

**NATIONAL UNIVERSITY OF PUBLIC SERVICE
FACULTY OF POLITICAL SCIENCES AND PUBLIC ADMINISTRATION**

SERVING THE COUNTRY

**THE TRAINING PLAN OF THE
DOCTORAL SCHOOL OF PUBLIC
ADMINISTRATION SCIENCES**

2016

1. THE OBJECTIVES, RESEARCH FIELDS, AND TYPES OF TRAINING AT THE DOCTORAL SCHOOL OF PUBLIC ADMINISTRATION SCIENCES

1.1 The objectives of the Doctoral School of Public Administration Sciences

The Doctoral School of Public Administration Sciences (hereinafter: DSPAS) was established in the field of science of public administration science in the discipline of social sciences.

The training at the DSPAS is aimed at the preparation of doctoral students conducting scientific research in the field of public administration, in order to obtain their scientific degrees (PhD).

The training plan of the DSPAS is built on the master's programmes comprising a coherent system with them. The structure of the academic subjects taught in the framework of master's training at the Faculty of Political Sciences and Public Administration of the National University of Public Service covers public administration science as a branch of science, and contains subjects on which the training plan of the Doctoral School can be sufficiently based. The training plan of the DSPAS takes into consideration the training and scientific portfolio of the unified Master's training programme of Political Sciences to be launched in 2017.

The registration data of the DSPAS:

Identification Number: 217.

Institution: National University of Public Service

Branch of science: social sciences,

Discipline of science: public administration sciences

Qualification to obtain: doctoral degree ISCED6

First academic year of the announcement of the programme: 1st semester, academic year 2013-14

The doctoral training at the DSPAS is built on the following master's programmes:

public administration master's programme

Number of HAC: MAB2016/7XV/12

Number of Education Authority Resolution: FNYF/1330-11/2016

Name of master's programme: Public Administration

Head of programme: Prof. András Patyi PhD

Specialisations:

Public-administration – head of specialisation: Prof. György Kiss, DSc

Public-administration management – head of specialisation: Associate Professor Zoltán Hazafi, PhD

European and international studies – head of specialisation: Associate Professor Tamás Kaiser, PhD

1.2 The research fields of the DSPAS

The DSPAS prepares doctoral students for obtaining scientific degree in the following research fields:

- a) History of state and public administration
- b) Jurisprudence
- c) Public administration management and sociology
- d) Economics
- e) Political sciences and governance
- f) International and European studies
- g) Human resources in public administration

The research topics are announced annually by the Doctoral School and the doctoral students have an opportunity to choose the theme of their doctoral dissertation on the basis of this list. Moreover, with the approval of the Doctoral School Council individual research themes can also be taken.

The research fields of the DSPAS include all areas of political sciences and public administration. Accordingly, the training covers theory of the state, doctrine of the state, constitutional law, problems of governance, material and procedural law of public administration, organisation of public administration, research fields relating to municipalities, public finance, and the national and international relations between state and public administration.

In line with the basic principle of interoperability outlined in Act XXXVI of 2011 on the establishment of the University, which requires the coordinated training and education within public administration for the personnel of law enforcement, civil administration, national defence, and national security, the DSPAS relies on the master's training by and the work of other faculties of the university.

1.3 The Doctoral School conducts training in the following forms:

- organised training programmes:

- full-time (funded by state scholarship or individually through tuition fee)
- part-time (funded individually through tuition fee)
- individual (funded individually through tuition fee)

The DSPAS allows individual preparation (without training, self-financed) as well.

1.4 The language of training

The language of training is Hungarian, in the case of some academic subjects it is English, German, French, or Russian.

2. CREDIT ALLOCATION, TRAINING REQUIREMENTS

2.1 General training requirements

In the framework of organised training a minimum of 240 credits are to be obtained by the end of the eighth semester in accordance with the following:

- fulfilling academic requirements: at least **50 credits**;
- scientific research work: at least **170 credits**;
- teaching tasks (study classes): not more than **20 credits**.

If a doctoral student wishes to obtain more credits than those determined as minimum credit in the requirements, he/she may do so without paying a fee unless the number of credits exceeds 10% of the credits in that individual training area. The fees to pay in the case of exceeding the limit are detailed in the Study and Examination Regulations.

The doctoral training consists of two phases built on each other. During the eight semesters of training an average of 30 credits (+/-3) are to be obtained in each semester. The credit requirements of the training are identical for both full-time and part-time students. Doctoral students doing individual training shall obtain 240 credits in accordance with their own training plan.

2.2 Fulfilling the training requirements

a) In the first semester of the training all doctoral students conducting organised training at the DSPAS – including those doing individual training – must sign up for the academic subjects listed below:

- **The notion, object, and components of political sciences (5 credits)**
- **The fundamentals, theory, and methodology of scientific research work (4 credits)**

The students' achievements in both academic subjects are individually assessed. The results of the assessment may be:

- excellent;
- satisfactory;
- fail.

The successful fulfilment of the requirements is a pre-condition of further studies.

b) In the second semester of the training all doctoral students conducting organised training at the DSPAS must sign up for the academic subjects listed below:

- **The theory and science of public administration (5 credits)**
- **Methodology of research in the field of state and of public administration (4 credits)**

The students' achievements in both academic subjects are individually assessed. The results of the assessment may be:

excellent;
satisfactory;
fail.

The successful fulfilment of the requirements is a pre-condition of further studies.

c) In the first and second semesters of the training all doctoral students conducting organised training at the DSPAS – except for those doing individual training – must sign up for at least four academic subjects in each semester which are in connection with their research fields besides the academic subjects listed in points a) and b) above.

d) In the third and fourth semesters of the training all doctoral students conducting organised training at the DSPAS – except for those doing individual training – must sign up for at least two research seminars each semester.

e) In the first four semesters of the training all doctoral students conducting organised training at the DSPAS must sign up for at least 12 academic subjects which are in connection with their research fields.

2.3 Conducting research work

a) Through scientific research work a doctoral student is obliged to obtain a minimum of 3 and a maximum of 29 credits in each semester during the first four semesters, while in the second four semesters a minimum of 22 and a maximum of 29 credits must be obtained in each semester. Thus during the entire duration of the training the 170 credits determined in the training requirements must be obtained.

b) An annotated bibliography in the framework of „The fundamentals, theory, and methodology of scientific research work” in the first semester and in that of „Methods of research in the field of state and of public administration” may be regarded as a scientific activity for which 5 credits may be awarded either time.

c) A scientific publication is the result of scientific research work. In accordance with the DSPAS principles a scientific publication is an article which:

- is published in domestic or international journals classified by any committee of Section IX of the HAS (categories A, B, C, or D);
- has a minimum length of 0.5 author’s sheet (20,000 characters with space);
- is published as a poster, a conference contribution, or other types of supplementary paper consisting of a minimum of 0.25 author’s sheet (10,000 characters with space).

If the paper was not published in a journal classified by Section IX of the Hungarian Academy of Sciences, the qualification is done by the Doctoral School Council upon the proposal of the doctoral student.

To the submitted but unpublished paper an authentic editor’s declaration is to be attached on its prospective publication. A submitted but unassessed paper, or one which is recommended for a recast, is to be regarded as a non-peer-reviewed paper. Credits may be obtained only through published papers or ones officially accepted for publication. With regard to degree procedure, credits may be obtained only for papers published before the degree procedure is launched.

In the case of a co-authored paper a co-author's declaration is to be attached including the proportion of involvement. Credits are to be awarded on the basis of involvement proportion. A paper written in cooperation with the consultant is not regarded as a co-authored publication from the aspects of obtaining credits.

Scientific activities shall be verified by the consultant through awarding credits every semester. To the consultant's report verifying scientific activities the access to the published papers in the Hungarian Scientific Works Database is to be attached. Credits for one publication or one scientific activity may be awarded only once during the entire training period.

Publication requirements a doctoral student must meet:

- a minimum of four papers, presenting the student's research findings during the training period, written by the student, published in peer-reviewed journals;
- of the four papers the proportion of co-authored ones should not exceed 25% of all papers;
- during the training period a doctoral student must have minimum one paper published in a foreign journal, or two papers written in a foreign language and published in a domestic journal.

Without fulfilling the above requirements a doctoral student shall not be issued a pre-degree certificate.

2.4. Meeting the training requirements

Teaching can be chosen in higher education institutions as an optional – not compulsory – way of obtaining credits. A doctoral student who does not wish to conduct teaching activities may obtain the 20 teaching credits through research or study activities.

All doctoral students registered for organised training at the Doctoral School of Public Administration are obliged to prepare their academic training programme for a 15-week-long semester, covering their doctoral research topic.

A doctoral student who wishes to obtain credits through teaching activities is to sign up for academic subject "Teaching" in the given semester, apart from the research field subjects. Teaching at a BA course can only be conducted with the preliminary permission of the Head of the relevant department, in the research topic of the doctoral student – or in a topic close to that research field. Apart from those conducting individual training, a doctoral student may conduct teaching activities only after the third semester. A doctoral student employed as a teacher is not allowed to obtain credits through teaching activities at the university employing him/her.

One credit may be obtained for four classes. In one semester not more than four credits may be obtained through teaching activities, and during the doctoral training not more than 20 credits may be obtained this way.

3. ACADEMIC SUBJECTS AND COURSES OF THE DOCTORAL SCHOOL OF PUBLIC ADMINISTRATION SCIENCES

3.1 General academic subjects

Major academic subjects

State and science – introduction to the sciences focusing on the state (5 credits)

Lecturer: *Prof András Patyi, PhD*

Theory of public administration and science of public administration (5 credits)

Lecturer: *Prof András Patyi, PhD*

Theories of state and governance (5 credits)

Lecturer: *Jenő Szmodis PhD*

History of public administration and self-governance (5 credits)

Lecturer: *Attila Horváth PhD*

Personnel of public administration (5 credits)

Lecturer: *Zoltán Hazafi PhD*

Comparative analysis of organisational and management theories (5 credits)

Lecturer: *Ferenc Nemes PhD*

Academic subjects in research (teaching) methodology

The fundamentals, theory, and methodology of scientific research work (4 credits)

Lecturer: *Prof. György Kiss DSc*

The methodology of research in state and public administration (4 credits)

Lecturer: *Prof. Iván Halász PhD, Gábor Schweitzer PhD*

Teaching (3 credits)

Research seminars

Scientometrics and publication strategy (2 credits)

Prof. András Nemeslaki CSc – Péter Sasvári PhD

Empirical analysis methods in public administration (2 credits)

Péter Sasvári PhD

3.2. Courses in individual research fields

3.2.1. History of state and public administration

Required elective courses

The history of evolution of ancient state (4 credits)

Prof. Éva Jakab PhD

History of constitution and public administration (4 credits)

Attila Horváth PhD

The history of Hungarian public-law thinking and public law-science (3 credits)

Gábor Schweitzer PhD

Elective courses

Development of Hungarian constitution and law (2 credits)

Prof. Gábor Máthé PhD

The history of Hungarian theory of state (2 credits)

Attila Horváth

Reforms in Hungarian public administration between the 18th and 20th centuries (2 credits)

Zsuzsanna Peres PhD

The Holy-crown theory and Hungarian constitutionalism (2 credits)

József Zoltán Tóth PhD

European peace systems (2 credits)

Prof. Mihály Fülöp PhD

Research seminars

The legal status of towns, self-government, and administration in bourgeois Hungary (2 credits)

Gábor Schweitzer PhD

Preliminaries of European integration – analysis of the integration history from the 16th century to the Rome Treaty (2 credits)

Prof. György Kiss DSc

3.2.2. Jurisprudence

Required elective courses

The fundamentals and role of judicial protection in modern public administration (4 credits)

Prof András Patyi, PhD

Contracts on the boundary between public law and private law (3 credits)

Prof. Tekla Papp PhD

The system of basic laws (4 credits)

Prof. György Kiss DSc

Policies of enforcement of rights and sanctioning in public administration (4 credits)

Prof. Norbert Kis PhD

The history of nationalisation and privatisation (4 credits)

Prof. Gábor Török DSc

Economic law (3 credits)

Prof. Gábor Török DSc

Elective courses

Liability systems and legal relationships in public law (2 credits)

Ákos Cserny PhD

Notions of human rights and their regulation in Hungary (2 credits)

Stefánia Bódi PhD

The public law limitations of property (2 credits)

Prof. Tekla Papp PhD

Some legal and efficiency issues of state intervention (2 credits)

László Vértesy PhD; Ákos Cserny PhD

Research seminars

Protection of intellectual property (2 credits)

Prof. Éva Jakab PhD

First- and second-generation rights reflected by the legal cases of the Constitutional Court and the European Court of Human Rights (2 credits)

Stefánia Bódi PhD

3.2.3 Public administration organisation and sociology

Required elective courses

Development of e-government, theoretical fundamentals (4 credits)

Prof. András Nemeslaki CSc

Technological and organisational innovation in public administration (4 credits)

Prof. András Nemeslaki CSc

Settlement-management in information society (4 credits)

Prof. István Tózsza PhD

Public administration systems – comparative public administration (4 credits)

István Temesi PhD

Horizontal and vertical logistic processes in public administration (4 credits)

Balázs Budai PhD

Knowledge management in public administration (3 credits)

Péter Koronváry PhD

Strategic management in public administration (3 credits)

Emese Belényesi PhD

Elective courses

Public administration as a critical infrastructure (2 credits)

Prof. István Bukovics DSc

The theoretical fundamentals of public-administration statistics – statistical risk analysis (2 credits)

Prof. István Tózsza PhD

The interoperability of European public services (2 credits)

Prof. Sándor Munk DSc

Sustainable public administration (public administration risk analysis, public-administration management, public-administration support infrastructure) (2 credits)

Prof. István Bukovics DSc

Interoperability of public administration IT systems (2 credits)

Prof. Sándor Munk DSc

Research seminars

Research in the field of the modernisation of public administration (2 credits)

Balázs Budai PhD

Cyber defence in public administration (2 credits)

Csaba Krasznay PhD

Information security management (2 credits)

Tamás Szádeczky PhD

Organisational risk- and crisis-management in public administration (2 credits)

Péter Koronváry PhD

3.2.4 Economics

Required elective courses

Applied macroeconomics (4 credits)

Prof. Péter Halmai PhD

New dimensions in economic governance in the European Union (4 credits)

Prof. Péter Halmai PhD

Trends in economic policy (4 credits)

Prof. Péter Halmai PhD

The common EU budget (course conducted in Hungarian and English) (4 credits)

Tamás Szemplér PhD

International economic relations (3 credits)

Andrea Elekes PhD

International practice of regulating financial and capital market (3 credits)

Prof. Csaba Lentner CSs

State finance management (3 credits)

Prof. Csaba Lentner CSs

Elective courses

The situation of financial culture in Hungary – research laying the grounds for National Strategy (2 credits)

Prof. Péter Halmai PhD

Banking and state-managed bank regulation (2 credits)

Prof. Csaba Lentner CSs

Ownership-based value-increase methodologies and techniques in state economic management (2 credits)

Péter Novoszáth CSs

The common EU budget (course conducted in Hungarian and English) (2 credits)

Tamás Szemplér PhD

Theory and practice of cohesion policy (course conducted in Hungarian and English) (2 credits)

Tamás Szemlér PhD

Introduction to econometrics (2 credits)

Viktor Várpalotai PhD

Issues of state debt (2 credits)

András Giday PhD

Research seminars (optional)

Modern state and economy (2 credits)

Prof. Péter Halmai PhD

Public finances and application of law (2 credits)

Etelka Gregóczy PhD, Györgyi Nyikos PhD

Planning national economic strategy (2 credits)

Györgyi Nyikos PhD

International environment – economic policies (2 credits)

Andrea Elekes PhD

3.2.5. Political science and governance

Required elective courses

State and bureaucracy (bureaucracy-trends and reforms) (4 credits)

Prof. András Patyi PhD, Tamás Kaiser PhD

The influence of bureaucracy on competitiveness (4 credits)

Prof. Magdolna Csath PhD

Some international models of the performance assessment of governance (course conducted in English) (4 credits)

Tamás Kaiser PhD

The idea and measuring techniques of „good governance” (4 credits)

Tamás Kaiser PhD

The territorial dimension of governance and public administration (course conducted in Hungarian and English) (4 credits)

Tamás Kaiser PhD

State in conservative thinking (3 credits)

Prof. Gergely Egedy CSc

Community and individual in constitutional law (3 credits)

Gábor Schweitzer PhD

The collapse and reconstruction of state (2 credits)

Prof. Iván Halász PhD

Elective courses

Hungarian relations in governance (2 credits)

Gábor Pál PhD

Religion, ethnics, multiculturalism (2 credits)

Károly Attila Molnár PhD

Research seminars (optional)

The Rise of Democracy (course conducted in English) (2 credits)

Prof. Éva Jakab PhD

The modern state – basic politico-philosophical and political issues (2 credits)

Gábor Pál PhD

State and competitiveness (2 credits)

Prof. Magdolna Csath PhD

3.2.6 International and European studies

Required elective courses

Human rights in a changing international space (course conducted in Hungarian and English) (4 credits)

Balázs Vizi PhD

Diplomatic and consular privileges and immunities (3 credits)

Norbert Tóth PhD

Law in international economic relations and the European Union (course conducted in Hungarian and English) (4 credits)

János Bóka PhD

Judicial protection in the European Union (4 credits)

Katalin Gombos Simonné PhD

Multilevel constitutionality in the European Union (3 credits)

Fruzsina Gárdos-Orosz PhD

Elective courses

Multi-speed Europe; the theory and practice of differentiated integration in the EU (course conducted in Hungarian and English) (2 credits)

Boglárka Koller PhD

Nation, identity and politics in Europe (course conducted in Hungarian and English) (2 credits)

Boglárka Koller PhD

The administrative law of the European Union (2 credits)

Anita Boros PhD

Minority rights and ethno-political models (2 credits)

Balázs Vizi PhD

The mechanism of cohesion policy of the European Union – results and impacts (2 credits)

Györgyi Nyikos PhD

Political and economic challenges in 21st century Latin America (2 credits)

Mónika Szente-Varga PhD

Migration of legal ideas (2 credits)

Prof. Iván Halász PhD

Nation building and regionalism in the Carpathian Basin (2 credits)

Prof. Iván Halász PhD

Research seminars

EU research methodology (2 credits)

Boglárka Koller PhD

The „Beijing consensus” – public administration and economic management in the People’s Republic of China (2 credits)

Sándor P. Szabó PhD

Some specific features of international transitional administration (2 credits)

Prof. Iván Halász PhD

The system of the rights of aliens (2 credits)

Zoltán Hautzinger PhD

Crisis regions in the international and European space (2 credits)

Prof. Klára Kecskeméti Siposné PhD

Some current issues of the prohibition of the use of force and the Law of Armed Conflicts (*ius ad bellum – ius in bello*) (2 credits)

Zsuzsanna Csapó PhD

Europe-concepts (2 credits)
János Bóka PhD

3.2.7. Public administration personnel

Required elective courses

The EU and domestic dimensions of public service career (course conducted in Hungarian and French) (4 credits)
Zoltán Hazafi PhD

Comparative public service (course conducted in Hungarian and English) (4 credits)
Prof. György Kiss DSc

Some international trends in human resource management in public service (3 credits)
Viktória Lindner PhD

Competence management in public service (3 credits)
Szilvia Szabó PhD

Public service and competitiveness (4 credits)
Zoltán Hazafi PhD

Elective courses

Opportunities of the development of human resource management within Hungarian public service (2 credits)
Gábor Szakács PhD

Public service and communication (2 credits)
Zsolt Antal PhD

Organisational decision-making mechanisms (2 credits)
Katalin Fülöp PhD

Research seminars

Multi-player conflicts and participation processes (2 credits)
Katalin Pallai PhD

The evaluation of organisational performance (2 credits)
Katalin Fülöp PhD

4. CREDITS TO OBTAIN THROUGH SCIENTIFIC ACTIVITIES

(In the case of 100% participation / authorship)

Type of scientific activities	Credits (max)
-------------------------------	---------------

Book, course book, textbook

Book published abroad (in a foreign language)	80
Book published in Hungary in a foreign language	60
Study / chapter in a book published abroad (in a foreign language)	30
Study / chapter in a book published in Hungary in a foreign language	25
Book published in Hungary in Hungarian language	40
Study / chapter in a book published in Hungary	20
Printed or electronic course book in Hungarian language	35
Printed or electronic textbook in Hungarian language	25

Book in a foreign language, registered by Scopus	90
Study / chapter in a book in a foreign language, registered by Scopus	70

Peer-reviewed article in a journal

Study in a journal published abroad in a foreign language	30
Study in a journal published in a foreign language in Hungary	20
Study in a journal published abroad in Hungarian language in Hungary	15

Study in an international journal of A or B category i.a.w. Section IX of the HAS, published abroad in a foreign language,	50
Study in an international journal of C or D category i.a.w. Section IX of the HAS published abroad in a foreign language,	30
Study in a not peer-reviewed journal	5

Participation in international conferences in a foreign language

Publication of the conference contribution in a peer-reviewed, foreign-language proceedings	24
Publication of the conference contribution in a non-peer-reviewed, foreign-language proceedings	16
A foreign-language presentation	8
A poster in a foreign language	6
A foreign language complementary lecture submitted in writing and published in conference proceedings	4

Participation in domestic scientific conferences

Publication of a contribution in a foreign-language peer-reviewed conference proceedings	24
Publication of a contribution in a foreign-language non-peer-reviewed conference proceedings	16
Publication of a contribution in a native language in conference proceedings	8
Giving a foreign-language presentation	8
A conference contribution in the student's own native language	4
Foreign-language poster	4
A poster in native language	2

Native-language complementary lecture submitted in writing and published in conference proceedings	2
--	---

Scientific applications and tenders

Participation in international scientific application	20
Participation in national scientific application	14
Participation in university-level scientific application	8