence must meet the content requirements for a dissertation. A monograph can be defended if it was published no later than one calendar year ago.

84. A dissertation can be submitted for defence on the basis of a collection of scientific papers. In this case, the dissertation has to consist of an overview of not less than two author's sheets, a summary in Lithuanian or a foreign language (a language different from the text of the overview) and copies of scientific papers written on the dissertation topic with an indication of the individual input. The Doctoral Candidate is required to have announced the main research results in not less than four scientific papers (and be the sole author or the main co-author of at least two of them), published or accepted for publication, with digital object identifier (DOI) or other proof of acceptance for publication in international scientific publications with a citation index in *Clarivate Analytics Web of Science (CA WoS)* and (or) *Elsevier Scopus (Scopus)* databases. The dissertation must be based on a collection of related articles. If the article is co-authored, the scientific contribution of the Doctoral Candidate and of each of the co-authors to the article must be clearly indicated. The Doctoral Candidate has to inform the other co-authors of the article about his or her intention to use the article in the dissertation on the basis of a collection of scientific articles and obtain their written consents.

85. In the dissertation, the Doctoral Candidate has to define the aim of the work, formulate the objectives, indicate the scientific novelty of the work, overview research conducted on the topic of the dissertation worldwide, present the research methods used, discuss the research results, substantiate their validity and relation with the data of other researchers, formulate conclusions and present other aspects that the Doctoral Candidate considers important. The dissertation is submitted together with the list of scientific conferences where the results of the research of the dissertation have been publicised, as well as the description of the Doctoral Candidate's life, scientific and creative activity – *curriculum vitae*.

86. The text of the dissertation is written in Lithuanian or English, or in another foreign language if the Committee approves of it.

87. The dissertation should indicate the doctoral student's Scientific Supervisor, consultants and the composition of the Defence Board. If the Scientific Supervisor of the doctoral student has been changed, the former Scientific Supervisor is also indicated, as well as the period of supervision. Specific requirements for the dissertation and the examples of the first and second pages of the dissertation and the summary are presented in the Annex 2 "Requirements for the Doctoral Dissertation".

88. Requirements for the dissertation summary apply *mutatis mutandis* to the summary of the monograph defended as a dissertation.

89. A doctoral student can submit the dissertation for defence after she/he:

89.1. has passed all examinations and accounted for the other activities indicated in the work plan of the doctoral student;

89.2. has announced the main research results in at least two scientific articles (and is the sole author or the main co-author of at least one of them) published in either reviewed research publications with DOI or other proof of acceptance for publication, one of which has been published in an international publication, included in the *Clarivate Analytics Web of Science* or *Elsevier Scopus (Scopus)* databases, or a scientific monograph (except when the dissertation is submitted under the requirements of clauses 83 or 84);

89.3. has presented the research results in at least two international research events;

89.4. has been on a research visit to a science and academic institution (institutions) abroad for the period of not less than one month (the recommended duration is three months). Upon approval of the Committee, a doctoral student can perform an internship in a company, institution or organization in Lithuania;

89.5. has drawn up a dissertation and its summary in accordance with the requirements set in the Annex 2.

89.6. has fulfilled other obligations provided for in the doctoral student's work plan.

90. A doctoral student is the main co-author of a research article when he or she is the first author of the article, unless otherwise stated in the publication that published the article. All authors of a paper shall be considered to be the main co-authors of the paper if the paper specifies that their contribution is equal. The Committee shall decide whether a doctoral student's personal contribution meets the requirements for a scientific dissertation.

91. The doctoral student presents the prepared dissertation at the meeting of the academic unit of the Doctoral Institution, in the presence of the Scientific Supervisor (and the consultant, if applicable). The academic unit evaluates the dissertation, its draft summary and the scientific research results published by the doctoral student, the achieved scientific qualification and submits its conclusions to the Committee. The academic unit appoints two internal reviewers to evaluate the dissertation, who submit written reviews to the meeting of the academic unit. The Doctoral School of the Doctoral Institution transfers the documents of the doctoral dissertation examined at the academic unit as well as the reviews to the Committee.

92. The doctoral student fills in an application to defend the dissertation and submits it to the Doctoral School of the Doctoral Institution together with the following documents:

92.1. a list of the scientific publications published on the dissertation topic and copies thereof (if the publication is not yet published, it is necessary to provide a statement from the editorial office which confirms that the paper has been accepted for publication);

92.2. the description of the Doctoral Candidate's life, scientific and creative activity;

92.3. a prepared doctoral dissertation and its draft summary;

92.4. an extract from the minutes concerning the evaluation of the dissertation at the unit where the dissertation was prepared (if the academic unit did not submit the extract from the minutes to the Doctoral School directly);

92.5. a written review of the Scientific Supervisor (and the consultant, if applicable).

93. After the Doctoral School of the Doctoral Institution establishes that the submitted documents meet the set formal requirements, it submits the application and other documents enumerated in Clause 92 to the Committee.

94. The Committee within 30 calendar days from the receipt of the documents (excluding July and August) assigns two reviewers. They submit their written reviews to the Doctoral School of the Coordinating Institution within the period set by the Committee.

95. After the reviews have been submitted, the Committee organizes a meeting where the Doctoral Candidate and the Scientific Supervisor participate. If the Scientific Supervisor is unable to attend, a written review has to be provided and the head of the unit can be invited to the meeting of the Committee. The Committee hears the presentation of the doctoral student about the dissertation, the aim of the scientific work, objectives, novelty, relevance and originality, as well as the main research results, conclusions, suggestions, and the Scientific Supervisor's review of the dissertation. Besides, the doctoral candidate responds to the reviewers' remarks, which are available to him/her prior to the Committee meeting, as well questions of the Committee members.

96. The Committee evaluates the aims and objectives of the dissertation, its scientific novelty, relevance and originality; the overview of the research conducted on the topic of the dissertation in Lithuania and abroad, the research methodology; reliability and validity of the obtained results; the validity of conclusions to be defended and relevance thereof to the essence of the scientific research; relevance of the summary to the content of the dissertation; relevance of the published scientific papers and the research results presented therein to the main statements of the dissertation.

97. The Committee can take the following decisions:

97.1. *the dissertation has been prepared in the appropriate way.* The dissertation meets the requirements, the doctoral student has fulfilled the requirements of the work plan and the dissertation can be submitted for defence without any corrections or with minor corrections;

97.2. *the dissertation has to be corrected.* The dissertation is returned to the doctoral candidate. The revised dissertation is considered again at the meeting of the Committee in accordance with the terms and conditions set by the Committee;

97.3. *the dissertation does not meet the requirements.* The dissertation is returned to the doctoral candidate for further development. The re-examination of the dissertation is organized in accordance with the requirements of clause 91 and (or) subsequent clauses.

98. In case the dissertation has been prepared in the appropriate way the Committee shall draw up a draft composition of the Defence Board, set the date, time and place of the defence of the dissertation and, in exceptional cases, take a reasoned decision to defend the dissertation in a closed meeting of the Defence Board. The Committee shall submit its proposals to the Head of the Doctoral Institution for approval in the minutes of the meeting.

99. The Doctoral School of the Coordinating Institution transfers the documents on consideration of the dissertation at the Committee meeting and the extract from the minutes of the Committee's meeting to defend the doctoral dissertation to the Doctoral School of the Doctoral Institution.

100. The Committee forms the Defence Board from not fewer than five members and appoints one of them to be the Chairperson. Members of the Defence Board have to meet the Qualification Requirements of not lower than those of a senior researcher as set out in the Qualification Requirements. There can be no conflict of interest between the Defence Board members and the doctoral student or his/her Scientific Supervisor (in case of external defence – the Consultant). Members of the Defence Board cannot have joint publications with the doctoral student. More than one half of the members of the Defence Board cannot have joint publications with the Scientific Supervisor of the doctoral student in the period of the past five years (in case of external defence – the Consultant). Individually prepared parts in an edited scientific publication (except for monographs and scientific studies) are not considered joint publications. Neither the Scientific Supervisor nor the Consultant (if assigned) of the doctoral student is eligible to be a member of the Defence Board. At least one member of the Defence Board has to be from a foreign institution of education and science. At least two members of the Defence Board have to be scientists from the institution other than that of the doctoral student. If the work is interdisciplinary or if it is necessary for the defended work to be comprehensively evaluated, not more than two members of the Defence Board can be scientists of other fields of science. Upon the submission of the Commission the composition of the Defence Board and its chairperson are approved by the order of the head or the authorised person of the Doctoral Institution.

101. If the issues examined in the defended dissertation include information that is considered a commercial secret in accordance with the provisions of the Law on Legal Protection of Commercial Secrets of the Republic of Lithuania or is related to national security in accordance with the provisions of the Law on the Basics of National Security of the Republic of Lithuania, the dissertation shall be defended in a closed session of the Defence Board. The committee decides who can participate in the defence of the dissertation in addition to the doctoral candidate, the Scientific Supervisor, the consultant, the chairman of the Defence Board and the members.

102. The Doctoral School of the Doctoral Institution, together with the academic unit, shall organise the process of obtaining of the consent of the intended members of the Board and of the documents proving their compliance with the Qualification Requirements for participation in the doctoral studies process, and draft the order of the Head or the authorised person of the Doctoral Institution, which approves the Board, the date, the time, and the venue of the defence of the doctoral thesis.

103. After the head or the authorised person of the Doctoral Institution signs the order, the Doctoral School of the Doctoral Institution organizes the process of printing the required number of copies of the dissertation.

104. The Doctoral School of the Doctoral Institution not later than 30 calendar days prior to the dissertation defence:

104.1. provides the dissertation to the Defence Board;

104.2. announces the information about the defence of the dissertation in the Thesis Database administered by the Research Council of Lithuania in accordance with its procedures and the webpage of the Doctoral Institution. In addition, an announcement about the dissertation defence can be made in media or social media. The announcement has to indicate the name and surname of the Doctoral Candidate, the institution in which the dissertation was prepared, the title of the dissertation, the date, the time and the venue of the defence, the Scientific Supervisor, the consultant (if any), members of the Defence Board, the fields of science and institutions they represent, address of the Internet webpage where the dissertation is available (except the cases when the dissertation is defended in a closed meeting).

105. The Doctoral School of the Doctoral Institution makes sure that the library of each Doctoral Institution gets a copy of the printed dissertation (except the cases when the dissertation is defended in a closed meeting).

106. The expenses of printing and sending the doctoral dissertations are covered from the funds of the Doctoral Institution received for implementation of the doctoral studies.

107. Members of the Defence Board submit their written reviews of the dissertation to the Doctoral School of the Doctoral Institution not later than five working days prior to the date of the defence of the dissertation. The Doctoral Candidate is entitled to get acquainted with the submitted reviews.

108. The dissertation is defended in accordance with the Regulations on the Defence Board of the Doctoral Dissertation in the Field of Law (see Annex 3).

109. The dissertation can be defended both in Lithuanian and English. In cases when another language is used in the meeting, the Committee establishes the need for translation services into Lithuanian. The meeting is presided over the Chairperson. The meeting is valid if more than half of the members of the Defence Board participate in it (including those participating by way of videoconference). During the meeting the reviews of the absent members of the Defence Board and other received reviews of the dissertation are read out.

110. After the defence of the dissertation all documents of the defence, including the minutes of the voting and the decision of the Defence Board on whether to award the Doctor of Science degree, are submitted to the Doctoral School of the Doctoral Institution. Based on the minutes the Doctoral School of the Doctoral Institution issues a diploma of Doctor of Science.

111. If the Board decides that the Doctor of Science degree cannot be awarded, an amended and (or) supplemented dissertation can be submitted for defence not sooner than after one year. In this case the Doctor of Science degree is obtained on an external basis in accordance with the provisions of Section IX of these Regulations. If a fact of scientific dishonesty (plagiarism, etc.) is detected, the dissertation cannot be defended.

112. In two-week time, following the dissertation defence meeting the doctoral candidate has to submit one copy of the dissertation (except dissertations defended in a closed defence meeting) to the National Martynas Mažvydas Library of Lithuania and announce the dissertation in the Lithuanian Electronic Thesis and Dissertations (ETD) database and (or) other research management systems of the Doctoral Institutions in accordance with the procedure set by the Doctoral Institution.

113. The Doctoral Institution not later than in 20 working days after the open doctoral dissertation defence meeting, informs the Research Council of Lithuania about the results of the defence. The report has to provide information on the reasons why the dissertation was not defended or there was no defence. Data on the defended dissertation are submitted to the dissertation database administered by the Research Council of Lithuania in accordance with the procedure established by it.

114. The registered doctoral diploma is issued to the scientist in accordance with the procedure prescribed by the Doctoral Institution, after the dissertation has been uploaded in the Lithuanian

Academic Electronic Library (eLABa) repository and (or) other research management systems of the Doctoral Institutions.

115. If the doctoral student submits the dissertation by the end of doctoral studies and gets approval of the Committee, but fails to defend it in time, the dissertation can be defended in the regular manner within 12 months, following the end of doctoral studies. The dissertation not defended during this period has to be defended on an external basis in accordance with the provisions of Section IX of these Regulations. Timely defended dissertation is a dissertation defended not later than within one year after the end of the doctoral studies.

IX. Obtaining a Doctor of Science Degree on an External Basis

116. A person, who holds qualification indicated in Clause 23, is eligible to acquire a Doctor of Science degree on an external basis (hereinafter – External Candidate). The external candidate must have prepared a scientific monograph without co-authors and have the main results of the dissertation published in at least two articles in reviewed research publications, as indicated in Sub-clause 89.2 of these Regulations, and have drafted a dissertation.

117. The external candidate addresses a request to defend a doctoral dissertation to the head of the Doctoral Institution and submits it to the Doctoral School of the Doctoral Institution. The request includes:

- 117.1. manuscript of the dissertation or an issued scientific monograph;
- 117.2. the list of scientific publications and copies thereof;
- 117.3. diplomas which confirm qualifications indicated in Clause 23 and supplements thereto (or a certificate issued by the Centre for Quality Assessment in Higher Education or a Doctoral Institution, which has the right to carry out academic recognition of education and qualifications, on the recognition of higher education qualifications acquired abroad;
- 117.4. approved copies of the minutes of doctoral examinations (if any) and extracts thereof;
- 117.5. the description of the candidate's life, scientific and creative activity;
- 117.6. a copy of the identity document.

118. The Doctoral School of the Doctoral Institution registers the request of the external candidate and transfers the documents to the Committee which not later than within three months (except July and August) from the receipt of the documents analyses the submitted documents and makes a decision on whether the manuscript of the dissertation or the published scientific monograph meets the requirements for dissertations. To establish whether the requirements have been met the Committee assigns two reviewers, who have to submit their written reviews within 30 days from the receipt of the dissertation or the scientific monograph.

119. After the reviews are submitted, the Committee organizes a meeting in which the external candidate participates. After having heard the external candidate and the conclusions of experts, the Committee makes a decision on whether the dissertation manuscript or the published scientific monograph meets the requirements for the doctoral dissertation. If a positive decision is taken, the Committee:

- 119.1. assigns the external candidate to an academic unit of the Doctoral Institution;
- 119.2. assigns a scientific consultant, who performs the functions of the Scientific Supervisor of the Extern; if the person who seeks to get the external doctoral degree has already had some doctoral studies, but not submitted a dissertation, the Committee may assign the former Scientific Supervisor or any other person as a scientific consultant;
- 119.3. sets the doctoral courses to be studied and dates of their examinations;
- 119.4. decides the question of recognition of the study results of courses passed in other programmes of doctoral studies, if the applicant has submitted the minutes of the examinations or their extracts.

120. External examinations are organized in accordance with the requirements set in Section VI of these Regulations, whereas the dissertation is considered and defended in accordance with the requirements set in Section VIII.

121. The dissertation can be defended not later than one year after the date of the positive decision of the Committee as indicated in Paragraph 119 of the Regulations.

122. If the Committee decides that the dissertation manuscript or the published scientific monograph does not meet the requirements for scientific dissertations, the external candidate has the right to submit an appeal, which is considered in accordance with the procedure set in Clause 81 of these Regulations. If the Committee confirms the negative decision after examining the appeal, the external candidate can resubmit the request for defence of the dissertation not sooner than after one year.

123. The external candidate covers only those costs incurred by the Doctoral Institution, which are directly associated with the acquisition of the doctoral degree.

X. Doctoral studies in collaboration with partners

124. Doctoral Institutions may conduct joint doctoral studies in cooperation with research and/or study institutions or other organisations. In such cases, the Doctoral Institutions and research and/or study institutions or organisations shall conclude agreements which define the terms and conditions for the organisation, conduct and funding of the joint doctoral studies. Agreements may provide for separate admissions and additional requirements for applicants, but must be attended by a representative delegated by the Committee must take part in the admission process.

125. Doctoral Institutions may also conclude *cotutelle* agreements with foreign research and study institutions for individual doctoral studies of doctoral students, joint supervision and award of doctoral degrees. The agreement is concluded between a Doctoral Institution, a foreign institution and a doctoral student (who may also be studying at the foreign institution). The doctoral student who is a party to the contract concluded must be admitted to the research and study institutions in accordance with the conditions and procedures in force at those institutions, must meet the minimum requirements of the institutions during the period of his/her doctoral studies and the preparation of his/her thesis, and must obtain the Committee's approval for the defence of the latter.

126. To promote cooperation between science, business and/or the public sector, Doctoral Institutions may carry out doctoral studies together with private or public sector partners – companies, institutions, and organisations (hereinafter referred to as 'industrial doctorates'). A doctoral student of on-site industrial doctoral studies has to fulfil all the requirements for doctoral studies set out in these Regulations, with the exception of the research internship and the teaching practice, which shall be carried out in accordance with the procedures laid down by the Doctoral Institution. The procedures and conditions of the industrial doctorate shall be approved by the Head or the authorised person of the Doctoral Institution.

XI. Award of the Doctor of Science Degree

127. The person who has defended a dissertation is awarded the Doctor of Science Degree and diploma by the Doctoral Institution where the dissertation was defended.

128. The procedure for the preparation, production, recording, registration, and issue of the compulsory forms of the doctoral diploma shall be laid down by the Minister of Education, Science and Sport.

129. An appeal concerning the fact of not awarding the Doctor of Science degree is considered in accordance with the procedure set in Clause 81 of these Regulations. In accordance with the procedure established by legal acts, the complaint regarding a non-awarded doctoral degree can be submitted to the Ombudsman for Academic Ethics and Procedures.

130. The Doctoral Institution having awarded the Doctor of Science degree can withdraw its decision to award the degree (including the scientific degrees awarded prior to the entrance into force of these Regulations) if:

- 130.1. a fact of scientific dishonesty has been established;
- 130.2. the Doctor of Science degree has been awarded with infringements of these Regulations or other legal acts which regulate award of the doctoral degree.

XII. Funding of Doctoral Studies

131. Doctoral studies are funded from state budget assignments, state investment programmes and state investment project funds, revenue received as a payment for tuition, as well as revenue from business, scientific activities and services provided, funds of competitive scientific research funding programmes, state, international and foreign funds and organisations and other lawful sources of funding. In the case of an industrial doctorate, the doctoral student's studies may be funded by the partners.

132. Funds for scholarships of doctoral students, payment for the work of members of the Defence Board, Scientific Supervisors of doctoral students (except external candidates), consultants, as well as the overall wage bill and contributions to social insurance for the work of professors, consultants and examiners, funds for the doctoral research (if there is a possibility, for publication of doctoral students' scientific articles in international journals), printing dissertations, and other expenses, related to the award of the Doctor of Science degree, are foreseen in the budget programme estimates of the Doctoral Institution. If there is possibility, funds for mobility of doctoral students can also be foreseen.

XIII. Quality Assurance of Doctoral Studies

133. Doctoral study quality assurance is regulated by external documents (Provisions and Resolutions of the Research Council of Lithuania) and internal doctoral study documents: the present Regulations, Regulations on the Work of the Doctoral Committee and other internal legal acts and interinstitutional agreements on doctoral studies as well as legal acts of the Doctoral Institutions that ensure quality of the research and studies.

134. To ensure the quality of doctoral studies in law science internally the Committee at least once in five years carries out the evaluation of the quality of doctoral studies in law science, taking into consideration the following indicators:

- 134.1. *efficiency and performance*. It is necessary to take into account the ratio of the number of doctoral students in the field of law science and the doctors prepared; scientific papers published by doctoral students during the period of doctoral studies; participation of doctoral students in internships and conferences; participation of doctoral students in scientific research projects which are relevant for the topic of the dissertation; employment and further career development of doctoral students who have defended the dissertation;
- 134.2. *scientific resources*. The researchers who take part in the process of training of doctoral students in the field of law science have to meet the qualification requirements set out in the Qualification Requirements and the present Regulations;
- 134.3. *organizational indicator*. The organization of the process of training of doctoral students in the field of law science has to be organised by supporting all the steps of this process with planned and well-grounded arguments;
- 134.4. *infrastructure*. Adequate organizational and material conditions have to be established to ensure high-quality doctoral studies in the field of political science and dissemination of the scientific achievement.

135. The Committee carries out the evaluation according to the following procedure:

- 135.1. gets acquainted with the self-assessment material in the field of law science presented by Doctoral Institutions;
- 135.2. visits each Doctoral Institution:
- 135.2.1. to participate in discussions with the employees and researchers responsible for the process of doctoral studies (the procedure for the discussion: the process of admission to doctoral studies, the study process, procedures of completion of the doctoral studies, typical problems and areas for improvement);
 - 135.2.2. to participate in discussions with doctoral students (the procedure for the discussion: motivation to apply for doctoral studies, the process of doctoral studies, supervision, organization of studies and the infrastructure, typical problems and areas for improvement);
 - 135.2.3. on the basis of the obtained qualitative and quantitative data, to evaluate *efficiency and performance; scientific resources; study organisation and infrastructure* of the doctoral studies in the field of Law Science implemented at the Doctoral Institutions.
- 135.3. submits generalized conclusions and recommendations on how to improve the quality of the doctoral studies to the commissions on science and doctoral studies of the Senate, the Senates and Heads of Doctoral Institutions or their authorised persons.

XIV. Storage of Doctoral Documents

136. The file of a person who has not been admitted to doctoral studies is kept for six months at the Doctoral School of the Doctoral Institution to which he or she had applied and then destroyed.

137. Personal files of doctoral students or (external applicants) during the period of doctoral studies are stored in the Doctoral School of the Doctoral Institution, and upon the expiry of the doctoral studies period, defence of the dissertation or termination of the doctoral studies, personal files are stored in accordance with the procedure established by the Doctoral Institution.

**Annex 1 to Regulations on the Doctoral Studies in the Field of Law Science of
Mykolas Romeris University and Vytautas Magnus University**

_____ UNIVERSITY

(Name, surname, date of birth of the doctoral student)

**ACADEMIC INTEGRITY PLEDGE
OF THE DOCTORAL STUDENT**

(date)

Hereby I acknowledge that:

- truth, knowledge and understanding are the highest values of science and studies;
- advantage against other members of the academic community can be gained only in an honest way;

I consider the fact that academic integrity:

- contributes to openness and integration of the science and study system into the area of international research and higher education, development of a harmonious science and study system and development of an ethically responsible personality;
- promotes academic ethics, responsible use of academic freedom and the principle of fair competition;
- strengthens confidence in the value of higher education and research and has a direct positive impact on the quality of studies, the name of a science and study institution;
- limits tolerance and contribution to society's flows (especially corruption);

I realise that:

- every member of the academic community must take the initiative and responsibility for solutions to fight academic dishonesty and application thereof in each academic activity;
- determination to adhere to the principle of academic integrity and the rules helps to reduce the spread of this problem;

by signing this declaration, I freely and wilfully commit myself:

- to adhere to the code of academic ethics of the University _____, the regulations governing studies at the University, the Regulations on Doctoral Studies in the Field of Law, and other documents regulating ethical conduct;
- to perform my duties as a doctoral student responsibly and honestly;
- as a doctoral student to set an example to other members of the academic community, to not tolerate instances of academic dishonesty, and to fulfil my obligation to report and disclose such instances;
- to actively contribute to development and fostering of an honest academic environment at the University _____.

I agree that in case of violations of academic ethics during examinations, preparation of documents for assessment of the doctoral studies or the dissertation, conducting scientific research, publication of the research results, I will be subjected to sanctions set out in the code of academic ethics of the University _____, study regulations of the University, Regulations on the Doctoral Studies in the Field of Law Science and other documents governing the ethical conduct.

(Signature)

(Name and surname)

**Annex 2 to Regulations on the Doctoral Studies in the Field of Law Science of
Mykolas Romeris University and Vytautas Magnus University**

REQUIREMENTS FOR THE DOCTORAL DISSERTATION

1. The recommended length of the dissertation text (hereinafter – Dissertation) is 10-20 author's sheets (one author's sheet is equal to 40 000 typographical units with spaces excluding footnotes). The volume does not include the reference list.
2. The Dissertation text has to consist of the following main parts:
 - 2.1. *Introduction*. The introduction includes substantiation of the analysed problem, the relevance of the work, its aim and objectives, the novelty of the work and its significance, theses to be defended.
 - 2.2. *Research review*. This part reviews the research that has been conducted on the dissertation topic in Lithuania and abroad and shows the contribution of the Doctoral Candidate into the analysed issues.
 - 2.3. *Methodology*. This part includes the methodology and (or) methods of the work, the relevance of the methods used and limitations with regard to their applicability.
 - 2.4. *Research results*. The obtained research results are presented and generalized, the evaluation of the validity of the results and the relation thereof with the results of other researchers are presented.
 - 2.5. *Conclusions*. Conclusions reflect the theses to be defended and present solutions of the objectives and problems as formulated in the introduction.
 - 2.6. *A list of references*.
3. The dissertation text should be followed by:
 - 3.1. annexes (if applicable);
 - 3.2. a summary of the dissertation;
 - 3.3. a list of the doctoral student's scientific articles written on the dissertation topic and scientific events where the research results were presented;
 - 3.4. the description of the Doctoral Candidate's life, scientific and creative activities (without excessive personal data);
 - 3.5. copies of the doctoral student's scientific articles written on the dissertation topic or links thereto.
4. If the dissertation is submitted for defence on the basis of a collection of scientific papers, the dissertation has to consist of the following main parts:
 - 4.1. an overview of not less than two author's sheets;
 - 4.2. a summary in Lithuanian or a foreign language (a language different from the text of the overview);
 - 4.3. copies of scientific papers written on the dissertation topic.
5. The summary of the dissertation (not less than two author's sheets) is drawn up in Lithuanian or a foreign language (a language different from the text of the dissertation). If the dissertation is written neither in Lithuanian nor in English, two summaries are to be drawn up (in Lithuanian and English).
6. The form of the first title page of the doctoral dissertation is presented in Sample 1 in Annex 2. The first title page includes:
 - 6.1. the name of the institution in which the doctoral dissertation is defended;
 - 6.2. the name and surname of the doctoral candidate;
 - 6.3. the title of the doctoral dissertation;
 - 6.4. text "Doctoral Dissertation";
 - 6.5. the area and field of science; the code of the field of science;
 - 6.6. place (city) and year.

7. The form of the second title page of the doctoral dissertation is presented in Sample 2 in Annex 2. The second title page includes:
 - 7.1. the period and place of the dissertation preparation and the legal basis for implementation of the right to doctoral studies;
 - 7.2. if the dissertation is defended on an external basis, the text “The dissertation is defended on an external basis” is written;
 - 7.3. the Scientific Supervisor and scientific consultants (if applicable). Information on the Scientific Supervisor and consultants is presented in the following order: current pedagogical or academic position, scientific degree, name, surname, workplace (its full name), study area, field and its code. If the Scientific Supervisor of the Doctoral Candidate has been changed, the former Scientific Supervisor is also indicated, as well as the period of supervision. If the Scientific Supervisor or consultant is a scientist from abroad, the name of the country is indicated next to the workplace;
 - 7.4. the title of the dissertation defence board;
 - 7.5. the chairperson of the Defence Board and its members. Information about the Defence Board members is written in the following order: current pedagogical or academic position, scientific degree, name, surname, workplace (its full name), study area, field and its code. If the Defence Board member is a scientist from abroad, the name of the country is indicated next to the workplace;
 - 7.6. the date and place (with the address indicated) of the dissertation defence.
8. The third and fourth pages of the dissertation present the information of the first and second pages of the dissertation in English (Samples 3 and 4 in Annex 2).

(DOKTORANTŪROS INSTITUCIJOS, KURIOJE GINAMA DAKTARO
DISERTACIJA, PAVADINIMAS)

Vardas Pavardė

MOKSLO DAKTARO DISERTACIJOS PAVADINIMAS

Mokslo daktaro disertacija
Socialiniai mokslai, teisė (S 001)

Vilnius, 2028

Sample of the second title page of the doctoral dissertation

Mokslo daktaro disertacija rengta 2024-2028 metais (institucijos, kurioje ginama daktaro disertacija pavadinimas) pagal Mykolo Romerio universitetui su Vytauto Didžiojo universitetu Lietuvos Respublikos švietimo, mokslo ir sporto ministro 2019 m. vasario 22 d. įsakymu Nr. V-160 suteiktą doktorantūros teisę.

Mokslo daktaro disertacija ginama eksternu. *(Jei mokslo daktaro disertaciją gina eksternas)*

Mokslinis vadovas:

prof. habil. dr. Vardenis Pavardenis (institucijos pavadinimas, mokslo sritis, mokslo kryptis, mokslo krypties kodas) *(Jeigu buvo ne vienas vadovas, nurodomas kiekvieno iš jų vadovavimo laikotarpis).*

Mokslinis konsultantas:

prof. habil. dr. Vardenis Pavardenis (institucijos pavadinimas, mokslų sritis, mokslo kryptis, mokslo krypties kodas)

Mokslo daktaro disertacija ginama Mykolo Romerio universiteto ir Vytauto Didžiojo universiteto teisės mokslo krypties taryboje:

Pirmininkas:

prof. habil. dr. Vardenis Pavardenis (institucijos pavadinimas, mokslų sritis, mokslo kryptis, krypties kodas).

Nariai:

prof. habil. dr. Vardenis Pavardenis (institucijos pavadinimas, mokslų sritis, mokslo kryptis, mokslo krypties kodas);

prof. habil. dr. Vardenis Pavardenis (institucijos pavadinimas, mokslų sritis, mokslo kryptis, mokslo krypties kodas);

dr. Vardenis Pavardenis (institucijos pavadinimas, mokslų sritis, mokslo kryptis, mokslo krypties kodas);

doc. dr. Vardenis Pavardenis (institucijos pavadinimas (Švedija), mokslų sritis, mokslo kryptis, mokslo krypties kodas).

Mokslo daktaro disertacija bus ginama viešame/uždareme teisės mokslo krypties tarybos posėdyje 2028 m. xxxxx d. 13 val. (Doktorantūros institucijos pavadinimas ir vieta).

Adresas: Ateities g. 20, 08303 Vilnius

(DOCTORAL INSTITUTION)

Name Surname

TITLE OF DOCTORAL DISSERTATION

Doctoral Dissertation
Social Sciences, Law (S 001)

Vilnius, 2028

This doctoral dissertation was prepared during the period of 2024-2028 at (Doctoral Institution) under the right of doctoral studies granted to Mykolas Romeris University and Vytautas Magnus University by the Order No. V-160 of the Minister of Education, Science and Sport of the Republic of Lithuania on 22nd of February, 2019.

The doctoral dissertation is defended on an external basis. (*If it is defended on an external basis*)

Scientific Supervisor:

Pedagogical name, Scientific degree, Name Surname (Institution, Field of Science, Area of Science – code)

Scientific Consultant:

Pedagogical name, Scientific degree, Name Surname (Institution, Field of Science, Area of Science – code)

The dissertation is defended at the Legal Science Council of Mykolas Romeris University and Vytautas Magnus University:

Chairman:

Pedagogical name, Scientific degree, Name Surname (Institution, Field of Science, Area of Science – code)

Members:

Pedagogical name, Scientific degree, Name Surname (Institution, Field of Science, Area of Science – code);

Pedagogical name, Scientific degree, Name Surname (Institution, Field of Science, Area of Science – code);

Pedagogical name, Scientific degree, Name Surname (Institution, Field of Science, Area of Science – code);

Pedagogical name, Scientific degree, Name Surname (Institution, Field of Science, Area of Science – code).

The doctoral dissertation will be defended in the public meeting of the Legal Science Council attime.... on date, place.

Address: Ateities st. 20, LT-08303 Vilnius, Lithuania

**Annex 3 to Regulations on the Doctoral Studies in the Field of Law Science of Mykolas
Romeris University and Vytautas Magnus University**

**REGULATIONS ON THE DEFENCE BOARD OF THE DOCTORAL
DISSERTATION IN THE FIELD OF LAW SCIENCE**

1. These Regulations lay down the procedure for work of the Doctoral Dissertation Defence Board in the field of Law (hereinafter Defence Board), established following the Provisions of Doctoral Studies, approved by Order No V-739 adopted by the Minister of Education, Science and Sport of the Republic of Lithuania on 18 May 2020 “On the approval of the regulations for doctoral studies”.

2. Documents of the Defence Board are handled and the meeting for defence of the dissertation is organized by the Doctoral School of the Doctoral Institution.

3. The work of the Defence Board is organized by the Chairperson of the Defence Board. The Chairperson:

3.1. in advance analyses the file of the person who is going to defend the dissertation (hereinafter Doctoral Candidate) and makes sure that the file and all necessary documents for the meeting (ballot papers, the form of minutes of the counting of votes, etc.) have been drawn up;

3.2. analyses the reviews, which have to be presented during the meeting of the Defence Board or delegates this task to a member (or members) of the Defence Board;

3.3. makes sure that the meeting is duly arranged (audio recording of the meeting, visual demonstration of the visual material and, if required, interpretation services);

3.4. presides over the meeting of the Defence Board;

3.5. signs the documents of the meeting of the Defence Board.

4. Members of the Defence Board examine the dissertation submitted for its defence in advance and evaluate the scientific level of the dissertation, novelty and originality of the results, reliability, and validity of the conclusions, and indicate drawbacks and inconsistencies in the work, while during the defence – the scientific competence of the doctoral candidate.

5. The meeting can be held in Lithuanian or another language. In cases when other languages are used in the meeting, the Committee establishes the need for translation services into Lithuanian.

6. The meeting is valid if more than half of the members of the Defence Board participate in it (including those participating by way of tele-conference).

7. The meeting can also be held online, subject to the approval of the Committee, and if there are important circumstances which make the defence in a usual way very difficult or impossible. The procedure for the online defence of a doctoral dissertation, having ensured the requirements of this Regulations, has to be approved by the Head of the Doctoral Institution or an authorized person.

8. The meeting of the Defence Board is open to the public (except the cases when the meeting of the Board is closed).

9. The proceeding of the meeting is as follows:

9.1. the Chairman of the Defence Board, upon verification that more than half of the members of the Defence Board participate in it (including those participating via tele-conference), and the absent members have submitted their reviews of the dissertation in writing, informs the participants of the meeting on the present quorum and presents the file of the Doctoral Candidate;

9.2. the Doctoral Candidate presents the problem, aims and objectives of the dissertation, the obtained research results, conclusions, and responds to questions of the participants of the meeting; and specifies the contribution into the publications presented together with the dissertation;

9.3. the right to speak is given to the Scientific Supervisor and consultants;

9.4. the Chairman of the Defence Board announces a scientific discussion open;

- 9.5. the Chairman or the delegated member of the Defence Board reads out the reviews of the absent members of the Defence Board and other received reviews of the dissertation; presents the remarks and conclusions formulated in the reviews, the Doctoral Candidate can make comments on them;
 - 9.6. the opportunity to speak is given to the Defence Board members; after every speech, the Doctoral Candidate can ask for and be granted the right to speak;
 - 9.7. the Chairman of the Defence Board invites the guests to speak;
 - 9.8. at the end of the scientific discussion the Doctoral Candidate delivers a speech;
 - 9.9. after the scientific discussion with the Doctoral Candidate, the Defence Board members vote in secret (except those participating by way of tele-conference) to decide whether to award the doctor's degree to the Doctoral Candidate. The Defence Board members participating via video conferencing also vote. After the voting, the Chairperson fills in the voting minutes; the Defence Board members have a right to verify the voting results. The decision to award the Doctor of Science degree is made if more than half of the Defence Board members vote for it. All Defence Board members, participating in the sitting in person, have to sign the voting minutes and the resolution of the Defence Board on whether to award the Doctor of Science degree to the Doctoral Candidate. Where a decision is taken not to award the doctorate, the reasons for the decision shall be stated in the voting record;
 - 9.10. The Chairman of the Defence Board reads out the resolution of the Defence Board to the participants of the meeting and announces the end of the meeting.
10. After the meeting, the Chairman of the Defence Board returns the documents of defence of the dissertation to the Doctoral School of the Doctoral Institution.
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