



SOFIA UNIVERSITY “ST. KLIMENT OHRIDSKI”

FACULTY OF ECONOMICS AND BUSINESS ADMINISTRATION

CURRICULUM

Approved (signature):

RECTOR OF THE SOFIA UNIVERSITY “ST. KLIMENT OHRIDSKI”

Adopted by the Academic Council

Record № /

Professional Field: 3.8. Economics

Doctoral Programme: Economics and Management (Industry)

Educational and scientific degree “Doctor”

Mode of study: Full-time, part-time, or independent preparation

Duration: 3 years full-time / 4 years part-time/ 5 years independent preparation

QUALIFICATION DESCRIPTION

I. PROGRAMME SUMMARY: FOCUS, AIMS, AND TASKS

The doctoral programme in “Economics and Management (Industry)” prepares highly qualified specialists for the needs of business practice, the non-governmental sector and state administration, teaching activities in higher education institutions and research units in the country and abroad. Training in it provides scientific competence to doctoral students, who master modern research methods, as well as adequate knowledge of the latest achievements in the field of economics and management and, in particular, on the topic of the dissertation being developed. Doctoral students develop skills for planning and conducting scientific research and analysis of their results. The curriculum corresponds to the European Qualifications Framework - level 8, ISCED 97 (level 6), which gives full comparability of the qualification, compared to those in different countries and from different education and training systems in the EU. The training is carried out by the teaching staff of the Department of "Economics and Management by Sectors" in close cooperation with the other four departments of the Faculty of Economics and Business Administration and in cooperation with other research organizations in the country and in the EU. The research work in the PhD program is wide-ranging and allows PhD students to gain insight into different branches of the real economy. This is the only program in the Faculty of Economics and Business Administration that offers training in one of the most modern areas of the economy, namely service science in various areas of economic activity - energy, public administration, education, tourism. Doctoral students participate in the traditionally strong international academic activity of the Faculty and receive real feedback on their achievements during the annual international scientific forums.

Training can be conducted in Bulgarian or in a foreign language, according to the applicant's request, and the language of training is determined upon admission of the doctoral student and is not subject to change.

The duration of the programme is up to 3 years for full-time studies, up to 4 years for part-time studies, and up to 5 years for candidates willing to adhere to independent preparation. Training is provided by the “Industrial Economics and Management” Department.

The main goals of training in “Economics and Management (Industry):

- Provision of training for doctoral students (in Bulgarian or in a foreign language), aimed at expanding and deepening theoretical knowledge, current problems and trends in the development of the scientific field.
- Enforcing high standards for conducting research in the relevant professional field, using modern research methods, tools and techniques and information and communication technologies.
- Providing opportunities to produce independent and joint publications with members of the department and faculty.
- Opportunity to participate in multidisciplinary teams of scientific and applied projects, implemented by members of the department, according to national and international programs.
- Assistance to doctoral students in the preparation of project documentation for financing scientific and applied research on the topic they are developing.
- Consulting the developed dissertation work with the supervisor, members of the department and the faculty.
- Creation of conditions for publication of significant scientific publications in the field of economy and management of energy and communal services, industry, tourism, education, sustainable development, public administration and e-governance.
- Providing mobility opportunities for doctoral students through the development of scientific cooperation with other higher education institutions in the country and abroad, scientific organizations and enterprises.
- Opportunity to acquire skills and experience in leading classes within the disciplines offered by the department.

A. Structure of the curriculum

The doctoral program "Economics and Management (Industry)" of the Department "Economics and Management by Industry" provides a balanced combination of fundamentality and universality of training with the applied aspects of professional activity, which guarantees the integrity of the educational service. The structure of the study plan follows the individual educational needs of the doctoral student, leaving enough time for his preparation in the chosen field. With the included electives, the

program also ensures the achievement of a narrower specialization of each doctoral student in certain thematic areas depending on individual interests and research priorities. It also reflects the needs arising from the specifics of the future jobs of the doctoral graduates, including academia, business, the non-governmental sector, and government. Passing the full course of the doctoral course guarantees in-depth theoretical preparation and the ability to carry out scientific and applied activities - both independently and in a team. It provides an opportunity to build and potential for partial and complete management of project activities in the chosen field of knowledge.

The curriculum is structured in a way that helps fully achieve the educational and research objectives possible, while allowing for substantial flexibility. The training can be carried out both in Bulgarian and in a foreign language, and the curriculum is identical.

The personalized curriculum of each doctoral student is elaborated and approved in the language of training (Bulgarian or English).

B. Curriculum format and organization of the study process

The study-related documentation concerning the conduct of training for the educational and scientific degree “Doctor” is prepared in the department in compliance with the current regulatory framework governing training activities.

The thesis advisors, the head of the doctoral programme, the head of the department, and the department secretary monitor the compliance with deadlines and the performance of duties by doctoral students.

The documentation consists of:

- A personalized curriculum of the doctoral student for the duration of doctoral studies.
- A standardized form for records concerning the taking of doctoral minima and exams included in the curriculum.
- A standardized form for annual progress reports of doctoral students, prepared in accordance with Art. 41 of the Rules on the Conditions and Terms of Acquiring Scientific Degrees and Taking Academic Positions of Sofia University St. Kliment Ohridski.
- A standardized form for quarterly progress reports of full-time doctoral students, prepared in accordance with Art. 42 of the Rules on the Conditions and Terms of Acquiring Scientific Degrees and Taking Academic Positions of Sofia University St. Kliment Ohridski.

The curriculum has a modular format. There are five modules in total. Out of the first four modules, 180 ECTS credits need to be accrued. The credits obtained under the Other Activities module are not considered in evaluating the execution of individual curricula.

Module description:

1. Study activities including:

- The doctoral minima in the area of specialization and in foreign language, which are required according to the Law on Higher Education of Bulgaria.
- Required doctoral courses in the scientific area of the doctoral studies.
- Elective courses forming specific research skills and competencies.

Each course’s duration is one semester, and each course completion is awarded with ECTS credits according to the requirements of the Sofia University.

This major of studies implies the announcement of courses intended only for doctoral students; their content should not duplicate that of courses taught at the bachelor or master level. Each course’s author announces its content, terms of participation, and terms of completion.

2. Scientific research activities including:

- Work on a dissertation.
- Publications, participation in scientific forums, and project activities.
- Participation in university, national and international scientific forums
- Participation in project activity

3. Teaching activities: according to the current Rules on the Conditions and Terms of Acquiring Scientific Degrees and Taking Academic Positions of Sofia University St. Kliment Ohridski and the opportunity for doctoral students who successfully passed their specialized exams to teach seminars. Teaching is a required activity for full-time doctoral students and recommended for part-time and independent-preparation doctoral students.

4. Doctoral dissertation defence

5. **Other activities** related to the execution of administrative and support tasks in the department and in the faculty, if necessary. Those activities do not lead to the accrual of credits eligible for curriculum fulfilment evaluation but are reported in the framework of the annual attestation of doctoral students.

II. EXPECTED RESULTS

Following the successful completion by doctoral students of the full course of training offered in the doctoral programme, they are expected to gain the following knowledge, skills, and competencies:

- Knowledge of the current state, problems and development trends in the chosen field.
- Closely specialized knowledge of specific problems affected in the dissertation work being developed
- Ability to participate in the global process of scientific exchange - to write scientific texts in Bulgarian and in a foreign language in accordance with the criteria of international scientific publications and to present scientific reports at international conferences.
- Skills for independent acquisition of knowledge and ability to generate new ideas in solving educational, research and practical problems, including in interdisciplinary areas.
- Analytical, critical and systemic thinking skills.
- Skills for systematization, summarization and critical analysis of scientific and practical achievements in the field of dissertation work.
- Skills to present and popularize the scientific and practical results of research to the professional community in the form of scientific reports and articles, research reports and project proposals.
- Competencies for effective use of bibliographic information; for working with specialized sources of statistical information; to collect, process, manage and analyze data; for effective communication of the obtained results; personal competencies for working in research teams and managing research projects.
- Competences for teaching activity in economic and management disciplines.

III. JOB PLACEMENT OF GRADUATES

The graduates of the doctoral programme in Economics and Management (Industry) can successfully find employment in academic institutions, as well as in government, the financial sector, analytics companies, consultancy, etc. Their professional placement includes, but is not limited to, the following professions according to the National Classification of Professions and Occupations of the Republic of Bulgaria:

- Legislative positions
- Senior representatives of government bodies
- Managers and experts in the structure of the state administration
- Managing and executive directors
- Heads of policy and strategic planning
- Managers in business services and administrative activities
- Sales, Marketing and Development Managers
- Managers in production and specialized services
- Managers in hospitality, trade and other services
- Heads of research units
- Teachers in higher schools
- Industry analysts

I. STUDY ACTIVITIES

Required minimum of ECTS credits, depending on the mode of studies: 60 (full-time, part-time) and 50 (independent preparation)

1. DOCTORAL MINIMUM

Required 30 ECTS credits (full-time, part-time) and 20 ECTS credits (independent preparation)

Course name	Type of doctoral course	Grading	ECTS credits	Academic hours			Required study, total	Allocation by year of study
				Lectures	Seminars	Out-of-auditorium load		
Major of studies doctoral minimum: <i>The exam is held according to an individual program and synopsis proposed by the supervisor and approved by the department to which the doctoral student is enrolled</i>	Required	Exam	20	no	no	600	600	First year
Doctoral minimum in a foreign language (not applicable for independent preparation mode)	Required	Exam	10	no	no	300	300	First year

2. REQUIRED DOCTORAL COURSES IN THE SCIENTIFIC AREA OF THE DOCTORAL STUDIES

Required 20 ECTS credits (full-time, part-time, independent preparation)

Course name	Type of doctoral course	Grading	ECTS credits	Academic hours			Required study, total	Allocation by year of study
				Lectures	Seminars	Out-of-auditorium load		
Methodology of the scientific research process in social sciences	Required	Exam	10	60	No	240	300	First or second year
Advanced Economic Theory	Required	Exam	10	60	No	240	300	First or second year

3. ELECTIVE DOCTORAL COURSES FORMING SPECIFIC RESEARCH SKILLS AND COMPETENCES

Required minimum of 10 ECTS credits (full-time, part-time, independent preparation)

Course name	Type of doctoral course	Grading	ECTS credits	Academic hours			Required study, total	Allocation by year of study
				Lectures	Seminars	Out-of-auditorium load		
Regulation of energy and utilities services	Elective	Exam	5	30	No	120	150	Current
Economics and management of education, science, and innovations	Elective	Exam	5	30	No	120	150	Current
Software Industry and electronic governance	Elective	Exam	5	30	No	120	150	Current
Economics and Management in the Public Sector	Elective	Exam	5	30	No	120	150	Current
Economics and management of tourism	Elective	Exam	5	30	No	120	150	Current
Other courses in the scientific field of doctoral studies, incl. and courses at university and inter-university level	Elective	Exam	5	30	No	120	150	Current

Note:

1. *Elective courses different from the above-mentioned ones can be also included in the personalized curriculum after a proposal by the thesis supervisors and an approval by the Department Council.*
2. *The following are admissible: courses leading to the formation of academic skills and competencies, or to specific research skills and competencies, as well as courses in the scientific area and thematic focus of doctoral studies organized by:*
 - 2.1. *Other doctoral schools of the University.*
 - 2.2. *Other universities with which Sofia University St. Kliment Ohridski has partnership agreements, incl. for doctoral student mobility.*
3. *Doctoral students choose together with their thesis supervisors at least two of the elective doctoral courses and integrate them in their personalized curricula.*
4. *Required and elective doctoral courses attendance and grades are certified with a record issued by the Dean's Office of the Faculty of Economics and Business Administration. The record is presented to the inspector responsible for doctoral students within 10 days of the exam date.*

II. SCIENTIFIC RESEARCH ACTIVITIES

Required minimum of ECTS credits: depending on the mode of studies: 85 (full-time), 95 (part-time), 105 (independent preparation)

1. WORK ON DISSERTATION

Required minimum of ECTS credits: 40 (full-time), 50 (part-time) and 60 (independent preparation)

Name of activity	ECTS credits	Report
Work on the dissertation project presented upon enrolment in independent-preparation mode	50	First year
Elaboration of dissertation (design of dissertation structure; review of literature related to the dissertation; preparatory and auxiliary activities related to the dissertation: collection and processing of empirical material, etc.; elaboration of separate parts of the dissertation)	15/y (full-time) 20/y (part-time) 15/y (independent preparation)	Current
Presentation of results from current research work at the Doctoral student seminar of the department	15/y (full-time) 20/y (part-time) 15/y (independent preparation)	Current
Elaborated and presented draft version of the completed substantial part of the dissertation	10	Last year

Note: "y" indicates the number of years in the various forms of education (full-time-3; part-time-4; independent preparation-5).

2. SCIENTIFIC RESEARCH ACTIVITY

Required minimum of 45 ECTS credits (full-time, part-time, and independent preparation).

Note: Required minimum of publications – 30 ECTS credits,

according to the Development of the Academic Staff in the Republic of Bulgaria Act

PUBLICATIONS related to the dissertation incl.	A minimum of 30 ECTS credits accrued from scientific publications	Report
- Studies published in scientific print media referenced and indexed in world-known databases of scientific information (Scopus and Web of Science)	45/n per publication	Current
- Articles and reports published in scientific print media referenced and indexed in world-known databases of scientific information (Scopus and Web of Science)	30/n per publication	Current

- Published chapter of a collective monograph	20/n per publication	Current
- Studies published in non-referenced journals with scientific refereeing or in edited collective volumes	15/n per publication	Current
- Articles and reports published in non-referenced journals with scientific refereeing or in edited collective volumes	10/n per publication	Current
Participation with reports in scientific forums in the country or abroad	10/n per participation/report	Current
Participation in scientific applied-scientific university projects	5 per participation	Current
Participation in scientific applied-scientific national projects	10 per participation	Current
Participation in scientific applied-scientific international projects	25 per participation	Current
PRIZES FROM INTERNATIONAL AND NATIONAL SCIENTIFIC COMPETITIONS (<i>Bulgarian National Bank, Bulgarian Macroeconomic Association, Union of Economists in Bulgaria, etc.</i>)	10 per prize	Current

Note:

1. *The credits accrued from publications related to the dissertation correspond to the number of points attributable according to the minimum national requirements set by the Rules for Implementation of the Law on the Development of Academic Staff.*
2. *When the credits are accrued from more than one publication or from more than one participation with a report in a scientific forum, the different publications/reports should present results different from the ones presented in the dissertation.*
3. *In case of publications/participations with reports in co-authorship, the credits are re-calculated proportionally to the declared participation share (n is the number of authors in the respective publication).*

III. TEACHING ACTIVITIES

Required 10 ECTS credits only for full-time doctoral students

Name of activity	ECTS credits	Allocation by year
Assignment of teaching activities (up to 45 hours per academic year without pay)	5 for each 30 hours of seminars	After passing the required doctoral exams
Elaboration of master's theses reviews	1 per review	After passing the required doctoral exams

Note:

1. *Teaching activities are stipulated by Art. 59, Para. 2 of the Rules on the Conditions and Terms of Acquiring Scientific Degrees and Taking Academic Positions of Sofia University St. Kliment Ohridski. After taking the exams according to the personalized curriculum, IT IS ADMISSIBLE to assign to full-time doctoral students teaching activities, with 45 hours per academic year being unpaid, and the remainder between 45 and 120 per year being paid.*
2. *A seminar planned for 30 hours and carried out with one group provides 5 credits. If the course involves more hours, more groups, or both, the number of credits is increased proportionally. If there is no organizational possibility to assign to a doctoral student effective delivery of seminars, and if the thesis supervisor considers it appropriate, the doctoral student is assigned the task of developing method-related material for seminars.*

IV. DISSERTATION DEFENCE

Required 25 ECTS credits

Name of activity	ECTS credits	Allocation by year
Preliminary discussion on the draft dissertation in the department, followed by a decision of the Faculty Council to launch a public defence procedure	10	After the public defence procedure is launched
Public defence	15	After a successful public defence.

V. OTHER ACTIVITIES

No credits contributed to the fulfilment of the personalized plan.

Completion of activities is reported at individual attestation of doctoral students.

<i>Name of activity</i>	<i>Allocation by year</i>
Participation in the meetings of the Department Council at which issues related to doctoral studies are discussed	Current
Assignment of administrative tasks (participation as supervisor in candidate, semestrial, or state exams, etc.)	Current
Participation in the organization of seminars, meetings, conferences, or other initiatives	Current
Support of the work with students preparing master's theses (if necessary)	After taking the required doctoral exams
Assignment of expert activities related to the work of the department	After taking the required doctoral exams

Note: The additional activities are included based on Art. 36, Para 1, and Art. 51, Para 1 of the Rules on the Conditions and Terms of Acquiring Scientific Degrees and Taking Academic Positions of Sofia University St. Kliment Ohridski.

The application of the system of accrual and transfer of credits in the process of training according to the curriculum is in line with Ordinance 21/2004 for the Application of the System for Accrual and Transfer of Credits in Higher Education Institutions as follows: 60 credits per academic year.

The present curriculum provides a required minimum of **5400** hours auditorium load and, providing the equivalent of **180** ECTS credits.

Based on this curriculum each doctoral student, in cooperation with his/her supervisor, elaborates a personalized curriculum for the entire duration of studies not later than three months after enrolment, in compliance with the Rules on the Conditions and Terms of Acquiring Scientific Degrees and Taking Academic Positions of Sofia University St. Kliment Ohridski. Each year (for full-time doctoral students: each quarter) a report and an attestation of completed tasks according to the curriculum are presented and (if necessary, a further specification of the curriculum, too), which are discussed and approved by the Department Council and are submitted for approval by the Faculty Council (Art. 41 and Art. 42 of the Rules on the Conditions and Terms of Acquiring Scientific Degrees and Taking Academic Positions of Sofia University St. Kliment Ohridski). For each year of doctoral studies, doctoral students should accrue a minimum of credits which are due for working on the dissertation according to the personalized plan. If this requirement is not met, the doctoral student receives a negative attestation.

A doctoral student is admitted to **dissertation defence** for the award with the educational and academic degree "Doctor" if he/she has passed all exams envisaged in the personalized curriculum, has reported the minimum number of credits depending on the mode of study, has been granted end-of-enrolment with a right to defence, has elaborated a dissertation, and complies with the minimum national requirements.

The curriculum is approved by a decision of the Faculty Council of the Faculty of Economics and Business Administration with record No 7/03.04.2023.

DEAN:

Assoc. Prof. Atanas Georgiev, PhD