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| SOFIA UNIVERSITY “ST. KLIMENT OHRIDSKI” |
| FACULTY OF ECONOMICS AND BUSINESS ADMINISTRATION |
| **FINAL REPORT ON THE IMPLEMENTATION OF THE INDIVIDUAL CURRICULUM AND TAKING OUT WITH THE RIGHT TO DEFENSE** |
| Approved by а decision of the Faculty Council of the Faculty of Economics and Business Administration:Protocol of Proceedings № .............. / Date ................... | Dean of the Faculty of Economics and Business Administration:.................................................. Assoc. Prof. Dr. Atanas Georgiev |
|  |
| **Professional field:** |
| **Doctoral program:** |
| **Doctoral student:** |
| **Enrollment Order:** |
| **Period of study:** |
| **Form of study:** |
| **Scientific supervisor:** |
| **Topic of the Dissertation:** |

## І. EDUCATIONAL ACTIVITY

## *Mandatory minimum ECTS credits (TOTAL) – in compliance with the form of study: 60 (F, P) and 50 (S)*

## DOCTORAL MINIMUM

## *Mandatory minimum ECTS credits - depending on the form of study: (F, P) and 20 (S)*

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the academic discipline | Protocol - № / date | Grade | ECTS credits |
| Doctoral minimum in the specialty |  |  |  |
| Doctoral minimum in a foreign language (only F and P) |  |  |  |
| TOTAL CREDITS UNDER ITEM 1 |  |

## MANDATORY DOCTORAL COURSES

## *Mandatory minimum ECTS credits - 20 (F, P and S)*

## *ATTENTION! For* *the doctoral program Economy and Economic Policy - mandatory minimum ECTS credits - 25 (F, P and S)*

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the academic discipline | Protocol - № / date | Grade | ECTS credits |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| TOTAL CREDITS UNDER ITEM 2 |  |

## ELECTIVE DOCTORAL COURSES

## *Mandatory minimum ECTS credits - 10 (F, P and S)*

## *ATTENTION! For the doctoral program Economy and Economic Policy - mandatory minimum ECTS credits - 5 (F, P and S)*

|  |  |  |  |
| --- | --- | --- | --- |
| Name of the academic discipline | Protocol - № / date | Grade | ECTS credits |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| TOTAL CREDITS UNDER ITEM 3 |  |

## TOTAL CREDITS UNDER SECTION I. EDUCATIONAL ACTIVITY …………………………

## ІІ. RESEARCH ACTIVITY

## *Mandatory minimum ECTS credits (TOTAL) in compliance with the form of study: 85 (F), 95 (P) and 105 (S)*

## DISSERTATION DEVELOPMENT

## *Mandatory minimum ECTS credits - 40 (F), 50 (P) and 60 (S)*

|  |  |  |
| --- | --- | --- |
| Name of the activity | Structured description of the performed activities,including a listing of evidence certifying the implementation*(if necessary and relevant, evidence to be attached in separate files)* | ECTS credits |
| Project elaboration for dissertation, presented for enrollment in self-preparation form |  |  |
| Preparation of the dissertation |  |  |
| Presentation of the results of the current work at a doctoral seminar of the Department |  |  |
| Prepared and submitted a preliminary version of the dissertation, completed in its main part |  |  |
| TOTAL CREDITS UNDER ITEM 1 |  |

## RESEARCH WORK

## *Mandatory minimum ECTS credits – in compliance with the form of study: 5 (F, P and S)*

|  |  |  |
| --- | --- | --- |
| Name of the activity | Detailed description of the activities falling into each of the groups*(publications and other evidence to be attached in separate files)* | ECTS credits |
| PUBLICATIONS related to the dissertation: |  |  |
| Studies published in scientific publications, referenced and indexed in world-famous scientific information databases (Scopus and Web of Science) |  |  |
| Articles and reports published in scientific publications, referenced and indexed in world-famous scientific information databases (Scopus and Web of Science) |  |  |
| Published chapter of a collective monograph |  |  |
| Studies published in non-refereed peer-reviewed journals or published in edited collective volumes |  |  |
| Articles and reports published in non-refereed peer-reviewed journals or published in edited collective volumes |  |  |
| **TOTAL CREDITS FROM PUBLICATIONS*****ATTENTION - Mandatory minimum of publications, according to the Development of the Academic Staff in the Republic of Bulgaria Act*** ***- 30 credits!*** |  |
| PARTICIPATIONS WITH REPORTS in scientific forums within the country and abroad |  |  |
| PARTICIPATIONS WITH REPORTS in scientific seminars of the Faculty and the Department |  |  |
| PARTICIPATION IN RESEARCH AND SCIENTIFIC-APPLIED PROJECTS |  |  |
| AWARDS FROM INTERNATIONAL AND NATIONAL SCIENTIFIC COMPETITIONS |  |  |
| **TOTAL CREDITS UNDER ITEM 2** |  |

## TOTAL CREDITS UNDER SECTION II. RESEARCH ACTIVITY …………………………

## III. TEACHING ACTIVITY

## *Mandatory minimum ECTS credits - 10 credits - for full-time doctoral students only*

|  |  |  |
| --- | --- | --- |
| Type of the activity | Detailed description of the activities within each group*(any evidence to be attached in separate files)* | ECTS credits |
| Teaching activity |  |  |
| Reviews of а master's theses |  |  |

## TOTAL CREDITS UNDER SECTION III. TEACHING ACTIVITY …………………………

## TOTAL ACCUMULATED CREDITS BY CURRICULUM………………………

## *Mandatory minimum for taking the doctoral student out with right of defense - 155 credits*

## IV. DEFENSE OF THE DISSERTATION

## *Mandatory minimum ECTS credits - 25 credits*

|  |  |  |
| --- | --- | --- |
| Type of the activity | ECTS credits | Report |
| Conducting a preliminary discussion of the dissertation in the department, followed by a decision of the Faculty Council to open a procedure for public defense |  | after the opening of a public defense procedure |
| Public defense |  | after the opening of a public defense procedure |

## *Note: The preliminary discussion and the public defense of the dissertation are part of the curriculum for the educational and science degree “Doctor” but are not included as credits when reporting on the implementation of the individual curriculum of the doctoral student for the purpose of his/her taking out. The doctoral student is taken out with the right of defense after the implementation of the individual curriculum until a successful discussion in the primary unit and a decision of the unit for its taking out, and he/she must have accumulated a minimum of 155 credits.*

## *After a successful preliminary discussion, followed by a decision of the Faculty Council to open a procedure for public defense, the doctoral student receives 10 credits.*

*A doctoral student who has accumulated the minimum number of required credits according to the form of study, has been taken out with the right of defense, has developed a dissertation, and meets the minimum national requirements shall be admitted to the public defense of a dissertation for acquiring educational and science degree “Doctor”. After a successful public defense, the doctoral student accumulates the last* ***1****5 credits planned in the curriculum (180 credits in total for the educational and science degree “Doctor”), in accordance with the requirements of Ordinance № 21/2004 on the Implementation of the Credit Accumulation and Transfer System in Higher Education.*

## V. OTHER ACTIVITIES

### BRIEF DESCRIPTION IN FREE TEXT: ……………………………………

**OPINION OF THE SCIENTIFIC SUPERVISOR** on the work of the doctoral student, including proposal for general assessment of the doctoral student’s work and proposal for his/her taking out with *(without)* the right of defense

*(Possibly, a proposal for scheduling a preliminary discussion could be made)*

...................................................................................................................................................................................................................................................................................

**DOCTORAL STUDENT: …………………………………… SCIENTIFIC SUPERVISOR: …………………………………………**

The report was discussed and adopted at a meeting of the Department ................ *(Protocol №… / date)*

DECISION:

1. On the basis of the completed *(non-implemented)* individual curriculum, the ………*(positive / satisfactory / negative)* assessment by the scientific supervisor and the discussion in the Department Council a *(positive / negative)* attestation is given ……… on the work of the doctoral student for the entire period of his / her studies.
2. On the basis of the adopted ……… *(positive / negative)* attestation and the expiration of the doctoral studies, a proposal for taking out the doctoral student ………….*with (without)* the right of defense is made to the Faculty Council.
3. *(possibly)* A preliminary discussion (internal defense) of the dissertation is scheduled for ……………, and ……………………………… is appointed as a reviewer.

Head of Department: ..............................

The positive *(negative)* attestation of the doctoral student ………… *(three names)* was discussed and adopted and a decision was made for his *(her)* taking out with *(without)* right of defense at a meeting of the Faculty Council ....... ......... *(Protocol s №… / date)*

***NOTE: The form shall be prepared in plain text format and signed (electronically or on paper) after adoption of the attestation and filling in of the relevant data.***