

Requirements of the thesis

1. To be entitled to sit for the final closing examination, students are required to write and defend their thesis works.
2. The topics suggested by the lecturers and the consultants of each topic are usually announced on the webpages of the departments/clinics annually. If a given department/clinic has not announced a list, the student has to choose a consultant according to Article 5(2) of Annex 2 of the Code of Studies and Examinations. In case of a theoretical institute the consultant shall hold a PhD degree, in the case of a clinic or training hospital the consultant shall have passed a specialist examination in the given field. The acceptance of the student shall be certified by the signature of the consultant on a special form to be submitted to the Registrar's Office.
3. Submitting the Thesis Title Declaration is an important condition of enrolling to the 11th semester to prove with the signature of the consultant, that the student has already started working on the thesis. After this point changing the topic of the thesis is only possible, if the consultant leaves the faculty and no other lecturer continues the topic.
4. Requirements of the **content** of the thesis:
 - a. The thesis is to testify the independent intellectual performance of the student who is aiming to get the degree of Doctor of Medicine.
 - b. The topic has to be related to the medical practice or to the fundamentals of medical biology.
 - c. The student has to use the principles of the academic work and publication while processing the topic.
 - d. It is desired that the thesis is based on independent research work or on autonomous academic processing of clinical data with novel implications.
5. **Formal** requirements of the thesis:
 - a. The thesis work has to be *30-50 typewritten pages OR 80-100.000 character plus graphics, plus bibliography* (font size: 12; line space: 1.5; margins: 2-2.5 cm, left-top-bottom: 4 cm;). It has to be written in the language of the training program or in English/German/Hungarian with the permission of the consultant.
 - b. The structure has to meet the requirements of an academic publication:
 - Introduction - description of the topic, summary of the previous publications on the topic with bibliographical references.
 - Materials, methods, statistical procedures.
 - Own results - illustrated with graphs, charts.
 - Discussion of the results, comparison with previously known data, explanation of the variances.
 - Conclusion specifically highlighting the new implications.
 - Bibliography.
6. The thesis work is to be submitted in 2 leather bound (black with golden letters) copies or in paper boards (transparent cover, white back cover, black plastic spiral) to the

consultant, and it has to be uploaded electronically (in PDF format) to Neptun until the deadline determined in the schedule of the academic year. The outside cover has to show the word „thesis”, the name of the student, the major and the year of submission. The inside cover has to show the following: the name of the University and the Faculty (University of Pécs Medical School), the title of the topic, the word „thesis”, the name and Neptun username of the student, the name and title of the consultant, the major, the year of submission and the place of the defence (department or institute).

7. The deadline of the submission and the defence is determined every academic year by the Faculty Council, usually as follows:

Deadline of thesis submission: Last day of the second instruction week of the spring semester.

Deadline of thesis defence: End of the 14th instruction week of the spring semester.

Students may have the possibility to submit and defend the thesis during an earlier semester by submitting a request approved by the consultant and the institute director. Requests, addressed to the vice-dean for education, may be submitted at the Registrar's Office.

8. The head of the department/institute designates two opponents who are competent in the topic. One of them can be the consultant of the student. Each of the opponents prepare a short (maximum an A4 typed page) written review, which has to be given to the student one week before the defence at latest. The opponents have to be provided with at least 2 weeks for the writing of the reviews.
9. At earliest 1 week after the completion of the reviews, the head of the department organizes the defence and determines its date.
10. The defence committee consists of 3 members. The members are the head of the department/institute or his/her deputy, the opponent and the consultant. Every lecturer and student is allowed to actively participate at the defence.
11. At the defence the student exposes their results in maximum 15 minutes, responds to the reviews and questions of the opponents. Every person participating at the defense is entitled to ask questions and comment on the thesis.
12. Following the defence the committee evaluates the thesis in a closed consultation. The thesis and the defence is evaluated in a 1-5 grading system. The result is to be announced to the student right after the consultation.
13. A thesis defence form has to be filled out at the defence, which has to contain the place and date of the defence, the name and Neptun username of the student, the title of the thesis, the name of the consultant, the names of the members of the defence committee and the thesis grade. The form has to be signed by the members of the committee.
14. The defence form has to be sent to the Registrar's Office 30 workdays before the final closing examination (at latest until the next working day after April 27). In case the documents do not arrive within the deadline, the student is entitled to sit for only to the next final closing examination.
15. The Registrar's Office records the grade and credits of the thesis in the Neptun and in the gradebook of the student.
16. One copy of thesis has to be preserved in the library of the department/institute at least for 5 years.

17. In case the thesis work is not acceptable for defence due to formal reasons or to insufficient content, the head of the department/institute notifies the student in written form within 3 weeks after the deadline of submission and informs him/her about the next deadline of submission. The new deadline can be at earliest 2 months following the notification. The procedure is similar in case the thesis work is evaluated with failed grade.
18. If the student has won a prize for their essay in the Dean's Competition , it can be accepted as thesis work. In this case the committee does not have to make a written evaluation. The student still needs to defend it orally.
19. In case the student has won a prize (grand prize, first, second or third place) for their presentation at a Student Researcher Society (TDK) conference with their TDK work in the topic, it does not have to be defended orally, it can be accepted as thesis work and the grade will be given based on the review of the thesis.
20. In case the student has won a prize (grand prize, first, second or third place) for his/her presentation at a Student Researcher Society (TDK) conference with their prize winning essay in the Dean's Competition, it will automatically be evaluated with an excellent grade without a further oral defence.
21. The Registrar's Office informs the department/institute about the prize winning essays in the Dean's Competition and the participation in TDK conference based on the information given by the president of the TDK. If the student is a co-author of a work, it can only be accepted as the thesis for the first author and a letter of resignation is needed from the other authors.

Requirements for entering the Final Closing Examination:

- Successfully taken final examinations in all the six required subjects and completed practices in Family Medicine and Emergency Medicine (with midsemester grade).
- Successful defence of the thesis no later than April 27, 2018.
- Submission of the Booklet of Clinical Skills and its correspondent Foreign Signatures Forms (if any).

Final Closing Examination

- Written exam: on a centrally organized date and time.
- Oral and practical exam: on the week following the written exam, students divided to departments based on a draw.