

Pursuant to the Act on Scientific Activity and Higher Education (Official Gazette No. 123/03, 105/04, 174/04, 46/07) and in accordance with the provisions of the Regulations on the structure and activities at the Centre for Croatian Studies, University of Zagreb (October 2008), the Science and Education Council of the Croatian Studies, University of Zagreb, at the first meeting session held in the 21st academic year, on 9 October 2012, issued the following

AMENDMENTS
TO THE REGULATIONS ON POSTGRADUATE STUDIES
OF THE CROATIAN STUDIES, UNIVERSITY OF ZAGREB

I. GENERAL PROVISIONS

Article 1

These Regulations on postgraduate studies at the Croatian Studies of the University of Zagreb (hereinafter: the Regulations) govern the establishment, execution and attendance of the university postgraduate studies at the Croatian Studies, University of Zagreb (hereinafter: the Croatian Studies). They specify the types of postgraduate studies, acceptance of postgraduate study programmes and syllabuses, methods of managing the university postgraduate studies, enrolment requirements, duration of study, student status, the enrolment requirements for admission into the next academic year, examinations, completion of study and other issues concerning the university postgraduate studies at the Croatian Studies.

II. STUDIES

Article 2

Types of postgraduate studies

Postgraduate studies at the Croatian Studies are university postgraduate doctoral studies or university postgraduate specialist studies.

Article 3

Study programme proposal and acceptance

1. A study programme proposal is submitted to the Council of Postgraduate Studies at the Centre for Croatian Studies (hereinafter: the Council of Postgraduate Studies) by the head of the department of the Croatian Studies at which the study in question shall be implemented.
2. The Council of Postgraduate Studies adopts the study programme proposal and forwards it to the Science and Education Council for approval.
3. The decision on the initiation of a study programme is made by the University Senate at the proposal of the Science and Education Council of the Centre for Croatian Studies (hereinafter: the Science and Education Council).

Article 4

Establishment of postgraduate studies

1. Postgraduate studies are established according to the accepted study programmes.

2. The establishment of postgraduate studies must be undertaken in accordance with the Scientific Activity and Higher Education Act (hereinafter: the Act) and other regulations, the Statute of the University of Zagreb (hereinafter: the Statute) and the regulations of the Croatian Studies.
3. The decision on the establishment of a postgraduate study is made by the Senate on the proposal of the Science and Education Council.
4. Joint postgraduate studies at the Croatian Studies and other institutions of higher education or scientific research institutions in the Republic of Croatia and abroad are established and carried out on the basis of special agreements.

Article 5

Organization of postgraduate studies

1. A university postgraduate doctoral study programme is carried out in a period of three years (six semesters). The fulfilment of all study obligations, including the completion and defence of the doctoral dissertation, shall yield 180 ECTS credits.
2. The organization and other matters related to postgraduate specialist and joint postgraduate studies shall be governed, as appropriate, by amendments to these Regulations.

Article 6

Amendments to postgraduate study programmes

1. The Croatian Studies have the right to amend the postgraduate study programmes for which they have been issued a permission to do so by the competent authorities in accordance with legal and other applicable regulations.
2. The proposed amendments to a study programme, in accordance with the provisions of Articles 9 and 11 of these Regulations, the coordinator of the respective study presents to the Council of Postgraduate Studies.
3. The Council of Postgraduate Studies adopts the proposed amendments to the study programme and forwards them to the Science and Education Council for approval.
4. The decision on the adoption of the amendments to the study programme is made by the Senate at a proposal of the Science and Education Council.
5. The amendments to the study programmes for the first year of postgraduate study must be adopted and published on the website of the Croatian Studies prior to the issuance of the public call for admission to the first year of study.
6. The amendments to the postgraduate study programmes for the higher years of study must be adopted and published on the website of the Croatian Studies at least two months before the start of the new academic year.

Article 7

Syllabus

1. A study is performed according to the syllabus which is adopted before the beginning of classes in the academic year to which the syllabus applies.
2. The proposal of the syllabus the coordinator of the respective study submits to the Council of Postgraduate Studies, which adopts the proposal and forwards it to the Science and Education Council.
3. The syllabus is adopted by the Science and Education Council.
4. The syllabus is based on the study programme.
5. The syllabus shall be public and compliant with the provisions of Article 79 of the Act.

Article 8

Teaching

1. The following persons are eligible to participate in the teaching at postgraduate studies:
 - teachers elected to scientific-educational titles permanently employed at the Croatian Studies,
 - teachers elected to scientific-educational titles, non-tenure tracks, with a valid service contract with the Croatian Studies,
 - prominent scientists in the Republic of Croatia or abroad, elected to a scientific or a scientific-educational title, for whose participation in teaching it is not necessary that they have been elected to a non-tenured scientific-educational title (visiting teachers, heads of projects and associates of national and international research projects).
2. In the case that the Croatian Studies have established and hold postgraduate studies jointly with another institution of higher education or a scientific research institution in the Republic of Croatia or abroad, the teachers elected to scientific-educational titles who are employed at the institutions that jointly with the Croatian Studies hold postgraduate studies may also participate in the teaching at the respective postgraduate studies.

Article 9

Postgraduate study management

Postgraduate studies are managed by the Science and Education Council, which in particular has the authority to:

- a) appoint the members of the Council of Postgraduate Studies from the ranks of teachers or supervisors of each postgraduate study who have been elected to non-tenured scientific-educational titles and have valid service contracts with the Croatian Studies for the services of teaching and supervising, which is done at the proposal of the coordinator of individual postgraduate studies;
 - b) at the proposal of the Council of Postgraduate Studies
 - appoint the coordinators of individual postgraduate studies,
 - propose to the Senate the establishment of university postgraduate studies and the adoption of their study programmes and amendments,
 - adopt syllabuses,
 - decide on issuing calls for admission to postgraduate studies,
 - decide on the admission of candidates to postgraduate studies,
 - approve topics of doctoral dissertations and propose to the Senate the adoption of titles and topics of doctoral dissertations,
 - decide on the termination of study in the event that a dissertation has been evaluated with an unsatisfactory (1) grade,
 - decide on the obtaining or revoking of degrees;
 - c) decide on the amount of tuition and enrolment quotas for postgraduate studies;
- and decide on other issues important to the work of postgraduate studies within the limits of its competence and authority which are established by the Statute, the Regulations on the structure and activities at the Centre for Croatian Studies and other regulations of the University and the Croatian Studies.

Article 10

Council of Postgraduate Studies

1. The Council of Postgraduate Studies is an expert and advisory body of the Science and Education Council.
2. The Council of Postgraduate Studies includes:
 - the commissioner of the Head of the Croatian Studies for postgraduate studies, who is also the chairman of the Council of Postgraduate Studies,

- the commissioner of the Head of the Croatian Studies for science, international cooperation and cooperation between universities,
 - department heads and one teacher per department for all the departments of the Croatian Studies at which postgraduate studies are implemented,
 - one representative of teachers and supervisors from the ranks of external consultants for each postgraduate study,
 - exceptionally, representatives of teachers or supervisors elected to scientific-educational titles at the institutions that jointly with the Croatian Studies hold postgraduate studies.
3. In the event that the Croatian Studies have established and hold a postgraduate study jointly with another higher education institution or a scientific research institution in the Republic of Croatia or abroad, the membership of the representatives of teachers or supervisors who were elected to scientific-educational titles at the institutions that jointly with the Croatian Studies hold postgraduate studies shall be regulated by agreements with the respective institution or by a special decision.
4. The term of office of the chairman of the Council of Postgraduate Studies equals in duration to the term of the commissioner of the Head of the Croatian Studies for postgraduate studies.
5. The term of office of each coordinator of postgraduate studies shall be two (2) academic years and may be extended for one successive term at the most.
6. The term of office of the representatives of teachers and supervisors from the ranks of external consultants shall be two (2) academic years and may be extended for one successive term at the most.

Article 11

Council of Postgraduate Studies competence and activities

1. The Council of Postgraduate Studies coordinates scientific, educational and other activities within the postgraduate studies.
2. The Council of Postgraduate Studies performs its duties in meetings.
3. The Council of Postgraduate Studies discusses and forwards the proposals on issues relating to the establishment, organization and execution of postgraduate studies and in particular has the authority to:
 - a) propose coordinators of individual postgraduate studies in accordance with the provisions of Article 9 of these Regulations,
 - b) at the proposal of the heads of individual departments:
 - adopt proposals for postgraduate study programmes,
 - c) at the proposal of the coordinators of individual postgraduate studies:
 - confirm the proposals of amendments to the respective study programmes, and propose the syllabuses for the next academic year,
 - appoint members of committees in connection with the procedure of accepting titles and topics of dissertations, evaluating and defending doctoral dissertations,
 - d) approve the candidates who are eligible to enrol in postgraduate studies and submit proposals in this regard to the Science and Education Council, which makes the final decision on the admission of individual candidates to postgraduate studies,
 - e) appoint student supervisors in postgraduate studies,
 - f) receive annual reports on the supervision of students and doctoral candidates,
 - g) receive reports from committees in charge of reviewing the topics of doctoral dissertations and grants the prerequisite approval for the topics of doctoral dissertations,
 - h) receive reports and notifications on grades from the committees in charge of the evaluation of doctoral dissertations and their defence and submits subsequent decisions to the Science and Education Council,
 - i) propose measures to ensure the quality of scientific, educational and other activities within the framework of postgraduate studies,
 - j) propose the amount of tuition for postgraduate studies,
 - k) submit to the Science and Education Council regular and special reports on its work,

- l) perform other duties stipulated by the Rules of Procedure of the Council of Postgraduate Studies, in accordance with these Regulations and the Regulations on the structure and activities at the Centre for Croatian Studies,
4. The decisions of the Council of Postgraduate Studies shall be valid if the meeting is attended by more than half the total number of members.
5. The decisions and conclusions are reached by a public vote requiring a simple majority vote of the present members of the Council of Postgraduate Studies.
6. In case of an equal number of votes, the chairman of the Council of Postgraduate Studies carries the deciding vote.
7. Minutes of the meeting of the Council of Postgraduate Studies shall be taken.
8. Meetings of the Council of Postgraduate Studies shall be convened and chaired by the chairman of the Council of Postgraduate Studies at least once a month.
9. In case the chairman of the Council of Postgraduate Studies is prevented from performing his duties he may authorize one of the members of the Council from the ranks of coordinators of postgraduate studies to chair the Council of Postgraduate Studies and to temporarily, but not longer than 45 days, coordinate its work.
10. If the chairman of the Council of Postgraduate Studies is not able to authorize a person to temporarily chair the Council of Postgraduate Studies or is prevented from performing his duties for more than 45 days, the procedure for the election of the new chairman of the Council of Postgraduate Studies shall be initiated as part of the procedure for the election of the new commissioner of the Head of the Croatian Studies for science in accordance with Articles 15 and 19 of the Regulations on the structure and activities at the Centre for Croatian Studies, University of Zagreb.
11. The work of the Council of Postgraduate Studies is defined in detail in the Rules of Procedure of the Council of Postgraduate Studies at the Centre for Croatian Studies, University of Zagreb, which are issued by the Council of Postgraduate Studies.

Article 12

Determination of tuition and enrolment quotas

1. The tuition and the enrolment quotas shall be determined by the Science and Education Council at the proposal of the Council of Postgraduate Studies.
2. The tuition for a postgraduate study is paid by a student or a state authority, i.e. a legal or natural person who has referred the student to the study.

III. REQUIREMENTS FOR ADMISSION

Article 13

Admission to postgraduate study

1. The admission to postgraduate studies is conducted on the basis of a public call for admission issued in the daily newspapers or on the website of the Croatian Studies.
2. The decision to issue a public call for admission to a postgraduate study is made by the Science and Education Council of the Croatian Studies at the proposal of the Council of Postgraduate Studies.
3. The content of the public call shall include information on the requirements for the admission, the method which will be employed to verify the fulfilment of these requirements, and the outline of the study programme based on which the study shall be performed.
4. The final decision on admission of candidates to a postgraduate study shall be made by the Science and Education Council at the proposal of the Council of Postgraduate Studies.

Article 14

Requirements for admission of students to postgraduate doctoral studies

1. Postgraduate doctoral studies at the Croatian Studies may be enrolled by the following candidates:
 - a person who has completed an undergraduate or graduate study based in the field of humanities or social sciences or an interdisciplinary scientific field with a grade point average no lower than 3.50, except in the case the study programme states otherwise.
 - person who has completed an undergraduate or graduate study based in another scientific or artistic field with a grade point average no lower than 3.50, except in the case the study programme states otherwise.
2. If, based on the documentation submitted, the admission committee finds that the persons referred to in paragraph 1 of this Article do not meet the requirements for admission which are prescribed by the respective study programmes, the Council of Postgraduate Studies may require of such candidates to fulfil certain differential conditions in the scope and according to the schedule laid down in the proposal of the admission committee concerning the application for the admission to the study.
3. The persons who meet the requirements for admission to the postgraduate doctoral studies must submit the evidence of knowledge of two foreign world languages before the beginning of the first semester. Exceptionally, a certificate of knowledge of a second foreign language may be submitted no later than at the end of the third semester.

Article 15

Additionally considered conditions for admission to postgraduate doctoral studies

1. When evaluating candidates for admission to postgraduate doctoral studies the following is taken into account as well:
 - professional activities outside the scope of the candidate's studies (publications, participation in professional conferences, etc.)
 - involvement in scientific research projects in the scientific area or field in which the study to which the candidate has applied is based,
 - participation in the university-level teaching activities at higher education institutions in the Republic of Croatia or abroad in the scientific area or field in which the study to which the candidate has applied is based.
2. Should candidates achieve the same results in the procedure for admission to postgraduate studies, the candidate who meets any of the conditions set out in the paragraph 1 of this Article shall have the advantage.

Article 16

Admission committee

1. The Council of Postgraduate Studies determines the composition of the admission committee in charge of the admission to a particular postgraduate study.
2. The admission committee consists of three members.
3. The admission committee considers the documentation submitted for the purpose of the admission procedure and is in charge of interviews with the candidates.
4. The admission committee suggests the candidates who have met the requirements for admission to postgraduate studies to the Council of Postgraduate Studies.

Article 17

Fulfilling differential conditions

1. The admission committee, in accordance with the respective study programme, proposes certain differential conditions which need to be met for the admission and proposes a timeframe for the fulfilment of these conditions, which is decided upon by the Council of Postgraduate Studies.
2. The ECTS credits obtained by fulfilling the prescribed differential conditions are not included in the total number of ECTS credits which the student must acquire throughout his postgraduate studies.

3. The timeframe in which the candidates need to fulfil the required differential conditions is not included in the overall duration of the study as it is prescribed by the law.
4. The candidates referred to in paragraph 3 of Article 14 who have failed to fulfil the required differential conditions within the prescribed timeframe are not eligible to enrol in the postgraduate studies.

Article 18

Conditions of transfer from other postgraduate studies

A student of a postgraduate study which is based in the same scientific field or branch at another institution of higher education in the Republic of Croatia or abroad may be granted transfer to a postgraduate study of the Croatian Studies in accordance with the conditions and deadlines proscribed by the admission committee, which is appointed by the Council of Postgraduate Studies, and in accordance with the respective study programme.

IV. STUDENTS

Article 19

Student status

1. A person acquires the status of a student upon enrolling at the Croatian Studies.
2. At the Croatian Studies, in accordance with the Statute, a student may be a full-time student or a guest student.
3. Full-time students are those who attend the study programmes based on a full-time schedule.

Article 20

Meeting the costs of study

1. The cost of a postgraduate study must be settled before the enrolment in each semester or all at once prior to the enrolment in the study.
2. If a postgraduate student discontinues his study, the remaining costs shall be paid according to the price given for the generation in which the student *continues the study*.
3. The costs of printing the diploma and the promotion ceremony shall be settled by the student.

Article 21

Progressing through postgraduate study

1. During the first two years of study full-time students must meet all the obligations according to the timeframes proscribed by the study programmes of individual studies.
2. During the third year of study the full-time students complete the doctoral dissertation along with carrying out necessary research and attending consultations with their supervisor.

Article 22.

Appointment and duties of supervisors at postgraduate doctoral studies

1. The following persons may be appointed as supervisors:
 - a person with appropriate competences in the scientific-educational and scientific research fields, elected to a scientific-educational title, who holds classes at the postgraduate study in question or another university study
 - a person with appropriate competences in the field of scientific research, if this is provided for in the study programme of the postgraduate study in question, or necessitated by the nature of the topic of the research and the planned doctoral dissertation of the student.
2. The supervisor must not be a person who is related to the student by family, business or other ties which may result in a conflict of interest.
3. The student must select a supervisor prior to enrolment into the third semester at the latest.
4. The supervisor is appointed by the Council of Postgraduate Studies at the proposal and with the written consent of the respective teacher or scientific researcher.
5. The appointed supervisor at the Croatian Studies signs an agreement on student supervision for each student for a period of six semesters. If the supervisor is not an employee of the Croatian Studies and the University, the agreement is signed with the institution in which he works.
6. The tasks of the supervisor are to consult the student on the progress of his studies and on the topic of his research and doctoral dissertation, and to:
 - refer the student to the relevant literature and the application of appropriate scientific research methods,
 - assist the student in elaborating the subject of the postgraduate dissertation,
 - provide advice to the student throughout the writing of the dissertation,
 - enable and encourage the student's participation in research projects
 - keep a record of each student he supervises,
 - submit annual reports to the Council of Postgraduate Studies on the work of every student he supervises,
 - perform other tasks in accordance with the provisions of the study programme and these Regulations.
7. One person can at the same time supervise up to a maximum of three students over a period of six semesters in which case separate agreements are signed for each student. Exceptionally, a teacher can be a supervisor to a larger number of students, but not more than five, and only if there are no other available teachers who might be eligible to take on the responsibility.
8. The agreement on student supervision can be terminated before this period expires at the request of the supervisor himself, the student or the coordinator at the postgraduate study in question, provided that the Council of Postgraduate Studies has granted its approval.
9. The supervisor is required to fulfil his obligations in terms of supervision until the process of grading and defence of the doctoral dissertation has been completed, the student terminates his enrolment in the study or a decision on the change of the supervisor is made.
10. The decision to change the supervisor is made by the Council of Postgraduate Studies on the basis of a well-reasoned request from the student.

Article 23

Second supervisor

1. At the proposal of the student or the supervisor the Council of Postgraduate Studies may appoint a second supervisor for the student.
2. Only a person with appropriate competencies in the scientific-educational and scientific-research fields, elected to a scientific or scientific-educational title, may be appointed as the second supervisor.
3. The second supervisor may be appointed in case of an interdisciplinary dissertation, a dissertation whose complexity requires it, a dissertation which is being completed at more than one institution and if the first supervisor is from the other institution.

4. The second supervisor performs the same tasks as the first supervisor and, depending on the content of the dissertation and whether he is responsible for the entire dissertation or a part thereof. The second supervisor, together with the first supervisor or independently, submits to the Council of Postgraduate Studies the annual report on the work of the student.

Article 24

Freeing students from a part of their study obligations

1. The Council of Postgraduate Studies may relieve students of the obligation to obtain a portion of ECTS credits if this is provided for in the study programme and in particular on the basis of:

- participation in the process of teaching at the undergraduate and graduate levels,
- held presentations at national or international scientific conferences,
- published scientific or professional works in national and international scientific journals.

2. Student participation in the process of teaching at the undergraduate or graduate level must be approved by the Council of Postgraduate Studies on the basis of recommendations from supervisors.

3. Depending on the conditions set out in the respective study programmes, the students who gain one of the rights referred to in paragraph 1 may be exempted from the obligation to collect up to a maximum of 50 ECTS credits.

Article 25

Dissertation topic application, evaluation and approval

1. The student initiates the procedure by submitting a topic to the Council of Postgraduate Studies in the appropriate form (DR.SC.-01).

2. The Council for Postgraduate Studies appoints a three-member committee to evaluate the dissertation topic, composed of two members from the ranks of teachers or supervisors of the respective study, and one teacher or scientific researcher from another higher education or scientific research institution who does not participate in the teaching process at the respective study.

3. One of the members of the teacher committee must be the student's supervisor; however he cannot chair the committee.

4. If the student has two supervisors, the committee for the evaluation of the dissertation topic must be composed of at least five members, two of whom must be the student's supervisors, and one who must be from another higher education or scientific research institution and is not involved in the teaching process at the respective study.

5. As part of the procedure the Council of Postgraduate Studies determines the date for the defence of the dissertation within 30 days after the application.

6. The committee for the evaluation of the dissertation topic submits to the Council of Postgraduate Studies a report from the public defence ceremony as well as the decision on the grade in entered into the appropriate form (DR.SC.02) which also contains the opinion and the proposal for the acceptance or rejection of the topic.

7. In the case the dissertation topic is found unsatisfactory, the Council of Postgraduate Studies decides on the initiation of the new application procedure and the evaluation of the topic of the doctoral dissertation.

8. Following a positive evaluation of the topic of the dissertation the Council of Postgraduate Studies proposes to the Science and Education Council to approve the title and the topic of the dissertation.

9. The Science and Education Council approves the proposal and submits it in the appropriate form (DR.SC.-03) to the Senate, which shall decide on the acceptance of the title and the topic of the doctoral dissertation.

Article 26

Loss of the right to study and deregistration

1. The student loses his rights to study if he fails to enrol in the following semester within the prescribed deadline or does not seek abeyance.
2. The student who has lost the right to study is issued with a deregistration certificate stating the period of the study, the total accumulated ECTS credits and a list of exams passed with the corresponding ECTS credits and grades achieved. The deregistration is noted in the student index. The deregistration certificate is, along with the documentation which was submitted at time of the enrolment in the graduate studies, forwarded to the student's address which was specified in the said documentation.
3. The deregistration certificate is signed by the chairman of the Council of Postgraduate Studies.

Article 27

Duration of study

1. Students can regularly study at postgraduate studies up to 4 years from the day the classes begin in the first semester of their studies. During this period they must fulfil all obligations including defending their dissertation and having it evaluated.
2. Following a well-reasoned written request, a student may be granted an extension of the duration of the study for one year.
3. Any periods of abeyance in accordance with the provisions of Article 57 of the Statute will not be included in the overall duration of the study.
4. After the time limits defined in paragraphs 1 and 2 of this Article expire, within a period of three years following the acceptance of a dissertation topic by the Senate and in accordance with Article 30 of these Regulations, a student is required to settle all handling charges arising from the study, but not including the procedure of dissertation defence and evaluation, all in accordance with the current cost estimate of the Croatian Studies.

V. COMPLETION OF STUDY

Article 28

Doctoral dissertation

1. The dissertation must be an original scientific paper.
2. The doctoral dissertation is normally written in the Croatian language. Exceptionally, if conditions for this have been met at the Croatian Studies, the doctoral dissertation may be written in one of the world's languages.
3. The dissertation is written and fitted in accordance with the publicly issued instruction of the Science and Education Council and the University.
4. Completing and defending a doctoral dissertation grants 60 ECTS credits.

Article 29

Initiating the procedure of doctoral dissertation defence and evaluation

1. The procedure concerning the evaluation and defending of a doctoral dissertation is initiated by the postgraduate candidate who submits a written request to the Council of Postgraduate Studies to initiate the procedure and by the supervisor of the candidate who issues a written consent for the procedure to be initiated. Should the supervisor withhold his consent, he must explain his reasons in writing within 15 days of the candidate's submission of the request to institute the procedure.

2. Along with the request to initiate the procedure concerning the evaluation and defending of his dissertation, the candidate submits to the Student Services five unbound copies of the dissertation in printed format and one in electronic format.
3. The defence and evaluation procedure may be initiated only if the Senate has accepted the doctoral dissertation topic and if the candidate has fulfilled all other study obligations prescribed by the study programme which are regulated by these Regulations, but no later than three years from the date of the acceptance of the dissertation topic by the Senate.
4. The Council of Postgraduate Studies examines the candidate's request and appoints the members of the committee which is to be in charge of the doctoral dissertation evaluation.

Article 30

Expiration date for initiating the procedure of doctoral dissertation defence and evaluation

1. A candidate who has failed to initiate the defence and evaluation procedure for his doctoral dissertation within three years from the date of the acceptance of his dissertation topic by the Senate shall bear the additional costs of extending his study.
2. The period of abeyance during which the student rights and obligations of the person referred to in paragraph 1 of this Article have been suspended, in accordance with the provisions of Article 57 of the Statute, shall not be included in the prescribed time frame for the initiation of the doctoral dissertation defence and evaluation procedure.
3. The candidate who has failed to initiate the doctoral dissertation defence and evaluation procedure even within 5 years from the date of the acceptance of his dissertation topic by the Senate must repeat the entire procedure of application, assessment and approval of the topic.
4. If a period of inactivity persists longer than seven years, the candidate shall lose the status of a doctoral candidate.

Article 31

Dissertation evaluation committee

1. The Council for Postgraduate Studies appoints a three-member committee to evaluate the dissertation. The committee is composed of two members from the ranks of teachers or supervisors at the respective study and one teacher or scientific researcher from another higher education or scientific research institution who does not participate in the teaching process at the respective study.
2. One of the members of the dissertation evaluation committee must be the supervisor of the candidate; however, he may not chair the committee.
3. If the student has two supervisors, the committee must be composed of at least five members, two of whom are the student's supervisors, while one member must be from another higher education or scientific research institution and must not be involved in the teaching process at the respective study.
4. No member of the committee shall be a person related to the student through family, business or other ties which may result in a conflict of interest.

Article 32

Doctoral dissertation grade

1. The doctoral dissertation evaluation committee shall submit its report no later than two months from the date it was appointed.
2. The committee shall submit to the Council of Postgraduate Studies a written report containing the grade of the doctoral dissertation.
3. The numerical grading system corresponds to the ECTS system as follows:

5=A	A=5
4=B	B=4

3=C	C=3
2=D	D, E=2
1=F	FX, F=1

4. The doctoral dissertation evaluation committee may suggest:

- that the dissertation should be accepted;
- that the dissertation should be improved and re-evaluated at a later date;
- that the dissertation should be rejected.

Article 33

Objection of the Council of Postgraduate Studies to a grade given to a doctoral dissertation

1. The Council of Postgraduate Studies may object to the report of the doctoral dissertation evaluation committee if it deems that report and the granted grade are not appropriate.
2. The Council of Postgraduate Studies may appoint new members to the doctoral dissertation evaluation committee and request that they submit separate reports, or may appoint a new committee and request that it re-evaluates and grades the doctoral work anew and submits a new report to the Council of Postgraduate Studies.

Article 34

Dissertation defence committee

1. If the Council of Postgraduate Studies accepts the positive evaluation of the doctoral dissertation, it shall appoint the chairman and the members of the dissertation defence committee at the same meeting.
2. The dissertation defence committee shall comprise at least three members.
3. The members of the dissertation defence committee may at the same time be the members of the dissertation evaluation committee.
4. One member of the committee must be a teacher or a research scientist from another higher education or scientific research institution who does not participate in the teaching process at the respective study.
5. If the student has two supervisors, the committee must be composed of at least five members, two of whom are the student's supervisors, while one member must be from another higher education or scientific research institution and must not be involved in the teaching process at the respective study.

Article 35

Finishing the dissertation

1. If the Council of Postgraduate Studies accepts the recommendation of the dissertation evaluation committee that the dissertation requires certain improvements, the Council of Postgraduate Studies shall determine the deadline by which the candidate needs to submit the finished dissertation. This deadline cannot be longer than six months.
2. The candidate is required to submit the finished dissertation to the Student Services for postgraduate studies in new five copies in print and one copy in electronic format.
3. The candidate is entitled to only one opportunity to improve his dissertation.
4. Should the dissertation again be negatively evaluated by the dissertation evaluation committee even after improvements have been introduced, the Council of Postgraduate Studies may at the proposal of the dissertation evaluation committee decide to suspend the procedure of the candidate's acquiring of a doctoral degree.

Article 36

Negative evaluation

1. If the Council of Postgraduate Studies accepts the report of the dissertation evaluation committee containing a negative evaluation of the dissertation, it may decide to suspend the procedure of the candidate's acquiring of a doctoral degree.

2. In the event of circumstances described in paragraph 1 of this Article and paragraph 4 of Article 35, the Council of Postgraduate Studies may suggest to the Science and Education Council to decide on the termination of the candidate's right to continue study.

Article 37

Doctoral dissertation public defence deadline

1. The defence of the doctoral dissertation is public.

2. The defence of the doctoral dissertation must be scheduled within a maximum of 30 days from the appointment of the dissertation defence committee.

3. The chairman of the dissertation defence committee determines the date of the dissertation defence.

4. The announcement regarding the dissertation defence shall be published on the official bulletin board of the Croatian Studies, along with a summary of the dissertation in the Croatian and English language, and on the official website of the Croatian Studies and the University, no later than 15 working days before the defence procedure.

Article 38

Doctoral dissertation defence procedure

The procedure of defence of a doctoral dissertation consists of the candidate's oral presentation of the content of the doctoral dissertation in the language in which the work was written, questions from the members of the dissertation defence committee, questions from the audience and the ensuing candidate's answers. The defence procedure ends with the committee's deliberation on the dissertation and announcing the outcome of its defence.

Article 39

Candidate's success

1. After the dissertation defence the dissertation defence committee announces the candidate's success.

2. The defence procedure may result in:

- a unanimous decision of the committee that the candidate has successfully defended his dissertation,
- a decision reached by a majority vote of the members of the committee stating that the candidate has successfully defended his dissertation,
- a decision that the candidate has failed to defend his dissertation.

3. The doctoral dissertation may be defended only once.

Article 40

Minutes of the dissertation defence procedure

1. Minutes of the dissertation defence procedure shall be taken.

2. The chairman of the Council of Postgraduate Studies shall appoint the recorder.

Article 41

Report on the dissertation defence procedure

The dissertation defence committee shall draw up a report on the defence of the dissertation and submit it to the Council of Postgraduate Studies.

Article 42

Procedure after a successfully defended dissertation

1. Following a successful defence of a dissertation, at the proposal of the Council of Postgraduate Studies the Science and Education Council decides on whether the conditions have been met for granting the academic degree of a doctor of science.
2. No later than 30 days after the dissertation defence the dissertation must be published in full on the official website of the University.
3. Until the doctoral dissertation has been published in full on the website of the University, the doctoral candidate may not be promoted to a doctor of science.
4. The doctoral dissertation shall also be archived in the National and University Library and the University of Zagreb.

Article 43

Issuing and presenting diplomas

1. Based on the decision of the Science and Education Council on the eligibility of a candidate for the academic degree and title of a doctor of science, the procedure for the issuance of a diploma for this academic degree is initiated.
2. The procedure for the issuance of the diploma is initiated by the doctoral candidate within 30 days of the defence of his doctoral dissertation by submitting the university form concerning the collection of documents required for the promotion to the doctor of science, along with one bound copy of the dissertation.
3. The doctoral diploma is presented to the candidate by the Rector of the University at the promotion ceremony which the candidate is required to attend in person.

Article 44

Revoking doctoral degrees

1. Revocation of a doctoral degree is decided upon by the Science and Education Council at the proposal of the Council of Postgraduate Studies, and pursuant to the provisions of paragraphs 3 and 4 of Article 82 of the Scientific Activity and Higher Education Act (Official Gazette Nos. 123/03, 105/04, 174/04, 46/07).
2. The Science and Education Council forwards this decision to the Rector of the University.

VI. TRANSITORY AND FINAL PROVISIONS

Article 45

Entry into force of these Regulations

1. With the entry into force of these Regulations, the Regulations on the structure and requirements of study at the postgraduate scientific and professional studies at the Croatian Studies of the University of Zagreb (June 2003) cease to be applicable, except in those cases for which it is stated otherwise in accordance with the provisions of Article 46 of these Regulations.
2. These Regulations shall enter into force eight days from the date of their publication on the official bulletin board of the Croatian Studies.

Article 46

Application of these Regulations

1. These Regulations shall apply to all students who have enrolled in the graduate studies since the academic year of 2004/2005.
2. The provisions of Articles 14, 15, 17, 18, do not apply to the generations of students enrolled between 2004 and 2007.
3. On the date when these Regulations enter into force the provisions of the Regulations on the structure and requirements of study at the postgraduate scientific and professional studies at the Croatian Studies of the University of Zagreb (June 2003) shall cease to be applicable to the students referred to in paragraph 1 of this Article.
4. For students who had enrolled in their postgraduate master's studies before 2004/2005 and are attending their studies in accordance with the then applicable study programme, the provisions of the Regulations on the structure and requirements of study at the postgraduate scientific and professional studies at the Croatian Studies of the University of Zagreb (June 2003) shall continue to be applicable.
5. For students who had enrolled in their postgraduate doctoral studies before the year 2004/2005 the provisions of Article 28 through 45 of these Regulations shall be applicable and other rights shall be exercised under the provisions of the Regulations on the structure and requirements of study at the postgraduate scientific and professional studies at the Croatian Studies of the University of Zagreb (June 2003).

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