

NPLE – New Vision University Dissertation Board Regulation

1. General Provisions

1. The Dissertation Board is the body, consisting of the academic staff of the NVU, ensuring the implementation of PhD programme and awarding PhD degrees commensurate to this Regulation.
2. The Dissertation Board consists of the NVU academic staff of respective school having PhD degree.
3. The chairperson of the Dissertation Board is elected on the basis of rotation principle at a Board session, by the attending Board members. The chairperson is required to provide for chairing of the session and drawing up the minutes.
4. The right to convene a session is enjoyed by any Board member, and this right is to be exercised at least 24 hours prior to the session. The respective Board member is required to supplement the invitation with session draft agenda. The agenda is to be approved and the amendments are to be made thereto directly at the session, after the election of the chairperson.
5. A session is plenipotentiary if half of the members thereof participate in decision-making.
6. The Dissertation Board makes decisions unanimously, on the basis of consensus.

2. Powers of the Dissertation Board

The Dissertation Board:

- a) Makes decisions on meeting the enrolment requirements by an applicant for a PhD programme;
- b) Approves or amends the title of doctoral thesis;
- c) Awards a *PhD* degree;
- d) Makes a decision on termination of a PhD student's status or cancellation of a PhD degree due to violation of the rules of academic integrity;
- e) Discharges the other powers related to dissertation procedures.

3. Enrolment for a PhD Programme

1. The right to enrol for a PhD programme is enjoyed by a Master or a person having equalised thereto academic degree.
2. An applicant for a PhD programme files an application with the Dissertation Board specifying the potential title of doctoral thesis, its structure and desirable thesis- supervisor.
3. A supervisor of a PhD student can be a NVU professor having a PhD degree and a co-supervisor – also the other University Professor.
4. The enrolment preconditions are as follows:
 - a) Consent of the Supervisor.
 - b) Submission of language proficiency document, certifying by a resolution of the Academic Board at least Level B2 English or other European (German, French) language proficiency or successful sitting of a university foreign language examination;
5. A person gets enrolled for a PhD programme on the basis of an Academic Board resolution made against the submission of the Dissertation Board.

4. Educational Programme and Conduct of Dissertation Procedures

1. A PhD programme is a 180-credit programme, consisting of learning and research modules and is completed through defending a doctoral thesis.
2. A doctoral thesis is the outcome of an independent research, is innovative and contributes to science development. It is drafted and defended in the Georgian or English languages. The recommended minimal word length of the thesis is 40 000 words.
3. The Dissertation Board should be provided with 2 printed and bound copies and 1 electronic copy of doctoral thesis. The doctoral thesis is to be supplemented by the statement of a PhD student that the manuscript is drafted thereby and all the sources, used in the thesis, are duly cited.
4. The admission preconditions for the defence of a doctoral thesis are as follows:
 - a) taking the learning and research components of the educational programme;
 - b) supervisor's recommendation on the admission of thesis for public discussion;
 - c) positive evaluation (the evaluations should be more than 50% of 60 grades, each) of two evaluators, appointed by the Dissertation Board.
5. An evaluator can be a professor of any university having a PhD degree. An evaluator is supposed to provide the Dissertation Board with his/her opinion within a period of 2 months containing one of the following decisions:
 - a) on positive evaluation of doctoral thesis and admission for the defence thereof;
 - b) on returning the thesis to the PhD student for the amendment thereof;
 - c) on negative evaluation of doctoral thesis and non-admission for the defence thereof.
6. In the case of returning doctoral thesis to a PhD student, the thesis should be presented anew within a period of 1 year; otherwise the PhD student will not be admitted to thesis defence.
7. When the evaluations of the evaluators are essentially different (there are both positive and negative evaluations or, in the case of two positive evaluations, the difference between the evaluations is more than 15 grades), a third evaluator is to be appointed. The evaluation should be more than 50% of 60 grades.
8. In the case of admission for defence the Dissertation Board specifies the date, time and place of defence. The PhD student is given, at least, 1 month period from the date of notification until the date of defence.
9. The doctoral thesis, evaluations and case proceeding materials should be maintained in the Dissertation Board archives.

5. Defence of Doctoral Thesis

1. In the case of admission for the defence of doctoral thesis the Dissertation Board appoints a dissertation commission consisting of, at least, three members, including the evaluators. The academic supervisor of the PhD also participates in the activities of the commission, enjoying the deliberative voting right.
2. The dissertation commission is chaired by an acting professor or an Emeritus of the University, other than the academic supervisor of the PhD student.
3. The defence of doctoral thesis is public and includes:
 - a) presentation of doctoral thesis by the PhD student, taking maximum 30 minutes;

- b) questions and discussion, taking maximum 80 minutes;
 - c) 10-minute final speech of the PhD student.
4. The dissertation commission makes a decision at its closed session on the basis of consensus, directly after the defence.
 5. The flow of defence procedure and outcomes is recorded in minutes. The drawing up of the minutes is ensured by the dissertation commission.

6. Evaluation of Doctoral Thesis Defence and Formation of Final Evaluation

1. The doctoral thesis defence is evaluated independently from the evaluation of doctoral thesis. The flow of defence procedure and outcomes are recorded in minutes. The drawing up of the minutes is ensured by the dissertation commission. The defence evaluation should amount to, at least 50% of 40 grades. Respectively evaluation of doctoral thesis accounts for 3/5 of final evaluation and defence evaluation – for 2/5.
2. The chairperson of the dissertation commission publicly announces the defence evaluation and final evaluation upon the completion of the session.
3. A doctoral thesis is not regarded as defended whenever the final evaluation is “Insufficient” (41-50 grades - *insufficienter*) or “Totally insufficient” (less than 41 grades - *sub omni canone*).
4. The doctoral thesis is regarded as defended, when the final evaluation is:
 - 91-100 grades - Excellent (*summa cum laude*);
 - 81-90 grades – Very Good (*magna cum laude*);
 - 71-80 grades – Good (*cum laude*);
 - 61-70 grades - Satisfactory (*bene*); or
 - 51-60 grades - Sufficient (*rite*).
5. When doctoral thesis is evaluated as “Insufficient” (41-50 grades) the thesis can be repeatedly submitted and/or defended during the following one year. A PhD student’s application regarding the repeated defence is to be filed with the Dissertation Board.

7. Publication of Doctoral Thesis and Qualification Diploma

1. The defended doctoral thesis is submitted to NVU publishing house for publication purposes.
2. The publication charges are borne by the NVU.
3. After the defence and publication of doctoral thesis the person is awarded PhD degree and given the qualification diploma.

8. Awarding Honorary Degree

For particular achievements in the development of science a person may be awarded a *Doctor honoris causa* (Honorary degree) by the decision of the Dissertation Board.