



Minimum standard for doctoral studies

Chapter I. General Provisions

Article 1. Scope and purpose

1. This Act, in accordance with the Law of Georgia on Higher Education and other normative-legal acts, defines the minimum standard required for the implementation of doctoral educational programs at the Eastern European University (hereinafter referred to as the "University") and for the award of an academic degree.
2. The aim of the doctoral program is to train personnel equipped with highly qualified scientific knowledge and pedagogical skills on the basis of doctoral educational programs, to bring together academic and research resources, to intensify scientific and innovative work in the country and quality improvement, involvement of the doctoral student in the international academic and scientific space, formation of a knowledge-based society, promoting the creation of new knowledge and socio-economic development of the country, ensuring that the implemented research projects are in line with the University's mission and strategic development plan.

Article 2. Definition of terms

1. Doctorate - the third stage of academic higher education;
2. Doctoral Education Program - The educational program of the third level of academic higher education, which is a combination of educational component and scientific-research component. Learning outcomes are consistent with the generalized learning outcomes set out in Level 8 of the National Qualifications Framework;
3. Doctoral student - a person studying for a doctorate;
4. Doctor - the holder of the academic degree awarded to a person as a result of the performance of the components and dissertation protection provided by the doctoral education program.

Chapter II. Doctoral study

Article 3. The right to study for a doctorate

1. A person with at least a master's degree or an equivalent academic degree has the right to study for a doctorate.
2. The right to study for a doctorate may be granted to a graduate of a foreign university in accordance with the legislation of Georgia.

3. Admission to the doctoral program is announced in the fall and / or spring semesters.

Article 4. Conditions for enrollment in the doctoral program

1. The doctoral candidate must submit an application to the Admissions Committee of the Faculty addressed to the Rector of the University (Annex № 1) with reference to the doctoral educational program. The application must be accompanied by:
 - a. Contestant autobiography (data on education and employment), CV;
 - b. A notarized copy of the Master's degree or equivalent academic degree and appendix. In case of submitting a one-level, five-year higher education certificate, a document certifying the equalization of the master's degree with the academic degree issued by the National Center for Education Quality Development of a legal entity under public law must be submitted;
 - c. Notarized copy of the certificate of recognition of education received in a foreign country;
 - d. Copy of ID card / passport (copy of Georgian translation and notarized passport in case of a foreign citizen);
 - e. Photo 3X4 (print 2 pcs and electronic version CD);
 - f. Notarized copy of military registration document / military card (for Georgian citizens subject to military registration);
 - g. Notarized copy or original (if any) of the international certificate of English language proficiency at the level specified in the educational program;
 - h. Cover letter and explanation that the applicant is not enrolled in a doctoral program at another educational institution;
 - i. The concept of the research, which should include the probable title and structure of the paper, the subject of the research and the substantiation of the importance of the issue;
 - j. The petition of the prospective scientific supervisor selected from the academic or invited staff of the relevant field / direction of the faculty by the doctoral candidate and the consent of the head of the doctoral educational program.
2. In case of submitting scientific publications related to education and labor activity, as well as in case of submitting information on the generation of participation in conferences, the candidate should submit copies of the documentation confirming the mentioned information, as well as the documents confirming other additional requirements provided by the doctoral program.
3. A doctoral candidate who must continue his / her studies in a Georgian language educational program for a doctorate knowledge of English at least B2 level is required. A doctoral candidate who must continue his / her studies in a English language educational program for a doctorate knowledge of English at least C1 level is required. That must be confirmed by a university examination or relevant certificate (see Annex № 2).
4. A doctoral candidate who has completed academic education programs (master's, doctoral, etc.) in English during the last 2 years is exempted from the English language test or the presentation of the relevant certificate.
5. Doctoral candidate who wants to study in a Georgian language program and his / her native language is not Georgian, is obliged to submit B2 level certificate of Georgian language (If any) or is obliged to submit document certifying the study of a Georgian language educational program (Master, Doctorate, etc.) during the last 2 years, or he / she must pass the exam in Georgian, in accordance with the regulations established by the University.
6. A doctoral candidate is interviewed to gain the right to study for a doctorate and / or passes the entrance exam (orally and / or in writing) in the specialty, considering the prerequisite for admission to the relevant program.

7. The criteria for interviewing a doctoral candidate and / or examining the specialty (oral and / or written) must be pre-approved, public and available.
8. Additional requirements for admission to the program may be established by the regulations of the Faculty Dissertation Council and the doctoral program, as well as by the doctoral education program.
9. The procedure for admission to the doctoral program is regulated by the regulations of the dissertation council of the relevant faculty and the doctoral program.

Article 5. Conditions for doctoral studies

1. The duration of the doctoral education program is not less than 3 years and its study component includes not more than 60 credits.
2. Six semesters after enrollment of the doctoral student prerequisite for registration in the next semester is the application of the supervisor and the program supervisor before the Dissertation Council of the Faculty, in which the expediency of continuing the study / research must be substantiated. Issues related to the continuation of studies after six semesters are regulated by the regulations of the Dissertation Council and the doctoral program of the respective faculty.

Article 6. Scientific Supervisor

1. The scientific supervisor must have the academic degree of Doctor, Research experience in the scientific field / specialty / direction related to the doctoral dissertation topic and relevant publications during the last 10 years.
2. The scientific supervisor may supervise no more than 5 doctoral students with active status.
3. The supervisor, together with the supervisor / supervisors of the relevant doctoral education program, consults the doctoral student in planning the teaching and research process.
4. The scientific supervisor controls the performance of the teaching and research components of the doctoral student.
5. The responsibilities of the scientific supervisor are defined by the regulations of the Dissertation Council and the doctoral program of the respective faculty.
6. In case of refusal to supervise the supervisor, he / she shall submit a substantiated application at any stage of the study to the Dissertation Board of the Faculty.
7. By the decision of the Dissertation Board of the Faculty, the doctoral student may have more than one scientific supervisor.
8. The scientific supervisor of the doctoral student and the title of the dissertation topic are approved by the dissertation council of the faculty within 30 calendar days after the enrollment of the doctoral student upon the recommendation of the head of the doctoral educational program.
9. The issue of making changes in the title of the dissertation topic is considered by the Dissertation Board of the Faculty.

Article 7. Teaching and Research Components of Doctorate

1. The teaching and research components of the doctoral program promote the doctoral student's field and methodological skills, prepare him / her for future pedagogical, scientific and professional activities.
2. The scientific-research component is an integral part of the doctoral education program, which is presented in the form of a dissertation, as well as other scientific project / work / activity;

3. The study component is defined by the doctoral educational program, as well as by the regulations of the dissertation council of the relevant faculty and the doctoral program.
4. The educational component of the doctoral educational program includes the following educational activities: doctoral seminar, training course / module, assistant professor, internship, etc ..
5. The completed teaching and research components are a prerequisite for the defense of the dissertation.

Chapter III. Submission of a dissertation

Article 8. Dissertation

1. A dissertation is a scientific paper defended by a doctoral student in order to obtain an academic degree of Doctor.
2. The dissertation should reflect the substantiated results of the research and create new knowledge.
3. The dissertation on the Georgian language doctoral educational program must be submitted in Georgian language and the abbreviated version of the dissertation must be written in Georgian and English.
4. The issue of submitting dissertation in English language is decided by the Dissertation Board of the Faculty. In case of writing the dissertation in English, an abbreviated version of the dissertation must be submitted in Georgian.
5. The dissertation on the English language doctoral educational program and the abridged version of the dissertation must be done in English.
6. The abbreviated version of the dissertation should reflect all the components of the dissertation. The volume of the abridged version of the dissertation is determined by the regulations of the Faculty Dissertation Council and the doctoral program, as well as relevant instructions approved by the Faculty Dissertation Board.
7. The technical data instruction of the dissertation is developed by the Dean of the Faculty and approved by the Dissertation Board of the Faculty.

Article 9. Mechanism for Detection of Violation of Academic Conscience

1. For the sake of academic integrity, standards of academic ethics, ethical results of academic honesty and scientific research, basic rules and principles of creating a dissertation, as well as for the purpose of reviewing the dissertation of the dissertation architecture (volume, format, style and other technical data), prior to submission, with the consent of the supervisor, the electronic version of the dissertation will be submitted to the University Center for Doctoral Research Development (hereinafter referred to as the "Center").
2. The electronic version of the dissertation submitted to the Center must be accompanied by a doctoral student's statement that the dissertation does not contain elements of breach of academic good faith, is original, the opinions of other authors are indicated in the prescribed manner and ethical norms are observed when using research methods.

The Center is obliged to submit a written report to the Dissertation Board of the Faculty within 15 calendar days after the submission of the dissertation, which must reflect:

- a. Results of the dissertation verification by the electronic program for the observance of academic good faith, standards of academic ethics, academic honesty by the doctoral student
- b. The results of the verification of the basic rules and principles of creating a dissertation by a doctoral student, as well as the protection of the architecture (volume, format, style and other technical data) of the dissertation.

3. The Dissertation Board of the Faculty submits the written conclusion of the Center, within 3 calendar days after its receipt, to the PHD student supervisor, who evaluates the dissertation and the dissertation within 15 calendar days after receiving the conclusion and issues a written conclusion on the dissertation or public review of the dissertation.
4. In case of violation of academic integrity in the dissertation, the doctoral student's scientific supervisor submits a substantiated written report to the Faculty Dissertation Board and the doctoral student.
5. If necessary, the Dissertation Board of the Faculty, based on the written opinion of the PHD student, determines the composition of the Commission for Detection of Academic Dishonesty and the date of consideration of the issue of academic integrity of the doctoral student.
6. The Commission for Detecting Academic Conscientiousness shall consist of not less than 5 and not more than 7 members.
7. The doctoral student is informed in writing about the date of consideration of the issue of academic good faith. The doctoral student attends the discussion of the issue where he enjoys the right to speak. The doctoral student has the right to provide the Commission with the information and evidence available to him / her to defend his / her position.
8. The commission makes a reasoned decision, which is notified in writing to the Faculty Dissertation Council and the doctoral student.
9. In case of confirmation of violation of academic good faith in the submitted dissertation the Dissertation Board of the Faculty, in accordance with the legal acts of the University, makes a decision on whether or not to apply disciplinary liability to the doctoral student.

Article 10. Procedure for submitting a dissertation

1. The doctoral student submits 5 hard copies of the dissertation and its electronic version (in PDF format) to the Faculty Dissertation Board.
Along with the dissertation, the doctoral student must present:
 - a. Statement that the dissertation is the result of an independent research by a doctoral student and does not contain plagiarism / falsified data (Appendix 3);
 - b. Summary report of the work done by the doctoral student (Appendix 4);
 - c. Results of the dissertation research - a short version of the main provisions of the dissertation - in Georgian and English;
 - d. Supervisor's report on admission of the dissertation to public discussion (Appendix 5);
 - e. Certificate issued by the Faculty on the fulfillment of the requirements for the publication of scientific publications defined by the Faculty Dissertation Council and the doctoral regulations;
 - f. Certificate issued by the faculty on the completion of the study component, the accumulated credits and the completion of semesters;
 - g. A printout of the published scientific papers and / or a certificate issued by the editor (editorial board) on the scientific paper accepted for publication and a printed version of the paper.
2. The submitted documents are checked by the faculty.
3. After the submission of the dissertation materials, the chairperson of the dissertation council of the faculty shall proceed with the proceedings within 10 calendar days.
4. The dissertation board of the faculty and the regulations of the doctoral program may determine additional requirements related to the submission of the dissertation.

Article 11. Obligation to publish an international scientific publication

1. Before defending a dissertation, a doctoral student is required to publish at least two scientific publications reflecting the main results of the dissertation.
2. The doctoral student must publish peer-reviewed scientific publications in international journals (or conference papers) that have an ISSN code and have an International Editorial Board (or Scientific Committee) and which apply internationally and are open to international cooperation. At the same time, at least one of these two publications should be published in an international journal (or conference paper) indexed in Scopus, Web of Science, or ERIH PLUS databases.

Article 12. Reviewers of the dissertation

1. The Dissertation Board of the Faculty, for the purpose of reviewing the dissertation, on the basis of the motion of the head of the relevant educational program and the submission of the Chairman of the Dissertation Board, allocates at least two reviewers. In case of submission of a negative conclusion by one of the reviewers, a new reviewer is appointed.
2. The reviewer must have an academic degree of Doctor, research experience in the scientific field / specialty / direction related to the doctoral dissertation topic and relevant publications.
3. The reviewer is obliged to get acquainted with the dissertation thesis and submit the review to the faculty no later than 60 calendar days after the submission of the dissertation by the relevant faculty.
4. The reviewer shall submit a conclusion (review) in accordance with the established review form (Annex № 6).
5. In case of negative evaluation of the dissertation by two reviewers, by the decision of the Faculty Dissertation Board, the doctoral student will not be allowed to defend and will be allowed to work on the dissertation during the semesters determined by the Faculty Dissertation Board, but not more than 2 semesters.

Chapter IV. Defense of the dissertation

Article 13. Defense of the dissertation

1. The defense of the dissertation is public. Information about it is published on the website of the university (relevant faculty) at least one week before the defense of the dissertation.
2. The language of the dissertation is Georgian, and for the English language educational program - English.
3. The defense process envisages the presentation of the dissertation by the doctoral student, scientific discussion and the conclusion (evaluation) of the dissertation defense commission.
4. The protection regulations are determined by the regulations of the Faculty Dissertation Council and the doctoral program.

Article 14. Dissertation Defence Commission

1. For the purpose of defending each dissertation, the dissertation defense commission approved by the Dissertation Council of the Faculty consists of relevant professors, field, specialty professors, associate professors and assistant professors.
2. A member of the dissertation defense commission must have relevant publications in the scientific direction, field, specialty related to the doctoral student's dissertation topic.

3. At least one member of the Dissertation Protection Commission must be a representative of the relevant field / direction/ person from Georgia and / or from abroad, who does not hold an academic position at the University.
4. The members of the dissertation defense commission, in case of positive review of the dissertation, shall be notified of the dissertation submitted by the relevant faculty within 30 calendar days at the latest.
5. The dissertation defense commission elects the chairman and the secretary from among its members.
6. The dissertation defense commission must consist of at least 5 members.

Article 15. Authority and Rules of Procedure of the Dissertation Defence Commission

1. Dissertation Defence Commission:
 - a. Elects the chairman and secretary of the commission;
 - b. Selects the date of defense and submits it to the Faculty Board
 - c. Ensures the procedure for defending the dissertation;
 - d. Evaluates the dissertation in accordance with the current legislation and this Regulation.
2. The activities of the Dissertation Protection Commission shall be conducted in accordance with this Regulation.
3. The dissertation defense commission makes a decision at the session. The meeting is authorized to make a decision if it is attended by more than half of the total number of members.
4. The course of the session of the dissertation defense commission shall be reflected in the minutes, which shall be signed by the chairperson and the secretary of the commission.
5. The secretary of the dissertation protection commission ensures the organizational activities of the relevant commission:
 - a. Maintains the dissertation protection protocol (Appendix № 7);
 - b. Assists the Chairman of the Commission in resolving organizational issues;
 - c. Manages the case management of the commission;
 - d. Ensures the delivery of documentation produced by the Defense Commission to the Faculty Dissertation Board.

Article 16. Evaluation of the dissertation

1. The dissertation is evaluated by the members of the dissertation protection commission in a confidential, scoring system.
For the final evaluation of the dissertation, the dissertation defense commission issues the arithmetic mean of the points, which is assigned the evaluation according to the following system:
 - a. Excellent (summacumlaude) – Excellentwork - work - 91-100 points of evaluation;
 - b. Very good (magnacumlaude) – A result that exceeds the requirements in every way- 81-90 points for maximum grade;
 - c. Good (cumlaude) – A result that exceeds the requirements- 71-80 points for maximum grade;
 - d. Medium (bene) – An intermediate level work that meets the basic requirements - 61-70 points for maximum grade;
 - e. Satisfactory (rite) – The result, which, despite the shortcomings, still meets the requirements - 51-60 points for maximum grade;

- f. Unsatisfactory (insufficient) – Unsatisfactory level of work that fails to meet the requirements due to significant deficiencies in it- 41-50 points for maximum grade;
 - g. Completely unsatisfactory (subomnicane) –A result that does not fully meet the requirements - a maximum score of 40 or less.
2. In case of receiving the assessment provided for in sub-paragraphs “a” - “e” of paragraph 2 of this Article, the doctoral student shall be awarded the academic degree of Doctor.
 3. In case of receiving the assessment provided for in subparagraph (f) of this Article, the doctoral student shall be entitled to submit a revised dissertation within one year.
 4. In case of receiving the assessment provided for in paragraph 2 (g) of this Article, the doctoral student loses the right to submit the same dissertation.
 5. The chairperson of the dissertation defense commission orally informs the doctoral student about the commission's conclusion (evaluation).
 6. The dissertation defense documentation will be submitted to the Faculty Dissertation Board within 10 working days after the evaluation.
 7. The dissertation defense documentation before the meeting of the Faculty Dissertation Board, at which the issue of awarding the doctoral degree to the doctoral student will be raised, should be available for all members of the Faculty Dissertation Board.

Article 17 - Appeal against a decision made by the Commission (Appeal)

1. If the doctoral student does not agree with the final evaluation of the dissertation defense commission or considers that the procedural norms provided by the dissertation defense regulations have been violated, he / she has the right to submit a written appeal to the Dissertation Dissertation Board Decision.
The doctoral student's complaint must be substantiated. It must clearly state the subject matter of the appeal and the arguments of the appellant. However, the subject of appeal may be:
 - a. The final evaluation of the dissertation defense commission, which includes the evaluation of both the written component of the dissertation (substantive side of the dissertation) and the oral component (public presentation of the dissertation and the doctoral student's scientific dispute), it is inadmissible to appeal against the evaluation of only the oral component of the dissertation (public presentation of the dissertation and doctoral student scientific dispute);
 - b. Violation of the procedural norms provided by the dissertation protection regulations.
2. If necessary, on the basis of a substantiated complaint of the doctoral student, the Dissertation Council of the Faculty, upon the recommendation of the Chairman of the Dissertation Council, determines the composition of the Appeals Commission.
3. The Appeals Commission shall consist of a Doctor of the relevant field (direction, specialty) or professors with an equivalent academic degree, associate professors and assistant professors. The Appeals Commission must consist of at least 5 members.
4. A member of the Appeals Commission must have relevant publications in the scientific field (field, specialty) related to the doctoral dissertation topic.
5. At least one member of the Appeals Commission must be a representative of the relevant field (direction, specialty) from Georgia and / or abroad, who does not hold an academic position at the University.
6. The Appeals Commission elects a chairman and a secretary from among its members.
7. The members of the Appeals Commission individually evaluate the content of the dissertation in accordance with the criteria defined by the relevant doctoral education program, within 15 calendar days after receiving

the dissertation.

8. For the final evaluation of the content of the dissertation, the Secretary of the Appeals Commission shall issue the arithmetic mean of the points (the sum of the points obtained by the number of members of the commission divided).
9. If the final evaluation of the content of the dissertation by the members of the Appeals Commission, according to the evaluation system, exceeds the evaluation of the dissertation defense commission, the decision of the dissertation board appoints an oral component (date of public presentation of the paper and doctoral dissertation).
10. The members of the Appeals Commission individually evaluate the public presentation of the dissertation and the doctoral student's participation in the scientific debate, in accordance with the criteria defined by the relevant doctoral educational program.
11. For the final evaluation of the public presentation of the paper and the participation of the doctoral student in the scientific debate, the Secretary of the Appeals Commission draws the arithmetic mean of the points (the sum of the points obtained by the number of members of the commission divided).
12. The final evaluation of the dissertation is the sum of the final evaluation of the content of the dissertation and the final evaluation of the public presentation of the dissertation and the doctoral student's participation in the scientific debate.
13. If the final evaluation of the content of the dissertation by the members of the Appeals Commission, according to the evaluation system, does not exceed the evaluation of the dissertation defense commission, the oral component (public presentation of the paper and the doctoral student's scientific argument) will not be re-evaluated. According to the final assessment of the Labor Protection Commission.
14. If the doctoral student's complaint concerns violations of the procedural norms of the dissertation protection regulations, the dissertation board of the faculty will hear the arguments of both the doctoral student and the chairperson, secretary, members of the dissertation protection commission and, if there are sufficient grounds, decide about the establishment of a new commission for the defense of the dissertation.

Chapter V. Awarding an Academic Degree

Article 18. Assignment of quality

1. Upon completion of the doctoral education program and the defense of the dissertation, the doctoral student is awarded an academic degree, the title of which must be determined in accordance with the classifier of the fields of study.
2. The doctoral student is awarded the academic degree of Doctor by the Faculty Dissertation Council in compliance with the requirements of the Faculty Dissertation Council and the doctoral regulations.
3. The Dissertation Board of the Faculty reviews the positive decision (evaluation) of the Dissertation Protection Commission within no more than 30 calendar days after receiving the evaluation.
4. Awarding the academic degree of Doctor by the Faculty Dissertation Board is considered legal if at least half of the members of the Board were present at the Board and more than half of the members present at the meeting of the Faculty Dissertation Board voted for the award of the academic degree. The Secretary of the Dissertation Protection Commission must attend the meeting of the Board.
5. At the meeting of the Dissertation Council of the Faculty, the Secretary of the Dissertation Protection Commission informs the members of the Dissertation Council about the progress of the dissertation evaluation

and defense procedure. Voting must be open for each doctoral student when deciding to award a doctoral degree.

6. The minutes of the meeting of the Faculty Dissertation Council reflecting the procedure for awarding the academic degree of Doctor and the documents of the dissertation defense shall be kept at the faculty for 3 years after the award of the academic degree of Doctor and then transferred to the University archives.

Article 19. Diploma certifying the academic degree of Doctor

1. The academic degree / qualification of the doctor is confirmed by a diploma signed by the Rector of the University and the Dean of the Faculty and certified by the University seal, with a standard appendix.
2. Prior to the issuance of the diploma, the doctoral student may be given a certificate of academic degree.

Article 20. Obligation to publish a dissertation

The faculty is obliged to submit one printed copy of the dissertation and its electronic version to the University Library, the National Library of the Parliament of Georgia, as well as the National Scientific Library within one month after being awarded the academic degree of Doctor.

Article 21. Transitional Provisions

1. The minimum standard for doctoral studies will come into force on March 1, 2021.
2. The requirements provided for in paragraph 2 of Article 11 of the Minimum Doctoral Standard shall apply to doctoral students enrolled in the 2021-2022 academic year, as well as to doctoral students enrolled in relevant doctoral educational programs who have not completed the educational component of the educational program by September 1, 2021.

Appendix №1

To: Rector of the East European University,

From -----

(Name, Surname, Personal ID)

Address: -----

Phone: ----- (home, mobile)

Email: -----

Reference

I want to continue my studies at Eastern European University, Doctorate ----- program, at
the Faculty of -----

Please allow me to take an English language test / get a certificate (if any).

Applicant:

----- 20--- year

Definition of English language proficiency at B2 level

According to ALTE (Association of Language Testers in Europe) (www.alte.org) and CEFRL (Common European Framework of Reference for Languages) (www.language-testing.com)

ALTEB2 - Third Level (Academic Field)

The third level is considered to be the average level of language proficiency. At this level the person is already able to master the basic structure of the language and apply communication strategies appropriate to different situations. He/she possesses a wide vocabulary. When listening and reading, he/she goes beyond understanding individual points of factual information, can distinguish between primary and secondary issues, the general subject of the text and specific details. When writing different types of text, he/she can formulate an argument, as well as describe and narrate events. At this level the person, at some extent can freely use language in a variety of contexts. He/she has more developed flexibility and ability to be able to respond to unexpected situations and relies less on immutable units and short phrases. He/she already understands well how to follow the norms of politeness that are linguistically defined and how to speak in an official environment. At B2 level, the language proficient should be able to use the language in official, secretarial and managerial positions and in some areas, especially in tourism.

Qualitative aspects of language use according to B2 are as follows:

Range	Has sufficient vocabulary to be able to express a point of view intelligibly and concisely, with complex syntactic constructions, without interruption (word search).
Accuracy	Reveals a fairly high level of grammar knowledge, does not make mistakes that lead to misunderstandings and corrects most of his/her own mistakes.
Communication	Able to speak at a moderate pace, slight delays in "selecting" expressions and rarely long pauses are allowed.
Interaction	Can initiate discussion, follow sequence, and end conversation when deemed necessary, although may make mistakes in the process. Can initiate and lead discussions on familiar issues, etc.
Cohesion	Can use a limited number of cohesive tools and form an understandable, coherent discourse, although some errors are allowed.

Listening

Can understand standard spoken language, live or broadcast, on both familiar and unfamiliar topics normally encountered in personal, social, academic or vocational life. Only extreme background noise, inadequate discourse structure and/or idiomatic usage influence the ability to understand.

Can understand the lecture on a topic familiar to him / her, as well as the basic essence of the content and linguistically difficult report provided the subject matter is familiar familiar to him / her.

Can understand the main content of TV / radio programs on current events. The learner can understand a statement uttered at a normal pace on abstract topics.

Reading

The student is able to understand the main idea of complex texts created on specific and abstract topics; Can read independently, change and adapt the reading style and tempo to the type of text and the purpose of the reading, select and use the appropriate verification sources correctly. Has a wide and active vocabulary, but may have trouble decoding rarely used idioms. Can read and comprehend the basic meaning of correspondence related to their own interests or specialty; Quickly identify the content

and significance of the news; Can understand the essence of long, complex instructions within his/her specialty, in some cases, it may be necessary to re-read difficult passages or use a dictionary; Can search for information, perceive the basic meaning of specific sources of their specialty; Can understand the meaning of scientific articles from other directions of science based on the dictionary and to confirm his own interpretation of terminology; Can read articles and reports that express the author's opinion on a particular contemporary problem.

Speech

The student has the ability to come into contact spontaneously and freely, so that the conversation with the foreign speaker can be mutually good without much effort. The student has the ability to understand and talk in a wide range of topics, to express his / her position on a topical issue and to explain various opportunities, priorities and shortcomings. The student may make minor mistakes in constructing the sentence, which he/she can eliminate himself/herself.

Writing

The student can write a letter, an essay in which he/she outlines his/her personal attitude towards the events and describes his/her personal experience. Can create comprehensible, detailed information, structured text on a topic of interest to him/her, deliver information or substantiate his/her positive or negative point of view about a certain problem. The student can evaluate information and arguments from different sources and write a text through their **synthesis**.

List of B2 level relevant certifications and scores

English language	TOEFL Paper	TOEFL CBT	TOEFL IBT	IELTS	FCE	CERTUS
	513 - 547	183 - 210	65 - 78	5.5 – 6.5	161 -180	72 -88,25

Certificate of proficiency in English B2 (ALTE/CEFR) level (fixed-term/indefinite) exempts the candidate from the English language test. Recognition of the certificate and exemption from the examination is carried out by the University Quality Assurance Service.

Candidates who have completed a master's or doctoral degree in English in the last 2 years are also exempted from the English language test. The relevant procedure is provided and decided by the University Quality Assurance Service.

Definition of English language proficiency at C1 level

According to ALTE (Association of Language Testers in Europe) (www.alte.org) and CEFRL (Common European Framework of Reference for Languages) (www.language-testing.com)

C1 General description

C1 level corresponds to the highest level of language proficiency and implies the effective solution of complex tasks related to work and study. In more details, according to CEFRL, level C1 means:

Understand and comprehend large, complex texts, decode in-depth, implicit information. Spontaneous and forceful expression of thought, selection of appropriate expression for the context without noticeable delay. Effective use of language for social, academic and professional purposes. Ability to create easy-to-understand, well-structured, detailed text on complex topics based on correct and adequate text organizing units, links, and cohesive tools.

Listening

The student can understand extensive conversation on abstract, complex, less familiar topics, although it may be necessary to clarify certain details, especially if the speaker's focus is less familiar to him or her; The student possesses a large number of idiomatic and colloquial expressions and senses the variability of the register. Can translate and understand complex technical information, complex and large-scale fiction or non-fiction texts and their stylistic features; As well as understanding specific information from announcements made in public despite noise and poor hearing; Almost free understanding of the small nuances of TV and radio programs / various programs / movies even in the conditions of non-standard use of language. The learner can easily understand difficult reasoning during a group discussion / discussion, even when the topic is unfamiliar to him / her. The student can understand texts of different types and contents, including those that are spoken in a non-literary language or contain foreign terminology.

Reading

The student can understand in detail the large volume and complex fiction or non-fiction text / extensive instruction regardless of whether they belong to his / her field of interest / professional activity. In some cases it is necessary to re-read difficult sections or to use a dictionary. The student is able to understand and correctly interpret the linguistic unit generated as a result of written communication of all styles (including archaic forms). Also, can understand extensively, complex text on social, professional and general scientific problems; In particular, to perceive the hidden and explicit nuances of interdependencies and views.

Speech

The student can express his / her opinion freely, unprepared, without any extra effort. He/she possesses a variety of lexical means, which allows him/her to explain the word graphically or replace it with its definition / synonym, to use various humorous and stylistic methods effectively; Sometimes difficult topics can get in the way of directing the conversation to the appropriate level. The student is able to critically analyze specific provisions; Conversation / presentation / report based on adequate examples and reasoning for different developments in this provision; Presentation on a difficult topic. Can answer questions briefly and freely and act adequately even if he / she is

interrupted; Can also lead to dialogue. He / she constantly adheres to grammatical norms appropriate for the level of grammatical accuracy; Rarely makes mistakes, and in the case of a mistake, corrects it quickly. He / she can also use the right accent and intonation to maintain content accuracy.

Writing

The student is able to write a well-structured, organized, clearly worded text using a different, level-appropriate language or context-appropriate style and register, using examples and arguments. The student can also clearly and accurately express his / her opinion in informal style / register texts or personal letters, correctly select and use linguistic material to convey different moods, emotions and hints. Minor inaccuracies are allowed.

List of C1 level relevant certifications and scores

English Language	TOEFL Paper	TOEFL CBT	TOEFL IBT	IELTS	CAE	CERTUS
	590 - 637	243 - 270	82 - 90	7 - 8	181-200	88,25-100

Certificates of English language proficiency at C1 (ALTE / CEFR) level (term / indefinite) exempt the candidate from the examination in the relevant language. Recognition of the certificate and exemption from the examination is carried out by the Quality Assurance Service of the University.

Candidates who have completed a master's or doctoral degree in English in the last 2 years are also exempt from the English language test. The relevant procedure is provided and the decision is made by the Faculty Quality Assurance Service.

Appendix №3

To: the Chairman of Dissertation Council

(Name, Surname)

Faculty -----

of East European University

From: PhD Student

(Name, Surname)

Doctoral Program -----

Reference

Please accept my dissertation (thesis) "-----
-----" for review.

Please be informed that my dissertation is the result of an independent study, all the sources used in the paper are properly cited and it does not contain plagiarism / falsified data.

Signature:-----

Date:-----

Summarized report**On Work performed by**

PhD student ----- of
 ----- Doctoral Program of
 ----- Faculty of
 East European University

General Information

Date and order of enrollment in the doctoral program	
Title of the dissertation (with reference to the change of topic; if any)	
Coordinator of Doctoral Program (Name, Surname, Academic, Scientific Position)	
Coordinator of the dissertation (name, surname, academic / scientific position; with information about the change of supervisor, if any)	
Supervisor (s) (name, surname, academic, scientific position) (if any)	
Scientific Advisor (Name, Surname, Academic, Scientific Position) (if any)	

Learning Component

N	Learning component	Academic year / semester	Credits	Assessment
1				
2				
3				
4				
5				

Scientific component**1. Information on the scientific component** (if any):

s)

N	Scientific component	Academic year / semester
1		
2		
3		

2. Local and international scientific cooperation and relevance of the doctoral student's visit abroad to the research topic (if any).

(Describe local and international cooperation within the research component. Research visit / internship for research purposes (if any): Indicate the name and country of the receiving institute / research center, name, surname, scientific degree and role of scientific advisor during the business trip / internship in achieving goals. Recommended number of words - 400 words).

3. Participate in local and international scientific events (forums, conferences, seminars, workshops, etc.) (if any).

N	Science Forum (Date and place)	Title of the presentation	Email
1			
2			

4. Published publications related to the dissertation topic

N	Author (s) (Indicating all co-authors; highlight the surname of the PhD student in bold)	Type of publication (monograph, peer- reviewed article in international, foreign, local journal, conference materials(Proceedings), etc.)	Title of the publication (name of the journal / publisher, type / volume, pages, e-mail address of the publication (if any))	Year of publication
1				
2				

Abstract of the dissertation

The abstract should be accompanied by the author's name, the title of the paper (in Georgian and English).

The text of the abstract should not exceed 500 words.

Number of keywords: 5 words.

1. Relevance of the dissertation topic, research novelty and innovation

(Brief overview of the topic; justification of why the topic is important and relevant; description of scientific research / innovative approaches);

2. Aim / goals and objectives of the research

(Describe the goals and objectives of the research; list and briefly describe the tasks to be performed to achieve the final goal with reference to the results);

3. The structure of the scientific paper and research methodology

(Description of the research structure; substantiation of the research methodology and relevance to the purpose / objectives of the topic);

4. The scientific value and potential practical significance of the research results

(Justify what challenges the research focuses on, the significance of the research results for the country, region or world, and the potential impact on the industry and the wider community).

Conclusion of the scientific supervisor on

Dissertation "----- of
PhD Student ----- of
----- Doctoral Program of
----- Faculty of
East European University

1. The supervisor of the PhD student should evaluate the achieved results of learning and research – based on learning and research components, as well as scientific research visit / internship (if any) for research purposes, participation in local and international scientific events (forums, conferences, seminars, workshops, etc.) (if any) and published publications related to the dissertation topic (recommended number of words - 400 words).
2. The significance and relevance of the dissertation, the novelty and innovation of the research, the scientific value of the research results and / or the potential practical applicability of the research results must be confirmed. Information on plagiarism / falsified data (recommended number of words - 800 words).

Scientific supervisor:

Signature:

Date:

Review of

Dissertation "----- of
PhD Student ----- of
----- Doctoral Program of
----- Faculty of
East European University

The reviewer should evaluate the dissertation with the following criteria:

1. Structure of the dissertation;
2. Relevance of the dissertation, research novelty and innovation, problem formulation;
3. Aims / goals and objectives of the research;
4. Research methodology;
5. The scientific value of the research results and / or the potential practical applicability of the research results;
6. Information on plagiarism / falsified data.

The structure of the review may include the following points:

1. Assess the formal side of the paper

- 1.1. Technical data of the work
- 1.2. Composition of the work
- 1.3. Linguistic and stylistic formulation of the work
- 1.4. Diagrams, tabs, matrices
- 1.5. Citation format

2. Evaluate the content of the paper

- 2.1. Problem setting
- 2.2. Literature evaluation
- 2.3. Evaluation of individual components of the work
- 2.4. Research methodology, results of the research part
- 2.5. Practical significance of the work

3. Issues that require further clarification

4. Summary assessment

The reviewer makes a recommendation both for the defense of the dissertation and for the recommendation that the dissertation does not meet the defense criteria

Eastern European University----- Faculty

„-----“ PHD student in the doctoral education program-----
(name surname)

Protocol of the Dissertation Protection Commission №-----

Date, Tbilisi

1. Attending the session (indication of the members of the dissertation protection commission, evaluators and scientific supervisor / supervisors (surname, name; institution, academic / scientific position).
2. Formulation of the agenda (-----Faculty „-----“ PHD student in the doctoral education program -----
- (Name, surname) defense of the dissertation (title);
3. Voting to approve the agenda of the dissertation defense commission (indicate the number of supporting members).
4. Decision of the Dissertation Defense Commission on the approval of the agenda (indicate the number of supporting members);
5. Information about the doctoral student (regulations - no more than 10 minutes, to be submitted by the secretary of the commission).
6. Submission of the dissertation by the doctoral student (regulations - no more than 30 minutes; the doctoral student's speech is attached to the protocol).
7. Conclusion of the first reviewer (review) (regulations - no more than 15 minutes; review attached to the protocol);
8. Doctoral student's response to the first reviewer's report (regulations) (regulations - no more than 15 minutes; doctoral student's response is attached to the minutes; the discussion should be described in the minutes);
9. Conclusion of the second reviewer (review) (regulations - no more than 15 minutes; review attached to the protocol);
10. Doctoral student's response to the second reviewer's report (review) (regulations - no more than 15 minutes; doctoral student's response is attached to the protocol; the discussion should be described in the protocol);
11. Third Reviewer's Opinion (Review) (Regulations - no more than 15 minutes; review attached to the protocol);
12. Doctoral student's response to the conclusion (review) of the third grade reviewer (regulations - no more than 15 minutes; doctoral student's response is attached to the protocol; the discussion should be described in the protocol);
13. Scientific discussion (regulations of each speaker - no more than 5 minutes; doctoral student's answer - no more than 5 minutes; members of the dissertation defense commission members, representatives of the attending public and the doctoral student should describe the questions and answers in the protocol).

14. Speech of the scientific supervisor / supervisors (protocol of the scientific supervisor is attached to the protocol; regulations - no more than 10 minutes).

15. Speech of the doctoral student (regulations - no more than 5 minutes).

16. Dissertation evaluation procedure (evaluation of the dissertation at a closed session by the Dissertation Defense Commission; announcement of the final decision on the evaluation of the dissertation).

The protocol is signed by the Chairman of the Dissertation Defense Commission and the Secretary of the Dissertation Protection Commission.