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PRINCIPLES OF DOCTORAL STUDIES ORGANIZATION

AT FACULTY OF COMMERCE OF BRATISLAVA UNIVERSITY OF ECONOMICS AND BUSINESS

2026

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The Faculty of Commerce of the Bratislava University of Economics and Business (hereinafter also referred to as the "OF EU in Bratislava" or the "Faculty"), pursuant to the Act on Higher Education Institutions and in connection with the internal regulation of the Bratislava University of Economics and Business (hereinafter also referred to as the "EU in Bratislava") "Principles of the Organization of Doctoral Studies at the Bratislava University of Economics and Business", issues this internal regulation "Principles of the Organization of Doctoral Studies at the Faculty of Commerce of the Bratislava University of Economics and Business" (hereinafter also referred to as the "Principles").

PART ONE
GENERAL PROVISIONS
Article 1
Introductory Provisions

1) These Principles are general principles for all students, teachers and other professional staff who complete, provide, organize, monitor and evaluate doctoral studies at the Faculty.
2) A doctoral study programme is a study programme of the 3rd degree of higher education. Doctoral studies consist of a study part and a scientific part. The doctoral study programme focuses on the acquisition of knowledge based on the current state of scientific knowledge and, in particular, on the student's own contribution to it, which is the result of scientific research and independent creative activity in the field of science or independent theoretical activity. Graduates of a doctoral study programme obtain a 3rd degree university education. The Faculty of Commerce of the EU in Bratislava provides doctoral studies in fields of study according to accredited study programmes.
3) Doctoral studies are carried out in the full-time form of study and in the part-time form of study. The standard length of study is 3 academic years in the full-time form and 4 academic years in the part-time form.
4) Doctoral studies are carried out at the Faculty. An external educational institution may participate in their implementation where the EU in Bratislava and its Faculty conclude a framework agreement on doctoral studies with that institution and, at the same time, conclude an individual agreement for each doctoral student regulating the doctoral student's activities at the external educational institution, including reimbursement of the external educational institution's costs.

Article 2
Management and Control of Doctoral Studies

1) Doctoral studies at the Faculty are monitored and evaluated in terms of international and national standards by the programme board appointed for the relevant study programme (hereinafter also referred to as the "Programme Board").
2) The Programme Board is responsible for the creation and development of the relevant study programme of the 3rd degree of study at the OF EU in Bratislava. The framework scope of authority of the Programme Board for doctoral studies is determined by the internal regulation "Rules for the Internal Quality Assurance System of Higher Education at the Bratislava University of Economics and Business".
3) The Programme Board is also responsible for the following tasks:
   a) supervising compliance with international and national standards of doctoral studies at the Faculty;
   b) where non-compliance with the standards is identified, proposing measures and recommendations to remedy the identified deficiencies;
   c) approving the doctoral student's study and scientific plan in the study programme of the relevant field of study, prepared by the doctoral student jointly with the supervisor;
   d) discussing and approving proposals for dissertation topics for the following academic year and any changes thereto by 31 March of the relevant academic year;
   e) on the supervisor's proposal, discussing and approving an opponent of the dissertation project for the dissertation examination;

f) discussing and approving members of the examination board for the dissertation examination;

g) submitting proposals for members of the examination board for the admission procedure to the Dean of the Faculty;

h) discussing and approving opponents of the doctoral student's dissertation for the final defence, as well as the chair and members of the committee for the final defence of the doctoral student's dissertation;

i) issuing an opinion on a submitted proposal to change the supervisor;

j) issuing an opinion on a doctoral student's request to change the study programme within the same field of study;

k) issuing an opinion on a doctoral student's request to submit the dissertation for defence in English;

l) at least once a year, evaluating and updating fulfilment of the doctoral student's study and scientific plan in the relevant study programme and proposing measures.

4) The Programme Board for doctoral studies submits the following to the Vice-Rector for Science and Doctoral Studies of the EU in Bratislava:

a) by 30 April of the relevant calendar year, a written overview of approved dissertation topics for the following academic year;

b) by 30 April of the relevant calendar year, written information on changes of supervisors and changes of dissertation topics made in the given academic year;

c) by 30 September of the relevant calendar year, written information on the results of the admission procedure for doctoral studies;

d) by 31 October of the relevant calendar year, written information on all dissertation defences held in the previous academic year, stating the doctoral student's name, dissertation title, study programme, dissertation opponents, chair and members of the dissertation defence committee, date of the dissertation defence, result of the defence, and the doctoral student's overall result of doctoral studies;

e) by 31 October of the relevant calendar year, written information on the results of the annual evaluation of fulfilment of doctoral students' study and scientific plans in the relevant study programme and on their updating;

f) by 31 October of the relevant calendar year, written information on the discussed study and scientific plans of newly admitted doctoral students in the study programme of the relevant field of study.

SECOND PART OF THE DOCTORAL STUDENT'S STUDIES

Article 3

Labour-legal and social status of doctoral students in the workplace

1) A doctoral student who has been admitted to a doctoral study programme is a student of the 3rd degree of higher education.

2) The Dean of the Faculty decides on the placement of a full-time doctoral student at the Faculty's training workplace. The placement of a doctoral student at an external educational institution is regulated by an individual agreement with the external educational institution.

3) A full-time doctoral student is obliged to be present at the training workplace during the academic year to the extent determined by the training workplace, but for at least 20 hours per week in addition to the scope under Article 4(2)(u) of these Principles, during which the doctoral student demonstrably engages in individual or team scientific work and individual study. The time of the doctoral student's presence at the training workplace, with regard to the specific obligations defined in the doctoral student's study and scientific plan and taking into account the supervisor's recommendation, is determined and monitored by the head of the training workplace. The doctoral student is obliged to notify the head of the training workplace of any absence sufficiently in advance and without delay. The training workplace means the relevant department of the Faculty. Doctoral students are subject to occupational health and safety legislation.

4) A doctoral student in a full-time study programme is entitled to a scholarship for the duration of the standard length of study of the study programme to which the student was admitted, provided that the student has not already obtained a 3rd degree university education.

5) A doctoral student does not receive a scholarship during an interruption of studies and after the day on which the standard length of study expires.

6) Study under the study programme must not exceed its standard length by more than two years in the full-time form of study and by more than three years in the part-time form of study.

Article 4

Rights and obligations of the doctoral student

1) A doctoral student has the following rights:
   a) to study the study programme to which the doctoral student was admitted;
   b) to participate in research and other creative activities at the training workplace and to be involved in the research team of a research project;
   c) to use information and counselling services related to study;
   d) to apply for the opportunity to undertake a study or scientific stay abroad, or a research internship at a foreign workplace, and to carry out part of doctoral studies there;
   e) other rights pursuant to the Act on Higher Education Institutions.

2) A doctoral student has the following obligations:

a) to submit the study and scientific plan of the doctoral student's studies to the relevant faculty department within 2 weeks of enrolment;

b) to fulfil study obligations in accordance with the doctoral student's study plan and the schedule of the academic year;

c) to comply with the Study Regulations of the Bratislava University of Economics and Business and other internal regulations of the Bratislava University of Economics and Business and the Faculty;

d) to notify the training workplace of the address designated for service of documents;

e) to protect and economically use the property and resources of the Bratislava University of Economics and Business;

f) to appear in person upon a written summons of the Rector, the Dean or an employee authorized by them to discuss matters concerning the course of study or matters related to the rights and obligations of the doctoral student;

g) to complete a part of study focused on the development of academic, pedagogical-psychological and transferable skills at the Doctoral School of the EU in Bratislava pursuant to the Act on Higher Education Institutions, to the extent and under the conditions determined by the relevant internal regulation of the EU in Bratislava;

h) to present the doctoral student's dissertation research and its results at least once a year at an event whose form and manner of organization are decided by the Dean or persons authorized by the Dean. The date of the event shall be communicated to the doctoral student and the supervisor without undue delay;

i) to register the doctoral student's publication outputs in the Slovak Economic Library of the EU in Bratislava (hereinafter also referred to as the "SEK EU in Bratislava");

j) to publish a paper in a domestic or foreign scientific journal; in the case of co-authorship, the doctoral student is obliged to submit such a number of papers that the total authorial share of the individual doctoral student reaches at least 100 percent. *Publication outputs falling under the obligation in Article 4(2)(n) shall not be counted towards this obligation;*

k) to submit for publication in a foreign scientific journal included in the ABDC (Australian Business Deans Council) list or the list of journals accepted by the EU in Bratislava (EUBA Star Journal List) at least one scientific article/scientific paper in cooperation with the doctoral student's supervisor. The doctoral student is obliged to document fulfilment of this condition by submitting confirmation that the article has been accepted by the editorial office for the review procedure to the relevant faculty department no later than on the day of applying for the defence of the dissertation (confirmation delivered to the author electronically, or a screenshot from the journal's editorial system, is also accepted);

l) for at least two years of doctoral studies, to participate in the solution of at least one research project;[11]

m) during the study, to publish at least two papers in English in the scientific journal of the OF EU in Bratislava, "Studia commercialia Bratislavensia";

n) during the study, to participate actively in at least 2 scientific conferences (i.e. by presenting a paper, documented by a relevant confirmation of participation in the scientific conference). *Publication outputs falling under the obligation in Article 4(2)(p) shall not be counted towards this obligation;*

o) during the study, to participate actively at least 3 times (i.e. by presenting a paper and publishing it in the proceedings) at the Faculty conference for doctoral students MERKÚR;

p) to submit the complete dissertation for comments to the Extended Scientific Meeting of the Department in accordance with the schedule of the relevant academic year at the Faculty;

q) to apply for the defence of the dissertation at least 2 months before the planned final defence in accordance with the schedule of the relevant academic year at the Faculty;

r) in cooperation with the supervisor, to complete a comprehensive evaluation of the doctoral student's activities every year;

s) other obligations pursuant to the Act on Higher Education Institutions.

In addition to the obligations referred to in point 2(a) to (s), a full-time doctoral student also has the following obligations:

t) to complete one mobility abroad within the scientific part of doctoral studies at foreign universities or other relevant professional workplaces, lasting at least three months, with a demonstrable link between the focus of the doctoral student's dissertation and the programme of the foreign mobility, which is planned in the doctoral student's study and scientific plan;

u) to carry out pedagogical activities or other professional activities related to pedagogical activities to the extent of no more than six hours per week on average for the part of the academic year in which teaching takes place, or to carry out other professional activities related to pedagogical activities, such as supervising Student Scientific and Professional Activities (ŠVOČ) papers, supervising bachelor's theses, preparing a review of a bachelor's thesis, acting as secretary of state examination boards, and carrying out support activities in connection with the examination period and enrolment period.

Article 5

Rights and obligations of the supervisor

1) A supervisor for the relevant field of study may be a teacher of the higher education institution at which doctoral studies are carried out, or another expert following approval by the scientific board of the higher education institution, or, where doctoral studies are carried out at a faculty, by a collective body of the faculty designated by the statute of the higher education institution, if such a body has been established. A supervisor for a topic announced by an external educational institution may be a person approved by the relevant external educational institution. The external educational institution shall provide the scientific board of the higher education institution or the collective body of the faculty designated by the statute of the higher education institution, if established, with the scientific-pedagogical profiles of such supervisors. The supervisor of a dissertation is a person holding the position of professor or associate professor at the EU in Bratislava, or another equivalent position at a research institution contractually cooperating in the provision of a 3rd degree study programme with the EU in Bratislava. The supervisor, together with the assignment of the dissertation to a doctoral student studying in a doctoral study programme at a faculty of the EU in Bratislava, is appointed by the Dean of the relevant faculty.

2) The supervisor has the following rights:

   1) to announce a dissertation topic which must be in accordance with the supervisor's scientific research focus in the relevant area;

   2) to attend the meeting under these Principles at which the doctoral student supervised by the supervisor

[1] At the Faculty's request, the doctoral student shall also declare the years of involvement in a research project by submitting the corresponding form documenting the doctoral student's participation in the project.

presents dissertation research and its results pursuant to Article 4(2)(h);

3) to attend a meeting of the examination board for the dissertation examination of the doctoral student supervised by the supervisor; however, the supervisor is not a voting member of the board;
4) to attend a meeting of the committee for the defence of the dissertation of the doctoral student supervised by the supervisor; however, the supervisor is not a voting member of the defence committee.

3) The supervisor has the following obligations:
   a) to guide and closely cooperate with the doctoral student during doctoral studies, which are carried out according to the study and scientific plan;
   b) to prepare, together with the doctoral student, a study and scientific plan in accordance with the Principles of the Organization of Doctoral Studies at the Faculty, which is discussed and approved by the relevant Programme Board for doctoral studies;
   c) to professionally guarantee the scientific part of doctoral studies;
   d) to comprehensively evaluate the doctoral student's activities on a regular annual basis and, on that basis, formulate conclusions to be submitted to the relevant faculty department for approval by the relevant Programme Board for doctoral studies no later than by the end of the relevant academic year;
   e) to prepare an opinion in connection with a change of study programme within the same field of study, which may be permitted by the Dean on the basis of the doctoral student's request, containing a detailed justification for the change of study programme, the favourable or unfavourable opinion of the head of the training workplace, and the favourable or unfavourable opinion of the chair of the relevant Programme Board for doctoral studies;
   f) to propose an opponent of the dissertation project for the dissertation examination from among scientific personalities in the relevant field of study, who holds the scientific-pedagogical title of professor or associate professor and the position of professor or associate professor, or is a distinguished researcher – Doctor of Science;
   g) to prepare the supervisor's review of the dissertation project for the dissertation examination, stating whether the supervisor recommends or does not recommend the dissertation project for the dissertation examination;
   h) to propose three opponents of the dissertation for the final defence (only one opponent may be from the faculty at which the doctoral student studies) from among scientific personalities in the relevant field of study, so that at least one is a holder of the scientific-pedagogical title of professor and holds the position of professor; at least one opponent holds at least the scientific-pedagogical title of associate professor and the position of associate professor or professor; and it is recommended that one opponent be from abroad and hold at least the academic degree PhD. or CSc. (or an equivalent completed 3rd degree university education), while the relevant Programme Board for doctoral studies may make changes to the proposal;
   i) to prepare the supervisor's review of the dissertation, stating whether the supervisor recommends or does not recommend the dissertation for defence.
4) If the supervisor is unable to fulfil the supervisor's obligations (long-term absence, termination of employment, death, etc.), the Dean of the Faculty shall appoint a new supervisor for the doctoral student on the recommendation of the relevant Programme Board for doctoral studies.

Article 6

Admission procedure for doctoral studies

1) The basic condition for admission to an accredited 3rd degree study programme at the Faculty is completion of a 2nd degree university education and successful completion of the entrance examination. The Faculty also determines additional admission conditions for doctoral studies in individual study programmes in order to ensure that applicants with the necessary abilities and prerequisites are admitted to study.
2) The OF EU in Bratislava regulates the admission procedure for 3rd degree study programmes for the relevant academic year by the internal regulation "Additional Conditions for Admission to Third-Cycle Study Programmes at the Faculty of Commerce of the Bratislava University of Economics and Business", approved

by the Academic Senate of the OF EU in Bratislava.

3) No later than two months before the final day set for the submission of applications for doctoral studies, the Faculty shall publish dissertation topics for which applicants may apply within the admission procedure; where a topic is announced by an external educational institution, the name of that institution shall also be stated. A supervisor is designated for each announced topic. Dissertation topics together with the required particulars are published in the usual manner, e.g. on the Faculty website, in the university information system, and in accordance with the internal regulations of the EU in Bratislava.
4) An applicant for doctoral studies applies for one of the announced topics.
5) Applicants for an accredited 3rd degree study programme at faculties of the EU in Bratislava submit the "Application for University Doctoral Studies – Third Cycle" electronically, exclusively through the university information system.
6) The submission of applications for 3rd degree studies, required particulars of the application, content of the entrance examination, evaluation of the entrance examination, and the process of admitting applicants to 3rd degree studies are determined by the internal regulation "Additional Conditions for Admission to Third-Cycle Study Programmes at the Faculty of Commerce of the Bratislava University of Economics and Business" issued for the relevant academic year.

Article 7

Study schedule

1) Doctoral studies are governed by the dates approved in the academic year schedule for 3rd degree studies for the relevant academic year at the Faculty.
2) The academic year begins on 1 September of the current year and ends on 31 August of the following year and is divided into a winter semester and a summer semester.
3) Doctoral studies are carried out according to a study and scientific plan prepared jointly by the doctoral student and the supervisor and discussed and approved by the relevant Programme Board for doctoral studies.
4) The study part of doctoral studies consists mainly of lectures, seminars and individual study of professional literature related to the focus of the dissertation. The scientific part of doctoral studies consists of the doctoral student's individual or team scientific work related to the dissertation topic.
5) The doctoral student's study plan is based on the recommended study plan of the relevant study programme.
6) If the doctoral student has applied for a dissertation topic announced by an external educational institution, the doctoral student carries out the scientific part of doctoral studies and those obligations of the study part agreed with the higher education institution at that external educational institution. The higher education institution concludes an individual agreement on the doctoral student's doctoral studies with the external educational institution. The agreement regulates matters connected with the doctoral student's activities at the external educational institution, including reimbursement of the external educational institution's costs. The performance of pedagogical activities pursuant to Article 4(2)(u) is linked to the educational activities of the higher education institution.
7) For the teaching of selected courses in doctoral study programmes, the Faculty invites creative workers from abroad with research and teaching experience and enables doctoral students to complete part of the study part in a foreign language.
8) The Faculty organizes conferences, seminars and workshops at which doctoral students may present the results of their scientific research activities.

Article 8

Credit system for doctoral studies

1) The organization of doctoral studies is based on a credit system in which credits are obtained within study programmes for the purpose of meeting the conditions for due completion of studies and obtaining a 3rd

degree university education.

2) During the study, the doctoral student obtains credits for the following units of the study programme:
   a) completion of the study part consisting mainly of specialized lectures and seminars, consultations and individual study of literature according to the doctoral student's study and scientific plan required with regard to the focus of the dissertation. The study part includes completion of the dissertation examination, which is a state examination; participation in the dissertation examination is conditional upon submission of the dissertation project to the relevant faculty department;
   b) fulfilment of the scientific part according to the study and scientific plan of doctoral studies;
   c) preparation of the dissertation.
3) During the study, the doctoral student is obliged to obtain at least 180 credits, of which:
   a) at least 60 credits for completion of the study part;
   b) at least 60 credits for completion of the scientific part as creative activity in the field of science, which, after conversion using the coefficient 0.5 credits = 1 point, corresponds to a minimum of 120 points under the current internal regulation governing the specification of work duties in the field of publication and scientific research activities of employees of the EU in Bratislava holding the positions of professor, associate professor and assistant professor, except for publications in journals on the ABDC (Australian Business Deans Council) list or the list of journals accepted by the EU in Bratislava (EUBA Star Journal List), for which the conversion coefficient 1 credit = 1 point applies *(Annex 1)*;
   c) 20 credits for the dissertation project and dissertation examination and 40 credits for the dissertation and its defence.
4) If a doctoral student has completed part of the study at a workplace other than the training workplace (e.g. abroad), credits obtained at that workplace are recognized in full if the doctoral student was sent to that workplace as part of fulfilment of the study programme and if the credit systems of the sending and receiving workplaces are compatible.
5) In the event of a change of training workplace or study programme, credits obtained before that change may be recognized for the doctoral student.
6) A doctoral student coming from a workplace at which no credit system of study is implemented may be awarded by the Faculty a number of credits corresponding to the activities performed at that workplace according to the system applicable at the EU in Bratislava, or may be required to obtain additional credits for activities required at the new training workplace, e.g. by completing differential courses.
7) Completion of individual courses is recorded by the relevant examining teacher through the university information system. Fulfilment of the scientific part of the study is recorded by the relevant faculty department in cooperation with the doctoral student and the supervisor, on the basis of submission of a document confirming completion of the specific activity, in particular a list of publication outputs from the Slovak Economic Library of the EU in Bratislava (hereinafter also referred to as the "SEK EUBA"),[2] confirmation from conference organizers of the doctoral student's presentation of a paper, confirmation from the head of the research team of the period and extent of the doctoral student's involvement in the research project, etc.
8) The doctoral student is obliged to enrol in the following year of study on the date and under the conditions prescribed by the Faculty. For the study part of doctoral studies, the doctoral student is obliged to obtain at least 30 credits before enrolment in the 2nd year of study. Before enrolment in the 3rd year of study for a full-time doctoral student, or before enrolment in the 4th year of study for a part-time doctoral student, the doctoral student must have successfully completed the dissertation examination. The continuous award of credits for creative activity in the field of science is carried out on the basis of the doctoral student's annual evaluation by the supervisor, while the cumulative award of credits for creative activity in the field of science is provided by the relevant faculty department when the doctoral student submits an application for the dissertation examination and also when submitting an application for permission to defend the dissertation.
9) All other conditions related to study are governed by the provisions of the Study Regulations of the EU in Bratislava.

[2] If requested by the Faculty, also with a photocopy of publication outputs and citations.

Article 9

Dissertation examination

1) The doctoral student registers for the dissertation examination through the university information system no later than 1 month before the date of the examination published by the Faculty. The Faculty announces dissertation examination dates at least twice in the relevant academic year and publishes them in the information system at least 2 months in advance.
2) A condition for registering for the dissertation examination is completion of the obligations of the study part of the doctoral student's study and scientific plan and obtaining 60 credits for the study part, obtaining at least 20 credits for creative activity in the field of science pursuant to Article 8 of these Principles, and submission of the dissertation project for the dissertation examination.
3) At the same time as registering for the dissertation examination, the doctoral student shall submit the following to the relevant faculty department:
   a) a list of the author's publication activities and responses (only outputs registered in the SEK EUBA);
   b) the supervisor's review of the dissertation project for the dissertation examination;
   c) the opponent's review of the dissertation project for the dissertation examination;
   d) the dissertation project in the required number of printed copies and electronically in PDF format.
4) The Faculty has established additional conditions for a doctoral student's registration for the dissertation examination, regulated by the Methodological Guideline of the Dean of the Faculty of Commerce of the Bratislava University of Economics and Business on the organization of the state – dissertation – examination, published on the Faculty website.
5) The dissertation examination is a state examination. The relevant provisions of the Study Regulations of the EU in Bratislava apply to the dissertation examination.
6) The dissertation examination consists of a written and an oral part. The written part consists of preparing a dissertation project containing the definition of the theoretical foundations for the future solution of the dissertation topic, an analysis of the current state of knowledge in the relevant area, and the presentation of the objectives and methodological approaches to addressing the issue (Annex 2). The oral part of the dissertation examination consists of a discussion of the dissertation project and answering questions according to the thematic focus of the dissertation.
7) Only university teachers holding the positions of professor or associate professor and other experts approved by the Scientific Board of the Faculty have the right to examine at the dissertation examination. At least three members of the examination board for the dissertation examination (hereinafter also referred to as the "Board") are university teachers holding the positions of professor or associate professor.
8) The examination board for the dissertation examination has at least four members. The presence of the chair and three members of the state examination board is required for a valid decision on the result of the dissertation examination. If any member of the examination board for the dissertation examination is unable to participate in the dissertation examination for serious reasons, the Dean shall decide on that member's replacement on the proposal of the chair of the relevant Programme Board. The supervisor of the doctoral student concerned also participates in the dissertation examination; in that case the supervisor may not be a member of the examination board for the dissertation examination.
9) If a doctoral student has applied for a dissertation topic announced by an external educational institution, both the dissertation examination and the defence of the dissertation are held before a committee in which members appointed by the external educational institution are represented on an equal basis.
10) The chair and members of the examination board for the dissertation examination are appointed by the Dean of the Faculty on the proposal of the chair of the relevant Programme Board from among university teachers and other experts pursuant to Article 9(7).

11) The relevant faculty department shall deliver the doctoral student's dissertation project, together with the opponent's completed review, to all members of the examination board for the dissertation examination.
12) At a closed session immediately following the dissertation examination, the examination board comprehensively evaluates the course of both parts of the dissertation examination and decides on the result of the dissertation examination by assigning a grade according to the grading scale set out in the Study Regulations of the EU in Bratislava.
13) A doctoral student who fails the examination may repeat it only once, no earlier than two months after the date of the unsuccessful dissertation examination. The repeated dissertation examination is normally held before the examination board for the dissertation examination in the same composition as at the first sitting. Repeated failure in the dissertation examination is grounds for exclusion from study for failure to meet the requirements arising from the study programme and the Study Regulations of the EU in Bratislava.
14) A state examination record is prepared for the dissertation examination in the university information system of the EU in Bratislava and is signed by all members of the examination board for the dissertation examination, the supervisor and the secretary of the examination board. A transcript of study results generated by the university information system forms an annex to the state examination record.
15) If, for justified serious reasons, a doctoral student cannot participate in the dissertation examination on the specified date and apologizes in advance to the chair of the examination board for dissertation examinations, the chair shall set a substitute date. An unexcused absence of the doctoral student from the dissertation examination is assessed according to the grading scale with the grade FX – Fail.

Article 10

Interruption and Termination of Studies

1) The interruption and termination of doctoral studies are subject to the relevant provisions of the Act on Higher Education Institutions and the Study Regulations of the EU in Bratislava.
2) Doctoral studies are completed by the defence of the dissertation, which is a state examination.

THIRD PART DISSERTATION

Article 11

Application for permission to defend the dissertation

1) The doctoral student applies for the final defence of the dissertation through the university information system no later than 2 months before the planned date of the defence published by the Faculty. The doctoral student may apply for the final state examination if all credits for prescribed activities in the study and scientific plan have been obtained, fulfilment of the obligations arising from Article 4(2) of these Principles has been documented, and the following have been submitted to the relevant faculty department:
   a) a structured signed curriculum vitae;
   b) the dissertation in four copies;
   c) the dissertation self-report in the number required by the Faculty and electronically in PDF format;
   d) a record from the Extended Scientific Meeting of the Department (the methodology for assessing dissertations at the relevant Faculty workplaces is regulated by the Methodological Guideline of the Dean of the Faculty published on the Faculty website);
   e) a declaration on the incorporation of comments from the Extended Scientific Meeting of the Department;
   f) a list of published works with complete bibliographic details and responses generated from the EPCA form (SEK EU in Bratislava), signed by the doctoral student and the supervisor;
   g) identification of research projects (type, number, title, principal investigator, project duration, years of the doctoral student's involvement) in which the doctoral student participated during doctoral studies;
   h) the supervisor's review of the doctoral student's dissertation pursuant to Article 5(3)(i) of these Principles.
2) The relevant faculty department shall forward the submitted documents to the chair of the relevant

Programme Board for doctoral studies.

Article 12

Requirements of the dissertation

1) The dissertation has the character of a qualifying scientific written work based on the doctoral student's original research. It demonstrates the ability and readiness for independent scientific and creative activity in the field of science.
2) The dissertation is normally prepared and defended in the state language. With the consent of the Dean of the Faculty, following an opinion of the relevant Programme Board for doctoral studies, the dissertation may also be written and defended in English. The doctoral student must apply in writing for the Dean's consent, attaching the supervisor's opinion, no later than the deadline for submitting the application for the dissertation examination. A dissertation prepared within a study programme delivered in a language other than the state language is prepared in the language in which the relevant study programme is delivered.
3) The obligations of the doctoral student and employees of the EU in Bratislava connected with the preparation, originality checking, registration, storage and making available of dissertations are regulated by the relevant internal directive of the EU in Bratislava on final, rigorous and habilitation theses. In addition to the basic requirements of the dissertation, the Faculty sets further requirements and criteria for the preparation of the dissertation *(Annex 3)*.
4) The dissertation is submitted in hardbound book binding so that individual sheets cannot be removed. Dissertations are submitted to the relevant faculty department. The electronic version must be identical to the printed version.

Article 13

Self-report of the dissertation

1) The dissertation self-report is a concise summary of the dissertation results and its theoretical and practical contribution. The self-report must strictly follow the structure and reflect the content of the dissertation *(Annex 4)*.
2) The self-report is submitted in the state language and includes a list of references, abstracts in the state language and in English, and a processed list of all published works of the doctoral student related to the researched issue and the responses to them, generated from the EPCA form (SEK EU in Bratislava). The list also includes research projects in which the doctoral student participated during doctoral studies. If the dissertation is written and defended in a language other than the state language, the dissertation self-report is submitted in that foreign language. Such a self-report includes an extended abstract in Slovak, and all other requirements must be met in the same manner as for a self-report written in the state language.
3) The recommended length of the self-report is 1–2 author's sheets. The self-report is in A5 format.

Article 14

Preparation of the dissertation defence

1) Following a favourable opinion of the Programme Board on the doctoral student's application for the final defence of the dissertation, the relevant faculty department shall send the dissertation to the appointed opponents with a request to prepare a review.
2) After all opponents' reviews have been received, the chair of the defence committee shall confirm the time and place of the dissertation defence in accordance with the scheduled dates of state examinations under the OF EU in Bratislava schedule for the relevant academic year.
3) Any person interested in the researched issue and the dissertation defence may submit an opinion to the chair of the defence committee no later than one week before the defence or may present comments orally at the defence. During the dissertation defence, the doctoral student shall respond to such opinions or comments.

Article 15

Opponents of the dissertation and Their reviews

1) The Dean of the Faculty appoints opponents on the basis of a proposal discussed and approved by the relevant Programme Board for doctoral studies, which may be based on the supervisor's proposal pursuant to Article 5(3)(h) of these Principles.
2) If an opponent has been assigned to evaluate the dissertation of a specific doctoral student in the university information system, the opponent shall create the review in that system. For this purpose, the training workplace shall request the Centre for Information Technologies of the EU in Bratislava to assign identification data enabling an external opponent to access the system. An opponent's review that was not created in the university information system must subsequently be entered into that system. For dissertations, the relevant faculty department is responsible for entering such an opponent's review. The opponent shall submit the written review together with the dissertation no later than 3 weeks from the date of appointment as opponent. If reviews of a final thesis are to be made publicly available, the author of the relevant review shall also submit, together with the review, a signed licence agreement for the use of the review of the final thesis. The author of the review creates the licence agreement in the university information system. If the opponent is unable to prepare the review, the opponent shall notify the Dean of the Faculty within 5 days of receiving the appointment decree.
3) If an opponent fails to submit the review within the period under point 2 and does not do so even within 7 days after a repeated request, the chair of the relevant Programme Board for doctoral studies shall submit to the Dean a proposal for the appointment of a new opponent.
4) The opponent's review contains an objective and critical analysis of the strengths and weaknesses of the submitted dissertation. In the review, the opponent comments in particular on the stated objective and the extent to which it has been achieved, the appropriateness of the methods and methodology used, the assessment of the knowledge base, the scientific contribution and originality of the work, and the practical application contribution of the work. The opponent shall also include questions for the author to answer at the defence.
5) In the conclusion of the opponent's review, each opponent shall clearly state whether the submitted work is recommended or not recommended for the final defence and shall grade it according to the grading scale.
6) If an opponent's review does not meet the requirements under points 4 and 5, the Dean of the Faculty shall return it to the opponent for completion or revision and set a deadline for resubmission within 2 weeks of the request.

Article 16

Defence of the dissertation thesis

1) By defending the final – dissertation – thesis, the doctoral student demonstrates the ability and readiness for independent scientific and creative activity in the field of research or development. The defence of the final thesis is one of the state examinations.
2) The examination committee for the defence of the dissertation has at least four members, and the opponents of the dissertation are invited without the right to vote. The chair and members of the dissertation defence committee are appointed by the Dean of the Faculty on the basis of a proposal of the chair of the Programme Board that has been discussed and approved, from among university teachers holding the positions of professor or associate professor.
3) If one of the three opponents is unable to participate in the defence for serious reasons and that opponent's review is favourable, the defence may also take place in the opponent's absence, while the full text of the opponent's review is presented by the chair of the defence committee. Depending on the course of the defence, the chair shall decide whether it is necessary to answer the questions raised in the absent opponent's review.

4) If any opponent has submitted an unfavourable review of the dissertation, the defence may not take place in that opponent's absence.
5) The presence of at least four members of the dissertation defence committee with the right to vote on the award of the academic degree is required for the defence to take place. The dissertation defence is chaired by the chair of the defence committee.
6) Immediately after the dissertation defence, a closed session of the defence committee is held, attended by its members, the opponents and the doctoral student's supervisor. At the closed session, the defence committee, in discussion with the opponents and the doctoral student's supervisor, comprehensively evaluates the course of the dissertation defence and subsequently decides, by secret ballot using ballot papers and by a majority of votes of the members present, whether to award or not to award the doctoral student the academic degree "philosophiae doctor" (abbreviated "PhD."). In the event of an equality of votes, the vote of the chair of the dissertation defence committee shall decide.
7) Following the secret ballot on whether to award or not to award the doctoral student the academic degree "philosophiae doctor" (abbreviated "PhD."), the dissertation defence committee, on the basis of the result of that secret ballot, determines the result of the dissertation defence in an open discussion by a grade according to the Study Regulations of the EU in Bratislava. The grade for the dissertation defence is determined so that each member of the dissertation defence committee proposes a grade for the dissertation defence and the arithmetic mean is then calculated from the grades of all members present and all opponents. The overall result of the state examinations and the overall result of study are determined pursuant to the relevant provisions of the Study Regulations of the EU in Bratislava.
8) After each dissertation defence, a state examination record is generated in AiS2 and signed by all members of the dissertation defence committee, the opponents, the supervisor and the secretary of the dissertation defence committee.
9) The voting result is announced by the chair of the dissertation defence committee at its public session immediately after the closed session of the dissertation defence committee.
10) A doctoral student to whom, based on the result of the dissertation defence, the dissertation defence committee has not approved the award of the academic degree "philosophiae doctor" (abbreviated "PhD.") has the right to submit a revised dissertation and reapply for permission to defend the dissertation in the same study programme so that the date of the repeated dissertation defence does not exceed the standard length of study by more than two years in the full-time form of study and by more than three years in the part-time form of study.

PART FOUR COMMON, TRANSITIONAL AND FINAL PROVISIONS

Article 17

Tuition fees and fees

1) Tuition and fees associated with doctoral studies are subject to the relevant provisions of the Act on Higher Education Institutions and the internal regulation of the EU in Bratislava on tuition and fees for the relevant academic year.

Article 18

Transitional and final provisions

1) The entrance examination for doctoral studies, the dissertation examination and the dissertation defence are held in person. In exceptional and justified cases, the entrance examination, dissertation examination and dissertation defence may also be conducted by videoconference or other means of information and communication technology without the physical presence of participants in the entrance examination, dissertation examination or dissertation defence, including secret voting (where secret voting forms part of the relevant process), provided that technical conditions allow. The entrance examination, dissertation examination and dissertation defence may also be conducted in a combined form. The Dean of the Faculty decides whether the entrance examination for doctoral studies will be conducted online or in a combined form on the basis of a written request from the applicant. The chair of the relevant committee decides whether the dissertation examination or dissertation defence will be conducted online or in a combined form on the basis of a request from the doctoral student, a committee member or an opponent.
2) Upon the Act on Higher Education Institutions entering into force on 1 September 2026 and these Principles taking effect, the authority of the sub-departmental committees for individual 3rd degree study programmes and of the departmental committee of the Bratislava University of Economics and Business shall cease.
3) In accordance with the Act on Higher Education Institutions, the Doctoral School of the Bratislava University of Economics and Business shall be established at university level as an organizational unit designated to jointly provide the part of doctoral studies focused on the development of basic and transferable skills for doctoral students. Successful completion of this part is a condition for due completion of doctoral studies.
4) In connection with the obligation of a doctoral student laid down in Article 4(2)(g) of these Principles, doctoral students of the Faculty of Commerce commencing studies on 1 September 2026 shall, during the transitional period of the 2026/2027 academic year and until the relevant internal regulation of the Bratislava University of Economics and Business is aligned and issued, complete that part of study to the extent and under the conditions determined by the Department for Science and Doctoral Studies of the Bratislava University of Economics and Business.
5) These Principles of the Organization of Doctoral Studies at the Faculty of Commerce of the Bratislava University of Economics and Business were discussed and approved by the Scientific Board of the OF EU in Bratislava on 18 August 2026.
6) These Principles enter into force and take effect on the date of their approval by the Scientific Board of the OF EU in Bratislava.
7) Upon these Principles entering into force and taking effect, the Principles of the Organization of Doctoral

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Assoc. Prof. Ing. Peter Drábik, PhD., MSc.
Dean of Faculty of Commerce

Annex 1 Creative activity in science – credit allocation system[3]

CREATIVE ACTIVITY IN THE FIELD OF SCIENCE			
Categories	***Content of the category of publication activity based on the "Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic No. 397/2020 Coll."***	***Credits***	***Note***
A	**Book publications of the nature of a scientific monograph and other book publications registered in the Web of Science or Scopus database**		
	Scientific monographs – foreign and domestic	125	scientific monograph is considered to be a publication in which the author has an authorial share of at least 3 AH
	Studies and chapters in scientific monographs – foreign and domestic	50	
	University textbooks – foreign and domestic	50	university textbook is considered to be a publication in which the author has an author's share of at least 3 AH
	Chapters in university textbooks – foreign and domestic	25	
	Professional book publications – foreign and domestic	25	
	Chapters in professional book publications – foreign and domestic	12,5	
B	**Publications in Current Contents Connect, in journals registered in the Web of Science (WoS) database, SCOPUS; Patent applications**		
	Scientific and professional papers included in Q1	250	if the quartile in the year of publication is not known, the last known quartile according to the JCR or SJR, whichever is higher, shall be monitored
	Scientific and professional papers included in Q2	175	
	Scientific and professional papers included in Q3	100	
	Scientific and professional papers included in Q4	50	
	Scientific and professional works with an indeterminate quartile	25	
C*/	**Book publications of the nature of a scientific monograph and other book publications not registered in the Web of Science or Scopus database**		
	Scientific monographs – foreign and domestic	25	
	Studies and chapters in scientific monographs – foreign and domestic	12,5	
	University textbooks – foreign and domestic	25	
	Chapters in university textbooks – foreign and domestic	12,5	
	Professional book publications – foreign and domestic	12,5	
	Chapters in professional book publications – foreign and domestic	12,5	
	Textbooks, textbooks and review papers	12,5	
	Scientific papers in other journals, peer-reviewed scientific proceedings, peer-reviewed scientific monographs		
	Scientific papers in other journals – foreign	12	

[3] On 1 February 2022, the new Decree of the Ministry of Education, Science, Research and Sport of the Slovak Republic No. 397/2020 Coll. on the Central Register of Records of Publication Activities came into force, in which there are changes in the records of publication activities and responses to publication activities. The new decree fundamentally changes the categorization of the outputs of publishing activities and responses. Due to significant changes in the decree, the Slovak Economic Library of the UE in Bratislava will create space for a transitional period and implement records in a dual way in this calendar year, i.e. according to the decree according to Decree No. 456/2012 Coll. valid until 2021 and at the same time according to the new Decree No. 397/2020 Coll. (https://sek.euba.sk/www_write/files/publikacna_cinnost/EPC_Porovnanie_Kategorie_2022_2021.pdf). All the necessary information is available on the SEC website (https://sek.euba.sk/publikacna-action-eu).

	Scientific papers in peer-reviewed scientific proceedings, monographs – foreign	12	
	Scientific papers in other journals - domestic	7	+ 7.5 credits/author - in the case of publishing a paper in Economic Outlooks with a foreign co-author
	Scientific papers in peer-reviewed scientific proceedings, monographs – domestic	7	
	Other publications		
	Published invited papers at scientific conferences – foreign	12	+ 5 credits/author - in case of acceptance of the proceedings into WoS or Scopus
	Published papers at scientific conferences – foreign	12	
	Published invited papers at scientific conferences – domestic	7	
	Published papers at scientific conferences – domestic	7	

***/** In the event that a publication from category C has more authors, the total score will be divided among the co-authors according to their authorial share intended for the registration of the publication output in the Slovak Economic Library of th

Annex 2 Framework structure of the dissertation project (for the needs of the dissertation examination)

Principle:

With the results of the written thesis, the doctoral student must demonstrate the skill of working with literature, the mastery of research methods and partial results of the dissertation. Last but not least, it must formulate theoretical bases and goals for the solution.

The project includes an approved "Assignment of the Final Thesis" printed from AiS2.

Basis of the project:

1. Introduction to the issue
2. Current state of the issue at home and abroad
3. Aim and methods of work
4. Partial result of the dissertation
5. Themes and theoretical background
6. List of bibliography (includes a full list of bibliographic references)
7. Attachments

Project scope: 1 - 2 AH, without a list of literature and other appendices

Printing and binding: printing can also be double-sided and thermal binding

Bibliographic references: in accordance with the STN ISO 690 standard

Note:

1 AH = 20 standard pages

1 standard page = 1,800 characters per page

Annex 3 Framework structure of the dissertation

Principle:
The dissertation has the character of a qualifying, scientific written work, in which the doctoral student, on the basis of continuous research and with the use of rich documentary material as well as scientific methods, demonstrates the ability and readiness to work independently scientifically and creatively in the field of research, or readiness for independent theoretical and creative activity, for solving theoretical and practical problems of the field of study. The author demonstrates the ability to process a selected professional problem with an interdisciplinary approach and conclusions. The scientific level of the work is assumed, it should be a high-quality professional work that brings new knowledge in the field, creating, supplementing or correcting a complex of knowledge and knowledge about the laws and development of social phenomena.

The dissertation contains the following parts:
Packaging Title Page
Assignment of the final thesis (from AiS2) Acknowledgments (optional)
Abstract in the state language
Abstract in English or another world language (in accordance with the assignment of the final thesis) Contents
List of illustrations and list of tables (optional) List of abbreviations and tags (optional), Dictionary (optional)

The main text part of the dissertation in all study programs at OF EUBA consists of:
Introduction

1. Current state of the issue at home and abroad
2. Aim of the work
3. Methodology of work and methods of investigation
4. Results of the work
5. Discussion
6. Theoretical and practical benefits of the dissertation

Conclusion (presentational on the basis of the achieved results as a reference for theory and practice)
List of bibliography (contains a complete list of bibliographic references) Appendices (if included in the thesis)

Proportionality of individual parts of the dissertation:

1. Introduction 1st and 2nd together approx. 25-35
2. Current state of the issue at home and abroad standardized pages
3. Aim of the work
4. Methodology of work and methods of investigation 3rd to 6th total 45-65
5. Results of the work standardized pages
6. Discussion
7. Theoretical and practical benefits of the dissertation 7th and 8th total 10-20
8. Conclusion
9. standardized pages

Recommended scope of the dissertation: approx. 80 – 120 pages (approx. 144,000 – 216,000 characters including spaces), without appendices. The recommended font is Times New Roman, size 12 and is uniform throughout the work. Recommended page settings - line spacing 1.5, margins left 3.5 cm, right 2 cm, top and bottom 2.5 cm, footer bottom 1.25 cm, mirror margins for double-sided printing, first line indentation in paragraph 1.25 cm, block alignment, headings 1st level numbering 16b/Bold, 2nd numbering level 14b/Bold, 3rd numbering level 14b/Italic, portrait orientation, A4 format. The numbering of the work starts from the title page, with the page numbers displayed only from the Introduction section. The work is numbered up to the first page of the appendix.

Printing and binding: printing can also be double-sided and book binding hardcover so that individual sheets cannot be removed
Bibliographic references: in accordance with the STN ISO 690 standard

Annex 4 Content focus of the dissertation self-report

A self-report is a brief summary of the basic goals, methods, ideas, results, benefits and conclusions of the dissertation, the definition of its contribution and data on its response. The self-report conveys the essential content of the dissertation. Publishing a self-report has two goals:

- To enable a wider range of scientists and professional staff of the relevant fields of study to be systematically acquainted with the results of scientific activities contained in dissertations.
- To improve the professional assessment of dissertations by ensuring that every organization and every employee in theory (research) and practice who is interested in the examined issue can submit comments either in writing to the chairman of the defense committee or orally at the defense of the dissertation, and the applicant is obliged to take a position on them.

Recommended content of the self-report

In the introductory part of the self-report, the doctoral student gives an overview of the current state of the issue, the goals of the dissertation and the selected methods of processing.
The main part of the self-report is a brief and concise summary of the results of the dissertation and a precise definition of its scientific contribution as a result of scientific creative work. It is intended to provide the reader with the most complete idea of the content and structure of the scientific work.
At the end of the main part of the self-report, the conclusion should be information (data) related to the generalization and final evaluation of the research carried out, as well as an indication of possible directions of further research. The self-report should precisely respect the structure and reflect the content of the dissertation. The self-report includes abstracts in the state and in one of the world languages, a list of the author's publication activities and responses, including the aforementioned participation in research projects during the doctoral studies of the dissertator.

The self-report is in A5 format. The recommended scope of the self-report is 1 – 2 author's sheets.