

**REGULATIONS
FOR PAID DOCTORATE STUDIES
AND THESIS DEFENCE OF
THE EDUCATIONAL AND SCIENTIFIC DEGREE
“DOCTOR OF PHILOSOPHY” (PH. D.) AT IICT-BAS**

Article 1. (1) The Institute of Information and Communication Technologies (IICT) at Bulgarian Academy of Sciences (BAS) proposes paid Ph. D.’s studies in compliance with Article 21, paragraph 5 of the Law of High Education and Article 25, paragraph 1 of the Regulations of the Activity of the Center for Education and the Academic Council of BAS.

(2) IICT at BAS offers paid doctoral studies to foreign citizens also, as per the terms given in Article 95, paragraph 7 of the Law of High Education.

(3) The paid doctoral studies may be conducted in a regular, extramural or personalized study plan form; in accordance with Article 8, paragraph 2 of the Law of Development of the Academic Staff in the Republic of Bulgaria, the regular and personalized study plan form of education have a duration up to 3 years, the extramural form – up to 4 years.

(4) The paid Ph. D.’s studies and thesis defence of the educational and scientific degree “Doctor of Philosophy” at IICT may be conducted in Bulgarian or in English language.

**ENROLLMENT
IN PAID DOCTORATE**

Article 2. (1) Bulgarian citizens may be enrolled in paid doctorate studies in a regular, extramural or personalized study plan form of education over the entire year, without any competition announcement.

(2) The Bulgarian citizens, candidates for a regular or extramural form of studies pass exams under the terms and requirements, defined for doctoral students’ admittance on state request; for personalized study plan form they have to present a project of the dissertation thesis, developed in its main part, and a bibliography.

(3) The Bulgarian citizens, candidates for paid doctoral studies submit a petition to the Director of IICT, in which they appoint the professional direction, the scientific specialty, the form of teaching and the language they wish to conduct their studies in. The candidates, that choose a regular or extramural form of education, must also specify the foreign language, chosen for the second exam. The following documents must be attached to the petition:

1. an autobiography (CV) on European model;
2. a copy of the diploma for the educational-qualification degree “Master”;
3. a certificate of recognized high education, in case the diploma is issued by a foreign high school;
4. a certificate of health;
5. a certificate proving no previous conviction;

6. a receipt for paid application fee.

7. the candidates for personalized study plan form of teaching present a project of the dissertation thesis, developed in its main part, and a bibliography (in Bulgarian or in English language).

Article 3. (1) Foreign citizens may be enrolled in paid doctorate in a regular, extramural or personalized study plan form over the entire year, without any competition announcement, based on documents submitted.

(2) The foreign citizens, candidates for doctorate studies submit a petition to the Director of IICT (in Bulgarian or English language), in which they appoint the professional direction, the scientific specialty, the form of teaching and the language they wish to conduct their studies in (Bulgarian or English). The following documents must be attached to the petition:

1. an autobiography (CV) on European model (in Bulgarian or English language);
 2. a copy of the document of high education, proving that the candidate has earned a Master's degree;
 3. a certificate of health, issued within the term of one month before the date of applying and authenticated by the respective authorities of the country the person is applying from;
 4. a list of the publications, if available;
 5. a copy of the citizenship documents;
 6. two photos.
7. the candidates for a personalized study plan form of education present a project of the dissertation thesis, developed in its main part, and a bibliography (in Bulgarian or English).

(3) The documents as per Article 2, paragraphs 2 and 3 must be legalized, translated and certified in compliance with the decrees of the international treaties of the Republic of Bulgaria and the state they are issued in, and if such are absent – in compliance with the general regulations for legalizations, translations and certifications of documents and other papers.

Article 4. (1) The amount of the application fee for the Bulgarian citizens and for the foreign citizens, candidates for a regular or extramural form of doctoral studies (in Bulgarian or English language), is determined by an Ordinance of the Council of Ministers for ratifying the fees for application and education at the state high schools for the corresponding school year.

(2) The amount of the application fee for doctorate in a personalized study plan form in English language at IICT is 60 Euro.

(3) The application fee is paid in BGN together with documents submission at the pay office of IICT or transferred to the bank account of IICT.

Article 5. The documents as per Article 2, paragraph 3 and Article 3, paragraph 2 may be submitted:

- at the office of IICT – Sofia, “Acad. Georgi Bonchev” Str., block 25A, room 215;
- by registered mail to address: Sofia 1113, “Acad. Georgi Bonchev” Str., block 2, IICT-BAS.

Article 6. The enrollment in paid doctoral studies is accomplished according to the set of rules, confirmed for doctoral students on state request, as the Director of IICT issues a written order for enrollment after signing a contract for paid doctorate education.

PAID DOCTORAL STUDIES

Article 7. (1) The Ph. D. students, Bulgarian citizens pay for each year of their education a fee in the amount of:

- for regular doctorate – nine minimal salaries;
- for extramural and personalized study doctorate – six minimal salaries.

(2) In case the teaching and the development of the dissertation thesis is conducted in English language, the fee for every year of education is in the amount of:

- for regular doctorate – nine minimal salaries + BGN equivalence of 550 Euro;
- for extramural and personalized study doctorate – six minimal salaries + BGN equivalence of 550 Euro.

Article 8. (1) The foreign citizens, regular and extramural doctoral students at IICT, whose education is conducted in Bulgarian language, pay for every year of their education a fee in the amount, determined by an Ordinance of the Council of Ministers for ratifying the fees for application and education at the state high schools for the corresponding school year, at that the fee for personalized study doctorate is equalized to the fee for extramural doctorate.

(2) The foreign citizens, doctoral students at IICT, taught in English language, pay for every year of their education a fee that is 20 % higher than the corresponding tuition fee of the foreign citizens, educated in doctorate in Bulgarian language.

Article 9. The fees on paragraphs 7 and 8 are paid in BGN not later than one week before the beginning of every educational year at the pay office of IICT or transferred to the bank account of IICT.

Article 10. (1) The paid doctorate education and discharge are accomplished in the order, established for doctoral students on state request.

(2) In case of prolonging the term of the paid doctorate, the doctoral student pays a fee in an amount proportional to the time lengthened.

(3) The education in paid doctorate is terminated in the following cases:

1. presentation of invalid data when the candidate is being enrolled for doctorate;
2. conviction to imprisoning for any intentional crime of general character;
3. non-payment of the tuition fee in the term, defined by these Regulations (without a serious cause).

(4) In case the tuition fee is not paid in the determined term with any good reason, the doctorate may not be terminated, if the due fee is paid with a penal interest of 0.5 % for every exceeding day, but not more than 10 % totally of the entire fee.

Article 11. The doctoral candidates with payment have the right, in concordance with the supervising tutor and with the permission of the Director of IICT, to use up to 30 % of the annual tuition fees paid by them for the purposes of their annual individual plans.

Article 12. (1) The supervising tutor of the paid Ph. D. student gets a payment in the amount of 20 % of the fee, paid by the doctoral candidate.

Article 13. The fees, paid at IICT for the paid doctorate education are not returned.

PROCEDURE OF THESIS DEFENCE OF THE EDUCATIONAL AND SCIENTIFIC DEGREE “DOCTOR OF PHILOSOPHY”

Article 14. (1) The procedure of thesis defence of the educational and scientific degree “Doctor of Philosophy”, that is a result of paid doctorate, is held after payment of a separate fee.

(2) The procedure according to paragraph 1 is held in compliance with the order, established for doctoral students on state request.

(3) The fee due for the organization of the procedure of thesis defence of the educational and scientific degree “Doctor of Philosophy”, a result of the paid doctorate, is as follows:

- if the thesis is in Bulgarian language – equal to 3 minimal salaries;
- if the thesis is in English language – equal to 6 minimal salaries.

(4) The fee on paragraph 3 is paid after a positive assessment at the preliminary thesis defence.

(5) In one-month term after a positive assessment at the preliminary thesis defence, the candidate submits to the Scientific Council the following documents:

1. a copy of their “Master” diploma;
2. a printed order for discharge with the right to defend or a certificate, that all exams of the individual tuition plan are successfully passed (for doctoral students, whose tuition term has not expired);
3. a list of scientific publications and other materials, printed or submitted to print, that prove the candidate’s achievements;
4. a thesis in 6 copies – every member of the scientific jury receives a copy and one copy is left at disposal to the persons wishing to get acquainted with the thesis;
5. an auto paper (essay) in 10 copies;
6. a receipt for paid fee on Article 3.

(6) The payment of the fee as per Article 3 does not guarantee acquiring of the educational and scientific degree “Doctor of Philosophy”; in case the result of the procedure is negative, the fee paid in is not returned.

(7) IICT is obliged to organize the procedure of thesis defence of the educational and scientific degree “Doctor of Philosophy” only in case the documents as per Article 5 are submitted within a 2-years term after the student in paid doctorate is discharged with the right to defend.

The present **Rules** of the Institute of Information and Communication Technologies at the Bulgarian Academy of Sciences is adopted by the Scientific Counsel of the Institute (21 March 2012) and entered into force on the date of its adoption - 01 April 2012.