**Information about the complex exam procedure**(valid for students enrolled from September 2016)

* The complex exam is a comprehensive and complex form of knowledge control of the PhD students. They have to report on scientific topics connected with their research and on the status of their research activity. The exam has to be completed after the first four semesters. Based on the above mentioned, the complex exam consists of two parts: in one part, the theoretical knowledge of the candidate is measured (theoretical part of the exam) and the second part describes the candidate’s scientific progress ("dissertation part")
* Requirement for registering to the complex exam:
	+ A documented completion of 120 credits, including the acquisition of all subject (at least 40 credits indicatedin the individual training plan
	+ Documenting the second language proficiencywhich in the case of students of foreign nationality, may be fulfilled by a certificate of studies completed in their mother tongue.

 \* *Students enrolled in 2016 do not yet need the 2nd language proof for the complex exam. This policy applies to students who are enrolled from 2017.*

* + The doctoral school does not require quantified publication requirements at this stage of the study.
* For registrating to the exam, at first the "Application for Complex Exam" form must be submitted. On this form also the supervisor must evaluate the achievements of the PhD student.
* The complex examination committee consists of at least 3 members (chairman, min.2 examiners and notary). The supervisor can not be the member of the examination committee but should be invited to the complex exam. The composition of the examination committee is approved by the Doctoral Committee of the University for each exam period. One or more committees may be nominated on the basis of student applications.
* In the theoretical part of the complex exam, the candidate takes an oral examination on at least two subjects. The subjects are proposed by the supervisor on the "Application for Complex Exam" form. One topic must be selected from the mandatory list of subjects (Annex 11 KTDI Rules of Procedure) and the other subject may be a topic fitting to the actual research topic of the student.
* The deadline for submitting the application in the year 2018 is 18th of May (and the complex exam period is June 2018. (For students started in a spring semester these dates are 1st of December and January 2019, respectively). PhD schools are organizing the date and negotiate it with the committee members. In exceptional cases (ramadan / birth, etc.) earlier application and examination can be asked.
* The process of the complex exam: after the theoretical part, in the second part of the complex exam, the candidate gives an oral presentation of 15-20 minutes (PowePoint) about her/his professional achievements, reports on her/his research results, describes her/his research plan for the second phase of the doctoral program and the planned timetable for publishing results and finishing dissertation. All these has to be summarized and signed by the supervisor also in a written report of 15-20 pages, submitted for the head of the doctoral school together with the application form for the complex exam. Neither the oral presentation nor the written report has formal requirements (just the literature review section should not exceed 15-20% of the total). The purpose of the examination committee is to judge the state of the research and the realistic chance that the student will successfully complete the PhD degree requirements and submit her/his dissertation after the remaining 2 years.
* Evaluation of the complex exam: The examination committee evaluates the theoretical and dissertation part of the exam separately. In case of a failed theoretical part, a one-off repetition is possible within the same exam period, not later than August 20, (deadline for applications is 1 August). There is no repetition possibility of the second part of the exam (professional knowledge, research results and plans). In case of its failure the student can not register to the 5th semester, her/his legal status must be canceled.