

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

University of Georgia

Provision of Ph.D

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

Chapter I. Obtaining status of student and its management

Article 1. Program for Doctoral Education

1. Doctorate is a third level educational program of academic higher education, a combination of teaching and scientific - research components, which aims to prepare highly qualified scientific personnel, create new knowledge and ends with the awarding of the academic degree of Ph.D.

2. The doctoral educational program (henceforth referred to as the “Doctoral Program”) comprises an educational component of no more than 60 credits, which helps the doctorate student implement their scientific-research component at a suitable level.

3. In the doctorate program, teaching is done for a minimum of 3 years.

Article 2. Prerequisites for enrollment

1. Admission to the doctoral program is announced only within the framework of the accredited doctoral program/programs. The requirements for enrollment in the doctoral program are available on the university's website. The professor/associate professor, chief/senior scientific employee of “University of Georgia” LLC (hereinafter referred to as - “University”) school submits his/her research project to the scientific-research institute in order to admit a student to the doctoral program; In case of a positive decision of the university, the research project will be sent to the Academic Council of the school, which makes a decision on the announcement of the research project and approves the composition of the scientific advisory board in relation to each research project. The manager of qualification papers will be notified by the school board of its decision, and he or she will see to it that the information is published on the university's official website 45 days prior to the deadline for submitting the documents specified in paragraph 2 of this Article. The web site contains the evaluation criteria of the concept to be presented by the doctoral candidate by the university/relevant school (Appendix N1 - Concept Evaluation Criteria, Appendix N 2 - Doctoral Thesis Concept Submission Form and Evaluation Criteria at the School of Social Sciences, Appendix N 3 - Concept Implementation Criteria).

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

2. The following documents, which are listed in paragraph 4 of this Article, can be submitted by an applicant in order to be enrolled in the doctoral program:

- a) for the autumn semester - from April 1 to May 15;
- b) for the spring semester - from October 1 to November 15.

3. Terms different from the terms established by paragraph 2 of this Article can be set by the order of the rector of the university.

4. In order to enroll in a doctoral program, an interested person must submit to the manager of qualification papers:

- a) professional resume (in the language of the program implementation) b) photograph 3X4;

c) Original and copy of identification card. In the case of a foreign citizen/stateless person, a notarized translation of the passport/residence permit or residence certificate and a copy of the relevant document;

d) a copy of the document confirming being on military registration, a copy and an electronic version of the pages where information about the owner is given;

e) B2 level international certificate of English language proficiency or a document confirming the completion of an English-language bachelor's/master's/doctorate program abroad and a notarized copy thereof, or the interested person must pass the internal examination in English language set by the university. The minimum level of competence in the English language is 60% of the maximum grade. The doctoral program may determine the need to know another foreign language instead of or in addition to English. In this case, the regulation established by this provision regarding the English language applies to the mentioned foreign language.

f) Master's diploma or equivalent document or its notarized copy; If the diploma is not issued in Georgia, the education received abroad should be recognized in accordance with the rules established by the Ministry of Education and Science of Georgia. Only a person with a relevant master's degree or equivalent academic degree has the right to continue studying at the doctoral program in law;

- g) research concept;

h) Letter of recommendation from the professor/associate professor/scientific staff member of the relevant scientific field and/or Emeritus of the University of Georgia, if requested by the relevant school board.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

5. The documents specified in paragraph 4 of this Article must be submitted electronically on a CD.

6. In case of failure to present the document specified in paragraph 4, subparagraph “e” of this article, on the next working day after the deadline specified in paragraph 2 of this Article, the manager of qualification papers will inform the interested person about the date of the English language/other foreign language exam, which should not be held no later than the 5th working day after the deadline specified in paragraph 2 of this Article. The manager of qualification papers will inform the interested person about the result of the English language/other foreign language test no later than 5 working days after the test. The deadline for appealing the exam result is 2 working days after the result is announced. The manager of qualification papers will inform the interested person about the result of the appeal within 3 working days after the expiry of the appeal period. Only the documentation of the interested person with a positive score in the English language/other foreign language test will be submitted to the school board.

7. In case of non-presentation of any document in accordance with this Article, the manager of qualification papers will set an additional deadline for the interested person to present the document in the prescribed manner. The deadline for submitting the document should be no later than 5 working days.

8. The documentation submitted by the interested person will be submitted by the manager of the qualification papers to the relevant school board for further consideration within the time limits established by this provision and in case of submission in the prescribed manner.

Article 3. Obtaining the right to study

1. No later than 15 working days after the expiration of the period defined by paragraph 2 of Article 2, the manager of qualification papers shall transfer the documentation defined by paragraph 4 of Article 2 to the relevant school by electronic means. Within 5 working days, the relevant unit of the school will convene a scientific-advisory council, which is informed about the concept and makes a decision regarding the presentation of the concept, and also determines the date of the presentation of the concept, which should not exceed 5 working days after the relevant decision is made. The decision must be communicated immediately to the manager of qualification papers.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

2. The manager of qualification papers informs the date of submission of the concept to the interested person and the Scientific Advisory Board.

3. The concept is presented at the meeting of the Scientific Advisory Council, which is guided by the concept evaluation criteria when making a decision. The consent of the head of the research topic is necessary for a positive decision by the Scientific Advisory Board. In case of a positive decision, the Scientific Advisory Board approves the title of the thesis and informs the school board of the result within 5 working days. The decision of the Scientific Advisory Council regarding the right to study by a person interested in the doctoral program is formalized by the minutes of the school board within 2 working days.

4. The manager of qualification papers ensures that the interested person is informed about obtaining the right to study at the doctoral program, and within 7 working days after drawing up the minutes of the school board, the relevant agreement is signed with the interested person for the duration of the educational program. Within 2 working days after the signing of the contract, the order of the rector of the university will be issued on the enrollment in the doctoral program. In case of non-signing of the contract within the mentioned period or refusal to sign the contract by the interested person, the order of the rector of the university will not be issued and the interested person will lose the right to continue studying in the program/enroll in the program.

5. The documentation defined by paragraph 4 of Article 2 (except for the identity document and the military registration document) is kept in the doctoral candidate's personal file.

Article 4. Administrative registration

1. The doctoral student is obliged to present a receipt confirming the payment of tuition fees for one academic year (60 credits on average) when signing the contract with the university. For each subsequent academic semester, administrative registration is carried out at least once per semester within the terms set by the order of the rector.

2. In case of non-payment of tuition fees in accordance with the procedure established by this article and within the established deadlines, except for the case provided for in paragraph 4 of this Article, the doctoral student's status will be suspended.

3. Tuition fees paid are not refunded to the doctoral student, unless termination of status is made no later than 4 weeks after the start of the academic year. When applying for a refund, in case of termination of student status before the beginning of the academic year, the university retains 30% of the annual fee, and in case of termination of student status within four weeks from the beginning - 50%.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

In case of termination of the status of a suspended doctoral student, when applying for a refund, the date of suspension of the student's status is taken into account.

3¹ Upon termination of the doctoral student's status in the cases stipulated by the university's honor code, the tuition fees on his/her balance will not be returned to the doctoral student.

4. The issue of partial/total exemption from payment of tuition fees or postponement of payment is considered by the Social Affairs Commission.

5. In case of non-payment of the tuition fee within 3 weeks after the deadline for payment of the tuition fee, the university has the right to suspend the student status of the doctoral candidate.

6. Doctoral students who have a payment schedule established by the decision of the Social Affairs Commission are not subject to the sanction specified in this provision (suspension of student status) if they fulfill the payment schedule established by the Social Affairs Commission.

Article 5. Enrollment by transfer (mobility)

1. The candidate for mobility enrollment is obliged to submit to the university, in addition to the documents specified in Article 2 of this provision:

a) study card of a doctoral student (Transcript); b) extract from the order of enrollment of the doctoral student;

c) An extract from the status suspension or termination order, or a notice of student status.

2. Only a person with a relevant master's degree or equivalent academic degree has the right to enroll in the doctoral program of law at the university through mobility. 3. The credit recognition commission determines the compatibility of the learning results achieved by the doctoral candidate within the educational program with the results of the program chosen for mobility and makes a decision on the recognition of the relevant credits. For this purpose, the commission is authorized to require the doctoral student to present the syllabi of the passed/passed components and/or to pass the exam.

4. A student who wants mobility goes through all the stages established by this provision for the protection of the concept.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

5. If the mobility student does not change the direction/subject in the event of mobility at the university, he/she will be entitled to enroll in the university through mobility only if:

a) The supervisor of his/her dissertation topic expresses his/her consent to be the student's co-supervisor during the doctoral program at the university and to participate in the work of the relevant scientific-advisory council in accordance with this provision, or:

b) The head of his/her dissertation topic declares in writing that he/she has no claim on his/her own intellectual property rights.

6. The requirements established by paragraph 5 of this Article do not apply in the case of a change of direction/topic by a student wishing mobility.

Article 6. Switching to another educational program (internal mobility)

1. Internal mobility is carried out before the start of the new academic semester. Additional conditions are established by the rector's order.

2. When transferring to another educational program through internal mobility, the tuition fees of the doctoral student are determined by the current fees for the chosen program through mobility.

3. The Credit Recognition Commission determines the compatibility of the study results achieved by the doctoral candidate within the educational program and the program enrollment criteria with the program chosen for internal mobility.

4. Only a person with a relevant master's degree or equivalent academic degree is allowed to transfer/enroll in the doctoral program of law through internal mobility.

5. A student will have the right to transfer/enroll to another doctoral program through internal mobility only upon meeting the conditions specified in Article 5, Clause 5 of this provision.

Article 7. Doctoral candidate's identification card and personal data

1. The PhD candidate will be issued an identification card with a unique number, which is the PhD candidate's pass to the University and its electronic user area ("My UG").

2. "My UG" provides any information related to the study process (curriculum, syllabi, assessments, examination table, absences, etc.) and/or student life (student clubs, events, etc.).

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

It is prohibited to use identification card or unique number of another student.

3. In case of loss of the identification card, the doctoral student is obliged to apply to the security service. The cost of restoring the identity card is determined by the order of the rector.

4. In case of changing personal data (name, surname, personal number and date of birth), based on the application of the doctoral student and presentation of relevant documentation, the data is changed by the service of administration of the educational process.

5. In case of change of contact data (address, telephone number and/or e-mail address), the doctoral student is obliged to register the change within one week through “My UG”.

6. The university is not responsible for any negative consequences due to non-submission of data or access of third parties to the “My UG” password.

7. Disclosure of information about the doctoral candidate to third parties is permitted only in cases provided for by law.

Article 8. Management of information

1. The University may provide information to the student in electronic form through “My UG”, which is considered an official notification. The student is obliged to familiarize himself/herself with the university's notifications in a timely manner. Otherwise, the university will not be held responsible for the negative result.

2. The PhD candidate's application can be received in electronic form through “My UG”. The information about the status of application is available for the applicant.

Chapter II. Academic registration

Article 9. Academic registration

1. According to the syllabus of each program, the semester load is written: A proposed schedule of study components and research components, which is provided to the doctoral student through the “My UG” system at the beginning of each semester.

2. In accordance with the recommendation of the scientific advisory board, the doctoral candidate registers for the relevant component(s) within 1 week after the beginning of the semester; In the same period, he/she has the right to additionally select or cancel teaching/research components.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

Chapter III. Suspension, restoration and termination of doctoral student status

Article 10. Suspension of student status

1. The grounds for suspension of student status are:

- a) failure to pass administrative registration by the student; b) failure to complete academic registration by the student;
- c) non-presentation of the documents defined by the provision and/or in the case of a request for a document from a personal case, non-presentation within the established time limits;
- d) Suspension of status by personal statement or other case stipulated by law.

2. When student status is suspended, the student will be charged tuition in the following cases:

- a) in full, if he/she applied to the university within four weeks from the beginning of the academic year to suspend his/her status;
- b) half of the annual tuition fee, if the student applied to the university with a statement about the suspension of the status four weeks after the beginning of the academic year, but before the end of the semester;
- c) a quarter of the annual tuition fee, if he/she applied to the university with a statement about the suspension of the status within the first four weeks after the start of the second semester;

3. For students enrolled on the basis of mobility (except for students enrolled on the basis of internal mobility), the deadlines provided for in this Article start from the date of the enrollment order.

4. A student can use a retained tuition fee if their status is restored in the University of Georgia.

Article 11. Exchange student status

1. A student participating in the exchange educational program is a student of a higher educational institution of Georgia or a higher educational institution recognized in accordance with the legislation of a foreign country, who collects a certain number of credits in the partner higher educational institution within the framework of the exchange educational program.

2. A student of the educational exchange program is not counted in the total number of students of the university.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

3. Within the framework of the exchange program, the issue of recognition of credits received in the partner higher educational institution is decided by the university based on the conclusion of the commission of recognition of credits.

4. A student with an exchange status pays tuition fees based on the credits recognized on the basis of paragraph 3 of the same Article.

Article 12. Restoration of student status

1. Restoration of student status is carried out in the following terms:

(a) For continuing studies from the fall semester - from May 20 to June 30

(b) For continuing studies from the spring semester - from September 30 to December 24.

2. Terms different from the terms established by paragraph 1 of this Article can be set by the order of the rector of the university.

3. A prerequisite for restoring the status is:

a) Fulfillment of obligations under a contract with the university by a student, if a reason for a suspension of status was a non-fulfillment of those obligations.

b) Elimination of the reason for suspension of student status, if the student applies to the university with a request for restoration.

4. A status of student will not be restored, if the reason for termination of status exists, stipulated by this provision.

5. Student status can be reinstated only for the same doctoral program within 5 years of suspension of student status.

Article 13. Termination of student status

1. The grounds for termination of the doctoral student status are:

a) suspension of the status of a doctoral student for more than 5 years; b) completing the educational program;

c) Personal statement;

d) decision of the disciplinary commission of the university;

e) moving to another higher educational institution on the basis of mobility; f) other cases stipulated by the legislation.

Chapter IV. Administration of educational and scientific process

Article 14. Scientific Advisory Council

1. The scientific-advisory council consists of at least 3 members with the academic degree of doctor, and in the case of the co-supervisor - at least 4 members. The council includes the supervisor of the doctoral student, the head of the relevant direction/department of the research

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

topic, the specialist of the relevant field and the co-supervisor (if any). If the supervisor of the doctoral student is at the same time the head of the direction/department, the academic staff of the relevant field is determined as a member of the council. At the very first meeting, the council elects a chairperson from among its members, who is not the supervisor of the doctoral student.

1¹. In order to prepare the minutes of the meeting of the Scientific Advisory Council, the relevant school appoints the secretary of the meeting, who delivers the prepared documentation to the relevant services. The secretary of the session of the Scientific Advisory Council does not have the right to vote.

2. Based on the reasoned petition of the doctoral student and/or the member of the Scientific Advisory Council, by the decision of the school board, it is possible to change the composition of the Scientific Advisory Council of the doctoral student or to add a member of the board.

3. A member of the Scientific Advisory Council can be a member of several scientific advisory councils/dissertation councils at the same time.

4. The meeting of the Scientific Advisory Council, during the enrollment of a doctoral student, is held no later than 2 weeks after the beginning of the first semester; From the following semesters, the session of the Scientific Advisory Council is held at least once a semester, no later than before the beginning of the next semester; At the meeting of the Scientific Advisory Council, the plan of study/research components agreed between the doctoral student and the supervisor is approved and/or the results achieved by the doctoral student during the previous semester are discussed and relevant recommendations are issued. The Scientific Advisory Council shall submit the educational/research component plan approved by the relevant protocol to the scientific-research institute and the educational process administration service no later than 7 (seven) calendar days after receiving it.

5. The relevant school board approves the working rules of the Scientific Advisory Council (Appendix N 4 - Rules for working of the Scientific/Advisory Council of the School of Law, Appendix N 5 - Rules for working of the Scientific/Advisory Council of the School of Social Sciences, Appendix N 6 - Rules for working on a dissertation of the School of Arts and Humanities, Appendix N 7 - Rules for working on the dissertation of the School of Science and Technology, Appendix N 8 - research protocol of the doctoral thesis of the School of Business and Administration Sciences, Appendix N 9 - for the School of Health Sciences), which must include the following minimum requirements: 1. When publishing a scientific article/publication by a doctoral student, in case of a funding request, determining its scientific value and feasibility of publication; 2. When conducting a scientific seminar by a doctoral candidate, evaluating its scientific expediency; 3. To determine the expediency of the participation of the doctoral candidate in the conference.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

Together with the present provision, it represents the main documents regulating the activities of the Council.

Article 15. Supervisor

1. The supervisor of the doctoral student can be an academic (professor, associate professor) and/or scientific staff of the University of Georgia; The supervisor coordinates the performance of the educational and scientific-research components of the doctoral student; Determines the direction of the doctoral student's research, monitors the research results and dissertation, gives advice on research methods and data analysis, and reviews the doctoral student's research results and articles.

1¹. The supervisor has the right to supervise no more than 5 doctoral students at the same time.

2. On the basis of the reasoned motion of the Scientific Advisory Council, the school board is authorized to appoint a co-supervisor with the academic degree of doctor. The co-supervisor (if any) provides support to the doctoral student in the process of implementing the scientific-research component based on mutual agreement with the supervisor and the doctoral student;

3. Considering the specifics of the research, it is possible to involve a foreign supervisor/co-supervisor in the research process of the doctoral student;

4. Qualification of scientific supervisors. The scientific supervisor has leadership experience, has also actively participated in scientific research and/or has published a scientific work (creative/performance project) that corresponds to the general topic/direction of the doctoral work of the doctoral candidate; In the case of Article 5, Clause 4, subparagraph "a" and Article 6, Clause 5 of this provision, the school board is obliged to appoint the head of the doctoral candidate's dissertation topic for the initial doctoral program as a member of the scientific advisory board.

Article 16. Dissertation Board

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

1. The Dissertation Board is the body awarding the academic degree of doctor and is established by the school council, after the preliminary defense of the thesis, within 5 working days, based on the preliminary defense protocol.

2. The Dissertation Board consists of not less than 5 and not more than 7 members. The Dissertation Board consists of members of the Scientific Advisory Council (except for the supervisor/co-supervisor of the doctoral student), 2 experts and academic or invited staff of the university. At the same time, the chairman of the scientific advisory council performs the authority of the chairman of the dissertation board.

3. The doctoral student has the right to apply to the relevant school council to expel the member(s) of the dissertation board in accordance with the law.

4. The decision made at the Dissertation Board session may be appealed in accordance with the law.

5. In the case of receiving an insufficient assessment by the doctoral student at the Dissertation Board meeting, the doctoral student is allowed to submit a revised thesis within one year.

6. In case of receiving a completely subomnicanone evaluation by the doctoral student at the Dissertation Council meeting, the doctoral student loses the right to submit the same dissertation.

7. In the event of the occurrence of the circumstances provided for in paragraph 6 of this Article, the doctoral candidate is entitled to choose a new dissertation within the scope of the research topic announced in the terms established by this provision and to follow all stages of the dissertation.

Article 17. Expert

1. The expert is a specialist in the field relevant to the topic, who has a doctor's academic degree and is not an academic staff member of the University of Georgia. The expert must have published a publication in the relevant field within the last 5 years.

2. Experts will be invited by the school board when determining the composition of the dissertation board on the recommendation of the scientific advisory council. The school board considers possible conflicts of interest. A conflict of interest exists if a person may receive some kind of personal benefit in case of making a positive/negative decision on the issue of dissertation defense, or his/her exercise of authority as a member of the dissertation board may affect the impartial and objective implementation of the thesis defense process.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

Article 18. The manager of qualification papers

The manager of qualification papers attends the sessions of the Dissertation Board without the right to vote, as the secretary of the session, signs the minutes. He/she is responsible for the information of the doctoral candidate and the members of the council and for keeping the documentation.

Article 19. The editor of the dissertation thesis

The head of the editorial department of the university, after the preliminary defense and before the defense of the dissertation, checks the format of the paper for compliance with the APA style (Appendix N 10 - Requirements for formatting the paper - APA style) or style (Appendix N 11 - The rules for the technical design of the law school dissertation and evaluation criteria, Appendix N 7 - Rules for working on the dissertation of the School of Science and Technology) defined by the relevant school or research institute and issues an appropriate opinion, indicating the deadline for correction by the doctoral student. The conclusion should be reported to the manager of qualification papers.

Article 20. Council for humanitarian issues

1. The doctoral student is obliged to submit to the Council for humanitarian issues information about the research questionnaire, test, laboratory/field studies, experiments, or other activities, using which he/she intends to conduct the research. The council checks whether human rights and their dignity are violated, ethical norms are not violated, their lives and well-being are not harmed, the legislation of Georgia and the fundamental principles recognized by the University of Georgia are not violated. Accordingly, the Council approves the research instrument of the doctoral student.

2. Council for humanitarian issues is established by the relevant school council and includes: The chairman of the board, the supervisor of the doctoral student, 2 (two) specialists in the relevant field. In case of a split vote, the vote of the chairman of the council is decisive. The secretary of the meeting, who is elected from the composition of the council, attends the meeting of the council and signs the minutes.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

3. The doctoral student of the School of Health Sciences is obliged to submit to the Bioethics Council (Appendix N 12 - Charter of the Board of Ethical Issues of Biomedical Research of the University of Georgia School of Health Sciences) information about the questionnaire, test, laboratory/field studies, experiments, or other activities prepared for research, using which he/she intends to conduct the research. The council checks whether human rights and their dignity are violated, ethical norms are not violated, their lives and well-being are not harmed, the legislation of Georgia and the fundamental principles recognized by the University of Georgia are not violated. Accordingly, the Council approves the research instrument of the doctoral student.

3. The doctoral student submits the permission of the council to the Scientific Advisory Council before announcing it in advance.

Article 21. Dissemination of information about the thesis

1. Based on the information of the qualification theses manager, the public relations and marketing service ensures that information about the dissertation (abstract and information about the date/place of defense of the dissertation at the dissertation council) is placed on the university's website, as well as the awareness of the university's academic/invited staff. The respective school shall provide an audio-video recording of the entire public protection proceeding, which shall be kept at the respective school. The respective school also ensures the storage of protected dissertations and abstracts.

2. In accordance with this provision, in case of a decision on the defense of the thesis and the awarding of the academic degree of doctor to the doctoral candidate, the manager of the qualification papers will ensure that the electronic version of the thesis is sent to the National Library of the Parliament of Georgia, the University Library and Archives, as well as its publication on the official website of the University.

Chapter V. Assessment

System Article 22. Assessment system

1. The maximum grade is 100 points / 100%. The minimum threshold for a positive assessment is 51% of the maximum assessment - 51 points;

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

2. The learning components are evaluated through both midterm and final evaluations, while the research components are evaluated through the final evaluation. (Amendment No. 2, approved by the protocol No. 31-16 of the Academic Council dated August 31, 2016)

4. Dissertation evaluation system:

| | |
|---|---------------|
| The following evaluation system is used for the evaluation of the doctoral thesis: | |
| A) Excellent (summacumlaude) - excellent work; | 91% and more; |
| b) very good (magnacumlaude) - a result that exceeds the requirements in every way; | 81-90%; |
| c) good (cumlaude) - a result that exceeds the requirements; | 71-80%; |
| d) average (bene) - a result that meets the requirements in every respect; | 61-70%; |
| e) satisfactory (rite) - a result which, despite the flaws; | 51-60%; |
| f) insufficient - a result that cannot meet the requirements due to significant deficiencies; | 41-50%; |
| g) completely unsatisfactory (subomnicanone) - a result that does not completely meet the requirements. | <40% |

5. Evaluation system of educational components of doctoral student:

(Amendment No. 2, approved by the protocol No. 31-16 of the Academic Council dated August 31, 2016)

| Average Grades | University assessment | General assessment valid in Georgia | |
|----------------|-----------------------|-------------------------------------|-----------|
| 97-100 | A+ | A | Excellent |
| 94-96 | A | | |
| 91-93 | A- | | |
| 87-90 | B+ | B | Very good |
| 84-86 | B | | |

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

| | | | |
|--------------|----|----|--------------|
| 81-83 | B- | | |
| 77-80 | C+ | C | Good |
| 74-76 | C | | |
| 71-73 | C | | |
| 67-70 | D+ | D | Satisfactory |
| 64-66 | D | | |
| 61-63 | D- | | |
| 51-60 | E | E | Sufficient |
| Insufficient | | | |
| 41-50 | FX | FX | Not passed |
| <40 | F | F | Failed |

6. The doctoral student participates in the evaluation of the program and/or program component, teaching and scientific staff, for which he/she fills out the evaluation questionnaire every semester.

Chapter VI. Doctoral student workload, teaching and research components Article

23. Removed

(Amendment No. 2, approved by the protocol No. 31-16 of the Academic Council dated August 31, 2016)

Article 24. Administration of educational and research component

1. The semester schedule of the doctoral student is established in accordance with the rules stipulated in Article 9 of the present provision.

2. If the doctoral candidate misses the counseling or seminar meeting with an honorable reason, he/she is entitled to restore the corresponding component within the next 1 week. The doctoral candidate applies to the educational process administration service through the “My UG” system no later than 1 calendar day after the date of the relevant component.

3. Excusable reasons may include:

- (a) Health condition
- (b) Death of a relative
- (c) Necessity of coming to public and private job
- (d) Own or family member's wedding
- (e) Birth of a child
- (f) Participation in national and international sports events

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

(g) Official business trip

(h) Participation in scientific conferences

(i) Other objective circumstances, which the administration considers to be an excusable reason.

4. The approval/review of the study/research components provided by the doctoral program is carried out in accordance with the rule stipulated in Article 14, Clause 4 of the present provision.

5. Doctoral counseling meetings are held at the university; Electronic technology/electronic communication systems may be used in the absence of the module leader in the country.

6. The name of the thesis can be specified at the scientific advisory council at any time before the preliminary defense of the thesis, in agreement with the scientific advisory council, based on the protocol of the scientific advisory council, and the essential name can be changed based on the petition of the supervisor of the doctoral student before the start of the research components. In case of substantial name change, the doctoral candidate must present a new concept following the rules defined by this provision.

Article 24¹. The procedure for issuing a grant to a student of the doctoral program

1. A doctoral candidate is eligible to receive a grant to finance the activities constituting the research components. The activities constituting the research component include actions necessary for the publication of scientific publications of the doctoral student, scientific mobility and scientific experiments.

2. The right to receive a grant is that doctoral program, whose annual tuition fee is 3000 GEL and more.

3. In order to promote scientific research, a doctoral student can request a grant in the amount of 1/3 of the full tuition fee during the full cycle of the doctoral studies, which implies having an active student status at the university.

4. In order to receive a grant, the doctoral student, together with the scientific supervisor, applies to the relevant scientific advisory council.

5. In order to receive a grant, a substantiated petition of the supervisor of the doctoral student is made before the Scientific Advisory Council about the importance of the scientific activity and its connection with the research topic of the doctoral student; Also, a corresponding scientific seminar is held by the doctoral candidate, where the corresponding scientific activity must be presented.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

In case of the approval of the Scientific Advisory Council, the reasoned petition of the council will be sent to the scientific research institute of the university for consideration.

6. The scientific research institute checks the relevance of the doctoral student's research topic to the scientific activity. Namely:

a) In case of a request for funding for the publication of a scientific publication, the authority and prestige of the relevant scientific journal, its ranking in the relevant scientific databases (Scopus, Web of Science, etc.), citation indexes, etc.

b) In the case of scientific mobility, the topic of the relevant scientific conference, its scientific value, the status of the doctoral student's participation in the conference (speaker, moderator, participant) and the scientific results of the conference (publication, printing of scientific theses or publications, etc.).

c) In the case of a scientific experiment, the authenticity of the equipment or material required for the experiment with the research to be carried out.

7. In case of the consent of the scientific research institute, the relevant documentation will be transferred to the legal department for the preparation of the order on financing.

8. The relevant financial documentation must be submitted to the financial service along with the funding order, on the basis of which the appropriate amount of money will be credited.

9. The procedure for obtaining a grant by a doctoral candidate should not exceed 45 (forty-five) calendar days.

10. After the completion of the scientific activity, the doctoral student is obliged to present to the Scientific Advisory Council a relevant presentation (seminar) about the results of the activity.

Article 25. Preparation of the text of the dissertation

1. Dissertation is a scientific paper defended by a doctoral student to obtain the academic degree of doctor; The thesis should reflect the substantiated results of the research and create new knowledge; The dissertation must be written in Georgian, and the abstract in Georgian and English; In case of writing the thesis in a foreign language, the abbreviated version of the thesis must be presented in Georgian.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

The text of the dissertation is prepared in accordance with APA style/style defined by the respective school.

2. In accordance with the first paragraph of Article 26 of this provision, before the dissertation is sent to the Scientific Advisory Council, the conclusion issued by the supervisor must state that the dissertation does not contain signs of plagiarism.

3. After determining the compliance of the dissertation with the APA style/the style defined by the respective school, the doctoral student sends a copy of the dissertation (in electronic form) to the members of the Scientific Advisory Council.

Article 26. Defense of the dissertation

1. No later than 2 months before the defense, the doctoral candidate sends the dissertation paper approved by the supervisor electronically to the members of the Scientific Advisory Council.

2. No later than 6 weeks before the defense of the dissertation, the chairman of the Scientific Advisory Council appoints a preliminary defense session. The date of the preliminary defense session will be notified to the doctoral student and the members of the council by the manager of the qualification theses.

3. At the preliminary defense, the scientific advisory council initially checks the fulfillment of the prerequisites for admission to the final evaluation of the dissertation (thesis defense at the dissertation council) determined by this provision and the corresponding doctoral program. In the absence of all prerequisites, the chairman of the board appoints a new date for the preliminary defense session, and in case the prerequisites are fulfilled, the board is also notified of the bilingual (in Georgian and English) auto-abstract completed by the doctoral candidate. The instructions for completing the auto-abstract prescribed by the university/relevant school are given in accordance with Appendix N 13 (Instructions for the execution of the auto-abstract) and Appendix N 14 (Instructions for the execution of the thesis statement).

4. The relevant school board may determine additional prerequisites for admission to the final evaluation of the thesis/defense before the thesis board.

5. The duration of the doctoral student's presentation at the preliminary defense is determined by 20-30 minutes.

6. The council gives recommendations to the doctoral candidate to improve the thesis.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

7. Taking into account the protocol of the preliminary defense, the relevant school board determines the composition of the thesis board and the specified date of the thesis defense.

8. After issuing a conclusion by the editor of the dissertation in accordance with Articles 19 and 25, the doctoral candidate sends the corrected thesis to the manager of qualification theses. The manager immediately sends the electronic versions of the thesis to the members of the dissertation council.

9. The experts of the Dissertation Council will submit a written report no later than 1 month after receiving the paper, in which both the positive sides and shortcomings of the paper will be highlighted. The conclusion should clearly state whether the doctoral student deserves the degree or not. Based on the conclusion, the doctoral candidate is given 5 working days to consider the recommendations or prepare answers. The doctoral candidate is only allowed to publicly defend his/her thesis if the written opinion presented by at least half of the experts is positive.

10. After the expiration of the term specified in paragraph 9 of this Article and 3 working days before the defense of the thesis, the doctoral candidate sends the final version of the thesis electronically to the members of the board and the manager of qualification papers.

11. In order to be admitted to the thesis defense at the Dissertation Council, it is necessary for a doctoral candidate to have published at least 2 articles/publications related to the relevant research topic during the period of teaching at the doctoral program, to have held at least 2 scientific seminars with the relevant academic staff of the university, and to have participated as a speaker in at least 1 conference. Specific criteria related to the article/publication/conference/seminar will be determined by the respective doctoral program.

12. Educational programs may include additional and different regulations to this provision. The administration of teaching and research components is regulated according to the programs.

13. Defense of the thesis at the dissertation council is public and any natural person can attend it. In case of a large number of persons wishing to attend the defense of the dissertation, which is why it is impossible to accommodate them in the designated place for the defense of the thesis (auditorium, hall, etc.), the university has the right to limit the attendance of interested persons to the defense of the thesis.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

Article 27. Participation in the ceremony of graduates and issuance of qualification documents

1. Teaching in the doctoral program is considered completed and the diploma is awarded if the doctoral student successfully overcomes all components provided for by the doctoral program (learning and research components), fulfills all requirements established by the university and is awarded the academic degree of doctor by the Dissertation Board.

2. Diploma and diploma duplicate are issued in accordance with the law.

3. A person who has successfully overcome all the components of the program has the right to participate in the graduation ceremony. 4. A PhD student who has successfully completed all components of the program is eligible to purchase/rent a gown and cap and, if desired, participate in the graduation ceremony.

Chapter VII. General rule of decision-making by collegial bodies

Article 28. General rule of decision-making by collegial bodies

1. A collegial body is authorized if more than half of the full composition of the collegiate body attends the session, and the session of the dissertation council is authorized if at least 4/5 of the full composition of the council attends its session (defense of the thesis).

The decision is made by the majority of the votes of those present. In case of an even split of votes, the chairman's vote is decisive.

2. If at the meeting of the collegial body a decision was not made to hold a secret ballot, the ballot is open.

3. Decisions made at the meetings of the collegial body shall be made by a Minutes drawn up by the secretary of the meeting. The Minutes is signed by the chairperson and the secretary. The protocol is attached as a supplement to the attendance sheet signed by the attendees.

4. The rules provided for in this Article shall apply unless otherwise provided by this provision.

Article 29. Amendments to the provision

1. A change to this provision will take effect the following semester, unless the change improves the student's situation.

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

Appendices

Appendix N1 - Concept Evaluation Criteria

Appendix N 2 - Doctoral Thesis Concept Submission Form and Evaluation Criteria at the School of Social Sciences

Appendix N 3 - Concept Implementation Criteria

Appendix N 4 - Rules for working of the Scientific/Advisory Council of the School of Law

Appendix N 5 - Rules for working of the Scientific/Advisory Council of the School of Social Sciences

Appendix N 6 - Rules for working on a dissertation of the School of Arts and Humanities,

Appendix N 7 - Rules for working on the dissertation of the School of Science and Technology

Appendix N 8 - Research protocol of the doctoral thesis of the School of Business and Administration Sciences

Appendix N 9 - For the School of Health Sciences

Appendix N 10 - Requirements for formatting the paper - APA style

Appendix N 11 - The rules for the technical design of the law school dissertation and evaluation criteria

Provision of Ph.D

Approved by the protocol N 64/19 of the Academic Council of October 7, 2019

Amendment by the protocol N 01-20 of the Academic Council of January 10, 2020

Amendment by the protocol N 01/22 of the Rector's Council of January 17, 2022

Amendment by the protocol N 10/23 of the Rector's Council of March 27, 2023

Amendment by the protocol N 14/23 of the Rector's Council of May 8, 2023

Amendment by the protocol N 20/23 of the Rector's Council of June 19, 2023

Appendix N 12 - Charter of the Board of Ethical Issues of Biomedical Research of the University of Georgia School of Health Sciences

Appendix N 13 - Instructions for the execution of the auto-abstract

Appendix N 14 - Instructions for the execution of the thesis statement