

**Ministry of Education and Science of Russian Federation
Federal State Autonomous Educational Institution of
Higher Professional Education
“SIBERIAN FEDERAL UNIVERSITY”**

ADDOPTED

At the meeting of Academic Board of
Federal State Autonomous Educational
Institution
Of Higher professional Education
“Siberian Federal University”
Protocol No. 6
June 30, 2014.

APPROVE

Rector of
Federal State Autonomous Educational
Institution of
Higher Professional Education
“Siberian Federal University”
_____ E.A. Vaganov
2014.

**Doctoral (PhD) Regulations of
Siberian Federal University**

Krasnoyarsk, 2014

1. General Provisions

1.1 This Regulations shall specify qualification requirements for PhD seeking students of Siberian Federal University (hereinafter – the Student, SibFU degree and the University accordingly), criteria for the dissertation – research-qualification paper in candidacy for the degree, and also the order of a degree conferment.

1.2 SibFU PhD degree is a scientific qualification evaluation, conducted by the international scientific society on the bases principles of creditability, transparency and validity.

SibFU PhD degree, the Dissertation Commission and other Institutions and procedures provided by the Regulations shall not be a part of the State Scientific Attestation System.

1.3 The Dissertation Commission confers SibFU PhD Degree subsequent to the results of public defense of thesis.

The Dissertation Commission shall provide creditability and validation of the decisions made.

1.4 The SibFU PhD seeking student shall be a person that has:

- degrees of doctor or candidate of sciences, confirmed with the diplomas issued by the Russian Higher Attestation Commission;
- higher education, confirmed with the specialist/master diploma of Siberian Federal University;
- higher education, confirmed with the master diploma of Russian or foreign educational institutions of higher education.

Masters from foreign institutions of higher education shall have not less than 120 credits according to the European System of Higher Education, or not less than 24 disciplines according to the American system.

1.5 Rector of the University shall approve the PhD degree Major/Speciality list.

2. THESIS CRITERIA

2.1 SibFU PhD thesis is a scientific and qualification paper, where on the basis of his/her research an author develops theoretical concept (a set of which can be qualified as a scientific achievement) or solves a scientific problem which has an important political, social, economic or cultural value, or represents novel scientifically grounded technical or engineering solutions.

2.2 The English version of the thesis should be submitted to the Dissertation Commission.

2.3 The Student should have at least two publications on the thesis topic, published in peer-reviewed scientific publications which are included to the Web of Science or Scopus data base.

2.4 The Student should write his/her thesis independently, ensure thesis internal unity, enlist new scientific research results and theories being proposed for the defense.

The Student is obliged to make reference to an author and/or source of information on the subject, or results, or publications the Student wrote individually as a coauthor, when writing the thesis.

If the Student uses ideas and scientific data that belong to coauthors of collective scientific works he/she is obliged to mention this fact in his/her thesis.

The Student of the thesis and his/her supervisor bear the responsibility for originality of the thesis text.

In case of matching content and absence of reference to the source and/or an author, the thesis shall be excluded from reviewing by the Dissertation Commission, and the Student has no longer got right to defend the thesis at Siberian Federal University.

3 THESIS SUBMISSION AND DEFENSE

3.1 Students will submit the doctoral thesis to the director of a school of SibFU.

3.2 The director of institution forms the Examination Committee and appoints the chairman of the Commission. The Commission should have not less than two researchers, that have a high proficiency in the English language and are high-qualified specialists in the field of research, in which the student defends his/her thesis. The Commission also includes two external examiners (opponents) from foreign educational institutions.

3.3 Each member of the Examination Committee will examine and present written statement of the thesis by filling in the evaluation form, made by the chairman of the Committee.

3.4 The Examination Committee will make a decision whether the thesis is in compliance with the criteria by simple majority of votes. The Examination Committee's opinion is advisory and the student has the right to defend the thesis even having got negative opinion

3.5 On receiving the Examination Committee's opinion the student will submit documents according to the list, approved by the Rector of the University.

Simultaneously the thesis that receives ISBN will be passed for printing and placing in electronic databases.

At receiving the Examination Committee's opinion the director of institution will introduce suggestion on the Dissertational Commission Members to the Rector for approval.

3.6 The Dissertation Commission shall be created by the Order of the University Rector for consideration of each thesis separately. It is formed out of scientists—leading experts in the thesis field of study, consisting of not less than seven members, at least two of which are in the positions of University faculty, and not less than two are RF external examiners from educational and research institutions and at least two external examiners from foreign universities. The Student research advisor shall be the member of the Examination Committee.

Director of institution will takes into consideration the opinion of the student's supervisor on the Dissertation Commission composition.

All members of the Dissertational Commission shall have publications of

their scientific and research papers: manuscripts, articles in peer-reviewed scientific journals (indexed in the Web of Science and Scopus databases) that are close to the topic of the thesis being under review.

3.7 The position of chairman and secretary for the Dissertational Commission shall be taken only by the University faculty.

The chairman of the Dissertation Commission shall be a scholar widely known in Russian and foreign academic communities, and who is also in the position of a director of an institution or a chairholder. Student's supervisor can not be chosen as a Committee chairman.

3.8 Members of the Dissertation Commission are approved by the order of the University Rector.

3.9 Information about the defense of the thesis and the thesis abstract (2 pages) will be placed at the University web-site in two languages – English and Russian—three months prior to the defense. Informational leaflet containing the announcement on the thesis defense and link to the full thesis text will be sent according to the list, which has been prepared by the supervisor and approved by the director of the school, to the significant research centres, universities and famous scholars.

3.10 The Dissertation Commission session is open and can be broadcasted online. Video recording of the session will be placed to the University archive.

Members who are residents of other cities or countries can participate in the session by means of videoconference or other technical means.

The Dissertation Commission session is considered to be eligible if at least five members of the Dissertation Commission participate in it.

After the session is open, the Applicant makes a brief report on his research. Each member of the Dissertation Commission has right to ask questions on the thesis content and is obliged to speak in a debate, stating his opinion, and the Applicant answers these questions. Written reviews of all members will be included in the session protocol. The Chairman of the Dissertation Commission can state the questions on justification of any thesis statements to the members in advance, and these questions will be included to their reviews. Each review will contain a conclusion on the thesis compliance with the stated requirements.

The decision on conferring a degree shall be made by two-thirds of the votes of members, present at the Dissertation Commission session.

Working language of the session is English.

3.11 The student has right to appeal against the Dissertation Commission decision only in case of breaches of the procedure. A vice rector for academic affairs, a director of the School and an academic secretary of the Academic Council shall form the Review Committee. In case when a director of the school is a chairman for the Dissertation Commission, some other University faculty shall be chosen to take place in the Review Committee instead of the director.

3.12 SibFU PhD Diploma will be signed by the Rector of the University, the President of the University, the Governor of Krasnoyarsk Territory and all

members of the Dissertation Commission and is handed in to the Student by the Rector.

The Diploma form is subject to approval by the order of the University Rector.